



**HALTON
POLICE
BOARD**
EXCELLENCE IN GOVERNANCE

Public Agenda

Date: Thursday, February 27, 2025

Time: 9:00 a.m.

Location: James Harding Community Room, HRPS Headquarters/Zoom Video Conference
Livestream at <https://haltonpoliceboard.ca/>

Members of the public and other interested parties are welcome to watch the livestream of this meeting at the link above.

1. GENERAL

- 1.1 Indigenous Land Acknowledgement
(Agenda Pages 1 – 2)
- 1.2 Regrets
- 1.3 Disclosure of Conflicts of Interest
- 1.4 Confirmation of Minutes of Meeting P25-01 held Thursday, January 30, 2025
(Agenda Pages 3 – 10)

2. PRESENTATIONS/DELEGATIONS

3. INFORMATION REPORTS

- 3.1 **P25-02-I-01** - Financial Report – Full Year Fiscal 2024
(Agenda Pages 11 – 20)
- 3.2 **P25-02-I-02** - Board Trust Fund Statement/Community Fund as at December 31, 2024
(Agenda Pages 21 – 22)
- 3.3 **P25-02-I-03** - 2024 Hate Related Occurrence Summary
(Agenda Pages 23 – 28)

- 3.4 **P25-02-I-04** - Donations to Service – December 31, 2024
(Agenda Pages 29 – 30)
- 3.5 **P25-02-I-05** - Collection of Identifying Information in Certain Circumstances
(Agenda Pages 31 – 34)
- 3.6 **P25-02-I-06** - Status of Reserve Accounts
(Agenda Pages 35 – 36)
- 3.7 **P25-02-I-07** - Organizational Wellness Unit Year End Update
(Agenda Pages 37 – 42)

4. RECOMMENDATION REPORTS

- 4.1 **CGO25-02-R-02** - Quality Assurance Policy
(Agenda Pages 43 – 50)
- 4.2 **CGO25-02-R-03** - A-07 Special Investigation Unit (SIU) Incident Follow-on Investigations Policy
(Agenda Pages 51 – 56)
- 4.3 **CGO25-02-R-04** - Response to Ahmed Inquiry Recommendations
(Agenda Pages 57 – 62)
- 4.4 **P25-02-R-08** - Capital Projects/Programs Status – December 31, 2024
(Agenda Pages 63 – 68)
- 4.5 **P25-02-R-10** - Motorola Solutions – Limited Tender Police Mobile Radios
(Agenda Pages 69 – 72)
- 4.6 **P25-02-R-11** - Limited Tender- Magnet Forensics Subscription Renewal
(Agenda Pages 73 – 76)

5. OPERATIONAL VERBAL UPDATES

6. ACTION REGISTRY

- 6.1 Public Information Action Registry
(Agenda Pages 77 – 78)

7. RECEIPT OF PUBLIC CORRESPONDENCE

- 7.1 Monthly Correspondence List – February 27, 2025
(Agenda Pages 81 – 82)

8. NEW BUSINESS
9. MOVE INTO CLOSED SESSION
10. CLOSED SESSION REPORT
11. ADJOURNMENT



Territory Acknowledgement

The Halton Police Board acknowledges the lands on which we gather for this meeting as the Treaty Territory of the Mississaugas of the Credit First Nation and the Traditional Territory of the Haudenosaunee, Huron-Wendat and Anishinabek.

No matter our origins, our lives are intertwined through the shared earth beneath us, the water we consume, and the air we breathe.

As those responsible for the governance of the security of all who gather on this land we now call Halton, we are committed to the path of Truth and Reconciliation in our words and in our actions and call on those watching this meeting to do the same.

Excellence in Governance

2485 North Service Road West, Oakville, Ontario, L6M 3H8



Public Minutes

MEETING NO. P25-01

DATE OF MEETING: Thursday, January 30, 2024
9:08 a.m.

LOCATION: Community Room, HRPS Headquarters

MEMBERS PRESENT (in person): Councillor Jeff Knoll, Councillor Lisa Kearns, Councillor Sameera Ali, Curt Allen, Ingrid Hann, Jane McKenna, Navdeep Dhaliwal

MEMBERS PRESENT (via Zoom Video Conference): None.

STAFF PRESENT: Chief Stephen Tanner
Deputy Chief Roger Wilkie
Deputy Chief Jeff Hill
Deputy Chief Kevin Maher
Ken Kelertas, Director of Legal Services and Legal Counsel
Paul Lavergne, Director, Corporate Services
Bill Payne, Director, Information Technology
S.Sgt. Kelly Blore
Sara Harwood, Manager of HR
Louise More, Manager of HR
Superintendent Sue Biggs
Fred Kaustinen, Chief Governance Officer
Chris Lallouet, Yellow Robot Communications
Jessica Warren, EA and Communications Advisor to the Chair (Acting Secretary)

GUESTS David Tilley, Ministry of the Solicitor General



1. GENERAL

1.1 Election of Board Chair and Vice-Chair for 2025

Moved by: S. Ali
Seconded by: I. Hann

"THAT Jeff Knoll be nominated as Chair of the Halton Police Board for 2025."

Carried.

Moved by: S. Ali
Seconded by: J. McKenna

"THAT nominations be closed."

Carried.

Jeff Knoll accepted the nomination and was acclaimed as Chair.

Chair Knoll gave brief remarks providing an overview and highlights of the coming year.

Moved by: C. Allen
Seconded by: S. Ali

"THAT Ingrid Hann be nominated as Vice-Chair of the Halton Police Board for 2025."

Carried.

Moved by: N. Dhaliwal
Seconded by: J. McKenna

"THAT nominations be closed."

Carried.

Ingrid Hann accepted the nomination and was acclaimed as Vice-Chair.



1.2 Indigenous Land Acknowledgement

The Halton Police Board acknowledges the lands on which we gather for this meeting as the Treaty Territory of the Mississaugas of the Credit First Nation and the Traditional Territory of the Haudenosaunee, Huron-Wendat and Anishinabek.

No matter our origins, our lives are intertwined through the shared earth beneath us, the water we consume, and the air we breathe.

As those responsible for the governance of the security of all who gather on this land we now call Halton, we are committed to the path of Truth and Reconciliation in our words and in our actions and call on those watching this meeting to do the same.

1.3 Regrets

None.

1.4 Disclosure of Conflicts of Interest

The Chair called upon Board members to declare any conflicts of interest they might have on the agenda. No declarations were made.

1.5 Confirmation of Minutes of Meeting P24-12 held Thursday, December 19, 2024

Moved by: S. Ali

Seconded by: N. Dhaliwal

"THAT the Minutes of Meeting P24-12 held Thursday, December 19, 2024, be adopted as circulated."

Carried.

2. PRESENTATIONS/DELEGATIONS

None.



3. INFORMATION REPORTS

3.1 P25-01-I-01 - 2024 Q4 Human Resources Quarterly Board Report

Moved by: L. Kearns
Seconded by: J. McKenna

"THAT Report No. P25-01-I-01 – 2024 Q4 Human Resources Quarterly Board Report, be received for information."

Carried.

3.2 P25-01-I-02 - Semi-Annual Complaints Statistical Report – Public/Internal January-December 2024

Moved by: L. Kearns
Seconded by: J. McKenna

"THAT Report No. P25-01-I-02 – Semi-Annual Complaints Statistical Report – Public Internal January- December 2024, be received for information."

Carried.

4. RECOMMENDATION REPORTS

4.1 CGO25-01-R-01 - Provision of Adequate & Effective Policing

Moved by: C. Allen
Seconded by: S. Ali

"THAT proposed policy PoP01 Provision of Adequate & Effective Policing be approved."

Carried.



4.2 CAE24-12-R-02 - Community Fund Application – Team Sponsorship participating in Open Doors Event (Deferred from Meeting of December 19, 2024)

Moved by: N. Dhaliwal
Seconded by: C. Allen

"THAT the Community Fund Application to sponsor a team participating in an Open Doors Event not be approved, as the application is incomplete and the request is outside the grant parameters."

Carried.

4.3 CAE24-12-R-03 – Community Fund Application – Tiger Jeet Singh Foundation (Deferred from Meeting of December 19, 2024)

Moved by: C. Allen
Seconded by: S Ali

"THAT the Community Fund Application from Tiger Jeet Singh Foundation be approved for \$10,000."

Carried.

4.4 C25-01-R-04 - Limited Tender Contract Award Idemia Identity and Security Canada LLC

Moved by: S. Ali
Seconded by: C. Allen

"THAT Confidential item 4.1 be Moved to the public agenda and listed above as Item 4.4"

Carried.

Moved by: S. Ali
Seconded by: C. Allen

"THAT the Halton Police Board authorizes a limited tender contract with Idemia Identity and Security Canada LLC for professional services and licensing costs for an amount not to exceed \$1,181,381 (including contingency and HST) over a term of five (5) years for an AI-driven Facial Recognition System thereby enabling the Halton Regional Police Service to participate in a shared Facial Recognition program with York Regional Police and Peel Regional Police."



Carried.

5. **OPERATIONAL VERBAL UPDATES**

Operational verbal updates were provided regarding the following:

- Wednesday Feb 5, 2025 – Polar Plunge, fundraiser Special Olympics Ontario
- Promotions – 21 constables have been promoted to Sargent, further promotions occurring for inspectors and superintendents.
- 21 extra investigator positions have been added at the districts and 5 new training bureau positions.

6. **ACTION REGISTRY**

6.1 **Public Information Action Registry**

Moved by: J. McKenna

Seconded by: L. Kearns

"THAT the updated Public Information Action Registry be approved."

Carried.

7. **RECEIPT OF PUBLIC CORRESPONDENCE**

Moved by: I. Hann

Seconded by: C. Allen

"THAT the Public Correspondence for January 2025 be received."

Carried.

8. **NEW BUSINESS**

There was no new business.



9. **MOVE INTO CLOSED SESSION**

Moved by: N. Dhaliwal
Seconded by: J. McKenna

"THAT the Halton Police Board do now convene into closed session as the subject matters to be discussed concern:

- *personal matters about an identifiable individual, including members of the police service or any other employees of the board, and;*
- *litigation or potential litigation affecting the board, including matters before administrative tribunals."*

Carried.

10. **CLOSED SESSION REPORT**

The Chair reported that during the closed session, the Board considered confidential personnel matters and litigation and motions were approved by the Board regarding these matters.

11. **ADJOURNMENT**

Moved by: S. Ali
Seconded by: N. Dhaliwal

"THAT the Halton Police Board do now adjourn this meeting."

Carried.

The meeting adjourned at 2:55 p.m.

Jeff Knoll
Chair

Jessica Warren
Acting Secretary



Halton Regional Police Service Public Agenda Information Report

To: Chair and Board Members

From: Chief Stephen J. Tanner

Subject: FINANCIAL REPORT – FULL YEAR FISCAL 2024

Report #: P25-02-I-01

Date: February 27, 2025

INTRODUCTION AND BACKGROUND:

Given below is a summary of the Quarterly Financial Report (unaudited) as of December 31, 2024. Details of each major cost element indicated in the summary are included in the following pages.

SUMMARY

\$ 000's
Favourable
(Unfavourable)

Cost Elements	Current Quarter	December 31, 2024 YTD				2023 TOTAL
	Actual	Actual	Planned	Var \$	Var %	Actual
Compensation & Benefits	47,262	180,438	175,972	(4,466)	(2.5%)	162,908
Materials & Supplies	2,234	9,303	8,995	(307)	(3.4%)	9,189
Purchased Services	1,972	15,912	14,732	(1,181)	(8.0%)	14,356
Rent & Financial	121	932	1,107	175	15.8%	405
Debt Charges	3,064	4,840	7,200	2,360	32.8%	3,200
Transfer To Reserve	(0)	7,689	7,689	0		7,792
Interdepartmental Charges	783	2,871	3,061	190	6.2%	2,494
Total Expenditure	55,436	221,984	218,755	(3,229)	(1.5%)	200,344
Total Revenue	3,758	16,434	14,969	1,465	9.8%	14,305
Net Expenditure	51,678	205,551	203,787	(1,764)	(0.9%)	186,039

One-Time item:

One Team – People First

- The \$1.8 million deficit above includes a one-time expense item of \$2.5 million for the impact of the Job Evaluation process and retro-active costs associated for February 2022 through December 2024. See notes below.

