



Halton Police Board Public Meeting

[Thursday, April 24, 2025 - 9:00 a.m.](#)

James Harding Community Room, Halton Regional Police Headquarters

2485 North Service Road West

Oakville, ON, L6M 3H8



Halton Police Board Public Meeting

DATE, TIME

1. General

- 1.1 Indigenous Land Acknowledgement
- 1.2 Regrets
- 1.3 Disclosure of Conflicts of Interest
- 1.4 Confirmation of Minutes of Meeting P-25-03
held Thursday, March 27, 2025

2. Presentations/Delegations

- 2.1 Presentation - Crime Stoppers Fundraising
Plan

3. Information Reports

- 3.1 P25-04-I-01 - Seized Fund Statement –
February 28, 2025
- 3.2 P25-04-I-02 - 2024 Audit Report
- 3.3 P25-04-I-03 - 2025 Q1 Human Resources
Summary

4. Recommendation Reports

- 4.1 PBM-04-R-01 - Crime Stoppers Fundraising
Plan and MOU
- 4.2 P25-04-R-04 - Hard and Soft Body Armour
and Carrier Update
- 4.3 P25-04-R-05 - Limited Tender – Magnet
Forensics – Additional Software
- 4.4 Special Constable Request from McMaster

5. Operational Verbal Updates

6. Action Registry

6.1 Public Information Action Registry

7. Receipt of Public Correspondence

Monthly Correspondence List - April 2025

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



**HALTON
POLICE
BOARD**
EXCELLENCE IN GOVERNANCE

Public Minutes

MEETING NO. P25-03

DATE OF MEETING: Thursday, March 27, 2025
9:00 a.m.

LOCATION: James Harding Community Room, HRPS Headquarters

MEMBERS PRESENT: Jeff Knoll (Chair)
Ingrid Hann (Vice-Chair)
Councillor Sameera Ali
Councillor Lisa Kearns (left at 3:10 p.m.)
Curt Allen (via Zoom Video Conference, arrived at 1:00 p.m.)
Navdeep Dhaliwal

STAFF PRESENT: Chief Stephen Tanner
Deputy Chief Roger Wilkie
Deputy Chief Jeff Hill
Deputy Chief Kevin Maher
Paul Lavergne, Director, Corporate Services
Ken Kelertas, Director, Legal Services and Legal Counsel
Bill Payne, Director, Information Technology
Adam Woods, IT Manager, Innovation and Transformation
Mansour Ahsan, IT Manager, Operations
Sara Harwood, Manager, Human Resources
Louise More, Manager, Human Resources
Inspector Paul Foley
S/Sgt. Tamara Sandy
S/Sgt. Kelly Blore
Fred Kaustinen, Chief Governance Officer
Chris Lallouet, Yellow Robot Communications
Graham Milne, Board Secretary
Jessica Warren, EA and Communications Advisor to the Chair



1. **GENERAL**

1.1 **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.

1.2 **Regrets**

Jane McKenna

1.3 **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.

1.4 **Confirmation of Minutes of Meeting P25-02 held Thursday, February 27, 2025**

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

"THAT the Minutes of Meeting P25-02 held Thursday, February 27, 2025 be adopted as circulated."

Carried.

2. **PRESENTATIONS/DELEGATIONS**

None.



3. INFORMATION REPORTS

3.1 P25-03-I-01 - CSWB Dashboard Report

3.2 P25-03-I-02 - 2024 Service Vehicles Collisions & Damages

3.3 P25-03-I-04 - Purchasing Activity Report July - December 2024

3.4 P25-03-I-15 - New 1 District Facility, Quarterly Project Update

Moved by: I. Hann

Seconded by: L. Kearns

"THAT Items 3.1, 3.2, 3.3 and 3.4 on the Information Reports agenda be received for information."

Carried.

4. RECOMMENDATION REPORTS

4.1 P25-03-R-05 - Annual Performance Report for Reporting Period 2024

Moved by: L. Kearns

Seconded by: N. Dhaliwal

"THAT the Halton Police Board receives the Annual Performance Report for the 2024 reporting period - for information and discussion."

Carried.

4.2 P25-03-R-06 - 2024 Occupational Health & Safety Report and 2025 Health & Safety Policy Statement

Moved by: I. Hann

Seconded by: S. Ali

"THAT the Halton Police Board authorize the Chairman to sign the 2025 Health and Safety Policy Statement on behalf of the Board in compliance with the Occupational Health and Safety Act, and further;



THAT the Halton Police Board review and receive the 2024 Health & Safety Report as attached in the agenda.”

Carried.

4.3 P25-03-R-07 - Annual Report on Urgent Demands for Information Related to Missing Persons

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

“THAT the Halton Police Board receive and review the 2024 Annual Report on the urgent demands for information related to missing persons in accordance with the Missing Person Act 2018.”

Carried.

4.4 P25-03-R-12 - Chief’s Administrative Investigation into SIU Matter #24-OCI-403 / HRPS # 2024-269420

Moved by: L. Kearns
Seconded by: I. Hann

“THAT the Halton Police Board receives this report for information and that, within 30 days of receipt, the Halton Police Board shall publish this report on the internet.”

Carried.

4.5 P25-03-R-10 - Next Generation 9-1-1 Agreements – Region of Halton, Bell Canada

Moved by: L. Kearns
Seconded by: N. Dhaliwal

“THAT the Halton Police Board Chair execute the Memorandum of Understanding (MOU) between Halton Region, the Halton Regional Police Service, Halton’s Local Municipalities and the service providers listed on the MOU to assist in the implementation, maintenance and governance of the NG9-1-1 service, and;

THAT the Halton Police Board Chair execute the BELL NG9-1-1 PCA Public Key Infrastructure Local Registration Authority Agreement (LRA) between Bell Canada and the Police Services Board that will enable Bell to issue Agency Certificates and Device Certificates to PSAPs prior to the transition to NG9-1-1, and;



THAT the Halton Police Board Chair execute the Digital Certificate Services Agreement (DCSA) between Bell Canada and the Police Services Board that will enable HRPS to access and use Bell Certificate Services upon transition to NG9-1-1."

Carried.

4.6 P25-03-R-13 - Online Police Auctions Auctionwin Inc.

Moved by: S. Ali

Seconded by: I. Hann

"THAT the Halton Police Board authorizes the Chair of the Board to sign an agreement with Auctionwin Inc. for the provision of online auction services."

Carried.

4.7 P25-03-R-14 - Capital Projects/Programs Status – December 31, 2024

Moved by: N. Dhaliwal

Seconded by: I. Hann

"THAT the Halton Police Board approves the closure of various Capital Accounts as noted in the attached schedule and that the surplus funds of \$4,065,698 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."

Carried.



4.8 CGO25-03-R-01 - Halton Police Foundation Policy

Moved by: L. Kearns

Seconded by: I. Hann

"THAT the Halton Police Foundation policy be approved."

Carried.

4.9 CH25-03-R-01 - Size of Halton Police Board - Recommendation for Regional Council

Moved by: S. Ali

Seconded by: N. Dhaliwal

"THAT the Halton Police Board recommend that Halton Regional Council adopt a resolution confirming the size of the Board at seven members."

Carried.

4.10 CAE25-03-R-01 Review of Ongoing Community Fund Commitments

Moved by: N. Dhaliwal

Seconded by: I. Hann

"THAT the Board's ongoing Community Fund commitments be revised as set out in Report No. CAE25-03-R-01 – Ongoing Community Fund Commitments as follows:

- THAT the annual commitments to the Discretionary Fund, Community Consultation Committee, Sexual Assault Advisory Committee and Halton SALT Committee be discontinued; and*
- THAT the rewards for the William McIntyre homicide and Mathew Flannigan matters be continued.*

Carried.

5. OPERATIONAL VERBAL UPDATES

Operational verbal updates were provided regarding the following:

- Hate Crime Awareness Symposium March 18th, was well attended by HRPS staff.
- New staffing in Innovation & Transformation
- Arrests & drug seizures in Project Cortex
- Potential impact of American tariffs on purchase of vehicles and other supplies



6. ACTION REGISTRY

6.1 Public Information Action Registry

Moved by: L. Kearns

Seconded by: S. Ali

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

Carried.

7. RECEIPT OF PUBLIC CORRESPONDENCE

Moved by: I. Hann

Seconded by: N. Dhaliwal

"THAT the Public Correspondence for March 27, 2025 be received."

Carried.

8. NEW BUSINESS

There was no new business.

9. MOVE INTO CLOSED SESSION

Moved by: N. Dhaliwal

Seconded by: L. Kearns

"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.*
- *financial information supplied in confidence to the board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.*

Carried.



10. CLOSED SESSION REPORT

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

11. ADJOURNMENT

Moved by: C. Allen

Seconded by: I. Hann

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

Carried.

The meeting adjourned at 3:24 p.m.

Jeff Knoll
Chair

Jessica Warren
Board Secretary



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: SEIZED FUND STATEMENT – FEBRUARY 28, 2025

Report #: P25-04-I-01

Date: April 24, 2025

INTRODUCTION AND BACKGROUND:

Attached is a financial statement indicating the status of the Seized Funds on deposit with RBC for the Police Services Board as at February 28, 2025. These funds remain in the Seized Fund account pending disposition by the Courts.

In addition to the Seized Funds on deposit, there is an additional pool of seized currency which is held on-site in a secure location. These funds represent currency which remains part of active investigations or court proceedings as evidence. As such, these funds are categorized as "*Seized Currency Exhibits*" (SCE) and must be held securely and separately from other funds in "as close to original condition" as possible for evidentiary purposes since the SCE may be called into court as evidence at any time. Due to this evidentiary distinction, the funds are held securely until a court disposition is made, at which time the funds are managed through the regular Seized Funds process.

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

Stephen J. Tanner
Chief of Police

:GK/PL

Attachments: Seized Fund Financial Statements

SEIZED FUND FINANCIAL STATEMENTS
For the six-month period ending February 28, 2025
CONFIDENTIAL

SUMMARY OF TRANSACTIONS

Balance as of September 1, 2024	\$ 16,140
Deposits in most recent 6 months	405,385
Cheques issued in most recent 6 months	(405,385)
Balance as of February 28, 2025	\$ 16,140

SUMMARY OF TRANSACTIONS		
Summary by Year	#	\$
2011	1	16,140
Total	1	16,140

Summary by Disposition	#	\$
Awaiting disposition	1	16,140
Total	1	16,140

"Awaiting disposition" = waiting for documentation / instructions from the arresting officer.



