



Halton Police Board Public Meeting

Thursday, May 22, 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

Thursday, May 22, 2025 - 9:00 a.m.

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, April 24, 2025

2. Presentations/Delegations

- 2.1 Presentation from MPP Zee Hamid

3. Information Reports

- 3.1 P25-05-I-01 - Community Safety & Wellbeing Report
- 3.2 P25-05-I-02 - Financial Report and Forecast - First Quarter 2025
- 3.3 P25-05-I-03 - Semi-Annual Grant Agreements Execution Report

4. Recommendation Reports

- 4.1 P25-05-R-04 - Limited Tender – Kyzach Inc. NG9-1-1 Project Management Services
- 4.2 P25-05-R-05 - Limited Tender – Buchanan Technologies
- 4.3 CGO-05-R-01 - Policy PoP-01 – Provision of Adequate & Effective Policing
- 4.4 CGO-05-R-02 - Policy PoP-02 – Matters of Immediate Strategic Significance
- 4.5 CGO-05-R-03 - Policy PoP-03 - Strategic Planning

4.6 CGO-05-R-04 - Policy PoP-05 – Policing
Designated Major Events

4.7 CGO-05-R-05 - Policy PoP-ER-01 –
Emergency Response

4.8 PBM-05-R-01 - Community Fund Application
and Policy

5. Operational Verbal Updates

6. Action Registry

6.1 Public Information Action Registry

7. Receipt of Public Correspondence

8. New Business

9. Move Into Closed Session

10. Closed Session Report

11. Adjournment



**HALTON
POLICE
BOARD**
EXCELLENCE IN GOVERNANCE

Public Minutes

MEETING NO. P25-04

DATE OF MEETING: Thursday, April 24, 2025
9:11 a.m.

LOCATION: James Harding Community Room, HRPS Headquarters

MEMBERS PRESENT (in person): Jeff Knoll (Chair)
Councillor Sameera Ali, Councillor Lisa Kearns, Navdeep Dhaliwal, Ingrid Hann

STAFF PRESENT: Chief Stephen Tanner
Deputy Chief Roger Wilkie
Deputy Chief Jeff Hill
Deputy Chief Kevin Maher
Greg Kinnear, Manager, Finance Bureau
Ken Kelertas, Director, Legal Services and Legal Counsel
Bill Payne, Director of Information Technology
Sara Harwood, Manager of Human Resources
Louise More, Manager of Human Resources
S/Sgt Matt Kohler
S/Sgt Tamara Sandy
S/Sgt Kelly Blore
Inspector Chris Newcombe
Inspector Paul Foley
Fred Kaustinen, Chief Governance Officer
Chris Lallouet, Yellow Robot Communications
Jessica Warren, Manager of Board Operations/ Board Secretary

GUESTS David Tilly, Ministry of the Solicitor General



1. GENERAL

The items were taken out of order.

1.1 Regrets

Jane McKenna

1.2 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.

1.3 Confirmation of Minutes of Meeting P25-03 held Thursday, March 27, 2025

Moved by: S. Ali

Seconded by: N. Dhaliwal

"THAT the Minutes of Meeting P25-03 held Thursday, March 27, 2025, be adopted as circulated."

Carried.

2. PRESENTATIONS/DELEGATIONS

Councillors Janet Haslett-Theall and Dave Gittings of Ward 3 in Oakville delegated regarding the Community Watch Pilot Program.

2.2 Hard and Soft Body Armour Carrier Update *(Refer to Item 4.2 – Hard and Soft Body Armour Carrier Update)*

2.1 Crime Stoppers Fundraising Plan and MOU *(Refer to Item 4.1 - Crime Stoppers Funding Plan and MOU)*

4. RECOMMENDATION REPORTS

4.1 PBM-04-R-01 - Crime Stoppers Fundraising Plan and MOU

Moved by: N. Dhaliwal

Seconded by: I. Hann



“THAT the Crime Stoppers Fundraising Plan be received; and

THAT the MOU be deferred to a sub-committee comprised of the Halton Police Board Chair, Vice-Chair and Manager of Board Operations, to convene with Crime Stoppers Executive Director, Board Chair and an additional member of the Crime Stoppers Board to negotiate the MOU for consideration at the May 22, 2025 meeting; and

THAT Crime Stoppers report back at the May 22, 2025 Board meeting with metrics for the last 3-years, including tips received and rewards disbursed.”

Carried.

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

Moved by: S. Ali

Seconded by: L. Kearns

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

Carried.

4. RECOMMENDATION REPORTS

4.2 P25-04-R-04 - Hard and Soft Body Armour and Carrier Update

Moved by: L. Kearns

Seconded by: N. Dhaliwal

“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.”