Comments:

- For Fiscal 2024, Net Expenditures were \$205.6 million which represents a full year deficit of \$1.8 million (or -0.9%) as compared to our approved 2024 Budget.
- The two main drivers of the 2024 deficit of \$1.8 million include:
 - **Job Evaluation** – the process initiated in February 2022 resulted in unbudgeted costs for retro pay back to 2022 account in the amount of \$2.5 million. A new job evaluation process was introduced for civilian employees that included a new job scoring model and pay grids. In prior Job Evaluation processes, the adjustments were minor and were absorbed in the Operating Budgets while still generating surpluses in those years. The \$2.5 million retroactive payment was processed in December 2024.
 - **Impacts from Collective Bargaining** - unbudgeted costs account for \$4 million. Rate increases and new premiums as negotiated in the one year contract for 2023 and rate increases as negotiated for the first year of the four year contract for 2024- 2027 were settled after the 2024 budget was finalized.
- The 2024 Operating Budget deficit will be funded from the Capital Reserve. A review of existing and future Capital projects was completed in order to replenish the Capital Reserve. No projects that are considered operationally important have been impacted.
- The following tables present additional details regarding year-end variances for each major cost element. The majority of these comments are similar to variance details provided in prior monthly financial reports.

Compensation & Benefits

\$ 000's
Favourable
(Unfavourable)

Cost Elements	Current Quarter	December 31, 2024 YTD				2023 TOTAL
	Actual	Actual	Planned	Var \$	Var %	Actual
Salaries	29,021	121,904	126,051	4,147	3.3%	111,603
Temporary Help	2,289	5,677	2,245	(3,432)	(152.9%)	4,380
Net Wages	31,310	127,581	128,296	716	0.6%	115,983
Overtime & Court-time	2,632	7,275	3,605	(3,671)	(101.8%)	5,682
Retention Pay	645	2,402	2,714	312	11.5%	2,230
Other Personnel Costs	3,544	5,551	4,446	(1,105)	(24.9%)	5,025
Total Expenditure	38,132	142,809	139,061	(3,749)	(2.7%)	128,920
Benefits	9,130	37,628	36,911	(717)	(1.9%)	33,988
Total Comp. & Benefits	47,262	180,438	175,972	(4,466)	(2.5%)	162,908

Comments:

- **Net Wages** – Salaries and Temporary Help are favourable by \$0.7 million due to lower than anticipated uniform staffing levels and vacant civilian positions throughout the year partially offset by the impact of civilian job evaluation (retro payments) and collective bargaining impacts. Temporary Help was utilized at a higher expense level to offset the much of the civilian vacancy savings and to assist with ongoing projects and initiatives.
- **Overtime & Court-time** –The unfavourable variance is related mainly to increasing overtime required to meet uniform staffing levels.
- **Retention Pay** –Savings relate to retirements of officers who would otherwise have been eligible for their Retention Pay at the end of the year.
- **Other Personnel Costs** –The unfavourable variance relates mainly to negotiated increased shift premiums for Patrol Constables and increased acting pay (partially as a result of job evaluation retro pay).
- **Benefits** –The unfavourable variance relates mainly to increased compensation costs.

Materials and Supplies

\$ 000's Favourable
(Unfavourable)

Cost Elements	Current Quarter	December 31, 2024 YTD				2023 TOTAL
	Actual	Actual	Planned	Var \$	Var %	Actual
Tires & Parts for Fleet	250	835	736	(99)	(13.5%)	795
Telephone & Data Line	194	943	890	(53)	(5.9%)	932
Fuel Cost for Fleet	548	2,347	1,842	(505)	(27.4%)	2,234
Clothing & Equipment	461	1,288	1,681	393	23.4%	1,249
Supplies	205	593	597	4	0.7%	543
Utilities	253	1,143	1,288	145	11.2%	1,216
Minor Capital	117	1,305	1,344	39	2.9%	1,182
Other Misc. Material & Supplies	205	848	617	(231)	(37.4%)	1,038
Total Materials & Supplies	2,234	9,303	8,995	(307)	(3.4%)	9,189

Comments:

- **Tires & Parts for Fleet** – The unfavourable variance relates to an increase need for parts for our growing fleet of vehicles and inflation.
- **Fuel Cost for Fleet** – The unfavourable variance relates to an increase in the net pump price of fuel. Fuel prices continue to fluctuate.
- **Clothing & Equipment** – The favourable variance relates mainly to lower than anticipated costs associated with new hires.
- **Utilities** – The favourable variance relates mainly to natural gas which was lower due to a true-up of rates applied in prior year invoices.
- **Other Misc. Material & Supplies** – The unfavourable variance relates mainly to purchases of ammunition and gun replacement parts. The current political & military environment presents challenges in procuring ammunition so every effort is made to purchase larger supplies when the ammunition is available.

Purchased Services

\$ 000's
Favourable
(Unfavourable)

Cost Elements	Current Quarter	December 31, 2024 YTD				2023 TOTAL
	Actual	Actual	Planned	Var \$	Var %	Actual
Computer Maintenance	(482)	7,078	7,612	534	7.0%	6,250
Building Maintenance	331	1,189	1,185	(4)	(0.3%)	1,183
Janitorial Services	211	772	799	27	3.4%	760
Staff Development	634	1,732	1,170	(562)	(48.0%)	1,724
Professional Services	630	2,237	1,585	(652)	(41.1%)	1,946
Fleet Support Costs	234	822	491	(331)	(67.5%)	578
Advertising/Public Relations	62	206	71	(134)	(188.1%)	62
Other Misc. Services	353	1,878	1,819	(59)	(3.2%)	1,853
Total Purchased Services	1,972	15,912	14,732	(1,181)	(8.0%)	14,356

Comments:

- **Computer Maintenance** – The favourable variance relates mainly to LTE support costs that were not required during the switch over to Telus.
- **Staff Development** – The unfavourable variance relates mainly to additional course enrollments and travel costs.
- **Professional Services** – The unfavourable variance relates mainly to IT related consultants used to assist with staff vacancies and legal costs and settlements.
- **Fleet Support Costs** – The unfavourable variance relates mainly to increased utilization of external garages for maintenance (partially offset by reduced Interdepartmental Charges).
- **Advertising/Public Relations** – The unfavourable variance relates mainly to recruitment related initiatives and costs associated with distributing the strategic plan.

Various

\$ 000's
Favourable
(Unfavourable)

Cost Elements	Current Quarter	December 31, 2024 YTD				2023 TOTAL
	Actual	Actual	Planned	Var \$	Var %	Actual
Rent & Financial	121	932	1,107	175	15.8%	405
Debt Charges	3,064	4,840	7,200	2,360	32.8%	3,200
Transfer to Reserves	(0)	7,689	7,689	0		7,792
Interdepartmental Charges	3,185	13,461	15,996	2,535	15.8%	11,397

Comments:

- **Rent & Financial** – The favourable variance relates mainly to Virtra training software that will no longer be utilized.
- **Debt Charges** – The favourable variance relates to delays in issuing debt related to the 1 District project. The debt was issued in October 2024 and will not impact current build completion timelines.

Interdepartmental Charges

\$ 000's
Favourable
(Unfavourable)

Cost Elements	Current Quarter	December 31, 2024 YTD				2023 TOTAL
	Actual	Actual	Planned	Var \$	Var %	Actual
Risk Management	460	1,840	1,840	0	0.0%	1,531
Fleet Maintenance	309	976	1,166	190	16.3%	908
Other Charges	14	55	55	0	0.0%	56
Interdepartmental Charges	783	2,871	3,061	190	6.2%	2,494

Comments:

- **Fleet Maintenance** – The favourable variance of \$190 K relates to lower labour charges from the Regional garage offset by an increased utilization of external garages for maintenance (as noted in Purchases Services above).

Revenue

\$ 000's
Favourable
(Unfavourable)

Cost Elements	Current Quarter	December 31, 2024 YTD				2023 TOTAL
	Actual	Actual	Planned	Var \$	Var %	Actual
Government Subsidy	2,066	7,333	6,432	900	14.0%	6,361
Program Fees	406	1,846	1,871	(25)	(1.3%)	1,789
External Recoveries	1,150	3,828	3,237	591	18.2%	3,882
Internal Recoveries	136	328	330	(2)	(0.5%)	329
Transfer from Reserve	(0)	3,099	3,099	(0)		1,945
Total Revenue	3,758	16,434	14,969	1,465	9.8%	14,305

Comments:

- **Government Subsidy** – The favourable variance relates mainly to an increase in Court Security and Prisoner Transportation funding (\$329K) and Preventing Auto Theft funding (\$240K). Additional funding was also received for Victim Services and Human Trafficking related initiatives.
- **External Recoveries** – The favourable variance relates mainly to additional secondments related to OPP Guns and Gangs projects and organized crime.

Overall

For the full year, Net Expenditures were \$205.6 million which results in year-end deficit of \$1.8 million as compared to our 2024 Budget.

As per policy approved by the Board, the 2024 deficit will be funded from the Capital Reserve.

Please note that the comments and figures presented are based on unaudited results.



Stephen J. Tanner
CHIEF OF POLICE

:PL / GK

Attachments:



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: BOARD COMMUNITY FUND – AS AT DECEMBER 31, 2024

Report #: P25-02-I-02

Date: February 27, 2025

INTRODUCTION AND BACKGROUND:

Attached is a financial statement indicating the status of the Board's Community Fund held by the Halton Regional Police Services Board as at December 31, 2024.

The Community Fund's revenues are mainly generated through police auctions, interest earnings and seized funds. As per the Community Safety and Policing Act requirement, these funds are directed specifically to purposes the Board considers to be in the public interest.

A handwritten signature in black ink, appearing to read "Stephen J. Tanner".

Stephen J. Tanner
Chief of Police

: PL / GK

Attachments:

**BOARD TRUST FUND/COMMUNITY FUND
FINANCIAL STATEMENT
For the 12 Month Period Ended December 31, 2024**

	<u>Revenues</u>	<u>Expenditures</u>	<u>Balance</u>
Balance as of January 1, 2024			<u>\$ 614,793</u>
Transactions:			
Auction Proceeds	39,168		
Found Money	644,272		
Interest Earnings	52,945		
Confidential		100,000	
Crime Stoppers of Halton		49,000	
Muslim Association of Canada Donation		10,000	
Gurdwara Singh Sabha Milton		10,000	
Cdn Caribbean Assoc. - Youth Leadership		20,000	
Canadian Association of Police Boards		2,000	
Toys for Tots - Correction of deposit error		2,928	
	<u>736,385</u>	<u>193,928</u>	<u>542,457</u>
Balance Available - December 31, 2024			<u>1,157,250</u>
	<u>Approved Amount</u>	<u>Balance Outstanding</u>	
Approved Commitments			
Purpose:			
Discretionary Fund - Police Services Board	5,000	5,000	
Community Consultation Committee	5,000	5,000	
Sexual Assault Advisory Committee	15,000	8,643	
William McIntrye Homicide Reward	50,000	50,000	
Mathew Flannigan - Reward	5,000	5,000	
Halton SALT Committee	5,000	5,000	
	<u>85,000</u>	<u>78,643</u>	
Unencumbered Balance - December 31, 2024			<u>\$ 1,078,607</u>



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: 2024 HATE RELATED OCCURRENCE SUMMARY

Report #: P25-02-I-03

Date: February 27, 2025

INTRODUCTION AND BACKGROUND:

Effectively responding to hate related occurrences is a top priority for our Police Service. All reported hate incidents are monitored by a regional coordinator who works in our Equity, Diversity and Inclusion Office. This coordinator is a member of the Hate Crime Extremism Investigative Team (HCEIT) which is comprised of 21 police services across the province. The Hate Crime Coordinator works in conjunction with the District Criminal Investigations Bureaus and Intelligence Bureau to respond and review all hate related occurrences. Our police service also recognizes the importance of strategic actionable intelligence and members of our Intelligence Bureau proactively look for any indication of hate in all forms, including cyber-based.