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: 2024 AUDIT REPORT

Report #: P25-04-I-02

Date: April 24, 2025

INTRODUCTION AND BACKGROUND:

In January 2001, the Provincial Government enacted **Ontario Regulation 3/99**, a regulation under the **Police Services Act** of Ontario. This regulation, named **Adequacy and Effectiveness of Police Services (Adequacy Standards)**, is intended to ensure police services boards and police services afford the structure and tools required to provide effective delivery of policing services to the community. On April 1, 2024 the **Community Safety and Policing Act** replaced the **Police Services Act** and the **Ontario Regulation 392/23 Adequate and Effective Policing** came into effect.

Section 23 of Ontario Regulation 392/23 of the Community Safety and Policing Act provides that:

"Every police service board and every chief of police shall implement a quality assurance process relating to,

- (a) the provision of adequate and effective policing; and*
- (b) compliance with the Act and its regulations."*

The Halton Police Board **Adequacy Standards Policy Manual** fulfils the Board's responsibility regarding implementation of the Adequacy Standards Recommendation. Specifically, **B-QA-001 – Audits, section 1.1** states that:

"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"

Further, Halton Police Board **Adequacy Standards Policy Manual, B-QA-001 – Audits, section 1.2** states:

"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".*

One Team – People First

The Halton Regional Police Service Audit Unit is responsible for coordinating and completing comprehensive audits pursuant to the schedule set out in policy directive **EXE-008 Audits**, as well as the coordination and completion of comprehensive audits, on selected operational processes, upon the discretion of the Chief of Police.

The Audit Unit is also responsible for coordinating and reviewing compliance audits completed by unit/bureau managers pursuant to the schedule set out in policy directive **EXE-008 Audits**.

In addition to an annual Audit Summary report, Compliance Audit statistics and findings are submitted to the Senior Executive quarterly.

The Executive Summary below reports on Comprehensive Audits conducted in 2024, outstanding recommendations from audits conducted in previous years and 2024 Compliance Audit statistics.

Executive Summary – Comprehensive Audits

In 2024, Comprehensive Audits were completed in the following areas:

- Drug Destruction
- Firearm and Firearms Accessories Destruction
- Forensic Service Unit – Active Exhibits
- Forensic Service Unit – Major Case Archived Exhibits
- Investigative and Expense Funds – Intelligence and Regional Drug and Organized Crime Unit (RDOC)
- Intimate Partner Violence Unit (IPVU) Gift Card Audit
- Ministry of Transportation (MTO) Information Services System (ISS)
- Property and Evidence Management Unit (PEMU) – Bin Exhibits
- PEMU – Annual Inventory
- Seized Funds

Comprehensive Audit Summaries

Drug Destruction: An emergency drug destruction was required and therefore, on September 27, 2024, the Audit Coordinator audited 27 large duffle bags/suitcases containing marihuana. Once audited and approved for emergency destruction, the Audit Coordinator, a Drug Exhibit Clerk and two armed RDOC members observed the 27 large duffle bags/suitcases containing the drug exhibits being destroyed at Emerald Energy in Mississauga, Ontario.

On November 27, 2024, 2547 drug exhibits were destroyed at Stericycle in Brampton, Ontario in accordance with **INV-005 Drug Investigations**. The Audit Coordinator observed the transfer and security of the exhibits from the secure holding location to the transport vehicle. Two-armed RDOC officers, one Drug Exhibit Clerk and the Audit Coordinator transported the exhibits to the destruction location and the destruction of the drug exhibits was witnessed by all four members.

Prior to the destruction, all applicable exhibits in the drug vault were audited by the Audit Coordinator and the RDOC Detective Sergeant. Exhibit tag numbers and property bag numbers

were reconciled with Niche entries and the integrity of each package was checked during the audit. All exhibits were authorized for destruction by the Detective Sergeant.

The Service currently meets Adequacy Standards requirements in this area.

Firearm/Firearms Accessories Destruction and Ammunition Destructions: In 2024 a total of 522 firearms, crossbows, bows and/or firearm related devices were destroyed in accordance with policy directive **WEA-001 Handling, Processing, Testing and Disposal of Firearms, Ammunition, Crossbows, Bows, Firearms Registration Certificates, Licences and Authorizations** and Firearms Registrar requirements. On August 21, 2024, the firearms and firearm accessories were transported to Dofasco in Hamilton by the Audit Coordinator, the Tow Coordinator and two members of the Tactical Rescue Unit. The Audit Coordinator witnessed the destruction of all the firearms and firearm related devices.

Prior to the destruction date, all applicable exhibits were audited by the Audit Team. Exhibit particulars and corresponding exhibit paperwork was reconciled to each physical item to ensure destruction disposition criterion was met. All exhibits were authorized for destruction by the PEMU Sergeant. 53 agency firearms and 146 CEW's were disposed of during the destruction all of which were authorized by the Chief.

On October 16, 2024, the Audit Team audited the ammunition authorized for destruction prior to it being picked up for disposal. This was a new audit implemented in 2024 which resulted as a recommendation from the 2023 Firearms and Ammunition Exhibit audit. A total of 100 exhibits of ammunition were audited and 9 of the exhibits were insecure. Ammunition cabinets need to be kept locked, which has been addressed with the PEMU Sergeant.

The Service currently meets Adequacy Standards requirements in this area.

Forensic Service Unit – Active Exhibits: The purpose of this audit was to assess whether the preservation, control, movement and disposition of property and evidence seized for forensic examination was being effectively managed by FSU Exhibit Clerks. From March 18 to March 22, 2024, the Audit Clerk in conjunction with the FSU Exhibit Clerks audited 3580 exhibits located in FSU in the Temporary and Long-Term Storage lockers, the Sexual Assault Evidence Kit locker, the Opioid Drug locker and the Fridge/Freezers. The results of the audit were that all 3580 exhibits were accounted for and that only six exhibits were located in an area that did not coincide with the exhibit's location identified in Niche.

The audit identified a concern when exhibits have been accessed by the Forensic Identification Officer's post intake but the FSU Exhibit Clerks were not notified of the newly available exhibit particulars and therefore, Niche has not been updated to capture the new information. The exhibits held in the temporary lockers are accessed more regularly than the exhibits held in the other storage areas and can be checked in and out to third parties for further testing and examination. Therefore, communication and documentation are essential for exhibit integrity, consistency and compliance during the exhibit check-in and check-out process.

Eleven audit recommendations to increase internal controls and mitigate risk were recommended and were approved by the FSU Inspector, all of which have been discussed and

agreed upon by the FSU Manager. The report and recommendations have been sent to the responsible Deputy Chief, awaiting approval.

The Service currently meets Adequacy Standards requirements in this area.

Forensic Service Unit – Major Case Archived Exhibits: On December 12, 2024 the Audit Coordinator audited the forensic seals on the Major Case Archived Exhibits managed by FSU. The audit was conducted to verify that forensic seals placed on major case exhibits remained intact. The audit was completed by the Audit Coordinator and the Audit Clerk. The examination of 386 bins, two storage cages and one firearm locker confirmed the integrity of all previously placed forensic seals.

The Service currently meets Adequacy Standards requirements in this area.

Investigative and Expense Funds – Intelligence and RDOC: The purpose of this audit was to assess whether funds available for expenses incurred during undercover operations, dealing with confidential informers and/or witness protection were being effectively managed. One audit recommendation to increase transparency, increase internal controls and mitigate risk were approved and implemented. The funds are being very well managed.

The Service currently meets Adequacy Standards requirements in this area.

IPVU Gift Card Audit: The Service received gift cards from a grant to distribute to high-risk victims of intimate partner violence. The purpose of this audit is to ensure that the gift cards provided to IPVU are all accounted for, tracked and distributed according to the applicable criteria. The IPVU Gift Card Audit was conducted on April 3rd and October 11th, 2024 by the Audit Coordinator in the presence of the IPVU Detective Sergeant. All gift cards were accounted for, allocated appropriately and according to **Interim 2022-01 Intimate Partner Violence Unit Gift Cards** policy directive.

The Service currently meets Adequacy Standards requirements in this area.

Ministry of Transportation (MTO) Information Services System (ISS): Annually the MTO requires an audit of HRPS generated ISS queries. In May 2024, the MTO initiated an ISS audit forwarding a selected number of records queried by HRPS members throughout 2023 to be audited in accordance with criterion set out by the MTO. The Service was found to be in compliance with components of the MTO ISS agreement, however we did have one member disciplined based on their misuse of the system. The audit also highlighted the lack of documentation by members which is a requirement when accessing the MTO ISS and continues to be an issue. The process that was put in place after the last audit has generated a higher compliance rate of members completing the required documentation, yet it still continues to be an issue.

PEMU – Category Exhibits: The purpose of this audit was to assess whether the preservation, control and disposition of property and evidence in PEMU was being effectively managed. Specifically, the examination of all exhibits from 2022 to the present time were audited in the categories of Large Property and Alcohol. The audit also examined all exhibits in the category of Jewellery, Money to be Deposited, Money to be Held, Oversized Property, Return to Owner,

Safekeeping and Found Property totaling 4456 exhibits that were listed in Niche to be physically audited.

The audit identified the following:

- five exhibits were not located or reconciled in their entirety. Subsequent to the audit, the PEMU team located all five exhibits;
- 24 exhibits inside property bags containing other exhibits that were audited were not located and verified. Subsequent to the audit, the PEMU team located all 24 exhibits;
- 55 exhibits were located in an area that did not coincide with the data in Niche that outlined the exhibit's location, including Niche indicating that exhibits were destroyed but were located by the Audit Team;
- 263 exhibits were in insecure bags or not in a bag;
- 29 exhibits were in locations that may not have been correct based on what the item was (i.e. Jewellery lodged in Large Property, Money lodged in Large Property, etc.);
- 736 exhibit entries require correction when entries were compared to Niche Property Manual practices, which is approximately 16% of active exhibits. Corrections centered around missing information (e.g. common name, make) and incorrect quantity or bag number;
- The Audit Team identified 70 parent evidence entries that were found to have more items in each bag than what was recorded in Niche. This resulted in the Audit Team completing the verification of an additional 560 items associated with the original 70 entries that the PEMU Clerks did not or could not verify at initial intake of property. This would bring the total number of exhibits for the audited areas closer to 5000.

15 audit recommendations to increase internal controls and mitigate risk were recommended and approved by the Commander and the Deputy Chief. PEMU advises that all of the recommendations have been implemented. A meeting was conducted with the PEMU Clerks and the Audit Coordinator to review the importance of verification of all exhibits, proper documentation in Niche when exhibits require to be moved or disposed of and consistency between the Clerks in the way that exhibits are handled.