Carried.



4.3 P25-04-R-05 - Limited Tender – Magnet Forensics – Additional Software

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

“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.”

Carried.

4.4 Special Constable Request from McMaster

Moved by: S. Ali
Seconded by: L. Kearns

“THAT the Special Constable Request from McMaster be received.”

Carried.

5. OPERATIONAL VERBAL UPDATES

Operational verbal updates were provided regarding the following:

- May 10, 2025 is Police and Special Friends Day, 12-4pm at HRPS Headquarters.
- Multiple armed robbery suspects caught in Halton last week.

6. ACTION REGISTRY

6.1 Public Information Action Registry

Moved by: N. Dhaliwal
Seconded by: I. Hann

“THAT the updated Public Information Action Registry be approved.”

Carried.

7. RECEIPT OF PUBLIC CORRESPONDENCE

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

“THAT the updated Public Correspondence for April 24, 2025, be received.”

Carried.

8. NEW BUSINESS

N/A Resolution – Community Fund Committee

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

***“WHEREAS** Halton Police Board Policy G09 and Section 42(1) of the Community Safety and Policing Act, 2019 (CSPA) permit the creation of committees of the Board by By-law;*

***AND WHEREAS** Section 42(3) of the CSPA allows for the appointment of individuals who are not members of the Board to serve on a committee of the Board;*

***THEREFORE BE IT RESOLVED THAT** the Halton Police Board establish a Community Fund Committee for the purpose of reviewing applications for funding from the Community Fund and providing recommendations to the Board for approval;*

***AND THAT** the Committee be composed of two (2) members of the Board and one (1) non-Board member, appointed for a term expiring concurrently with the term of the municipal appointees to the Board; in addition the Manager of Board Operations will serve on the Committee in an ex-officio capacity.*

***AND THAT** the Committee review and make recommendations regarding the policy and procedures for Community Fund applications;*

***AND THAT** staff be directed to prepare a terms of reference for the Committee, to be presented to the Board at its May 2025 meeting;*

***AND THAT** all members of the Committee shall serve without additional compensation, but shall be reimbursed for reasonable expenses incurred in the course of their duties, including transportation to and from meetings, as authorized by the Chair of the Board.”*

Carried.



Moved by: L. Kearns
Seconded by: S. Ali

“THAT Ingrid Hann and Nav Dhaliwal be appointed to the Community Fund Committee.”

Carried.

9. MOVE INTO CLOSED SESSION

Moved by: N. Dhaliwal
Seconded by: I. Hann

“THAT the Board do now convene into closed session.”

Carried.

10. CLOSED SESSION REPORT

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

11. ADJOURNMENT

Moved by: S. Ali
Seconded by: L. Kearns

“THAT the Halton Police Board do now adjourn this meeting.”

Carried.

The meeting adjourned at 2:51 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: COMMUNITY SAFETY AND WELL-BEING PLANS – JANUARY – APRIL 2025

Report #: P25-05-I-01

Date: May 22, 2025

INTRODUCTION AND BACKGROUND:

Halton continues to be a leader in community safety and well-being because collaboration, planning and action are central to the work we do to keep our community safe and healthy.

CONSULTATION:

Deputy Chief K. Maher
Inspector B. Dickson
Staff Sergeant Ryan Smith
Alex Sarchuk, Region of Halton
Samantha Jackson, Region of Halton
Dr. Deepika Lobo, Region of Halton

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

Stephen J. Tanner
Chief of Police

:AL

Attachments: Community Safety and Well-Being Status Report – January 2025-April 2025



Halton Regional Police Service

Community Safety and Well-Being Status Report January 2025 – April 2025



The Regional Community Mobilization Bureau will provide updates on the progress of community safety and well-being planning (CSWB) in Halton. The purpose of this status report is to maintain a timely, consistent flow of information relating to CSWB progress and performance.

Report Period: January 2025 – March 2025

Submitted To: Halton Police Board

Halton Situation Table - 2024 Annual Report

The Halton Situation Table plays a vital role in promoting safe and healthy communities. It holds weekly virtual meetings to identify and address situations requiring immediate intervention to prevent harm or victimization.

The 2024 Halton Situation Table Annual Report was released in March 2025, outlining key findings. Highlights are provided below, with further details available in the full report.

Discussions:

In 2024, 28 discussions were presented to Halton's Situation Table, 27 of the discussions met the threshold of Acutely Elevated Risk (AER). This represents a 48% decrease compared to the number of discussions presented in 2023. In 2024, the number of discussions presented did not vary. There are several factors believed to influence the decrease in the number of discussions compared to previous years:

- More clients are connecting to services during initial screenings or through established networks, resulting in a reduction of Situation Table referrals.
- Other Halton Regional Police Service roles (e.g. Social Workers and Complex Service Navigator) are connecting individuals with supports prior to them becoming a Situation Table case.