The Service utilizes a collaborative approach when responding to incidents of hate in our community. As a result, we have partnered with several community agencies to assist us in the enhancement of our current policies and procedures, as well as to act as an additional resource when providing support to every individual or group impacted by hate in our region.

In 2014, the Ontario Police College and the Hate Crime Extremism Investigative Team, in collaboration with Statistics Canada, developed guidelines for reporting hate crimes as well as a framework for a consistent definition of a hate crime. The goal was to ensure consistency in the reporting of hate crimes by all Ontario police services.

From this initiative, specific definitions were established and implemented as outlined in Service Directive INV-008 - Hate Incident/Hate Crime including:

- *A **hate crime** is a criminal offence committed against a person or property, that is perceived to be motivated and/or is motivated, in whole or in part by the suspect's hate, bias or prejudice based on real or perceived race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual orientation or any other similar factor.*
- *A **suspected hate crime** is a criminal offence against a person or property with reasonable suspicion that it is motivated by hate/bias/or prejudice and cannot be proven to be solely motivated by hate.*
- *A **hate/bias incident** involves behaviour that, though motivated by bias against a victim's race, religion, ethnic/national origin, gender, age, disability or sexual orientation, are not criminal*

acts. Hostile speech or other disrespectful/discriminatory behavior may be motivated by bias but is not necessarily criminal in nature;

Together, they form the basis of hate related occurrences, which are investigated by a multi tiered approach beginning with the initial incident response, using the Community Safety and Well-Being (CSWB)lens.

Overview

In 2024, there were a total of one hundred fifteen (115) hate related occurrences reported to the Halton Regional Police (Figure 1). This is a decrease in occurrences compared to the one hundred and forty-six (146) that were reported in 2023.

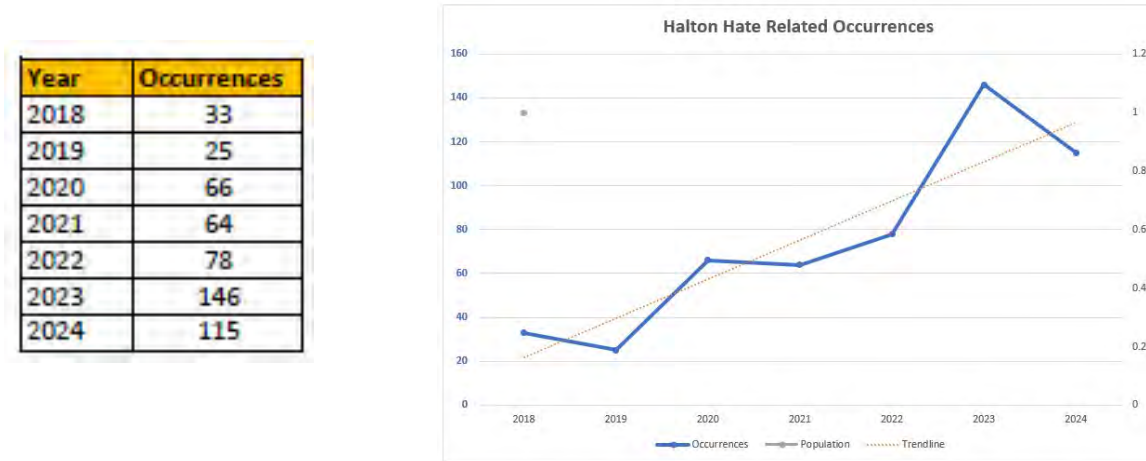


Figure 1: Hate Related Occurrences 2018-2024

Figure 2: Hate Related Occurrences 2024 by Municipality

Municipality	Occurrences	Population
Burlington	33	197,351
Oakville	33	238,716
Milton	38	152,817
Halton Hills	11	68,042

The below (Figure 3) breaks down reported hate occurrences by hate crime, hate related incident, and suspected hate crime.

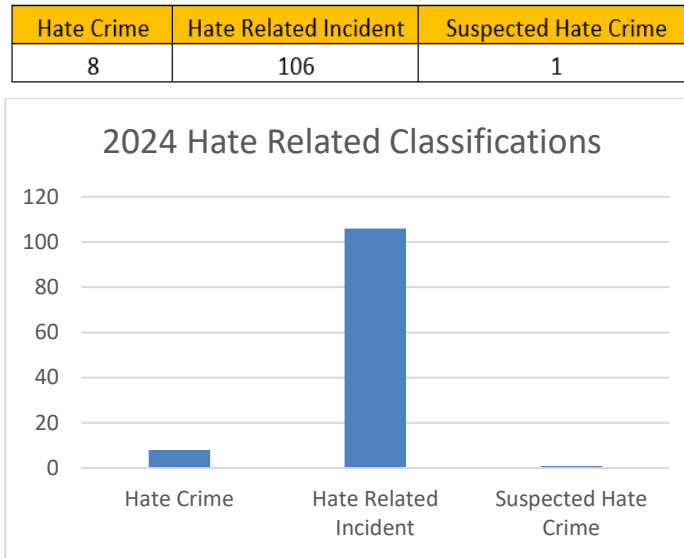


Figure 3: 2024 Hate Related Classifications

The below (Figure 4) breaks down reported hate crimes and hate related incidents by group targeted:

Group	Occurrence
2SLGBTQIA+	18
Jewish	15
East Asian	6
Black	23
Middle Eastern	10
Muslim	3
South Asian	18
German	1
Multiple	18
Newcomer	2
Other	1

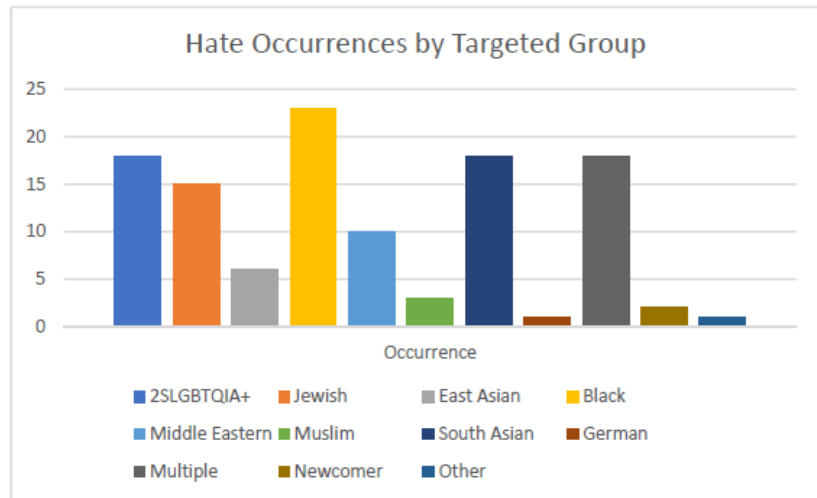


Figure 4: 2024 Hate Related Occurrences by Group Targeted

In 2024, the HRPS laid **8 Criminal Charges** out of a total of 115 hate investigations. These criminal charges stemmed from investigations where criminal offences were alleged to have

been committed against a person or property which was motivated in whole or in part by hate, bias, or prejudice.

Hate Occurrences by Month (Figure 5)

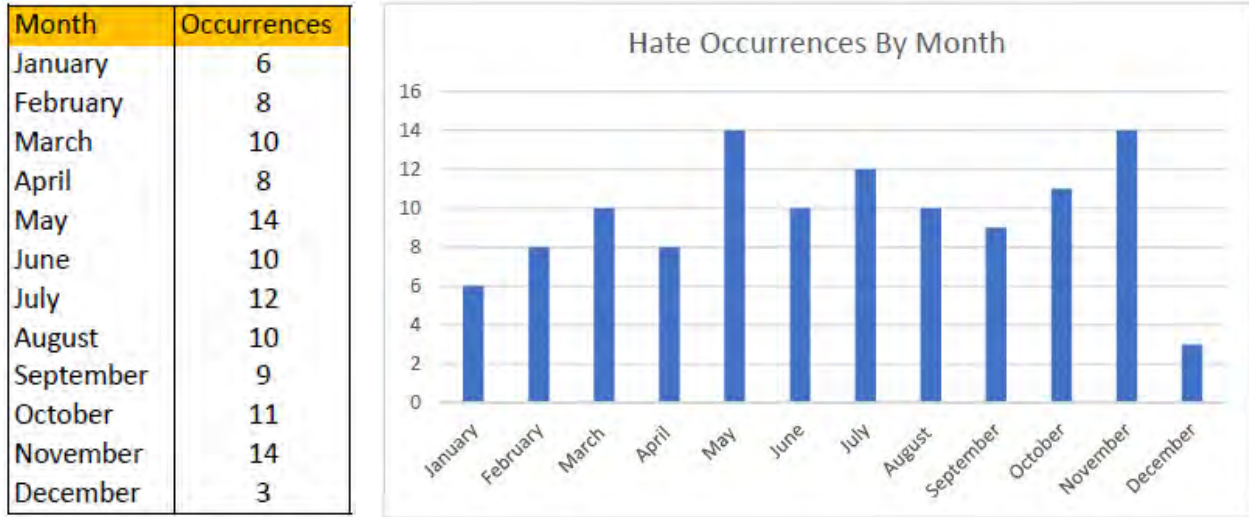


Figure 5: 2024 Hate Occurrences by Month

Conclusion

There were a number of significant differences to the 2024 hate occurrence data as compared to previous years. Most notably, there were fewer highly politicized events that led to spikes in offences toward any particular identifiable group throughout the year. Although the number of hate occurrences were at their highest during May, November, and July, these increases do not appear to be influenced by any significant or commemorative dates, months, or events. In 2024 the identifiable groups continuing to be most impacted by hate occurrences were the 2SLGBTQIA+, Black, Jewish, and ‘Other’ communities. A good portion of these occurrences were in large part due to several mischief occurrences that involved markings or graffiti directed toward multiple groups within a single incident. The majority of offences continue to involve mischief and verbal forms of hate. Verbal occurrences largely consist of verbal altercations that involve hateful comments toward an identifiable group. These are characterized as ‘hate incidents’ and not hate crimes.

Despite ongoing tensions in the Middle East that were felt globally through continued protests, hate related incidents targeting the Jewish and Middle East/Muslim communities decreased overall. In just the last three months of 2023, there were 13 hate occurrences that targeted the Middle East/Muslim community; almost the same number that occurred in all of 2024. Similarly, as disruptions within the South Asian community rose due to the Khalistan movement, surrounding areas experienced a sudden spike in hate occurrences, while no increase was observed within the Halton Region. In both circumstances described above it is worth

considering that the significant proactive steps taken by HRPS, including providing continuous support to communities that may be targeted and discussing expectations with parties intending to protest, may have curtailed hate related incidents.

Perhaps the most important take away from the above findings, was the effectiveness of collaborating proactively with our community partners in relation to the impact global events can have on our community. As Halton continues to grow in both population and diversity, the above information showcases the importance of continuing to foster positive relationships within our community in our continued efforts to grow together as one of the safest places to live in Canada.



Stephen J. Tanner
Chief of Police



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: DONATIONS TO SERVICE – DECEMBER 31, 2024

Report #: P25-02-I-04

Date: February 27, 2025

INTRODUCTION AND BACKGROUND:

Throughout the year, organizations and individuals donate money, goods or services to the Service. The donations detailed below are intended for use by the Service in order to assist in our effectiveness as a safety provider for the citizens of Halton.