The Service currently meets Adequacy Standards requirements in this area.

PEMU – Inventory: The annual inventory of all property and evidence items managed by PEMU was conducted on January 23 – 25, 2024. The inventory was completed by the Audit Coordinator, the Audit Clerk and two PEMU Clerks. All items identified in Niche to be lodged within the PEMU property room were located with the exception of 119 pieces of property. 118 of the property that was unaccounted for was subsequently located by PEMU as having been returned to the owner, destroyed, deposited and Niche was updated accordingly. One item V2332V was never located and the PEMU Clerk advised the Audit Coordinator that they were instructed by the PEMU Sergeant to update Niche to indicate the item was destroyed. The inventory also identified that 393 exhibits were located in the incorrect location as identified in Niche. All items were moved to the correct location.

Seized Funds: The purpose of this audit was to identify and assess the effectiveness of procedures that govern funds seized by members of the HRPS and whether the control,

movement and disposition of these funds are being effectively managed. On October 2 – 4, 2024 a total of 941 seized currency exhibits/seized fund exhibits, associated to 288 occurrences occurring between 2006 and 2024 was audited. All exhibits were accounted for and the integrity of the packaging was verified. Five exhibits had bags that were insecure, however there did not appear to be an issue with integrity, just poor packaging by the original seizing officer. The Drug Exhibit Clerks repackaged the exhibits to ensure they were secure. Five minor audit recommendations to increase internal controls were recommended and are awaiting comment from the RDOC Inspector. Once received from the RDOC Inspector, the report and recommendations will be sent to the responsible Deputy Chief.

The Service currently meets Adequacy Standards requirements in this area.

Outstanding Audit Recommendations

The Audit Unit continues to track the implementation of audit recommendations from previously conducted audits in the following areas:

Provincial Offences Notices (2017): The recommendation to consider the implementation of an electronic ticket solution within the HRPS is the only audit recommendation that remains outstanding for this audit.

Update: E-ticketing was rolled out Service wide in 2024, however has been experiencing some issues with quality, accuracy and duplication and therefore has been placed on hold with the exception of 2 District Response Unit who will continue to use it in a new pilot phase.

Privacy of the Duty Counsel Room in Central Lock-Up (CLU) and 3 District (2022): A recommendation was made to sound proof the duty counsel room at CLU and 3 District as a result of an All Chiefs Memo from 2022.

Update: A sound proof door was ordered for CLU and was installed in 2024, along with signage, extra coping around the door and a new kickplate. A follow-up assessment showed that the area was sound proof as long as reasonable voice levels were being utilized while in the duty counsel room.

However, the door for 3 District was not ordered as it was discovered that the sound proof door would not be enough to address the problem. The area requires a reassessment; however, this location is a lower priority due to it being a back-up to CLU and is rarely utilized.

PEMU Cameras (2023): The purpose of this audit was to assess the visibility of the security cameras located in the PEMU vault. The audit evaluated the positioning of the current cameras in relation to the property shelves, the work areas and the visibility in relation to the high-risk property. The audit concluded that adding a total of 16 new cameras and moving two that were currently installed would provide full coverage of the areas housing the property and work areas. The quote to complete the audit was approved and the cameras were added into the budget.

Update: The project has since been deferred.

Compliance Audits

Compliance Audits were required in 42 different focus areas across the Service. Annually, Compliance Audits are assessed and evaluated to ensure that focus areas continue to mitigate risk, adhere to regulatory requirements and/or provide value and benefit to specific areas or operations of the Police Service.

A summation of 2024's Compliance Audit statistics are as follows:

- 886 audits were required for completion;
- 878 audits were completed;
- 728 audits were compliant with legislation or outlined requirements, an 82% compliance rate; an 8% decrease in compliance in comparison to 2023.

All issues of non-compliance were reported to the appropriate Commanders upon identification to ensure rectification and future compliance. The biggest source contributing to the non-compliance rate was the Notebook Audit which has been addressed and is projected to have a much higher compliance rate in 2025.

CONCLUSION:

The Service currently meets the requirements of the ***Community Safety and Policing Act, Ontario Regulation 392/23*** and the Adequacy Standards in the areas that were audited and reported on.



Stephen J. Tanner
Chief of Police

:KS



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: 2025 Q1 HUMAN RESOURCES SUMMARY

Report #: P25-04-I-03

Date: April 24, 2025

INTRODUCTION AND BACKGROUND:

The following is the Police Service's personnel summary as of quarter's end.

POLICE	Q2 2024 Actual	Q3 2024 Actual	Q4 2024 Actual	Q1 2025 Actual	Current Authorized Positions	Current Variance
Chief	1	1	1	1	1	0
Deputy Chief	3	3	3	3	3	0
Superintendent	7	6	6	6	6	0
Inspector	13	12	11	14	14	0
Staff Sergeant	28	27	29	28	26	2
Detective Sergeant	10	11	11	11	11	0
Sergeant	49	48	48	56	54	2
Detective	43	43	41	50	50	0
Constable (1st Class)	502	500	503	476	N/A	
Constable (2nd Class)	63	59	59	59		
Constable (3rd Class)	36	41	41	40		
Constable (4th Class)	42	39	53	62		
Recruits in Training	21	25	23	23		
Total Constables	664	664	679	660	711	-51
TOTAL SWORN	818	815	829	829	876	-47
Cadet *	16	16	15	9	0	0

* Cadets not included in complement (uniform contract positions)

CIVILIAN	Q2 2024 Actual	Q3 2024 Actual	Q4 2024 Actual	Q1 2025 Actual	Current Authorized Positions	Current Variance
Senior Management/Administration	10	9	9	12	14	-2
Supervisory/Professional/Senior Clerical	112	116	120	120	140	-20
Clerical	105.5	108.5	105.5	106.5	122	-15.5
Communications	54	56	56	55	59	-4
Special Constables (Escorts/Summons)	30	30	30	26	30	-4
Facilities Technicians	7	7	7	7	7	0
TOTAL CIVILIAN	318.5	326.5	327.5	326.5	372	-45.5

TOTAL COMPLEMENT	1126.5	1141.5	1156.5	1155.5	1248	-92.5
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TEMPORARY STAFF (Temporary employees do not form part of the authorized complement.)	Q2 2024 Actual	Q3 2024 Actual	Q4 2024 Actual	Q1 2025 Actual	Comments
Full-time	14	13	14	10	* See details below
Part-time	14	2	1	1	1 – District Clerk
As Required	50	53	63	85	Communications/Courts Services/Districts/Drugs, Guns & Gangs/Forensic Identification/Homicide/ Training/ Intelligence/ Police Analytics/ Information & Records Services/Support Services/Victim Services/Monitors
Total Temporary Staff	78	68	78	96	

* FULL-TIME ALLOCATIONS	Q2 2024 Actual	Q3 2024 Actual	Q4 2024 Actual	Q1 2025 Actual	Comments
Replacements (Secondments/ Maternity/ LTD/etc).	5	5	6	6	1 – Business Analyst 1 – Snr. Corp. Comms. Specialist 1 – HR/Assistant 1 – Social Worker 1 – Project Specialist 1 – Manager, Human Resources
Special Projects	4	4	4	1	1 – Victim Quick Response Coordinator
In Training	0	0	0	0	
Vacancy	2	2	2	0	
Work Volume	3	2	2	3	1 – Business Analyst 1 – Facilities Maintenance Technician

					1 – HR/Payroll Clerk
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SPECIAL SITUATIONS - UNIFORM <i>*(Not included in authorized complement)</i>	Q2 2024 Actual	Q3 2024 Actual	Q4 2024 Actual	Q1 2025 Actual	Comments
External Secondments	10	10	14	13	1 – HRPD President 2 – Ontario Police College 1 – Provincial Firearms Office 1 – OPP Power Case 1 – OPP Intelligence Led Joint Forces Strategy 2 – Repeat Offender Parole Enforcement 1 – OPP Biker Enforcement Unit 1 – OPP – Provincial Anti Terrorism Secondment 2 – OPP G&G 1 – OPP PATT
WSIB >1 year	22	19	22	27	
Leaves of Absences	1	2	4	3	3 – Unpaid LOA
Long Term Disability < 2 yrs	2	2	1	4	
* Long Term Disability > 2 yrs	8	8	9	8	
Short Term Sick Leave/WSIB < 1 Year	26	13	23	19	
Parental/Pregnancy Leave	7	9	8	7	
Jobs Shared by 2 Members	0	0	0	0	
SPECIAL SITUATIONS - CIVILIAN <i>*(Not included in authorized complement)</i>	Q2 2024 Actual	Q3 2024 Actual	Q4 2024 Actual	Q1 2025 Actual	Comments
External Secondments	0	0	0	0	
WSIB >1 year	4	5	4	4	
Leaves of Absences	1	3	4	0	
Long Term Disability < 2 yrs	4	3	2	5	Largely filled with Temporary Full-time
* Long Term Disability > 2 yrs	9	9	10	11	
Short Term Sick Leave/WSIB < 1 Year	12	8	4	6	
Parental/Pregnancy Leave	8	10	15	10	Largely filled with Temporary Full-time
Jobs Shared by 2 Members	0	0	0	0	

DEPARTURES	Q2 2024 Actual	Q3 2024 Actual	Q4 2024 Actual	Q1 2025 Actual	Total YTD 2025
TOTAL					
Uniform					
Retirements	0	1	2	4	4
Resignations	3	11	3	5	5
Terminations	0	0	0	0	0
Deaths	0	1	0	0	
Civilian					
Retirements	0	1	2	1	1
Resignations	1	3	2	3	3
Terminations	1	0	0	0	0
Other – position redundant	0	0	0	0	0
Deaths	0	0	0	0	0

ADVANCEMENTS	Q2 2024 Actual	Q3 2024 Actual	Q4 2024 Actual	Q1 2025 Actual	Total YTD 2025
TOTAL					
Sworn Reclassifications	51	26	4	1	1
Sworn Promotions*	15	0	2	27	27
Civilian Reclassifications	34	14	9	90	90

*SWORN PROMOTIONS	
NAME	RANK
B. Gabriel	Inspector
T. Hockey	Inspector
S. Jamieson	Inspector
B. Kent	Staff Sergeant
K. Magee	Staff Sergeant
M. Parsons	Staff Sergeant
M. Chimienti	Sergeant
J. DeDieu	Sergeant
D. Ellsworth	Sergeant
S. Feddema	Sergeant
M. Feltmate	Sergeant
S. Fettes	Sergeant
C. Field	Sergeant
K. Gibson	Sergeant
S. Glenfield	Sergeant

D. Heynemans	Sergeant
J. Ivey	Sergeant
D. Joseph	Sergeant
J. Lyons	Sergeant
J. MacMillan	Sergeant
M. Nickson	Sergeant
C. Peters	Sergeant
M. Proulx	Sergeant
R. Sorrell	Sergeant
J. Thurston	Sergeant
M. Urie	Sergeant
J. Weyers	Sergeant



Stephen J. Tanner
Chief of Police

:CB



Public Agenda Information Report

To: Halton Police Board

From: Jessica Warren
Manager of Board
Operations

Subject: Crime Stoppers Fundraising Plan and MOU

Report #: PBM-04-R-01

Date: 24 April 2025

RECOMMENDATION:

1. *THAT the Board receive the Crime Stoppers Fundraising Plan; and*
2. *THAT the Board request Crime Stoppers identify, prior to Board consideration of the proposed MOU:*
 - *what other Crime Stopper organizations' operating expenses are funding by a local police board,*
 - *what the ongoing relationship with Community Watch will be,*
 - *how the requested funds would be used, and*
 - *what the Crime Stoppers performance measures would be.*

INTRODUCTION AND BACKGROUND:

At the October 31, 2025 Board meeting, Crime Stoppers presented a business plan and submitted a funding request. The following motion was passed:

"THAT the Halton Police Board approve funding for Crime Stoppers of Halton in the amount of \$75,000 for 2025;

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

THAT a Memorandum of Understanding between the Board and Crime Stoppers of Halton be negotiated and executed within the next 6 months."