Note: Similar declines in cases have been noted across the Greater Toronto Area in 2024, indicating a broader trend that may require further investigation.

Demographic Data:

When addressing situations of AER, partners will specify the nature of the discussion and provide de-identified, socio-demographic details to help assess situational factors and agency involvement. An analysis of Halton's 2024 data shows that most discussions focused on individuals, with males between the ages of 50 and 59 being the most frequently involved.

COMMUNITY SAFETY & WELL-BEING STEERING COMMITTEE

HRPS Deputy Chief Kevin Maher

HRPS Inspector Bruce Dickson
Regional Community Mobilization Bureau

HRPS Staff Sergeant Ryan Smith
Regional Community Mobilization Bureau

Alex Sarchuk
Commissioner of Social and Community Services
Halton Region

Samantha Jackson
Manager Human Services Planning and Program
Support, Social and Community Services
Halton Region

Dr. Deepika Lobo
Commissioner and Medical Health
Public Health, Halton Region

COMMUNITY SAFETY & WELL-BEING WORKING GROUP

HRPS Sergeant Jacqueline Ross
Regional Community Mobilization Bureau

HRPS Constable Ashley Lilliman
Regional Community Mobilization Bureau

Kendra Habing
Decision Support Advisor – CSWB
Initiatives, Social and Community Services
Halton Region

Juan Medina
Decision Support Analyst
Social and Community Services
Halton Region

Harmeet Sandhu
Community Partnerships Analyst
Social and Community Services
Halton Region



Halton Regional Police Service

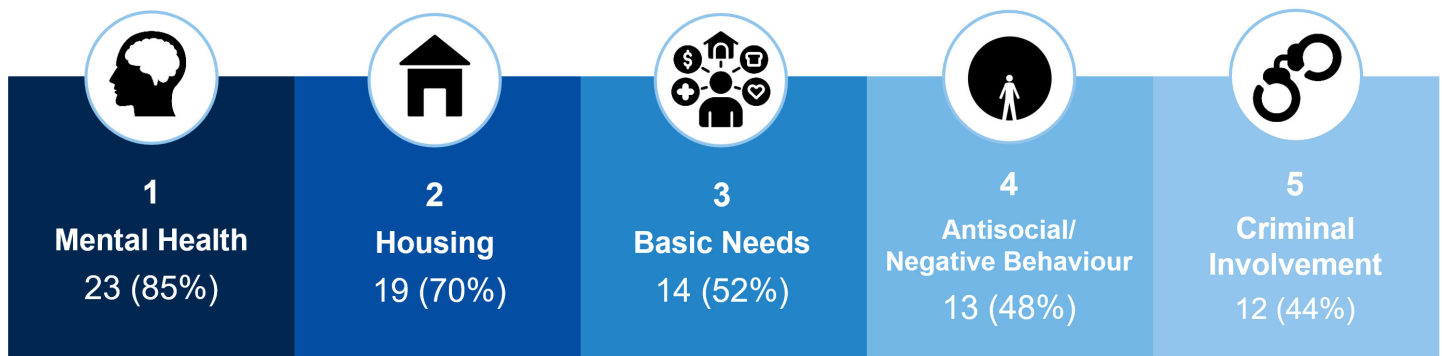
Community Safety and Well-Being Status Report

January 2025 – March 2025



Top 5 Risk-Factor Categories in 2024:

1. Mental Health (Present in 85% of cases)
2. Housing (Present in 70% of cases)
3. Basic Needs (Present in 52% of cases)
4. Antisocial/Negative Behaviour (Present in 48% of cases)
5. Criminal Involvement (Present in 44% of cases)



Number of People Connected to Services:

The number of people connected to services is recorded when a discussion is closed, which serves as a key indicator of impact. The lead agency determines the total number of individuals supported, which often exceeds the number of discussions. This is because assisting one individual frequently involves providing referrals or support to others in their household. Additionally, when working with families or households, multiple individuals are typically supported as part of the response.

Number of people helped





Halton Regional Police Service

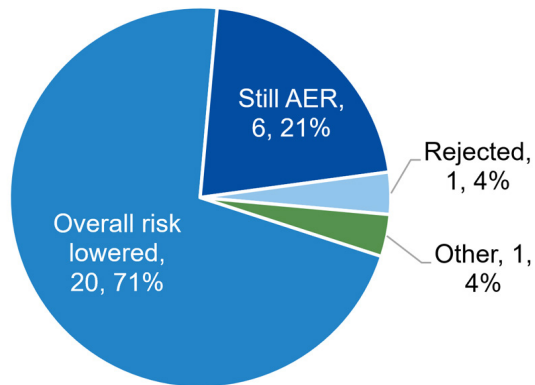
Community Safety and Well-Being Status Report

January 2025 – March 2025



Conclusion:

Of the 27 discussions presented to the Halton Situation Table in 2024, the majority resulted in a successful outcome, and the “overall risk lowered”. This indicates the high rate of success the organizations at the table have achieved and how the Table is having a real impact in the community.