A handwritten signature in black ink, appearing to read "S. J. Tanner", written over a light grey rectangular background.

Stephen J. Tanner
Chief of Police

: PL / GK

Attachments:

DONATIONS TO THE SERVICE
For the 12 months ended December 31, 2024

Summary of Transactions

Kozy Kids

The Domsy Foundation

5,000

5,000

Misc.

Total Cash Donations

5,000

Donations in Kind

N/A



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: COLLECTION OF IDENTIFYING INFORMATION IN CERTAIN CIRCUMSTANCES

Report #: P25-02-I-05

Date: February 27, 2025

INTRODUCTION AND BACKGROUND:

Since the implementation of Ontario Regulation 400/23 of the Ontario Community Safety and Policing Act (formerly the Police Services Act), Collection of Identifying Information in Certain Circumstances (CIICC), in January 2017, overall impacts to the Halton Regional Police Service (HRPS) have been minimal.

For the Period of January 1, 2024 – December 31, 2024, the HRPS reported zero (0) instances of CIICC as articulated by the Regulation. The HRPS did not receive any external complaints through the Office of the Independent Police Review Director (OIPRD), or the Law Enforcement Complaints Agency (LECA), or initiate any internal Chief's complaints arising from the implementation or application of the provisions of the Regulation. No requests were received for CIICC information pursuant to MFIPPA.

Annual Report

In accordance with Service Directive CPO-043 - The Collection of Identifying Information in Certain Circumstances – Prohibitions and Duties - and Board Policy, the Chief of Police shall be provided with an annual report on the Collection of Identifying Information for submission to the Police Services Board in the first quarter of each year (commencing 2018). This report includes all the requirements laid out in sections 10(6) (detailed internal review of random CIICC data) and section 15 of the CSPA Ontario Regulation 400/23.

Ontario Regulation 400/23, Section 15

This section of the **Regulation** requires the Chief of Police to include certain information in relation to attempted collections of identifying information as part of the HRPS Annual Report provided by Chief Tanner to the Halton Police Board.

Pursuant to section 15, the Annual Report shall include the following data:

- (a) the number of attempted collections of identifying information;

- (b) the number of attempted collections of identifying information in which information was collected;
- (c) the number of times an individual was not given a record of the attempt (**Collection of Identifying Information Receipt CPO-043B**) because they did not want it;
- (d) the number of attempted collections of identifying information from individuals who were male or female;
- (e) the age groups of individuals from whom identifying information was collected;
- (f) the racialized groups from whom identifying information was collected;
- (g) the number of individuals who claimed Aboriginal identity;
- (h) the neighbourhoods or areas where collections were attempted and the number of attempted collections in each;
- (i) the number of instances when officers relied on exemptions for **not:**
 - (i) providing rights notification;
 - (ii) explaining the reason for the attempted collection;
 - (iii) providing the record of attempt (**Collection of Identifying Information Receipt CPO-043B**) to the individual;
- (j) the number of times it was determined that an officer did not have appropriate reasons for the attempted collection or failed to comply with requirements regarding rights notification or providing a record of attempt (**Collection of Identifying Information Receipt CPO-043B**); and
- (k) the number of times police officers were granted access to restricted identifying information (**ref. EXE-008 Audits**);
- (l) the number of complaints (public and Chief's) resulting from or related to the Collection of Identifying Information (**ref. EXE-008 Audits**); and the number of Municipal Freedom of Information and the Protection of Privacy requests relating to the Collection of Identifying Information (**ref. EXE-008 Audits**).

HRPS Report

Metric	Approved	Pending	Total
Number of attempted collections of identifying information.	0	0	0
Number of attempted collections of identifying information in which information was collected.	0	0	0
Number of times an individual was not given a Collection of Identifying Information Receipt CPO-043B because they did not want it.	0	0	0
Number of attempted collections of identifying information from individuals who were male.	0	0	0
Number of attempted collections of identifying information from individuals who were female.	0	0	0
<i>Age groups of individuals from whom identifying information was collected:</i>			
Unknown	0	0	0
41-50	0	0	0
<i>The racialized groups from whom identifying information was collected:</i>			
South Asian	0	0	0
Caucasian	0	0	0
Black	0	0	0
Number of individuals who claimed Aboriginal identity.	0	0	0
<i>Neighbourhoods or areas where collections were attempted and the number of attempted collections in each:</i>			
Oakville	0	0	0
Halton Hills	0	0	0
Burlington	0	0	0
<i>Number of instances when officers relied on exemptions for not:</i>			
(i) providing rights notification (q1)	0	0	0
(ii) explaining the reason for the attempted collection (q2)	0	0	0
(iii) providing the Collection of Identifying Information Receipt CPO-043B to the individual (q4)	0	0	0
Number of times it was determined that an officer did not have appropriate reasons for the attempted collection or failed to comply with requirements regarding rights notification or providing a Collection of Identifying Information Receipt CPO-043B.	0	0	0
Number of times police officers were granted access to restricted identifying information (ref. EXE-008 Audits).	0	0	0
<i>Number of external requests or complaints:</i>			
The number of complaints (public and Chief's) resulting from or related to the Collection of Identifying Information (ref. EXE-008 Audits);	0	0	0
The number of Municipal Freedom of Information and the Protection of Privacy requests relating to the Collection of Identifying Information (ref. EXE-008 Audits)	0	0	0

Noteworthy information:

- Due to the absence of any CIICC data, analysis of the correlation of CIICC data to crime data is not feasible.
- A review of the above data did not reveal that identifying information was attempted to be collected disproportionately from individuals perceived to be within a group or combination of groups

Costs

HRPS Directive CPO-043 and HRPSB Policy requires that Chief provide the Board with an estimate of the cost of complying with the **Regulation** (including but not limited to staffing, training, verification time, the time it takes to complete the Collection of Identifying Information process, IT costs, etc.) has been undertaken.

Records Bureau – There was minimal impact to staffing and salary. Costs were considered insignificant based upon the current CIICC numbers.

Training Bureau - New recruits receive CIICC training as part of their curriculum at the Ontario Police College (0 hours provided at HRPS). No additional instructor-led training was provided in 2024 for other sworn members. Per the CSPA Regulation 400/23, mandatory police training is to take place every 36 months (last training took place in 2022 and is planned for 2025). Of note, training material for CIICC is available on-demand through the Ontario Police College Virtual Academy (OPCVA) and can be accessed by any police officer in Ontario.

Information and Technology - There were no additional requirements for procurement of software, hardware, consulting or staffing.

Police Analytics – Reporting, analytics time and dashboard tool maintenance were of minimal impacts to the ADS office.

Frontline – Other than the online training described above (requiring time to complete), there were no significant impacts (cost, resources) to front line.



Stephen J. Tanner
Chief of Police

:SB



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: RESERVE STATUS REPORT – AS AT DECEMBER 31, 2024

Report #: P25-02-I-06

Date: February 27, 2025

The attached schedule indicates the financial status of the Police Reserves and any approved commitments.

Regional Council established these reserves at the request of the Police Services Board. As per policy approved by the Board, any year-end surplus is transferred *to* the Capital Reserve and any year-end deficit is transferred *from* Capital Reserve. Regional Council defers to the Police Services Board on how the reserves shall be used to cover capital projects or unexpected major commitments.

As the report indicates, as at December 31, 2024 the *unaudited* total balance of all Police Reserves is \$4,493,163 and include the Fiscal 2024 deficit of \$1,764,220.

Any funds not used for the intended purpose as described under commitments would be used for funding other capital programs and recommendations would be brought to the Board for consideration. Any further commitments to the Reserves will be determined by the Board at each year-end.

A handwritten signature in black ink, appearing to read "Stephen J. Tanner".

Stephen J. Tanner
Chief of Police

Attachments:

**Halton Regional Police Service
Reserve Funds Status Report
For The Six Month Period July 1, 2024 to December 31, 2024**

	SAP #	\$ Available Period Opening (July 1/24)	Funds In			Funds Out			\$ Available Period Closing (Dec 31/24)	Notes
			From Operating Budget	From Capital Budget	Other / Interest	To Operating Budget	To Capital Budget	Other		
Statutory Reserves										
Development Charges - Residential	516040	4,266,802			760,877	(826,057)			5,853,736	1
Development Charges - Commercial	517020	(6,316,132)			117,354	(331,504)			(5,867,273)	1
		(2,049,329)	-	-	878,231	(1,157,561)	-	-	(13,537)	
Board Approved Reserves										
Legal Indemnification	509010	365,735			8,937				374,672	2
Vehicle Replacement	503010	178,254			14,299				192,552	2
Vested Sick Leave	519531	104,784			2,560				107,345	2
		648,773	-	-	25,796	-	-	-	674,569	
Capital Reserve	505040	4,675,925		1,625,000	145,426	1,764,220	850,000		3,832,131	3
Total		3,275,369	-	1,625,000	1,049,453	606,659	850,000	-	4,493,163	

Notes:

- 1 Funds In from Other / Interest represents transfer of Development Charge Revenue (from Region) and interest earned, while Funds Out to Operating relate to delay in Financing of 1 District.
- 2 Funds In from Other / Interest relates to interest earned.
- 3 Funds In from Capital relate to closed projects, Funds In from Other / Interest relates to interest earned. Funds Out to Operating Budget relate to the unaudited 2024 Deficit, and Funds Out to Capital relate to funding new initiatives approved during the year.



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: ORGANIZATIONAL WELLNESS UNIT

Report #: P25-02-I-07

Date: February 27, 2025

INTRODUCTION AND BACKGROUND:

The Halton Regional Police Service's Organizational Wellness Unit (OWU) was created in April 2016. The Unit is currently comprised of a Staff Sergeant, two Constables, a seconded civilian member and a contracted psychologist, Dr Paulette Laidlaw.

In 2024, the Reintegration team became part of the Organizational Wellness Unit. This team includes the Reintegration Co-ordinator (a Sergeant) and a seconded Constable.

The Organizational Wellness Unit functions to support and promote the psychological health and wellness of Halton Regional Police Service members, both in sworn and civilian positions. To that end, the unit has been fortunate enough to have had the opportunity to second a civilian member to the unit to support the unit's mandate and profile. The OWU provides peer assistance, quick access to psychological support services, post critical incident response, educational programs/resources for members, their families and retirees.

The Wellness Unit is located at an off-site location in Burlington to best ensure member's privacy and provide a quiet and safe space in which to hold wellness debrief sessions. In late 2023, the OWU moved to a new office, and the team was able to have an open house in Spring of 2024 which was well attended and allowed the team to meet and interact with several civilian and sworn members.

OUTREACH AND COLLABORATION:

The OWU continues to build and strengthen its partnerships both internally and externally.

In Summer 2022, Treatments Wellness Centre was introduced as an in-house wellness services provider based out of Headquarters offering specialized treatments in massage therapy & osteopathy services. With this new service, members have the opportunity to schedule wellness appointments on their breaks saving time and adding convenience while maintaining their good health. These in-house services have been a success and continued in 2024.

The Organizational Wellness Unit continues to be a provincial leader in the area of organizational wellness. The OWU has been recognized in the psychological community and the first responder community as a leader of innovation in the practice, prevention, education and intervention of psychological illness/wellness. Members of the unit continue to be approached by other organizations and regularly provide information and insight into our wellness model. In addition to this, the OWU continues to compile a list of resources for counsellors/therapists who work primarily with first responders. The team regularly meets with counsellors from across the GTA, to ascertain the services which they provide to be able to make knowledgeable and timely referrals to our members.

In 2024, OWU conducted dozens of presentations to enhance understanding and share operational wellness strategies to members, as well as retirees. OWU members carried out training and education programs for new HRPS members both civilian and sworn, new HRPS supervisors, new experienced officer hires, communicators, cadets, volunteers and cohort training groups for members who are in the early stages of their careers.