DISCUSSION/ ANALYSIS:

Crime Stoppers was granted additional funding in 2024 and 2025, from the Boards Community Fund to help temporarily offset operating expenses due to a decline in fundraising revenue, and help them start taking on the additional responsibility of operating the Community Watch program.

The Memorandum of Understanding (MOU) between the Halton Police Board (HPB) and Crime Stoppers of Halton establishes a collaborative agreement to support the community-based Crime Stoppers program. The MOU outlines the roles and responsibilities of both parties, including the provision of a sworn police officer as a liaison between Crime Stoppers and the Halton Regional Police Service, and operational guidelines for program management, community involvement, and public promotion. Crime Stoppers maintains its independence as a non-profit organization, with its Board of Directors managing fundraising, program administration, and the assignment of rewards. The agreement promotes mutual cooperation to enhance crime detection, reporting, and prevention efforts.

The MOU does not give reference to the Community Watch program. In addition, there are no specific measures outlined to evaluate the success or effectiveness of the program over time. The agreement does not include criteria or a timeline for review and renewal.

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

The proposed MOU includes financial support from the HPB in the amount of \$75,000 annually (with a 2% annual increase). This is new funding.

The Board may wish to have a legal representative review the agreement prior to finalization.



Jessica Warren
Manager of Board Operations

Attachments: Appendix A- Crime Stoppers Fundraising Plan
Appendix B – Proposed MOU

CRIME STOPPERS OF HALTON

Submitted to Halton Police Board

April 14, 2025



CRIME STOPPERS OF HALTON: OVERVIEW



- Established December 1st, 1988 by local citizens and HRPS
- CSH founding backed by MOU with and funding from HRPS
- Keeping Halton residents safe & aiding HRPS for over 35 years
- 200+ TIPS each mth, providing valuable information for HRPS officers to close cases



- Since inception:
 - 26,000+ TIPS received & \$213,000 rewards approved
 - 1,380 arrests made by HRPS as a result of CSH TIPS
 - 27 fugitives apprehended & 195 weapons seized
 - \$2.7+ million in property recovered
 - \$18.5+ million of drugs and illegal substances taken off Halton streets
 - Since 1988, Halton's population has increased by 228%

CSH – HRPS PARTNERSHIP



- Crime prevention partners addressing public safety before crimes occur
- Mutually supported MOU that was last updated 13 years ago
- HRPS supported CSH operations through a quarterly stipend of \$6,500.
- Senior HRPS Officer assigned as Police Coordinator/Liaison Officer to CSH
- CSH office located within HRPS Headquarters
- HPB provided an additional \$49,000 of funding in 2024
- CHCH News partnership with CSH used to help solve open HRPS cases monthly
- CSH actively supports and works with HRPS on *“No Hate in Halton”, Frauds/Scams presentations, Community Watch Program, Halton’s Most Wanted, Recruiting events, Youth Diversion Program, Retail Theft, and more...*



EVOLUTION OF CRIME STOPPERS OF HALTON



- First structured with part-time administrative staff supported by volunteer board
- As Halton Region grew and many charter board members departed, CSH model proved challenging
- In 2019, CSH restructured the board & onboarded a full-time Executive Director
- All CSH fundraising ceased when COVID-19 pandemic declared in March 2020
- Most CSH sponsors moved from community safety to front line support
- CSH accessed CEBA loan to support its continuation and survived through carefully managing its expenditures from 2020 through 2022
- CEBA loan was repaid in full and on time, earning CSH \$20K loan credit

ONGOING CSH SUPPORT FOR HRPS INITIATIVES/PRIORITIES

- 2023 Opioid and Fentanyl public awareness campaign
- Anti-bullying campaign (No Hate in Halton)
- Transport Truck Theft Awareness
- Contraband Cigarette campaign
- Seniors' fraud education
- 2025 Human Trafficking Campaign
- Youth Diversion Program
- Marine Unit R.I.D.E. Checks
- Auto Theft Awareness & door-to-door campaign
- Retail Theft Campaign
- Identity Theft
- IPV/Crimes Against Women
- HRPS Recruiting Support
- Halton's Most Wanted
- HRPS Police Day Attendance
- Community Watch Pilot - Ward 3 Oakville
- Crime Analysis Presentations to Senior Officers



HISTORIC CSH FUNDRAISING ACTIVITIES

- Annual **Golf Tournament** that commenced in 2010 was shifted to a Women's Only Event as awareness for crimes against women
- Semi-annual **Shred events** - launched in 2011 to address rise in identity theft and fraud
- **Ride to Ribs** motorcycle tour at yearly Burlington Ribfest
- **Tour de Tips** family bike ride in conjunction with four other regional Crime Stoppers Programs
- Fundraising **concerts** held annually until the COVID-19 pandemic in 2020
- Annual **Jail-a-thon** fundraiser was organized in partnership with HRPS
- **Sponsorship solicitations:** Trillium Foundation, Cooperators Insurance, CN Railway, Mattamy Homes, Economical Insurance, Farmboy, ServiceMaster, Knights of Columbus, Rotary Club, Bronte Legion, and more.

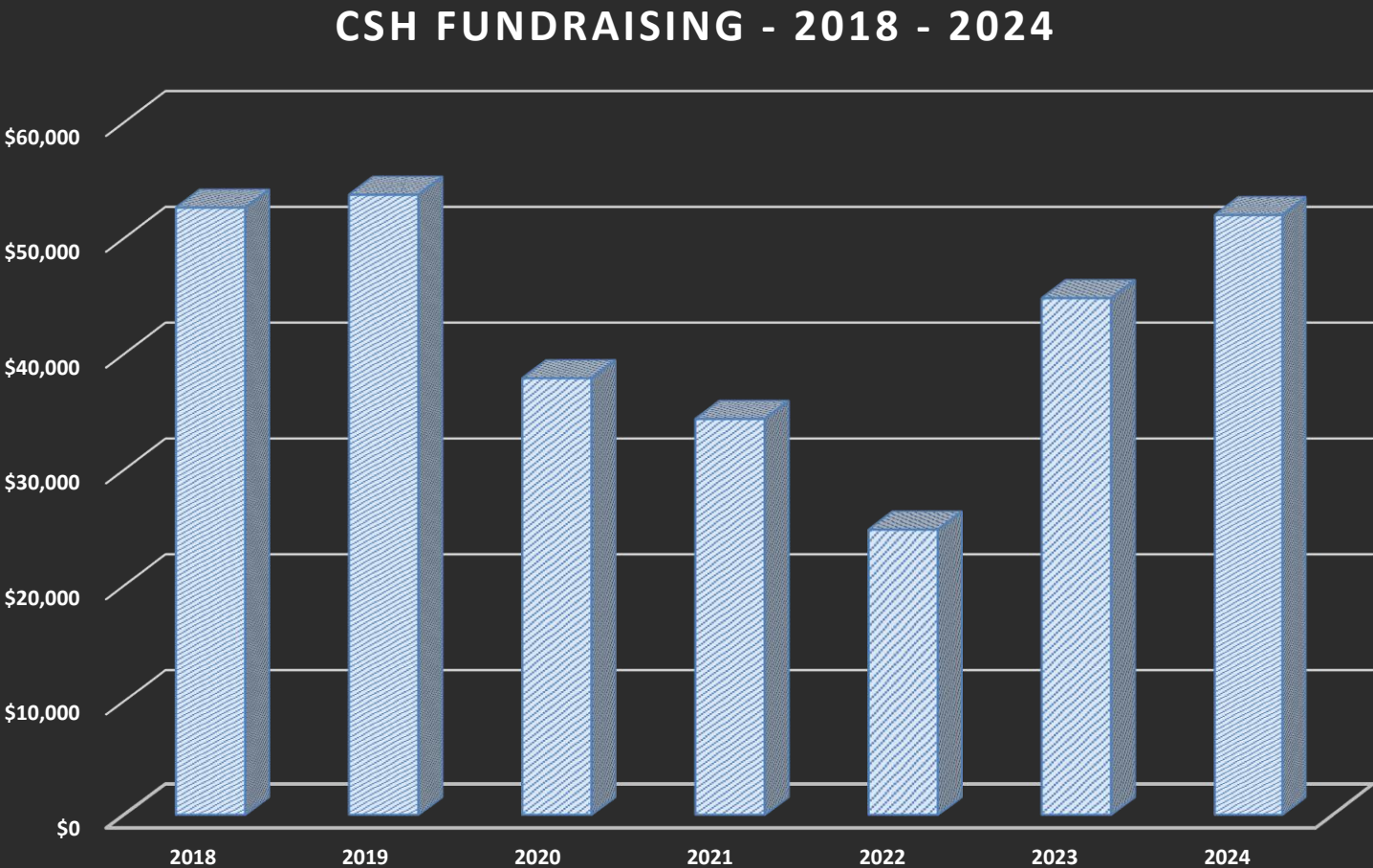
COVID-19 IMPACT ON CSH

- All fundraising and community engagement activities ceased in March 2020
- Volunteer base dropped from 80 volunteers to 20
- Sponsors and partners moved to support hospitals & frontline emergency services
- Some profitable fundraising events haven't returned (i.e. concerts)
- Longtime supporters permanently shift to new philanthropic efforts and continue with the same focus today (i.e. Mattamy Homes, Knights of Columbus, Bronte Legion)
- CSH forced to rebuild all fundraisers and community engagement efforts
- CSH survived while other CS programs in Ontario did not. There are five programs in the province that are currently on the brink of closure
- CSH continuously operated the 1-800 anonymous TIP line during the pandemic and provided HRPS with regular TIPS and support for active programs (i.e. retail theft)
- CSH received the CEBA loan, made investments then paid it back in full & on time