CSWB Frequently Asked Questions Document:

Halton’s Community Safety and Well-Being Team has developed a frequently-asked questions document to provide an overview of Community Safety and Well-Being planning and Halton information relevant to the initiative. The document can be found on [Halton.ca](https://www.halton.ca).

To learn more about our [community safety and well-being initiatives](https://www.halton.ca), visit [Halton.ca](https://www.halton.ca).



Halton Regional Police Service Public Agenda Information Report

To: Chair and Board Members

From: Chief Stephen J. Tanner

Subject: FINANCIAL REPORT AND FORECAST – FIRST QUARTER 2025

Report #: P25-05-I-02

Date: May 22, 2025

INTRODUCTION AND BACKGROUND:

Given below is a summary of the Quarterly Financial Report as of March 31, 2025. Details of each major cost element indicated in the summary are included in the following pages.

SUMMARY

\$ 000's
Favourable (Unfavourable)

Cost Elements	March 31, 2025 YTD				2025 Full Year		2024 YTD
	Actual	Planned	Var \$	Var %	Budget	Proj. Var.	Actual
Compensation & Benefits	49,122	50,436	1,313	2.6%	199,364	2,050	46,486
Materials & Supplies	2,764	2,622	(141)	(5.4%)	8,710	(200)	2,604
Purchased Services	10,463	10,529	67	0.6%	19,106	(650)	7,752
Rent & Financial	764	793	30	3.7%	1,374	0	637
Debt Charges	1,719	1,719	0	0.0%	6,874	0	0
Transfer To Reserve	2,448	2,448	0		9,790	0	0
Interdepartmental Charges	815	831	16	1.9%	3,326	150	678
Total Expenditure	68,094	69,378	1,284	1.9%	248,543	1,350	58,157
Total Revenue	3,760	3,678	82	2.2%	15,553	150	2,352
Net Expenditure	64,334	65,700	1,367	2.1%	232,990	1,500	55,805

Comments:

- As of the end of the first quarter, we have expended \$64.3 million (or 28% of the annual budget) which results in YTD savings of \$1.4 million as compared to our approved 2025 Budget.
- Based on meetings with Operational and Administration managers to discuss their 2025 variances and expectations, Staff is currently conservatively projecting a Net Expenditure savings of \$1.5 million for the full year.

The following tables present additional details regarding year-to-date variances for each major cost element.

Compensation & Benefits

\$ 000's

Favourable (Unfavourable)

Cost Elements	March 31, 2025 YTD				2025 Full Year		2024 YTD
	Actual	Planned	Var \$	Var %	Budget	Proj. Var.	Actual
Salaries	33,950	36,015	2,065	5.7%	142,518	9,500	32,780
Temporary Help	1,252	691	(561)	(81.2%)	2,662	(3,900)	979
Net Wages	35,203	36,706	1,504	4.1%	145,180	5,600	33,759
Overtime & Court-time	1,326	987	(340)	(34.4%)	3,805	(3,750)	1,163
Retention Pay	653	785	132	16.9%	3,028	500	606
Other Personnel Costs	645	646	1	0.1%	5,017		506
Total Expenditure	37,827	39,124	1,297	3.3%	157,030	2,350	36,033
Benefits	11,296	11,312	16	0.1%	42,334	(300)	10,453
Total Comp. & Benefits	49,122	50,436	1,313	2.6%	199,364	2,050	46,486

Comments:

- **Net Wages** – Salaries and Temporary Help are projected to be favourable by \$5.6M due to lower than anticipated uniform staffing levels and vacant civilian positions throughout the year. We are targeting to hire 62 officers before the end of the year. Temporary Help is utilized to offset the much of the civilian vacancy savings.
- **Overtime & Court-time** –The projected unfavourable variance is related mainly to increasing overtime required to meet uniform staffing levels.
- **Retention Pay** –The projected favourable variance relates to retirements of officers who would otherwise have been eligible for Retention Pay.
- **Benefits** –The projected unfavourable variance relates mainly to increased health and dental benefit costs based on 2024 results.