As part of providing ongoing support to members, the OWU continues to recognize that families play an important role. In 2024, the OWU in collaboration with the Training Bureau, continued to provide presentations to the new recruits and their 'people'; this group could include their parents, spouses, friends, whoever was going to be there to support them and help guide them on this amazing yet demanding policing career they have chosen. This initiative has been very well received and has been expanded to include similar presentations for the new Communicators and Special Constables and their 'people' as well. Throughout 2024, the OWU received phone requests from both members as well as their 'people,' asking for assistance with a multitude of challenges that they were experiencing.

CAPABILITY AND ENGAGEMENT

In 2024, the OWU's mandate expanded to include promoting 'holistic wellness' which is an approach that addresses the physical, mental, emotional, environmental, spiritual and social components of our people. It is important to recognize that all components play an important role in the overall wellness of our members.



The Organizational Wellness unit maintains a strong relationship with the Homewood Family Assistance Plan which provides support and information sessions to employees, families and retirees to ensure they are well educated about their own mental health and well-being.

As a primary function, the OWU continues to provide proactive support to members involved in significant and critical incidents. OWU members are continually engaged with operational supervisors about dynamic, significant or critical incidents and proactively engage each of the involved members to “check in” as a means of early intervention or by delivering ‘post-incident’ debrief sessions in consultation with the organization’s psychologist.

In late 2023, the Organizational Wellness Unit commenced implementation of a structured Reintegration program. The Reintegration program is a coordinated process, that is individualized to the needs of each participating member and their unique situation. The Reintegration coordinator, in consultation with the returning member, the Human Resources Unit, the Training Unit, assist a member’s transition back to the workplace after a significant absence. The goal of the program is to support members during an absence from work and prepare them for a successful return to work when ready. This program is incredibly important to both sworn and civilian members of the HRPS, and it has already achieved several early success stories. Over the course of 2024 the Reintegration team provided structured support to 40 members as they returned to the workplace. The Reintegration program will continue to evolve in 2025.

LEADERSHIP AND EXCELLENCE

The OWU continues to meet and exceed all mandated Service requirements involving mental health.

Dr. Paulette Laidlaw, the OWU’s contracted psychologist and her team of associates, continues to be an integral part of the OWU by supporting members and retirees through professional counselling services. Dr Laidlaw also provides consulting, training, and education services in

addition to personally carrying out the Safeguard Testing for those members in designated units and assignments.

The Safeguard program continues to provide police appropriate trauma-based assessments for identified members of designated units including the Tactical Rescue Unit, Child Abuse and Sexual Assault Unit, Internet Child Exploitation Unit, Technology Crimes Unit, Forensic Identification Unit, Collision Reconstruction Unit, Mobile Crisis Rapid Response Team, COAST, Communications Bureau, Victim Services Unit, Crown Brief Review Group, Human Trafficking Unit, Major Crime Unit, the Intimate Partner Violence Unit and the Criminal Investigation Bureaus across all three Districts in the Region.

Members of the OWU team reach out directly to officers and civilians who are involved in difficult calls, hundreds of times a year. In addition, when a member of the OWU walks into a District or Headquarters, officers and civilians alike will approach them and ask, 'do you have a minute to talk?'. These informal 10–15-minute conversations can make all the difference in the world to the member. Daily follow ups, texts, phone calls, drop ins at the office, are all incredibly important interactions which reflect the positive impact the OWU has on the overall organizational health and well-being of the Service. One performance outcome that the team appreciates, are the positive messages/emails/texts that are received from the members that have been supported in some manner. This is one such example:

“OMG The Wellness Unit and choosing those who are within it, I truly believe is one of the most incredible things the Service has ever done.

Every single one of you has played a part in my journey and being able to come to a place that is sosososo safe to talk and cry and swear and laugh with each of you and feel such unconditional support, there just are no words.

I know this has been long, and a lot. I will never ever be able to truly tell you, how much you all gave me strength, hope and now changed my world. I would never have been so fortunate without the support of The Wellness Unit. You guys are truly beyond the best and I hope the Service realizes that you are completely invaluable. What you have all created together is a force like no other.”

Recently, the Organizational Wellness team was strategically repositioned within the organization from the Human Resources Unit to the newly formed People, Culture and Wellness Unit. The Wellness Team will continue to research and implement innovative new programs/initiatives and support and assist members daily.

The Service is committed to continuously monitoring OWU performance and capacity to ensure that we prioritize the health and well-being of our members, their families and retirees.



Stephen J. Tanner
Chief of Police

:TD



Public Agenda Recommendation Report

To: Halton Police Board

From: Fred Kaustinen
Chief Governance Officer

Subject: Quality Assurance Policy

Report #: CGO25-02-I-02

Date: 27 February 2025

RECOMMENDATION:

THAT proposed policy PoP-04 Quality Assurance be approved; and

THAT policy B-QA-001 – Audits be repealed.

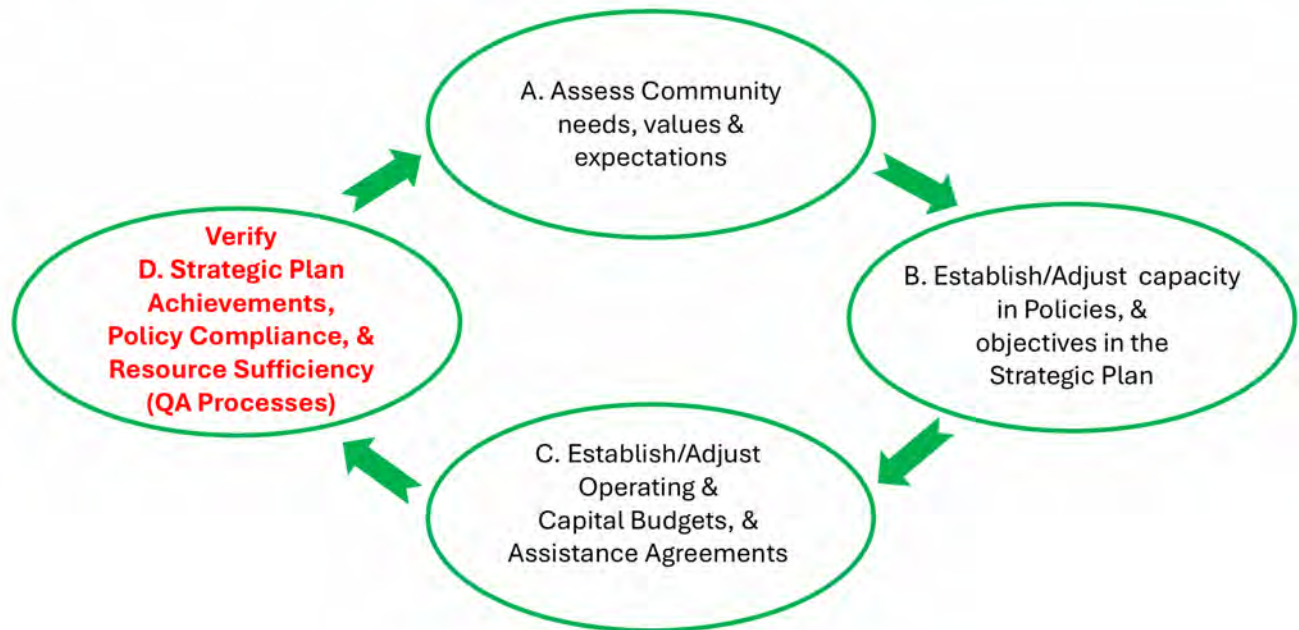
Attachments:

Proposed PoP-04 Quality Assurance policy
Policy B-QA-001 – Audits

INTRODUCTION AND BACKGROUND:

Halton Police Board is responsible to provide adequate and effective policing to the community of Halton Region [Community Safety & Policing Act s10], and is required to establish a Quality Assurance Process to verify such provision (General Adequacy Standard – General, s23). The proposed QA policy is that process. It replaces the existing process, which delegates the verification process to the Chief of Police, as allowed for in previous legislation.

Ongoing Provision of Adequate & Effective Policing



The aim of the Board's QA Process is to verify that each prescribed policing function is in fact adequate and effective (A&E). In other words, the QA Process ensures that each policing function is indeed being provided to a reasonable extent and in a reasonable manner, in accordance with needs, values and expectations of the Community.

DISCUSSION / ANALYSIS:

The QA Process has two main components:

- Verification of the Provision of Policing (HRPS compliance with Board policies, progress on the Strategic Plan, and sufficiency of resources); and
- Verification of Provision-of-Policing Governance (assessment of Community needs, values and expectations; assessment of Provision of Policing policies; assessment of the Strategic Plan, and assessment of the QA process and subsequent decisions).

Policy compliance reporting will be detailed in the specific Board policies for each policing function prescribed by the Solicitor General. In each case, the Chief of Police must report the HRPS as compliant or otherwise report as non-compliant and outline plans to achieve compliance. Where the risk associated with non-compliance has been deemed significant by the Board, the Chief will also be required to provide evidence of policy compliance. The risk assessment factors are identified in this policy.

CONSULTATION:

In addition to the Board itself, the Chief of Police, HRPS senior management and Inspectorate of Policing Advisor David Tilley were consulted in the development of this policy.

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

This policy is consistent with regulation and is intended to strategically frame future verification exercises, reports and Board decisions.

STRATEGIC MANAGEMENT ISSUES:

The provision of adequate & effective policing is the raison d'être of the HRPS and the Board. QA serves to verify that the Service is following through on the Board's direction for adequate & effective policing, and that the Board's direction is fact reasonable.



Policy PoP-04

Quality Assurance

Proposed 27 February 2025

Purpose

1. The Board is responsible for the provision of Adequate and Effective Policing in the Region of Halton (see policy PoP01 Provision of Policing). It is also required to have a Quality Assurance Process (QA Process) regarding its Provision of Policing, and this policy serves as that process.
2. The aim of the Board's QA Process is to verify that each prescribed policing function is in fact adequate and effective (A&E). In other words, the QA Process ensures that each policing function is indeed being provided to a reasonable extent and in a reasonable manner, in accordance with needs, values and expectations of the Community.
3. The QA Process has two main components:
 - 5.1 **Verification of the Provision of Policing** – verification that policing in Halton Region is in fact being provided adequately and effectively, to a reasonable extent and in a reasonable manner; and
 - 5.2 **Verification of Provision-of-Policing Governance** - verification that Board analysis of Community needs, values and expectations, and subsequent direction to the HRPS, is itself reasonable.

Requirements – Verification of Provision of Policing

4. **General.** The QA Process consists of the following components:
 - 5.1 Verification of HRPS Compliance with the Board's Provision of Policing policies;
 - 5.2 Verification of HRPS Strategic Plan progress; and
 - 5.3 Verification of HRPS Resource Sufficiency.



5. **Verification of Policy Compliance**

5.1 Provision of Policing policies regarding the various prescribed policing functions direct the compliance reporting requirements, identifying those policing aspects that the Chief of Police must report the HRPS as compliant or otherwise report as non-compliant and outline plans to achieve compliance. They also identify when the Chief of Police must also provide evidence of compliance, where applicable.

5.2 Requirements to report evidence of compliance shall be based on the Board's risk assessment of:

5.2.1 the likelihood of non-compliance; and

5.2.2 the potential impact of non-compliance in terms of:

- i. public harm,
- ii. Board & Service reputational harm, and
- iii. financial harm.

6. **Verification of Strategic Plan Progress**. The Strategic Plan contains specific Strategic Objectives, key performance indicators (KPIs) and metrics for tracking and reporting achievements. The Chief of Police shall semi-annually report on progress implementing the Strategic Plan and achieving its Strategic Objectives, citing the applicable KPIs and metrics.

7. **Verification of Resource Sufficiency**. Annually, prior to the development of the HRPS budget, the Chief of Police shall formally report to the Board which policing functions are under-resourced and the rationale for that assessment. The Board shall consider this report in establishing its direction regarding the development of the HRPS budget.