2018-2024 CSH ANNUAL FUNDRAISING TOTALS

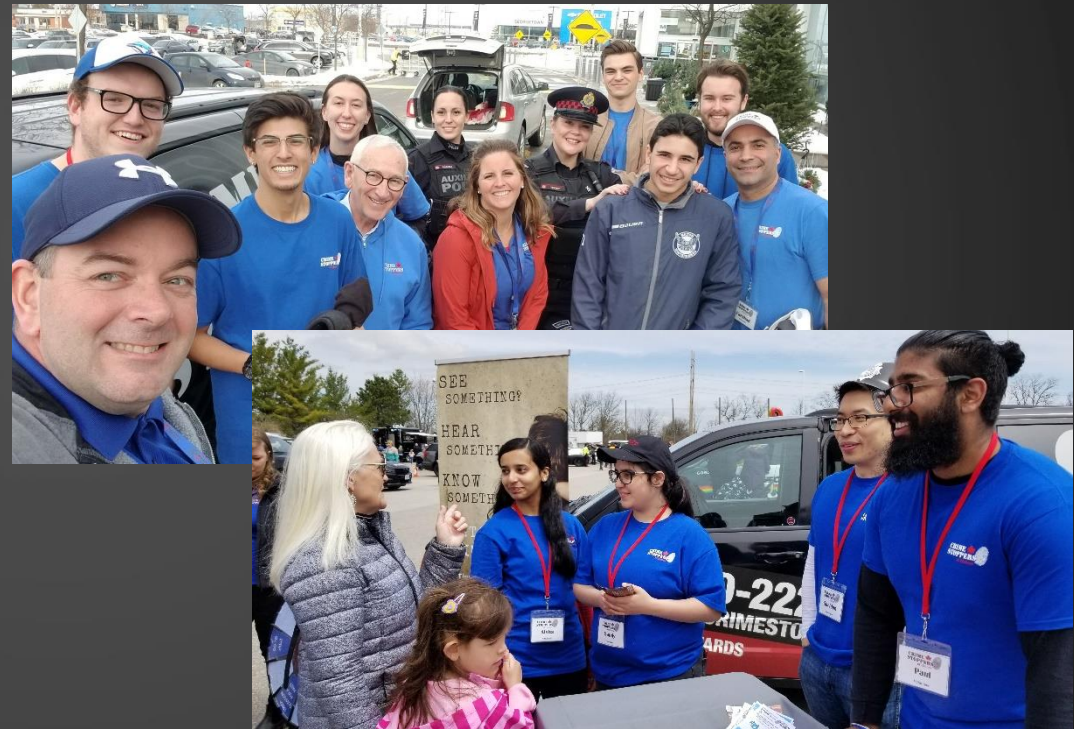
- 2018 - \$52,642
- 2019 - \$53,761
- 2020 - \$37,911
- 2021 - \$34,398
- 2022 - \$24,844
- 2023 - \$44,828
- 2024 - \$52,000*

(*estimated)



CURRENT 2025 FUNDRAISING INITIATIVES

- Shred Event Fundraiser – Spring & Fall
- Women's Golf Tournament
- Delta Bingo - Oakville
- Crime Stoppers Month
(Sunshine Donuts & Traditional Bakery)
- Community Watch sponsorships
- Bingo Connection – Burlington
- Ride to Ribs with Oakville Ribfest
- Community Watch Car Show
- Online 50/50 Draws
- Online community donations via CSH website & Canada Helps



ADDITIONAL NEW 2025 FUNDRAISING IDEAS

- Includes & builds on 2025 fundraising activities
- Focus on grant applications – opioids/drugs, human trafficking, in-school bullying, hate crimes, auto theft, IPV, frauds/scams
- New corporate donation campaign
- Annual Chief's Event – new event
- Community fundraisers: car wash, craft sales & grocery bagging
- Economical Community Safety Grant (current partner) – May 2025
- Corporate sponsorships, community donations increase through Community Watch, Halton Regional Community Investment Fund, and funding through the Ministry of the Solicitor General

2025 FUNDRAISING PROJECTIONS

Projected Fundraising – Q1-Q2:

▪ Spring Shred	\$13,000
▪ Delta Bingo	\$6,500
▪ Bingo Connection:	\$1,400
▪ CSH Month	\$875
▪ Online Donations	\$250

TOTAL: \$22,025

Projected Fundraising – Q3-Q4:

▪ Golf Tournament:	\$6,000
▪ Bingo:	\$16,000
▪ Fall Shred:	\$13,000
▪ Car Show:	\$1,500
▪ CW Sponsor:	\$3,500
▪ Online Donations:	\$600
▪ Ride to Ribs:	\$1,000

TOTAL: \$41,600

2026 FUNDRAISING PROJECTIONS

<u>Fundraising Activity</u>	<u>Projections:</u>
▪ Shred Events	\$26,000
▪ Women's Golf Tournament	\$5,500
▪ Delta Bingo	\$12,000
▪ Bingo Connection	\$2,500
▪ Car Show	\$3,500
▪ Ride to Ribs	\$3,000
▪ Crime Stoppers Month (January)	\$1,200
▪ Sponsorships	\$7,500
▪ Institutional Grants	\$7,500
▪ Community Donations	\$1,500
TOTAL:	<u>\$70,200</u>

REQUEST TO THE HALTON POLICE BOARD

- Approval of the updated HRPS-CSH (MOU 23-668)
- Retain the financial support of \$18,750 per quarter that was approved for 2025
- Ongoing support for CSH Community Watch expansion – **“we have met many community members from other areas of Halton that are very eager to have us expand into their regions, they are very interested in getting involved and seeing this come to their areas for safer communities across Halton.”**
- Share HPB initiatives with CSH to align on community concerns
- Continued assignment of a sworn officer to serve as the CSH Police Coordinator
- Further our partnership and integration with HRPS

CSH 2025-2026 OPERATING BUDGET

Crime Stoppers of Halton Inc

Proposed Budget - FY 2025

		FY 25	FY 26	
	Current	Projection Year 1	Projection Year 2	Comments
Revenue				
Fundraising activities (1)	\$ 63,500	\$ 87,945	\$ 112,500	HRPS (1st YR funding reduced to cover Capital costs), SHRED, Golf HST Refund, Canada Help
Other Income	\$ 1,800	\$ 1,800	\$ 1,800	
Total Revenue	\$ 65,300	\$ 89,745	\$ 114,300	
Expenses				
Salaries and Wages	\$ 70,000	\$ 73,500	\$ 73,500	
Community Watch Program (2)		\$ 9,100	\$ 9,100	
Advertising and promotion	\$ 4,000	\$ 4,200	\$ 4,200	Shred events
Insurance (2)	\$ 5,650	\$ 5,932	\$ 5,932	Auto, Cyber, Directors liability
General Office expenses (3)	\$ 6,000	\$ 6,075	\$ 6,075	Incidental expenses for events /volunteers
Professional fees	\$ 3,300	\$ 3,300	\$ 3,300	Accounting Fees
Memberships and licenses (4)	\$ 2,065	\$ 2,065	\$ 2,065	Software licenses
Interest and bank charges	\$ 50	\$ 50	\$ 50	
Total Expenses	\$ 91,065	\$ 104,222	\$ 104,222	
Net Income /(Loss) for the year	-\$ 25,765	-\$ 14,477	\$ 10,078	

Capital Expenditure- See Community Watch tab

\$ 24,555

MEMORANDUM OF UNDERSTANDING (MOU)

23-668

BETWEEN

HALTON POLICE BOARD

Hereinafter referred to as “(HPB)”

AND

CRIME STOPPERS OF HALTON INC.

Hereinafter referred to as “(Crime Stoppers, Crime Stoppers of Halton, the organization, the program)”

DEFINITIONS

WHEREAS:

"Crime Stoppers", refers to "Crime Stoppers of Halton Inc Board of Directors". Crime Stoppers of Halton is a non-profit, registered community charitable organization governed by a volunteer Board of Directors, elected by the membership of the corporation.

WHEREAS:

The "Halton Police Board", is the civilian oversight body that governs that Halton Regional Police Service in its mandate to provide adequate policing services to the regional municipality of Halton, within the scope of the Community Safety and Policing Act (CSPA).

1.0 Organization

1.1

"Crime Stoppers", refers to "Crime Stoppers of Halton Inc Board of Directors". Crime Stoppers of Halton is a non-profit, registered community charitable organization governed by a volunteer Board of Directors, elected by the membership of the corporation.

1.2

The Board of Directors is the sole administering and governing body of Crime Stoppers of Halton, whose geographical territory is the Regional Municipality of Halton, in the Province of Ontario, Canada.

1.3

Crime Stoppers is an entity which is legally and operationally separate from the Halton Regional Police Service, or any other law enforcement or investigative agency, or their respective police services boards. It is governed by its own by-laws and assumes responsibility for the actions, omissions and negligence of "Crime Stoppers" and its board members, employees, volunteers, agents and assigns, including members of the police service working with Crime Stoppers of Halton, and for any consequent liability arising from or connected to the acts, omissions or negligence of any and all of the aforesaid. The Board of Directors is the sole

governing and administrative body for Crime Stoppers. The Chief of Police administers the Police Service, in accordance with the provisions of the Community Safety and Policing Act.

2.0 Program Objective

2.1

The Crime Stoppers program is a community program involving the public, the media, and law enforcement agencies. The program is designed to involve the public in the detection, identification, and reporting of criminal activity; the recovery of property obtained through the commission of crimes; the seizure of illicit drugs, and the support of investigations involving violations of federal, provincial, regional or municipal legislation. Members of the public are encouraged to provide information that may assist law enforcement and/or other agencies, through the offer of rewards and the guarantee of anonymity of informants.

2.2

Crime Stoppers of Halton recognizes that in entering into a partnership with the HPB, the program must operate in a manner that is beyond reproach.

3.0 Program Maintenance

3.1 The support agreed to herein by HPB is conditional on Crime Stoppers of Halton's continued management of the program, within the geographical area defined in section 1.2 of this agreement, in accordance with the guidelines provided by Canadian Crime Stoppers Association and assisting all police and government agencies in the geographical area in an attempt to solve crimes.