Materials and Supplies

\$ 000's

Favourable (Unfavourable)

Cost Elements	March 31, 2025 YTD				2025 Full Year		2024 YTD
	Actual	Planned	Var \$	Var %	Budget	Proj. Var.	Actual
Tires & Parts For Fleet	175	170	(5)	(2.9%)	682		221
Telephone & Data Line	184	236	52	21.9%	944		223
Fuel Cost For Fleet	572	479	(93)	(19.4%)	1,917	(200)	549
Clothing & Equipment	302	295	(7)	(2.3%)	1,162		326
Supplies	208	167	(40)	(24.1%)	589		101
Utilities	301	320	19	5.9%	1,280		294
Minor Capital	664	661	(3)	(0.4%)	965		620
Other Misc. Material & Supplies	357	293	(64)	(21.9%)	1,171		271
Total Materials & Supplies	2,764	2,622	(141)	(5.4%)	8,710	(200)	2,604

Comments:

- **Fuel Cost for Fleet** – The projected unfavourable variance relates to an increase in the net pump price of fuel. Fuel prices have come down in April based on the cancellation of the consumer carbon tax and these reduced prices are expected to continue for the rest of the year.

Purchased Services\$ 000's
Favourable (Unfavourable)

Cost Elements	March 31, 2025 YTD				2025 Full Year		2024 YTD
	Actual	Planned	Var \$	Var %	Budget	Proj. Var.	Actual
Computer Maintenance	8,606	8,605	(0)	(0.0%)	11,649		5,899
Building Maintenance	335	328	(7)	(2.1%)	1,313		282
Janitorial Services	206	194	(12)	(6.1%)	777		201
Staff Development	274	313	39	12.4%	1,252	(500)	315
Professional Services	412	417	5	1.1%	1,668		402
Fleet Support Costs	207	176	(31)	(17.8%)	464	(150)	160
Advertising/Public Relations	12	23	10	46.0%	90		23
Other Misc. Services	410	473	63	13.4%	1,892		470
Total Purchased Services	10,463	10,529	67	0.6%	19,106	(650)	7,752

Comments:

- **Staff Development** – The projected unfavourable variance relates mainly to additional course enrollments and additional travel costs. The majority of training occurs in the spring and fall.
- **Fleet Support Costs** – The projected full year unfavourable variance relates to an increased utilization of external garages for maintenance (offset by reduced Interdepartmental Charges).

Various\$ 000's
Favourable (Unfavourable)

Cost Elements	March 31, 2025 YTD				2025 Full Year		2024 YTD
	Actual	Planned	Var \$	Var %	Budget	Proj. Var.	Actual
Rent & Financial	764	793	30	3.7%	1,374		637
Debt Charges	1,719	1,719	0	0.0%	6,874		0
Transfer to Reserves	2,448	2,448	0		9,790		0
Interdepartmental Charges	4,930	4,960	30	0.6%	18,038	0	637

Comments:

n/a

Interdepartmental Charges

\$ 000's

Favourable (Unfavourable)

Cost Elements	March 31, 2025 YTD				2025 Full Year		2024 YTD Actual
	Actual	Planned	Var \$	Var %	Budget	Proj. Var.	
Risk Management	497	497	0	0.0%	1,989		460
Fleet Maintenance	289	321	32	10.0%	1,282	150	205
Other Charges	30	14	(16)	(116.4%)	55		14
Interdepartmental Charges	815	831	16	1.9%	3,326	150	678

Comments:

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

Revenue

\$ 000's

Favourable (Unfavourable)

Cost Elements	March 31, 2025 YTD				2025 Full Year		2024 YTD Actual
	Actual	Planned	Var \$	Var %	Budget	Proj. Var.	
Government Subsidy	1,576	1,605	(30)	(1.9%)	6,422	(100)	1,167
Program Fees	522	466	56	12.1%	1,863		415
External Recoveries	847	772	75	9.8%	3,929	250	708
Internal Recoveries	64	84	(20)	(23.7%)	336		62
Transfer from Reserve	751	751	0		3,004		0
Total Revenue	3,760	3,678	82	2.2%	15,553	150	2,352

Comments:

- **Government Subsidy** – The projected unfavourable variance relates mainly to Court Security and Prisoner Transportation funding (\$-82K).
- **External Recoveries** – The projected favourable variance relates mainly to additional secondments (Ontario Case Management).

Overall

As of the end of the first quarter, we have YTD savings of \$1.4 million as compared to our 2025 Budget which represents a combination of expenditure timing differences which will correct themselves by year-end plus permanent expense savings / revenue increases.

Based on a line by line review of all expense and revenue items with Budget Managers, Staff currently projects a savings of \$1.5 million for the full year.