8. **Board Responses to Chief's Verification Reports**. In response to the Verification Reports from the Chief of Police, the Board shall determine Halton Region's Adequate & Effective Policing requirements by:

- a. identifying gaps, surpluses, trends and risks based on those reports;



- b. reflecting on its policy and Strategic Plan expectations of the HRPS, and adjust them where warranted;
- c. considering options to address gaps, mitigate risks and reallocate surpluses; and
- d. selecting the most reasonable option to address each gap/surplus, and direct corrective action accordingly.

Requirements - Verification of Provision-of-Policing Governance

9. At least once every four (4) years, the Board shall engage a third party to conduct an independent verification of the reasonableness of the Board's:
 - a. assessment of Community needs, values and expectations;
 - b. Provision of Policing policies;
 - c. Strategic Plan, and
 - d. QA Process, verification reporting and subsequent decisions.

Monitoring and Reporting Requirements

10. **Internal Reporting**. Policy Compliance, Strategic Plan Progress, and Resource Sufficiency reporting requirements are outlined above.
11. **Public Reporting**. All Board policies and Strategic Plans shall be posted on the internet. Public reporting requirements regarding HRPS performance are addressed in policy PoP05 Annual Report. Additionally, the Board shall publicly report its QA findings and subsequent direction to the HRPS, as well as the results of third-party Provision-of-Policing Governance verification.

References:

- CSPA Board role, shared services, temporary assistance (s10, s14, s19)
- O. Reg. 392/23 Adequate and Effective Policing – General (s23)
- HPB Policies G01 Governance Commitment. G02 Board Job Description, G07 Governance Calendar, PoP01 Provision of Adequate & Effective Policing, PoP05 Annual Report

HALTON REGIONAL POLICE SERVICES BOARD

ADEQUACY STANDARDS POLICY DOCUMENT

Policy No. & Subject: B-QA-001 – Audits
Date Approved: November 23, 2000
Effective Date: January 1, 2001
Reporting Requirement: Comprehensive Audits – Semi-Annually
Compliance Audits – Annual
Revision Dates:
Service Directive Linkage: EXE-008 Audits

1. **Quality Assurance (pursuant to Section 35 of O. Reg. 3/99)**

- 1.1 It is the policy of the Board to ensure that audits on the delivery of the service to ensure its adequacy and effectiveness pursuant to the *Act* and its regulations are undertaken.
- 1.2 To support this policy, the Chief of Police shall:
- a) develop and maintain an audit procedure and process to ensure compliance with the *Act* and its regulations;
 - b) report to the Board on a semi-annual basis on the outcome of any comprehensive audit undertaken regarding the delivery of the service; and
 - c) report to the Board on an annual basis on the outcome of any compliance audit undertaken regarding the delivery of the service.



Public Agenda Recommendation Report

To: Halton Police Board From: Fred Kaustinen
Chief Governance Officer

Subject: A-07 Special Investigation Unit (SIU) Incident Follow-on Investigations policy

Report #: CGO25-02-R-03 Date: 27 February 2025

RECOMMENDATION:

THAT policy A-07 Special Investigation Unit Incident Follow-on Investigations policy be approved as proposed, and

THAT policy ADM13 Special Investigation Reports be repealed.

Attachments:

Proposed A-07 Special Investigation Unit Incident Follow-on Investigations policy
ADM13 Special Investigation Reports

INTRODUCTION AND BACKGROUND:

The Special Investigations Unit (SIU) investigates all incidents where there may have been criminal conduct on the part of a police officer related to a person's death, serious injury or sexual assault, or the discharge of a firearm at a person.

The Chief of Police is required to conduct a subsequent Follow-on Investigation into the matter (also referred to as a s81 investigation). This policy articulates the Board's expectations regarding such investigations.

This proposed policy incorporates the recommendations of the Ahmed Inquiry Jury.

DISCUSSION / ANALYSIS:

The key policy changes are:

- articulating conditions for ensuring s. 81 investigation independence;
- articulating required report information to properly inform the Board of the review analysis and findings;
and
- requiring member who conducted the investigation to attend the Board meeting when the Chief's report is being presented, to answer questions arising from the Board.

CONSULTATION:

Chief Tanner, Deputy Chief Maher and HRPS Solicitor Ken Kelertas were consulted during the development of this policy. Additionally, this proposed policy incorporates the recommendations of the Ahmed Inquiry Jury.



Policy A-07

Special Investigation Unit (SIU) Incident Follow-on Investigations

Proposed 27 February 2025

Purpose

1. By legislation, whenever the Special Investigation Unit (SIU) investigates an incident involving a member of the HRPS (other than a deputy chief of police), the Chief of Police shall subsequently investigate that member's conduct, policing provided by that member in relation to the incident, and compliance with any HRPS Directives as they may relate to the incident. Such investigations shall be referred to as SIU Incident Follow-on Investigations.
2. This policy articulates the Board's expectations regarding such investigations, the reporting of any investigative findings, and the Board's subsequent reporting obligations.

Requirements.

3. The Chief of Police shall ensure that SIU Incident Follow-on Investigations are sufficiently independent by developing procedures to determine when an SIU Follow-on Incident Investigation shall be referred to another police service. In particular:
 - 3.1 relatives or intimate relations of the subject officer shall not be members of the SIU Follow-on Incident Investigation team;
 - 3.2 the lead investigator shall be of a more senior rank than the subject officer(s);
 - 3.3 the procedures addressing when an SIU Incident Follow-on Investigation is to be referred to another police service, which shall as a minimum include occasions when adhering to conditions at 3.1. and 3.2 above are impractical; and
 - 3.4 the Chief may consider referring any SIU Incident Follow-on Investigation whose subject official is an HRPS senior officer to another police service.
4. If the subject of the SIU's investigation is the Chief or a Deputy Chief, the Board shall refer SIU Incident Follow-on Investigation to a police service not involved in the incident.



Monitoring and Reporting Requirements

5. Regarding each SIU Incident Follow-on Investigation, the Chief of Police shall report to the Board in writing within the timeframes established in Ontario Regulation 90/24, s.8, or otherwise promptly notify the Board of the delay and the reasons for the delay. The report shall address:
 - 5.1 the findings of the investigation;
 - 5.2 the relevant criteria and analysis which led to the investigative conclusions; and
 - 5.3 compliance, or lack thereof, with any applicable HRPS Directives.
6. The Chief of Police shall ensure that the lead investigator of any SIU Incident Follow-on Investigation attends the Board meeting at which the Chief's report is presented to respond to Board questions on the matter as required.
7. The Board shall publish the SIU Incident Follow-on Investigation, redacted to appropriately protect the privacy of all those involved, on the Board's website, unless the SIU Director decides not to publish a report in respect of the incident.

References:

CSPA 2019, s.81

O.Reg.90/24, s.8

Ahmed Inquest Recommendations

HALTON REGIONAL POLICE SERVICES BOARD

POLICY DOCUMENT

Policy No.:	ADM-13
Policy Subject:	Special Investigation Unit (SIU) Reports Section 11 Investigation Reports
Date Approved:	October 20, 2016
Reporting Requirement	
Review Date:	

A. Legislative Authority:

1. Section 113 of the Police Services Act requires there shall be a special investigations unit of the Ministry of the Solicitor General¹. The Province of Ontario established the "Special Investigations Unit" whose mandate it is to:

"conduct investigations of incidents involving the police that have resulted in death, serious injury, or allegations of sexual assault. The SIU is a civilian law enforcement agency independent of the police. While the Unit is an agency of the Ministry of the Attorney General, it maintains an arm's length relationship with the Government of Ontario in its operations. The SIU's investigations and decisions are also independent of the government."

2. Ontario Regulation No. 267/10 - Conduct and Duties of Police Officers respecting investigations by the Special Investigations Unit – contains the following:

Investigation caused by chief of police

11. (1) *The chief of police shall also cause an investigation to be conducted forthwith into any incident with respect to which the SIU has been notified, subject to the SIU's lead role in investigating the incident.*

(2) *The purpose of the chief of police's investigation is to review the policies of or services provided by the police force and the conduct of its police officers.*

(3) *All members of the police force shall co-operate fully with the chief of police's investigation.*

(4) *The chief of police of a municipal police force shall report his or her findings and any action taken or recommended to be taken to the board within 30 days after the SIU director advises the chief of police that he or she has reported the results of the SIU's investigation to the Attorney General, and the board may make the chief of police's report available to the public.*

¹ Authority for the SIU was transferred to the Attorney General in 1992. The Police Services Act was not amended accordingly.

HALTON REGIONAL POLICE SERVICES BOARD

POLICY DOCUMENT

B. Board Policy:

1. Subsection 11.(4) of O. Reg. 267/10 requires the Chief of Police to conduct an investigation into any incident which has been investigated by the Special Investigations Unit (SIU). The purpose of the investigation is to review the policies and/or services provided by the Police Service, and to review the conduct of members of the Police Service.
2. The Chief of Police is to submit a report to the Police Services Board within 30 days following the submission of the SIU's report to the Chief. These reports are known as Section 11 reports.
3. Pursuant to section 11.(4) of O. Reg. 267/10, the Police Services Board has the discretion to make a section 11 report available to the public.
4. For SIU investigations where no charges are laid against the Police Officer(s), it is the policy of the Halton Regional Police Services Board that the Chief's Section 11 report be drafted in such a manner that it can be included on the Board's public meeting agenda. The report shall include the following:
 - General description of the incident, without any personal identifiers
 - Result of the SIU's investigation
 - Results of the Chief's investigation related to:
 - Conduct Findings
 - Policy Findings
 - Service Findings
 - Conclusion.
5. It is the policy of the Police Services Board, that for SIU investigations which result in criminal charges being laid by the SIU against an Officer(s), the section 11 report will be submitted in confidence so as to protect the integrity of the judicial process.

C. Reporting

1. The Chief shall report to the Police Services Board anytime the mandate of the Special Investigation Unit has been invoked.



Public Agenda Recommendation Report

To: Halton Regional Police Services Board
From: Fred Kaustinen
Chief Governance Officer

Subject: Response to Ahmed Inquiry Recommendations

Report #: CGO25-02-R-04
Date: 27 February 2024

RECOMMENDATION:

THAT the proposed response to the Ahmed Inquest Jury Recommendations be approved.

Attachments:

Proposed Response to the Ahmed Inquest Jury Recommendations

INTRODUCTION AND BACKGROUND:

The Ahmed Coroner's Inquest looked into the death of Ahmadu Ahmed during an armed standoff with Halton Police in September 2018 at an Esso station in Burlington.

Numerous members of the HRPS testified at the Inquiry, as did the CGO.

Upon conclusion, the Inquiry Jury made some, two of which were directed at the HPB. The Office of the Chief Coroner has requested a response to those recommendations by 27 February 2025.

DISCUSSION/ANALYSIS:

The Inquest Jury recommended that the HPB:

- Develop a policy or procedure that sets out criteria to be considered in deciding whether a s. 81 investigation should be outsourced to a police service that was not involved in the incident under review, as contemplated in s. 81(3) of the Community Safety and Policing Act, 2019;
- Ensure that s. 81(4) reports contain adequate information to ensure the Board is properly informed of the analysis on which all findings in the s. 81(4) report were based;
- Ensure that s. 81(4) reports presented to the Board include relevant portions of all policy directives reviewed in the s. 81 investigation; and
- Ensure that the member who conducted the Chief's s. 81 investigation is available to attend the Board meeting when the Chief's s.81 report is being presented to answer questions arising from the Chief's report to the Board.
- Conduct a review to determine the viability and cost effectiveness of ensuring the availability of members of the Emergency Services Unit, Crisis Negotiation Team and Tactical Response Unit being on duty twenty-four hours a day, seven days a week.

Proposed policy A-07 SIU Incident Follow-on Investigations is before the Board for consideration at its 27 February 2025 meeting. The proposed response is contingent on the Board's approval of that policy.