4.0 Program Coordinator

4.1 The Halton Police Board agrees to provide Crime Stoppers of Halton a minimum of one (1) actively employed sworn police officer(s), as defined under the Police Services Act, R.S.O. 1990, as amended, to act as a liaison between HRPS and the organization.

4.2 The Crime Stoppers of Halton Program Coordinator shall be compensated in accordance with the Halton Regional Police Service's agreed on salary, pursuant to all negotiations between the police service and the Halton Regional Police Association.

4.3 The Program Coordinator shall arrange for the Crime Stoppers of Halton Board of Directors to attend HRPS meetings, and invite representatives of the police service to organization meetings to further mutual dependency on projects, and remove barriers of collaboration.

4.4 Individuals so appointed by HRPS shall be referred to as the Program Coordinator or the Crime Stoppers of Halton Police Liaison.

4.4 a) It is the intention of Crime Stoppers of Halton to utilize the Program Coordinator in the following manner:

4.4 b) act as ex officio non-voting member of the Board of Directors;

4.4 c) use information received from HRPS and / or other agencies to prepare and disseminate a "Crime of the Month";

4.4 d) maintain complete records and statistics relating to the program;

4.4 e) provide the police service with a progress report, including statistics on the program;

4.4 f) attend public functions and make presentations promoting Crime Stoppers of Halton. Make presentations regarding the program to service clubs or other concerned groups;

4.4 g) receive calls from Tipsters on the telephone and electronic tips from Crime Stoppers of Halton approved website;

4.4 h) assign informants a code number to be used in all subsequent dealings, thus ensuring anonymity;

4.4 i) prepare a Crime Stoppers report detailing the information received and including all relevant investigative information and forwarding it to the appropriate unit within the HRPS and/or other law enforcement agency.

4.4 j) assist the Board of Directors in regard to fund raising events, however, not to engage specifically in the solicitation or collection of funds per government policy. To attend Board meetings arranged for such purposes and / or any other meetings or functions that will advance the cause of Crime Stoppers, time and duties permitting;

4.4 k) promote Crime Stoppers in secondary schools, colleges and universities.

4.4 l) provide support at Crime Stoppers fundraising events by engaging and educating the public about Crime Stoppers.

4.4 m) provide reports on behalf of the police service at all Crime Stoppers monthly meetings.

4.4 n) provide the Board with a report of the tips received for their respective areas on a monthly basis.

4.4 o) ensure that all investigative agencies have active Memorandums of Understandings in place, and up to date training for all investigators who may receive Crime Stopper tips.

4.4 p) ensure all that investigative agencies are familiar with the Crime Stoppers Program and that they promote the program within their community

4.4 q) attend all conferences as requested by the Board of Directors; including but not limited to those hosted by the Ontario Association of Crime Stoppers, Crime Stoppers USA and Crime Stoppers International. Attendance at such conferences, where expenses are incurred, shall be subject to prior approval by HRPS management.

4.4 r) such other duties as may be assigned from time to time.

5.0 Supplies

5.1 It is agreed that any televised reenactments featured by Crime Stoppers of Halton may include the police service's personnel and transport equipment, subject to availability.

5.2 Crime Stoppers of Halton will supply the Program Coordinator with a computer to ensure the Crime Stoppers information is not held or managed with a government-owned device.

5.3 A designated office space within a property owned or leased by HRPS will be allocated to Crime Stoppers of Halton. This space will be restricted in access to the general public, and all others, unless authorized by a designate of Crime Stoppers of Halton.

5.4 The police service will include an option to report information anonymously through Crime Stoppers of Halton on all media releases requesting assistance from the general public with ongoing investigations.

6.0 Conferences and Training

6.1 On prior agreement, the police service may register the Program Coordinator for the Ontario Crime Stoppers Training Conference, held annually within the Province of Ontario. Costs associated with this attendance shall be on prior approval by the police service and if granted, submitted in accordance with all HRPS policies.

6.2 The Halton Regional Police Service management will review information submitted by the Program Coordinator regarding any other conferences where attendance is requested.

6.3 The police service will cover expenses for one (1) designate from Crime Stoppers of Halton to attend the Ontario Association of Crime Stoppers Conference.

6.4 HRPS will invite Crime Stoppers of Halton to training, information sessions, seminars, or other developmental events which it finds reasonable for the program.

7.0 Board of Directors

7.1 The Board of Directors shall be elected pursuant to the current Crime Stoppers of Halton bylaws

and shall be responsible for:

7.1 a) Setting policy within the framework of the legal documents which create and control the program, including the day to day operations of the organization, including the actions of the Program Coordinator and employees.

7.1 b) Raising funds through community and corporate donations for paying rewards, administration costs, promotion, marketing, training, and all other costs the Board of Directors deems necessary to cover.

7.1 c) Determining the amount and method of reward payments to tipsters.

7.1 d) Ensuring that the administrative work of the coordinator, volunteers, and employees is conducted in an efficient and effective manner.

7.1 e) Liaise, advise and support the promotion of the program by the program coordinator, volunteers and board members, and employees.

7.1 f) Acting as the trustee of funds donated by private citizens, businesses and service groups. These funds must be administered in a prudent and legal manner.

7.1 g) Developing new initiatives for curbing crime and increasing tips from the general public.

7.1 h) Allowing designated individuals to attend Board of Director meetings who will speak on issues related to the Crime Stoppers mandate.

7.1 i) Maintaining regular liaisons with the media, the program coordinator and law enforcement.

7.1 j) Securing insurance and legal protection for the program against criminal and/or civil liability.

8.0 Property

8.1 The police service acknowledges that all donated property to Crime Stoppers of Halton remains the property of Crime Stoppers of Halton for the duration of the agreement. All hard copy files, databases, computer drives and Crime Stopper information packages disseminated for follow-up investigation remain the property of Crime Stoppers of Halton

9.0 General Understandings

9.1 The parties agree that this Memorandum of Understanding (MOU) is the complete agreement between the parties and replaces all prior communications related to the subject matter of this MOU.

9.2 This MOU may not be supplemented, modified or amended unless any such supplement, modification or amendment is signed and dated by the parties through their duly authorized representatives.

9.3 Notice under this MOU shall be in writing and delivered personally, via facsimile, via email, or by ordinary prepaid mail. Notices delivered by mail shall be deemed to have been received on the fourth business day after the date of mailing. Notices delivered by email shall be deemed to have been received at the time of delivery or transmission. All correspondence and other notices related to the terms of this MOU shall be delivered to a party through its representative on the Standing Committee.

10 Program Funding

10.1 The Halton Police Board shall allocate \$75,000 CAD annually to Crime Stoppers of Halton through quarterly disbursements. These funds will be used in part, or whole, to cover the program's employee salary costs, general expenses, and any other costs incurred and deemed reasonable by the Crime Stoppers of Halton Board of Directors.

10.2 The funds allocated from the police service to the program shall increase by 2.00% annually to offset operational costs and inflation.

11 Term and Termination

11.1 This MOU shall continue for an indefinite period beginning on _____ and can be adjusted or terminated without violation of the agreement.

11.2 This MOU may be renewed for further terms as the parties may agree to in writing. Should the Parties fail to reach an agreement as to the terms of renewal, including funding, then this MOU shall expire.

11.3 Any Party may terminate this MOU provided that 60 days written notice is delivered to the other parties in accordance with this MOU. Notwithstanding the foregoing, this MOU may be terminated with immediate effect in the event of a breach by any Party upon the breach of the other Party of their obligations as set out in this MOU. The nature of the breach must be disclosed at this time.

Authorized Agents of the Halton Police Board

NAME (PRINT)

POSITION

SIGNATURE

DATE (MM/DD/YYYY)

NAME (PRINT)

POSITION

SIGNATURE

DATE (MM/DD/YYYY)

NAME (PRINT)

POSITION

SIGNATURE

DATE (MM/DD/YYYY)

NAME (PRINT)

POSITION

SIGNATURE

DATE (MM/DD/YYYY)

Executive Officers of Crime Stoppers of Halton Inc.

NAME (PRINT)

POSITION

SIGNATURE

DATE (MM/DD/YYYY)

NAME (PRINT)

POSITION

SIGNATURE

DATE (MM/DD/YYYY)

NAME (PRINT)

POSITION

SIGNATURE

DATE (MM/DD/YYYY)

NAME (PRINT)

POSITION

SIGNATURE

DATE (MM/DD/YYYY)



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: **SOFT AND HARD BODY ARMOUR – CAPITAL BUDGET REQUEST**

Report #: **P25-04-R-04**

Date: April 24, 2025

RECOMMENDATION:

"That the Halton Police Board move forward with the acquisition of TYR Soft Body Armour and TYR Hard Armour as outlined in the Training Bureau – Soft and Hard Body Armour – Capital Budget Request."

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

Stephen J. Tanner
Chief of Police

:CN

Attachment: Soft and Hard Armour – Capital Budget Request

INTRODUCTION AND BACKGROUND:

On April 1, 2024, the *Community Safety and Policing Act (CSPA)* – ONTARIO REGULATION 393/23 was enacted. Among the changes to the previous *Police Services Act (PSA)* were significant equipment requirements including:

(5) The following equipment must be stored in every motor vehicle that is being used by police officers performing community patrol functions:

2. For each officer performing community patrol functions who is using the motor vehicle, body armour that, at a minimum, meets the standards for Type III body armour as classified by the National Institute of Justice's Ballistic Resistance of Body Armour NIJ Standard-0101.06, as amended from time to time.

In preparation for compliance this regulation the Training Bureau began testing and evaluating new soft body armour (SBA) and Type III body armour (hard armour, also known as rifle plates) in order to determine an appropriate product for the HRPS.

A number of products were evaluated for suitability and as a result a body armour system from TYR was determined to meet service and legislative requirements. The Training Bureau submitted a business case in 2024 that resulted in Capital Project T6810D being created.

DISCUSSION / ANALYSIS:

Body armour systems from various manufacturers were reviewed and assessed for suitability. After analysis The TYR *Epic* Soft Body Armour (General Duty Level II) that can be upgraded as needed with the TYR Plate Carrier (Hard Armour Level III) was purchased in limited quantities and subjected to a testing phase involving the Training Bureau and uniform patrol officers. Feedback from the testing phase was overwhelmingly positive and now the Training Bureau has determined that the TYR *Epic* SBA used in conjunction with the TYR Plate Carrier is the preferred choice for our members.