Stephen J. Tanner
Chief of Police

:GK



Halton Regional Police Service Public Agenda Information Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: SEMI-ANNUAL GRANT AGREEMENTS EXECUTION REPORT

Report #: P25-05-I-03

Date: May 22, 2025

INTRODUCTION AND BACKGROUND:

The Provincial and Federal Governments offer a variety of grant programs to support the delivery of policing services for community safety. The process to receive these grants involves an application and, if approved, an agreement with the Provincial or Federal Government. The grant programs include Province-wide initiatives and monies made available by the Province through proceeds of crime (POC) legislation. To ensure the Service is able to take advantage of these programs in a timely manner, the Board approved a policy on July 19, 2011, delegating signing authority for grant applications to the Chief of Police.

In addition, the policy authorizes the Board Chair to execute any agreements and ancillary documents needed to comply with the terms of the grant approvals.

The policy also requires that a semi-annual report be submitted to the Board detailing the agreements executed. The attached chart fulfills this requirement.

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

Stephen J. Tanner
Chief of Police

KK:RM

Attachments: Grant Agreements

GRANT AGREEMENTS			
Name and Purpose of Grant	Fiscal Year(s) Covered	Maximum Funding	Current Year Funding
Victim Services. Agreement between Region and the Province (MCCSS)	April 1, 2024 - March 31, 2025	\$61,704.00	\$61,704.00
ICE Agreement: To assist in implementing a provincial strategy to protect children from sexual abuse and exploitation on the internet	April 1, 2021 – March 31, 2022 April 1, 2022 – March 31, 2023 April 1, 2023 – March 31, 2024 April 1, 2024 – March 31, 2025	\$169,250.00 \$169,250.00 \$169,250.00 \$263,320.00	\$263,320.00
Provincial Human Trafficking Intelligence-Led Joint Forces Strategy (IJFS): To assist in employing a Human A11 Investigator/Human Trafficking Intelligence Analyst	April 1, 2022 – March 31, 2023 April 1, 2023 – March 31, 2024 April 1, 2024 – March 31, 2025 April 1, 2025 – March 31, 2026	\$122,090.00 \$122,090.00 \$122,090.00 \$122,090.00	\$122,090.00
Community Safety and Policing Grant Program – Local Priorities Funding Stream: To implement initiatives that address policing needs and priority risks related to safety and well-being	April 1, 2022 – March 31, 2023 April 1, 2023 – March 31, 2024 April 1, 2024 – March 31, 2025 April 1, 2025 – March 31, 2026	\$2,402,213.06 \$2,402,213.06 \$2,402,213.06 \$2,402,213.06	\$2,402,213.06 - application being submitted (funds anticipated)
Community Safety and Policing Grant Program – Provincial Priorities Funding Stream: To implement initiatives that address policing needs and priority risks related to safety and well-being	April 1, 2022 – March 31, 2023 April 1, 2023 – March 31, 2024 April 1, 2024 – March 31, 2025	\$459,207.50 \$369,891.65 \$375,689.48	\$500,000 max - applications being submitted (not guaranteed)

Ontario's Strategy to End Human Trafficking: To assist in addressing human trafficking by creating and strengthening partnerships, working with survivors and apprehending traffickers	April 1, 2022 – March 31, 2023 April 1, 2023 – March 31, 2024 April 1, 2024 – March 31, 2025 April 1, 2025 – March 31, 2026	\$34,800.00 \$34,800.00 \$34,800.00 \$34,800.00	\$34,800.00
RapidSOS/NG9-1-1 Grant: to support Public Safety Answering Points (PSAPs) with their transition to NG9-1-1 system to implement technology and infrastructure upgrades	April 1, 2022 – March 31, 2023 April 1, 2023 – March 31, 2024 April 1, 2024 – June 30, 2025	\$483,049.10 \$1,816,398.63 \$2,800,000.00 requested	\$2,671,250.00
Court Security and Prisoner Transportation (CSPT) Program: To assist municipalities in offsetting their costs of providing CSPT services Agreement between the Region and the Province	January 1, 2023 – December 31, 2023 January 1, 2024 – December 31, 2024 January 1, 2025 – December 31, 2025	\$3,111,521.86 \$3,440,839.00 \$3,440,839.00	\$3,440,839.00
RIDE Agreement: To reduce impaired driving and offset staff costs of enhancing RIDE programs of sobriety checks	April 1, 2022 – March 31, 2023 April 1, 2023 – March 31, 2024 April 1, 2024 – June 30, 2025	\$42,100 (\$32,302 used) \$41,600 (\$26,043 used) \$92,143.00	\$92,143.00
Preventing Auto Thefts (PAT)	April 1, 2023 – March 31, 2024 April 1, 2024 – March 31, 2025 April 1, 2025 – March 31, 2026	\$300,000.00 \$300,000.00 \$300,000.00	\$300,000.00
National Action Plan to End Gender-Based Violence (NAP GBV): Additional funding through the MCCSS contract to support victims. Agreement between the Region and the Province	April 1, 2023 – March 31, 2024 April 1, 2024 – March 31, 2025	\$5,000.00 \$5,000.00	\$5,000.00