CONSULTATIONS:

Chief Tanner and senior staff were consulted in the development of the related policy.



To: Officer of the Chief Coroner OCC.inquests@ontario.ca

Re: Inquest into the death of: Ahmadu AHMED
Date Death Pronounced: September 22, 2018
OCC Inquest File No.: Q2024-26
Date Inquest Jury Verdict &
Recommendations Received: July 31, 2024

Please find attached the Halton Police Board's response to subject inquest's jury recommendations.

Fred Kaustinen
Chief Governance Officer



Responses to Jury Recommendations
AHMED Inquest Q2024-26

HALTON REGIONAL POLICE SERVICE BOARD

RECOMMENDATION:

5 – 6

REC. #	ORGANIZATION'S RESPONSE
5	<p>The Board has established a new policy (attached) which:</p> <ul style="list-style-type: none"> • establishes mandatory conditions for ensuring s. 81 investigation independence, including when a shall be outsourced to a police service that was not involved in the incident under review; • identifies the s. 81(4) report information that shall be provided to properly inform the Board of the review analysis and findings; and • requires the member who conducted the Chief's s. 81 investigation is available to attend the Board meeting when the Chief's s.81 report is being presented to answer questions arising from the Chief's report to the Board.
6	<p>The Tactical Team has grown since the Ahmed incident to include 3 deployed sections that collectively cover times when tactical callouts most often occur, with the remaining times covered by on-call tactical team members.</p> <p>The Tactical Team is part of the Emergency Support Unit, along with Canine, Explosive, Marine, Search, Crisis Negotiation and (soon) Aviation teams. These teams regularly assist the Tactical Team when called upon.</p> <p>HRPS now has 24 Canadian Police College-qualified Crisis Negotiators which provide 24/7 on-call services.</p> <p>Annually the Board assesses HRPS resource requirements to ensure adequate & effective policing in Halton Region. A corresponding verification (quality assurance) policy is under development.</p>



Contact Information and Recommendation Referrals
Responses to Jury Recommendations
AHMED Inquest Q2024-26

HALTON REGIONAL POLICE SERVICE BOARD

Part I: Contact Information

Fred Kaustinen	Chief Governance Officer
Name	Position Title
fred.kaustinen@haltonpoliceboard.ca	905-825-4747 Ext. 5015
Email address	Telephone number

Part II: Referral

We believe the following recommendations may be best addressed by these organizations:

Recommendation Number	Organization Name & Address	Contact Name & Title

Forward to occ.inquests@ontario.ca

Cc: Chief Tanner, HRPS



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Board Members

From: Chief Stephen J. Tanner

Subject: CAPITAL PROJECTS / PROGRAMS STATUS – DECEMBER 31, 2024

Report #: P25-02-R-08

Date: February 27, 2025

RECOMMENDATION:

“That the Police Services Board approves the closure of various Capital Accounts as noted in the attached schedule and that the surplus funds of \$5,607,086 available be returned to the Police Capital Reserve and the Development Charge Reserves as appropriate, and further,

That \$600,000 of the surplus funds identified above be allocated to the Police Vehicle Reserve,

and further,

That T30812V Vehicles – 2022 be closed and that the overspend of \$375,490 be absorbed by the Police Vehicle Reserve and the Development Charge Reserves as appropriate,

A handwritten signature in black ink, appearing to be "S. J. Tanner".

Stephen J. Tanner
Chief of Police

:PL/GK

Attachments: Capital Projects/Programs Status Report

INTRODUCTION AND BACKGROUND:

Attached is a summary of ongoing capital projects and capital programs showing the budget and expenditures to date for each as at December 31, 2024. Capital projects and capital programs are reviewed regularly to assess not only the project status but also the ongoing need for the funding to remain as originally assigned.

DISCUSSION / ANALYSIS:

Staff has reviewed the status of existing Capital Project Accounts and recommend closure/reduction of the following projects since the projects are complete and that the funds be returned to the Police Capital Reserve / Police Vehicle Reserve and the Police Development Charge Reserves as appropriate:

Capital Project Name	Year Set Up	Unspent Balance	Reason for Closure/Reduction
T6909A – Dedicated Public Safety WAN (see Note 1)	2023	\$ 1,491,605	Cancelled
T6891A – Digital Evidence Management (see Note 1)	2023	625,000	Moved to Operating Budget
T6872A – HQ Construction Project	2014	1,165,898	Settlement complete
T6869D – Marine 1	2024	750,000	Funded in Nov/24 (Board Report)
T6908A – Centralized Computer Crime Unit	2022	450,000	Reduce requirement
T6834C – Building Security Systems	2024	305,000	Reduce requirement
T6844E – Network Servers	Annual	295,890	Reduce requirement
T6865A – Program - Facility Contingency	Annual	255,000	Reduce requirement
T6904A – Safety Village	2022	102,729	Project complete
T6849A – P25 Radio Project	2019	90,964	Project complete
T6887A – Fitness Equipment	2025	75,000	Reduce requirement
Subtotal		5,607,086	
T30812V – 2022 Vehicles	2022	(375,490)	Close negative balance
Subtotal		(375,490)	
Total		\$ 5,231,596	

Note 1: Considered as part of 2025-2034 Capital Financing Plan.

ALTERNATIVES:

N/A

CONSULTATION:

- Paul Lavergne – Director, Corporate Services (co-author)
- Greg Kinnear – Manager, Finance Services (co-author)
- Project Managers – Capital Projects

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

Capital Project budgets are a guide in terms of planning for longer term expenditures of a major nature. If the original need is changed or the project is completed, the Board may authorize changes to close off accounts and allocate any remaining funds accordingly. For projects that are partially funded by way of Development Charges, the amount identified above for closure / reduction is refunded to the Police Capital Reserve and the applicable Development Charge Reserve based on the original funding allocations.

**Halton Regional Police Service
Capital Projects / Programs Status Report
For The Six Month Period July 1, 2024 to Dec 31, 2024**

Capital Projects (represent specific initiatives that have been individually approved by the Board)	Year(s) Approved	Amount(s) Approved	Unspent Balance Period Opening (July 1/24)	Spent This Period	Adjustments (see Notes)	Unspent Balance Period Closing (Dec 31/24)	Funds Committed (PO Issued)	Notes (See Below)
Radio Trunking & Related Projects								
T6888A LTE Project	2017-2023	6,935,441	2,309,127	900,528		1,408,600	552,103	
T6849F P25 Radio System	2019	90,964	90,964			90,964		1
T6912A P25/LTE Backhaul Replacement	2023	1,500,000	1,500,000	452,033		1,047,967	1,031,693	
		8,526,405	3,900,091	1,352,561	0	2,547,530	1,583,795	
Facilities Projects								
T6866A District 1 Facilities	2008/15/19/22	76,019,852	12,360,159	14,413,471	56,060,427	54,007,115	43,301,128	3
T6872A HQ - New Building	2014 / 15 / 16 / 18	71,919,000	1,098,862	122,964	190,000	1,165,899	348,593	1
T6904A Safety Village	2022	175,000	102,729			102,729		1
		148,113,852	13,561,750	14,536,434	56,250,427	55,275,742	43,649,721	
Other Projects								
T6875A Disaster Recovery Centre	2014, 2021,2023	825,000	251,849	(310)		252,159		
T6853C HRIS	2016/22/24	2,627,596	1,612,161	1,020,755		591,406	920,870	
T6879A In-Car Camera System (ICCS)	2016/22	1,300,000	261,110	71		261,039		
T6879B Body-Worn Cameras	2021/22	500,000	500,000			500,000		
T6877C Portal Re-design - Phase 4	2018/19/20/22/23	530,000	58,953	(19,158)		78,111		
T6891A Digital Evidence Management	2019/23/24	625,000	625,000			625,000		1
T6844J Video Conferencing	2018/24	400,000	143,396	10,121		133,274		
T6850C Automated Finger Printing	2020	200,000	103,767			103,767		
T6858B Handgun Replacement	2020	603,500	134,226			134,226	134,221	
T6889B Backup Data Centre	2021/23/24	1,121,368	1,103,686	224,870		878,816		
T6893A Next Generation 911	2020, 2021	1,625,000	2,642,539	2,713,592		(71,053)	1,553,751	
T6894A Intelligence Database	2020, 2021	465,503	109,026			109,026		
T6896A E-Ticketing	2020	337,000	196,113	22,183		173,931	6,443	
T6901A InCar System and Video Management	2021/22/23/24	550,000	519,706	45,029		474,677	26,725	
T6903A Body Scanner	2022	253,500	253,500			253,500	208,420	
T6905A NICE System Upgrade	2022	200,000	200,000			200,000		
T6908A Centralized Computer Crime	2022/23	1,600,000	1,571,271	988,814		582,458	126,685	
T6886B Automatic License Plate Recognition	2022	100,000	291,448		(191,448)	100,000		4
T6829C MCU #1	2022	100,000	82,799			82,799		
T6848C Search & Rescue Vessel	2023/24	850,000	457,400		100,000	557,400	525,642	2
T6869D Search & Rescue Vessel	2024	750,000		320,117	750,000	429,883		2
T6909A Dedicated Public Safety WAN	2023/24	1,500,000	1,500,000	8,395		1,491,605		1
T6910A District Office Space Re-align	2023/24	325,000	246,922	18,441		228,481	1	
T6911A MCU#2	2023	100,000	99,939	27,010		72,929	13,505	
T6914A RIS Shared Infrastructure	2024	500,000	500,000			500,000		
T6915A P25 Channel Addition	2024	825,000	825,000			825,000		
T6916A Bullet Recovery Tank	2024	130,000	130,000	101,680		28,320		
T6810C Hard Body Armour	2024	136,000	136,000	12,619		123,381	50,349	
T6810D Soft Body Armour & Carriers	2024	171,200	165,433	15,157		150,276	42,630	
T6834C Building Security Systems	2024	835,000	835,000			835,000		
T6913A Cybersecurity	2023/24	1,005,000	998,716	2,819		995,897	35,921	
T6917A Data Evidence Storage	2024	100,000	100,000			100,000		
		21,190,667	16,654,961	5,512,204	658,552	11,801,308	3,645,162	
Total Capital Projects		177,830,924	34,116,801	21,401,200	56,908,979	69,624,580	48,878,678	

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Notes re: Capital Projects

- 1 Projects completed / closed; remaining funds returned to the Police Capital Reserve and Develop Charge Reserves as appropriate.
- 2 Adjustments relate to additional funds added to the project
- 3 Adjustments relate to issuance of debt for the project in October 2024
- 4 Adjustments relate to the return of unspent funding

Capital Programs (represent the on-going replacement of existing infrastructure)	Unspent Balance Period Opening (July 1/24)	Addition Approved This Period	Spent This Period	Adjustments	Unspent Balance Period Closing (Dec 31/24)	Funds Committed (PO Issued)	Notes (See Below)
Technology Projects							
Network Servers (LAN Room Infrastructure) T6844E	589,186		31,664		557,522	14,631	
Technology Replacements (Infrastructure to User) T6844G	1,030,796		527,622		503,174	55,775	
Computer Replacement (End User Equipment) T6836D	16,358		80,828		(64,471)	3,184	
System Replacements (Software Applications) T6838C	1,119,235		218,524		900,711	60,999	
	2,755,575	-	858,639	-	1,896,936	134,589	
Other							
Building Repairs T6865A	550,455		242,685		307,770	11,682	
Furniture Replacement T6899B	122,569		102,134		20,435	10,683	
Operational Support Program T6892A	142,108		12,355		129,753		
Vehicles (2024) T30824V	3,067,133		2,147,241		919,893	251,253	
Vehicles (2023) T30823V	(413,371)		221,733		(635,104)	358	5
Vehicles (2022) T30812V	(449,150)		(73,659)		(375,490)		6
	3,019,744	-	2,652,488	-	367,256	273,977	
Total Capital Programs	5,775,318	-	3,511,127	-	2,264,191	408,566	

Notes re: Capital Programs

- 5 Reconciliation being prepared to validate remaining balances prior to recommendation to close balances into the Vehicle Capital Reserve.
- 6 Project closed and funds taken from the Vehicle Capital Reserve.