Benefits of TYR Body Armour System

- The TYR *Epic* Soft Body Armour Carrier with Level II armour meets legislative requirements for police officers in Ontario.
- The TYR SBA has been tested and found to be comfortable to wear for extended periods (for both male and female officers of varying sizes and body types).
- The design and fit of the TYR SBA provide greater mobility for our officers while conducting all manner of activities (noticeably out performing our current issue SBA).
- The TYR SBA comes with a detachable “chest rack”. The chest rack is a removable panel that the user mounts required pouches / items on.
- When the operational situation requires upgrading an officer’s armour to Level III protection, the officer detaches their chest rack; dons the TYR Plate Carrier overtop the SBA; then reattaches the chest rack to the plate carrier, resulting in a well fitted system that keeps the officer’s essential equipment in the same position as before.
- Both male and female officers have found the plate carrier comfortable to wear.
- The plate carrier can be put on and taken off by the officer themselves. A second officer is not needed.
- The plate carrier can be put on while standing or while seated in a vehicle.
- The acquisition of a number of shared plate carriers (versus individual issue) satisfies legislative requirements yet offers savings from purchasing individual hard armour plates for every officer that would not likely ever be used operationally.

- TYR is located in Kanata, Ontario. The body armour system is manufactured in Canada and not subject to US Tariffs.

ALTERNATIVES:

Potential alternatives were previously outlined in the Capital Business Request. They were:

- 1) To issue our members the two-plate pocketed version of our current carrier and a secondary plate carrier. This would require our members to remove all use-of-force options off of their carriers and move them onto their duty belts. This would be problematic for members with accommodations and/or smaller-statured members who are unable to wear all their equipment on their duty belts. This option is not preferred.
- 2) To issue our members the two-plate pocketed version of our current carrier. This method requires our members to either remove their vests to insert their hard armour or wait for a second member to arrive and insert the back plate. Our female members provided input that it was very challenging to insert a front plate while the armour was worn due to anatomy and fit, which in turn would cause significant safety concerns. This option is not recommended.
- 3) Do nothing and remain with the current armour system. This option is not recommended as it will put the service in direct contravention of the CSPA and fail to equip our officers with required, mandated, protective equipment.

CONSULTATION:

As stated, a testing phase was completed where different manufactures were consulted. Adding hard armour plates to our existing soft body armour was discounted due to input from our female officers being unable to insert a front plate while the armour was worn due to anatomy and fit.

The option to insert a rear hard armour plate was also not feasible because it required a second officer to insert it; or the officer would have to remove their armour entirely to insert it themselves.

The testing phase for the TYR Armour System lasted approximately five months and sought feedback from Training Bureau and Uniform Patrol Officers, both male and female, and of different heights and sizes. Feedback was overwhelmingly positive.

The HRPS Tactical Rescue Unit has been using the TYR Armour System for approximately six years with high satisfaction. A wide number of police Tactical Units in Ontario also use the TYR System. Municipal agencies in Ontario also using TYR for frontline officers currently include the Ottawa Police Service and Kingston Police Service.

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

Price of the TYR Armour System is as follows:

Tyr (Dual carrier system)**Soft Armour**

Male EPIC General Duty Carrier W/CA2/20 Armour	\$884
Chest Rack	\$70
POLICE Badges (\$19.49 x2)	\$38.98
Total	\$990.98

Hard Armour

TYR Level III SA Multi Curve Shooters cut - \$495.95 per plate (SM/MD/LG)	\$931.90 (All sizes)
Plate carrier	\$569.44
POLICE Badges (\$19.49 x2)	\$38.98
Total	\$1,540.32

Capital Funds 2025 – 2028

Capital Description	Account	Remaining Capital (from 2024)	2025	2026	2027	2028
Training - Hard Body Armour	T6810C	73,000	108,844.73			
Training - Soft Body Armour & Carriers	T6810D	107,000	351,917.79	130,282.64	107,000	107,000

\$1,075,321.16 total budgeted funds (2024 - 2028).

\$985,045.16 remaining after initial purchases for testing and issue.

Funding for this Project has been previously approved. The Training Bureau is now looking to move forward with acquisition.

STRATEGIC MANAGEMENT ISSUES:

The implementation and issuance of the TYR Armour System is tentatively planned as a staged roll out. To satisfy requirements outlined in the CSPA an acquisition of 146 Plate Carriers is planned to equip each HRPS District with armour for front line responders and units that have carbines (C8) issued to them.

Those same units would be first to receive the TYR Soft Body Armour. After the initial issuance, support units would be issued the TYR SBA on an as needed basis replacing their current issue SBA – with the eventual end state of every officer being issued TYR SBA over time.

To date 17 Plate Carriers have already been purchased during the test phase and can be used in our total numbers moving forward. We have also purchased and issued 41 sets of TYR SBA within the service for testing and issuance to our newest members.

Training Bureau – Soft and Hard Body
Armour – Capital Budget Request



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EXECUTIVE SUMMARY

On April 1, 2024, the Community Safety and Policing Act (CSPA) - [ONTARIO REGULATION 393/23](#) was enacted. Among the changes are significant equipment requirements including:

(5) The following equipment must be stored in every motor vehicle that is being used by police officers performing community patrol functions:

2. For each officer performing community patrol functions who is using the motor vehicle, body armour that, at a minimum, meets the standards for Type III body armour as classified by the National Institute of Justice's Ballistic Resistance of Body Armor NIJ Standard-0101.06, as amended from time to time.

To be compliant with this regulation, the Training Bureau is seeking additional Capital Budget funding to purchase a two-tiered carrier system (a soft armour carrier with a hard armour carrier that can be placed over top) for all sworn members.

The rollout as proposed in 2023 would remain the same however; the addition of a second plate and replacing the carriers and soft armour for all district personnel in 2025 will require additional funds.

OVERVIEW

VISION

To enhance our officers' confidence in their skills, abilities, and equipment when responding to threats involving serious bodily harm or death.

STRATEGIC OBJECTIVE

The Training Bureau expansion request is aligned with the Service's 2024 – 2027 Strategic Plan as outlined below:

3. Improved HRPS member wellness, job satisfaction, and engagement

- Increase training and equipment acquisition to ensure officer safety and organizational effectiveness

BUDGETARY REQUEST

We are requesting an additional **\$108,844.73** in 2025 to be added to our Hard Armour Capital Budget to purchase forty sets of Level III hard armour and carriers for each District, twenty sets of armour to be used for training and as a reserve for the districts (or special operations) and six sets for our specialized units (Drugs/MSU).

We also request an additional **\$244,917.79** in 2025 and **\$23,282.64** in 2026 to be added to our Soft Armour Capital Budget to purchase all district officers with new armour and carriers. These carriers are a version of the Tyr Epic General Duty Carrier that has been customized to have a removable panel on the front that will allow the member to remove their equipment secured to the Molle webbing, don the plate carrier and reattach their Molle allowing access to all Use of Force items. The system being tested is similar to the dual those used by our Emergency Services Unit members.

ECONOMIC AND PROBLEM SUMMARY

With the implementation of the CSPA on April 1st, 2024, new regulations regarding equipment have been introduced. Based on recommendations from the Mass Casualty Commission, the CSPA now mandates that front-line police officers have access to rifle-rated armour. Our current soft body armour is rated at Level II, protecting against common handgun rounds and remains the same. However, the regulation requires ***“each officer performing community patrol functions who is using the motor vehicle, body armour that, at a minimum, meets the standards for Type III body armour”***, which offers protection against rifle rounds. This type of armour is often referred to as "Hard Armor" or "Rifle Plates."

In anticipation of the new regulations, in 2023, the Training Bureau was allotted \$136,000 for hard body armour in 2024. We were also allotted \$171,200 in 2024 and \$107,000 annually until 2028 to purchase soft armour and carriers.

In this plan, one rifle plate per uniform patrol member was budgeted. Although small, the updated regulation (i.e. body armour) had a significant impact on the plan that had been established for the following two reasons:

- 1) the number of plates would have to be doubled;
- 2) None of the carriers being used by front-line officers had a pocket to accept hard body armour on the back.

Members of the Training Bureau and Uniform Patrol entered into testing an updated version of the carrier the HRPS had been using which is manufactured by Pacific Safety Products along with a set of composite rifle plates. Along with procurement issues (7-month lead time), the testing was almost immediately brought to a halt because of the concerns/issues brought forward by our female members. In short, there were significant issues with their ability to insert a front plate in their carrier while being worn. This carrier also required the member to remove their soft armour to insert the back hard armour plate or rely on the assistance of a second member. Neither of these is preferred in an active attacker scenario.

After meeting with several manufacturers and distributors, we are recommending the purchase of a dual carrier system.

We are requesting an additional **\$108,844.73** in 2025 to purchase forty sets of Level III hard armour and carriers for each District, twenty sets of armour to be used for training and as a reserve for the districts or special operations and six sets for our specialized units (Drugs/MSU).

We also request an additional **\$244,917.79** in 2025 and **\$23,282.64** in 2026 to outfit all district officers with new armour and carriers. These carriers are a version of the Tyr Epic General Duty Carrier that has been customized to have a removable panel on the front that will allow the member to remove their equipment secured to the Molle webbing, don the plate carrier and reattach their Molle allowing access to all Use Of Force items. Our Emergency Services Unit members are currently using a similar dual carrier system.

Safariland/PSP (Single carrier system with front and rear pockets)

Soft Armour

PSP 2.0 BA-2000S-SX02, MALE	\$650.00
Ext Tact QR Top Load First, Spear GN Black	\$320.00
Suspenders Removable SET OF 4	\$19.99
POLICE Badges (\$19.40 x 2)	\$38.80
Total	\$1,028.79

Hard Armour

Safariland Level III SA Multi Curve Shooters cut \$515 – \$600 per plate	\$1,030 (medium)
--------------------------------------------------------------------------	----------------------------

Tyr (Dual carrier system)

Soft Armour

Male EPIC General Duty Carrier W/CA2/20 Armour	\$884
Chest Rack	\$70
POLICE Badges (\$19.49 x2)	\$38.98
Total	\$990.98

Hard Armour

TYR Level III SA Multi Curve Shooters cut - \$495.95 per plate (SM/MD/LG)	\$931.90 (All sizes)
Plate carrier	\$569.44
POLICE Badges (\$19.49 x2)	\$38.98
Total	\$1,540.32

Cost Comparison – Current Authorized Strength and Recommended Plate Distribution

Safariland

Soft Armour - Authorized strength of 839 = \$863,154.81 plus tax = \$878,346.34

Hard Armour – 146 sets of medium plates (Districts – 40 per / RIS – 6 / Training – 20) = \$150,380 plus tax = \$153,026.69

Total cost \$1,031,373.02 (not including a carrying case or bag for each set of plates)

Tyr

Soft Armour - Authorized strength of 839 - \$831,843.22 plus tax = \$846,476.43

Hard Armour – 146 sets of plates (Districts – 40 per / RIS – 6 / Training – 20) - \$224,886.72 plus tax = \$228,844.73

Total cost \$1,075,321.16

Increase in Capital Funds 2025 – 2028

Capital Description	Account	Available Capital	2025	2026	2027	2028
Training - Hard Body Armour	T6810C	120,000	108,844.73			
Training - Soft Body Armour & Carriers	T6810D	150,276	351,917.79 (107,000 previously allocated)	130,282.64 (107,000 previously allocated)	107,000	107,000

\$1,075,321.16 – \$698,276 (current budgeted funds) = **\$377,045.16** in additional funds required 2025-2028.