Ministry of Children, Community and Social Services (MCCSS) Youth in Policing Initiative - Summer	April 1, 2023 - March 31, 2024 April 1, 2024 - March 31, 2025 April 1, 2024 - March 31, 2025	\$52,734.00 \$64,528.00 \$64,528.00	\$64,528.00
Mobile Crisis Response Team (MCRT) Enhancement Grant - Halton Healthcare MCRT Pilot Project	2025-2026 2026-2027	\$199,733.00 \$143,680.00	\$199,733.00 - agreement still to be received
Total			\$10,157,620.06



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: LIMITED TENDER – KYZACH INC. – NG9-1-1 PROJECT MANAGEMENT SERVICES

Report #: P25-05-R-04

Date: May 22, 2025

RECOMMENDATION:

"That the Halton Police Board authorize a limited tender contract extension with Kyzach Inc. for an additional (1) one-year term for the provision of Next Generation 9-1-1 Project Management Services with a total contract value of \$327,781.00 (including disbursements and HST)."

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

Stephen J. Tanner
Chief of Police

BP

INTRODUCTION AND BACKGROUND:

As the Service's Next Generation 911 (NG9-1-1) project proceeds to the next phase of the Canadian Radio-Television and Telecommunications Commission (CRTC) mandated upgrade to Next Generation 911 telecommunications systems, the Service is in need of continuance of project management services from Kyzach Inc. (Piko Mbolekwa). As anticipated and was noted to the Board in the May 2024, recommendation report - the CRTC has once again extended the deadlines for NG9-1-1 implementations in Canada to 31 March 2027. This has resulted in a further stretching of timelines for all PSAPs. This consulting agreement is funded by the Service's established NG9-1-1 capital project budget. Thus far, staff have been successful in claiming grant funds to cover the cost of the previous contracts with Kyzach Inc. under this project. Staff anticipate that 100% of these costs will continue to be recoverable through grants offered by the Ontario Ministry of the Solicitor General under their Next Generation 9-1-1 funding program through 2025/2026.

DISCUSSION / ANALYSIS:

A limited tender (single source) contract was awarded in 2022, under the Chief's authority per the Board's Purchasing bylaw – which permits the Chief to award contracts for services up to \$300,000. In June 2023, the Board approved an extension to the contract with Kyzach Inc. for a total contract value of \$290,184 and again in 2024 a contract extension was approved with a total contract value of \$327,781. As the project is still underway, staff request the Board authorize an extension to this contract in order to maintain Project Management services throughout the final phases of the project.

The services of Kyzach Inc (Piko Mbolekwa) have been utilized by the Service in the past for a number of successful large-scale projects. Beginning in 2009, Mr. Mbolekwa project managed the Region's Project 25 (P25) trunked radio system project for Police and thirteen (13) regional partners. Mr. Mbolekwa also project managed the Service's data centre build and the transition of all IT and 911 communications services to the new Police Headquarters. Both projects were successfully completed and have become foundational systems for the Service and the Region to maintain first responder communications and 911 services throughout the Region.

Under the current contract for services, Mr. Mbolekwa has been very effective in getting the Service's NG9-1-1 project underway. Staff are ready to move to the final phase of development of this project and system go-live. With Mr. Mbolekwa's project management services, engagement of a number of internal staff, external first-responder agencies, and a services contract with an external engineering company (Federal Engineering Inc.) the Service has been able to conduct a Negotiated Request for Proposal (N-RFP) process – resulting in an award to the successful bidder. This anticipated final phase of the project will fulfil training for all communicators and technical staff, integration with the Service's critical infrastructure, integration with local Fire and EMS services, rollout to the HRPS operated regional 9-1-1 call centre, and the activation of Milton Fire Services onto the system.

This contract extension will permit project management to ensure the timely and efficient implementation of the selected vendor's call handling solution for the HRPS/Regional primary and backup 9-1-1 call centres. As was noted in the previous recommendation of May 2024 – it has been determined that the Service will require an addition extension for Kyzach Inc. as further system and 9-1-1 call centre integrations are to be conducted on a renewed timeline due to CRTC revised deadlines, vendor scheduling, and Bell Canada's readiness to onboard Halton Police.

The hourly rate for services for Kyzach Inc. for this renewal will remain unchanged at \$137.50/hour.

The following table outlines the projected costs for services in this next phase of development of the project.