Consolidated Capital Summary (from above)	Unspent Balance Period Opening (July 1/24)	Addition Approved This Period	Spent This Period	Adjustments	Unspent Balance Period Closing (Dec 31/24)	Funds Committed (PO Issued)	Notes (See Below)
Total Capital Projects	34,116,801	850,000	21,401,200	56,058,979	69,624,580	48,878,678	
Total Capital Programs	5,775,318	-	3,511,127	-	2,264,191	408,566	
Total Capital Items	39,892,119	850,000	24,912,327	56,058,979	71,888,771	49,287,244	



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: MOTOROLA SOLUTIONS – LIMITED TENDER
POLICE MOBILE RADIOS

Report #: P25-02-R-10

Date: February 27, 2025

RECOMMENDATION:

“That the Halton Police Board authorize a Limited Tendering contract award with Motorola for the provision of 25 mobile radios for approved additional vehicles in 2025, in the amount of \$239,094 (plus applicable taxes).”

A handwritten signature in black ink, appearing to read "S. J. Tanner", written over a horizontal line.

Stephen J. Tanner
Chief of Police

: JR / PL

Attachments:

INTRODUCTION AND BACKGROUND:

In June 2009, the Region of Halton issued a Request for Proposals for the P-25 Radio Project on behalf of the various agencies using the radio system within Halton. Motorola was the successful proponent and awarded the contract. Included within the award was a firm set of discounts for the various hardware. These discounts came to an end in October 2020. As such, Staff request a Limited Tendering (single source) award to Motorola to procure the required equipment.

DISCUSSION / ANALYSIS:

Motorola radios and components have been the HRPS standard since the P25 project was completed and established. By way of the Regional RFP award to Motorola in 2009, all equipment and components since project launch have been acquired from Motorola.

At this time, additional P-25 hardware components such as mobile radios and routers are required for the police fleet vehicles which were approved in the 2025 capital budget.

ALTERNATIVES:

Issue a formal bid solicitation – this is not recommended as Motorola is our vendor for the P-25 Radio System’s hardware and possible mixing of suppliers could result in warranty and technical support issues.

CONSULTATION:

Paul Lavergne, Director – Corporate Services

Shanley Southworth - Purchasing Services

Jody Ramsay, Manager – Fleet Services (author)

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

There are no material financial issues related to this request. Funds for the procurement of mobile radios are included in the Service's annual capital budget.

Halton Police Board - By-law Number 2020-5, TO GOVERN PROCUREMENT OF GOODS AND SERVICES BY THE HALTON REGIONAL POLICE SERVICE;

Definition: "Limited Tendering means a source of a Goods and Service recommended under the provision of this By-law, the procurement of which is not subject to a competitive process, and where there is or may not be more than one source in the open market"

Article 6 Bid Processing and Methods of Procurement

6.1 Chart; Limited Tendering (Single / Sole Source) - over \$100,000 requires the authority of the Halton Police Board

STRATEGIC MANAGEMENT ISSUES:

The approval of this request for mobile radios aligns with the Service's Strategic Plan 2024-2027, as it relates to Strategically Important Technology and the implementation and management of technologies that deliver reliable, secure, high-performance communications and access to critical data.



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: LIMITED TENDER – MAGNET FORENSICS SUBSCRIPTION RENEWAL

Report #: P25-02-R-11

Date: February 27, 2025

RECOMMENDATION:

“That the Halton Regional Police Services Board authorize a one (1) year Limited Tendering agreement with Magnet Forensics Inc. for the subscription renewal of software products with the option to extend the Agreement for two (2) additional one (1) year terms for a total cost over three (3) years in the amount not to exceed \$865,639 (inclusive of exchange rate estimate, contingency and HST), and further;

That the Board delegate their authority to the Chief of Police to negotiate and execute one (1) or more of the optional term extensions available within the funding identified, should it be in the best interests of the Service to do so.”

A handwritten signature in black ink, appearing to read "Stephen J. Tanner".

Stephen J. Tanner
Chief of Police

:AW, TM

Attachments:

INTRODUCTION AND BACKGROUND:

The HRPS Computer Crime Unit (CCU) is responsible for gathering physical and digital evidence for investigations. Currently, the unit utilizes Magnet Forensics software and hardware tools to unlock and analyze smartphone devices within defined investigative parameters.

Staff recommend consolidating Magnet Forensics software and hardware subscriptions under a single contract for future analysis of seized devices and establish a new contract with available term extensions if it is the best interest of the Service to utilize the term extensions.

DISCUSSION / ANALYSIS:

Magnet Forensics' "Axiom" software and "GrayKey" hardware have been critical assets in the Computer Crime Unit's operations, facilitating the collection, analysis, and reporting of digital evidence from various devices and cloud sources. Axiom enhances investigative timelines and accuracy, while GrayKey provides advanced unlocking and data extraction capabilities for iOS and Android devices, which are essential for retrieving critical investigative data.

Renewing these tools ensures that HRPS remains equipped to handle the increasing demands of cases involving cybercrime, child exploitation, and other criminal investigations where digital evidence is crucial.

The costs associated with the procurement of Magnet Forensics Software Subscription are as follows:

Operating Costs - 916002 / 12682		
Item	USD \$	CAD \$ (est.)
Year 1 - Subscription - Feb 1/25 to Jan 31/26 (US\$ at \$1.42 CAD)	\$ 151,069	\$ 214,518
Year 2 – Subscription + 8% inflation - Feb 1/26 to Jan 31/27	163,154	231,679
Year 3 - Subscription + 8% inflation - Feb 1/27 to Jan 31/28	176,207	250,214
Subtotal	490,430	696,411
Contingency 10%	49,043	69,641
Subtotal	539,476	766,052
13% HST	70,132	99,587
Total	\$ 609,608	\$ 865,639

The 2025 Operating Budget included a provision of \$139, 531 (CAD) for the cost of the Magnet Forensics renewal. Including exchange rate and net HST, the actual cost for 2025 will be approx. \$242,405 representing an increase versus the 2025 Operating Budget of approx. \$102,874. This amount will be absorbed by unspent operating through anticipated savings in the Software /

Hardware Maintenance budget. Future operating costs will be accounted for in the 2026, 2027 budget process.

ALTERNATIVES:

No other digital forensics tool is as capable for Apple devices as Magnet Forensics – similar products do not exist, and the renewal of this product can only be acquired through Magnet Forensics.

CONSULTATION:

- Deputy Chief Roger Wilkie – Regional Operations
- Ken Kelertas, Director – Legal Services & Legal Counsel
- Paul Lavergne, Director – Corporate Services
- Bill Payne, Director – Information Technology
- Raf Skwarka, Inspector – Regional Investigative Services
- Adam Woods, Manager – Information Technology (co-author)
- Todd Martin, Detective Sergeant – Computer Crime Unit (co-author)

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

This recommendation is in accordance with the Halton Regional Police Service By-Law No. 2020-5(as amended) *A By-Law to Govern Procurement of Goods and Services by the Halton Regional Police Service.*

Section 13 – Reporting Procedures

13.2 Recommendation Report

Prior to the Award of any Contract for Goods and/or Services, a report shall be submitted to the Board for authorization by the Chief ... in any of the following circumstances:

13.2.3 where the Limited Tendering provisions have been applied and the Total Cost exceeds \$100,000.

STRATEGIC MANAGEMENT ISSUES:

The approval of this request aligns with the Service's **Strategic Plan 2024-2027**;

Strategic Priority 1 – Achievement of the highest weighted clearance rate among comparator police services.

Strategic Application:

Ensuring that the Service has up to date and efficient technology tools ensures that calls for service can be received from the public, captured accurately, and responded to appropriately - contributes significantly to this strategic priority.

Strategic Priority 2 – Achievement of 80% or better community satisfaction with the HRPS.

Strategic Application:

Ensuring that the Service has up to date and efficient technology tools ensures that calls for service can be received from the public, captured accurately, and responded to appropriately - contributes significantly to this strategic priority.



Action Registry – Public Section

Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
30 Jun 2022	4.2	<i>THAT an updated [HR] policy be brought back for future consideration by the Board including language regarding reporting internal harassment cases and their disposition.</i>	CGO	TBD - March 2025	Subject to new Provincial regulations
31 Aug 23	3.2	<i>THAT Board staff draft a policy regarding complaints and requests to reconsider complaints, with Ministry Advisor input.</i>	CGO	TBD - March 2025	Subject to new Provincial regulations
14 Dec 2023	3.2	<i>THAT a policy be developed regarding reporting of Secondary Employment to the Board.</i>	CGO	TBD - March 2025	Subject to new Provincial regulations
31 May 2024		<i>THAT the Chief provide forecast of shared service needs for the purpose of maintaining baseline adequacy standards over the next 1-3 years, and;</i> <i>THAT the Chief ensure the Board Office is provided copies of all current shared service agreements, including Chief to Chief agreements, and;</i>	Chief Chief	Interim report provided September 2024 Received	



Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
		<i>THAT the CGO update the Board's Section 14 agreements (formerly Shared Service Agreements) as necessary."</i>	Chief/HRPS Solicitor	Pending Prov release of s14 template	
26 Sep 24	4.1	<p><i>"THAT the Halton Police Board receives Report P24-09-R-03 for information and discussion; and</i></p> <p><i>THAT future HRPS Performance Reports from the Service address:</i></p> <ul style="list-style-type: none"> <i>· Linkages directly to the 5 performance objectives as identified in the Strategic Plan and planned adjustments to achieve those objectives, and;</i> <i>· Statistics regarding repeat offenders who are committing crimes."</i> 	Chief	Q1 2025	
31 Oct 24	4.4	<p><i>THAT Crime Stoppers of Halton be requested to provide an update and fundraising plan to the Board within 6 months and regular updates every 6 months afterwards; and</i></p> <p><i>THAT a Memorandum of Understanding between the Board and Crime Stoppers of</i></p>	Crime Stoppers/Chair/Comms Advisor	April 2025	



Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
		<i>Halton be negotiated and executed within the next 6 months.</i>			
19 Dec 24	4.2/4.3	<p><i>THAT Reports CAE24-12-R-02 and CAE24-12-R-03 be deferred to the Board Meeting of January 2025, and;</i></p> <p><i>THAT staff be directed to review the Community Fund application policy for further Board consideration, including a potential requirement to make the discretionary items in the fund applications mandatory.</i></p>	<p>Secretary</p> <p>Comms Advisor</p>	<p>done January 2025</p> <p>March 2025</p>	



Monthly Correspondence List – February 27, 2025

Below is the list of Correspondence to the Halton Police Board received during the past month. Copies of the documents are available through the Board's online portal. Please contact the Board Secretary for further information.

<u>No.</u>	<u>Title</u>	<u>Date Received</u>
<u>1.</u>	All Chief's Memo - Recommended Best Practices and Requirements to Support Enforcement of the <i>Provincial Animal Welfare Services Act, 2019</i>	January 28, 2025
<u>2.</u>	All Chief's Memo - Updated Forms – <i>Interprovincial Policing Act, 2009</i>	January 28, 2025
<u>3.</u>	All Chief's Memo - Drug Impaired Driving Detection Training FY 2024-25 Eligible Expenses and Submission Processes	January 29, 2025
<u>4.</u>	All Chief's Memo - <i>Missing Persons Act, 2018</i> – 2024 Annual Report and Training Supports	January 30, 2025
<u>5.</u>	OAPSB Zone 4 Update - January 2025	January 31, 2025
<u>6.</u>	Ontario Women in Law Enforcement – Gala Sponsorship Request	February 10, 2025