ENVIRONMENTAL REVIEW

Barrie - Every vehicle that performs community patrol function is equipped with body armour.

Brockville - Every vehicle that performs community patrol function is equipped with body armour.

Cornwall - Every vehicle that performs community patrol function is equipped with body armour.

Durham - Currently being reviewed by our Joint Equipment Committee. One prototype that will accommodate the Level III plates from Pacific Safety, has been tested by 24 officers, awaiting results. Three vendors for the plates have done a demonstration, we are awaiting decisions as to which vendor we will move forward with."

Greater Sudbury - Every vehicle that performs community patrol function is equipped with body armour.

- Two heavy plates which are located in a pouch hooked to the back of the front seats.
- They are reviewing the following alternative options:
- Issue a set of level III hard plates to each sworn member along with a storage bag.
- Incorporate a pooled inventory of various-sized plates in bags that can be picked up at the same time as signing out a carbine before going out on patrol.

Guelph - Each officer who works in a unit that is considered a "community patrol function" will be provided with a body armour carrier before the deadline. Those who are not in a "community patrol function" will be issued new vests as they transfer to a "community patrol function" or their vest is due for replacement, whichever is earlier.

Two sets of ballistic plates will be assigned to each vehicle that is used for "community patrol functions". The ballistic plates will be different sizes, allowing the officer to select which best suits them. In the event there are two officers that both need the same size of plate, they will be able to sign them out before the start of their shift.

Hamilton - HPS will be providing each sworn member with a set of Level III Ballistic plates. These plates will be stand-alone, shooter-cut, multi-curve polyethylene that will fit into a modified version of the current Level II SBA carrier. Each member will receive a new modified carrier, a set of Level III ballistic plates and a storage bag.

London - Each member is currently issued Level II soft body armour with pouches to hold Level III hard plates. Every vehicle that performs community patrol function is equipped with body armour. They will purchase 30 to 40 extra plates of various sizes to be utilized through a sign-out system when needed.

North Bay - Every vehicle that performs community patrol function is equipped with body armour.

Considering different vest carriers that make it more practical to slide the plates into. Currently, the plates are in a separate holder thrown over the shoulders but the position of the plates is not ideal with that setup.

Peel - Peel will be seeking to go to market to tender the best available options for everyday full-time wear level III body armour.

Strathroy-Caradoc PS - Currently have plates in all patrol vehicles which are in vests that go over the normal body armour.

They intend to individually issue plates to each member to be inserted into his/her soft body armour carrier as needed, or as the member chooses.

Thunder Bay – They are currently looking into various options to meet the requirements of the regulation.

Waterloo - Issue a set of level III hard plates to each sworn member. Standard plates (two per member) with storage bag. Replace two carriers for each uniform member and one carrier for each plain clothes member.

RECOMMENDATION

To purchase a two-tiered carrier system for all members of the service requiring body armour. The rollout of the new carriers will be completed over four years with all district personnel transitioning to the new carriers in 2025.

To purchase one hundred and forty-six sets of Level III plates and carriers that will be distributed at each district to follow the CPSA regulations and to units also issued carbines.

ALTERNATIVE OPTIONS

- 1) To issue our member the two-plate pocketed version of our current carrier and a secondary plate carrier. This would require our members to remove all use-of-force options off of their carriers and move them onto their duty belts. This would be problematic for members with accommodations and/or smaller-statured members who are unable to wear all their equipment on their duty belts. This option is not preferred.
- 2) To issue our members the two-plate pocketed version of our current carrier. This method requires our members to either remove their vests to inset their hard armour or wait for a second member to arrive and insert the back plate. Our female members will continue to have issues inserting their front plate causing significant safety concerns. This option is not recommended.



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: LIMITED TENDER – MAGNET FORENSICS – ADDITIONAL SOFTWARE

Report #: P25-04-R-05

Date: April 24, 2025

RECOMMENDATION:

"That the Halton Police Board authorize a one (1) year Limited Tendering agreement with Magnet Forensics Inc. for Magnet Automate and Review 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 \$408,995 (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 be "S. J. Tanner", written over a horizontal line.

Stephen J. Tanner
Chief of Police

:AW,TM

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 the procurement of Magnet Forensics Automate and Review software subscriptions 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:

On February 27, 2025, the Board approved a limited tendering acquisition for the renewal subscription for various tools with Magnet Forensics for an amount not to exceed \$865,639.

The CCU have identified a need to acquire additional investigative tools from Magnet Forensics' called "Automate" and "Review".

"Automate" software leverages the power of automation with the ultimate goal of eliminating the device backlog in the CCU. Alongside the Magnet Forensics hardware and software already used by the CCU, Automate will increase the speed and efficiency of the forensic process. Automate leverages the power of existing machines in the CCU office to automatically process devices submitted for forensic analysis. This workflow will be supervised by the CCU team.

"Review" software works in tandem with Automate. When Automate has finished processing the device, Review offers a cloud-based solution to allow officers to review their device extraction packages from anywhere. Using a Canadian-based Amazon Web Services (AWS) server housed in Montreal, officers login to their Magnet Review account to view their assigned occurrences. From the dashboard, they can quickly and easily review and tag important pieces of evidence. Common complaints from officers have included large file sizes that cannot be opened by their HRPS-issued computers, along with very slow loading times. Review solves both of these problems by harnessing the power of cloud-based technology.

Approving the purchase of these tools ensures that HRPS remains equipped to handle the increasing demands of cases where digital evidence is crucial.

The costs associated with the procurement of Magnet Forensics Automate and Review are as follows:

Operating Costs - 916002 / 12682		
Item	USD \$	CAD \$ (est.)
Year 1 - Subscription – Apr 1/25 to Mar 31/26 (US\$ at \$1.45 CAD)	\$ 69,900	\$ 101,355
Year 2 – Subscription + 8% inflation - Apr 1/26 to Mar 31/27	75,492	109,464
Year 3 - Subscription + 8% inflation - Apr 1/27 to Mar 31/28	81,531	118,220
Subtotal	226,923	329,039
Contingency 10%	22,692	32,903
Subtotal	249,615	361,942
13% HST	32,450	47,053
Total	\$ 259,373	\$ 408,995

The 2025 Computer Crime minor capital budget (913211) included a provision of \$97,500.00 (CAD) for the procurement cost of Magnet Automate and Review. Including exchange rate and net

HST, the actual cost for 2025 will be approx. \$114,531.00 representing an increase versus the 2025 Operating Budget of approx. \$17,031.00. This amount will be absorbed by unspent operating through anticipated savings in the Information Technology (916002) Software / Hardware maintenance budget. Future operating costs will be accounted for in the 2026 and 2027 budget.

ALTERNATIVES:

No other digital forensics tool is as capable for the automation of digital forensic processes and cloud-based review of device extractions 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.

McMaster University
Campus Safety Services
1280 Main Street West
Hamilton, ON L8S 4L8



April 16, 2025

Jeff Knoll
Chair, Halton Police Board
2485 North Service Rd. W.
Oakville, On, L6M 3H8

Subject: Request to Re-Establish Agreement for Expanded Special Constable Status at Ron Joyce Centre, Burlington

Dear Chair Knoll,

I hope this letter finds you well.

I am writing to formally inform you of McMaster University's intention to re-establish an agreement with both the Hamilton Police Services Board and the Halton Police Board regarding the expansion of Special Constable status for sworn members of McMaster University Campus Safety Services.

The proposed expansion would extend the jurisdiction of McMaster's Special Constables beyond our Hamilton campus locations to include the **Ron Joyce Centre in Burlington**. This initiative reflects our continued commitment to providing a safe and secure environment across all university-operated facilities.

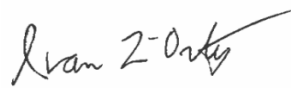
In accordance with guidance provided by the Ministry of the Solicitor General's Office, this request is being made in compliance with **Sections 92(4) and 92(5), as well as Section 97(8) of the Community Safety and Policing Act (CSPA)**.

Following formal notification to the Minister as required under Section 97(8) of the CSPA, I will collaborate with legal counsel from both Services and the Ministry to ensure all legislative requirements are met, and that the principles of public safety and accountability are upheld throughout this process. The anticipated outcome will be an agreement presented to both Boards for approval.

Please feel free to contact me should you have any questions or wish to discuss this initiative further.

Thank you for your attention to this matter. We appreciate your guidance and support as we move forward.

Sincerely,

A handwritten signature in black ink, reading "Ivan L'Ortye". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Ivan L'Ortye, MPA
Director, Campus Safety Services
McMaster University
Phone: 905 525-9140 Ext. 26060
Email: lortyei@mcmaster.ca

Action Registry – Public Section

Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
31 May 2024		<p><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></p> <p><i>THAT the Chief ensure the Board Office is provided copies of all current shared service agreements, including Chief to Chief agreements, and;</i></p> <p><i>THAT the CGO update the Board's Section 14 agreements (formerly Shared Service Agreements) as necessary."</i></p>	<p>Chief</p> <p>Chief</p> <p>Chief/HRPS Solicitor</p>	<p>Interim report provided September 2024</p> <p>Received</p> <p>Pending Prov release of s14 template</p>	
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 Halton be negotiated and executed within the next 6 months.</i></p>	Crime Stoppers/Chair/Comms Advisor	April 2025	

Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
19 Dec 24	4.2/4.3	<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>	Comms Advisor	April 2025	
27 Feb 2025	8.1	<i>THAT staff be requested to report back on appropriate funding levels for requests made for future sponsorships from the Community Fund.</i>	Comms Advisor	April 2025	



Monthly Correspondence List – April 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>	Request from McMaster University re: Special Constables	April 16, 2025
<u>2</u>	Correspondence from Halton Region re: Board Size and Diversity Plan	April 16, 2025