Projected Costs		
Services	Term	Cost
Contract = 2,071 hours @ \$137.50/hr	7 June 2025 – 6 June 2026	\$ 284,762
13% HST		37,019
Expected Disbursements		6,000
Total Contract Value		\$ 327,781

In early 2023, the Ontario Ministry of the Solicitor General's office announced a grant program to enable Ontario 911 call centres (Public Safety Answering Points – PSAPs) to claim expenses for the implementation of new NG9-1-1 technologies and supporting systems. The Province uses a formula for grant funding relative to the number of “call positions” a PSAP operates. Thanks to this grant funding and Service staff's work in applying for and articulating the needs of the Service – we have been successful in our claims for reimbursement of \$4.6M to date for this project which represents nearly 100% of the project expenditures thus far.

ALTERNATIVES:

Issue a formal bid solicitation to comply with the CFTA/CETA requirements - this is not possible due to the current schedule of the NG9-1-1 project.

CONSULTATION:

Roger Wilkie, Deputy Chief - Operations
Ken Kelertas, Director – Legal Services
Bill Payne, Director – Information Technology (Author)

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

As noted above, this project has an established capital budget within the Service's budgets for this initiative. Project costs will be claimed under the Ministry of Solicitor General's NG9-1-1 grant program.

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.



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: LIMITED TENDER – BUCHANAN TECHNOLOGIES

Report #: P25-05-R-05

Date: May 22, 2025

RECOMMENDATION:

"That the Halton Police Board authorize a two (2) year limited tender contract with Buchanan Technologies Ltd, for temporary IT professional services - for a total cost not to exceed \$2,000,000 (including taxes)."

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

Stephen J. Tanner
Chief of Police

:BP

INTRODUCTION AND BACKGROUND:

On April 7, 2016, a Request for Proposal, #P-172-16, was awarded to Buchanan Technologies Ltd. for Information Technology Related Services and Support for the Halton Regional Police Service.

The Halton Police leverages the services of Buchanan Technologies Ltd to provide temporary IT contract resources critical to the operation of the Service. To date, the Service has accessed resources for backfilling of absent staff and adding additional technical/business analyst/project management resources for projects.

The 2016 award to Buchanan Technologies Ltd has been a critical enabler of the Service's IT department – permitting staff to obtain qualified temporary resources as required to meet the needs of the Service – often within short timeframes. Further, a limited tender contract was established with Buchanan in 2023 – extending services to 2025.

The current contract is set to expire on June 13, 2025.

The Service wishes to establish a Professional Consulting Agreement with Buchanan Technologies for a two (2) year term. Staff have negotiated the rates to match those in the competitive awards of Peel Police and Toronto Police. This renewal is required to provide continued implementation of critical organizational projects and IT support services.

DISCUSSION / ANALYSIS:

Many other police services (for example: Toronto and Peel) have conducted independent competitive processes for these services and have awarded to multiple service organizations concurrently – to create a ‘roster style’ award structure. This more generalized market style roster award is very advantageous to police services – as it allows for selection of candidates from a deeper skillset perspective, and allows for better performance in the placement of contractors should speed be a factor in placing them. In this roster-style of award, each vendor is approached to produce candidates when required and best skills or shortest time to respond are factored in to determining which candidate is assessed.

Through this process - vendors were pre-qualified through the competitive process and terms and rates determined for numerous positions and skill levels. These contract awards contain inclusion clauses for other police services to participate. However, in accordance with the Canadian “free” trade agreements, the inclusion clauses are only valid if the other organizations provide bidders with their requested service levels/monetary up-set limits at the time that the competitive process is initiated by the “host” organization or if the other organizations subsequently issue their own competitive process for the same goods and services. Halton was not invited to participate in either the Peel or Toronto processes.

In the time since the Board’s approval in May 2023, the HRPS has sought to establish ‘roster style’ contracts as our peer organizations have done. Over this time period a great deal of work has been done by staff researching the various existing awards, deriving other options that other police services have used, and assessing effort to conduct a competitive process. Also, during this time, the Service has undergone organizational changes in Corporate Services Purchasing and have assessed these options with the Directors of Corporate Services and Legal Services. Unfortunately, at this time, the issuance of a competitive process to enable the Service to rely on earlier contracts negotiated by other police services for Information Technology Related Services and Support is not feasible due to time constraints.

At this juncture it our recommendation that, given the restrictions found in the Canadian Free trade agreements (CFTA and CETA)) –the Board’s risk is better managed by pursuing short term individual contracts with vendors instead of joining in on pre-existing competitive awards.

Before the expiry of the two-year term of the proposed contract with Buchanan, staff will undertake to commence a competitive, transparent process to develop a roster of consultants to provide the continuing IT support that the Service requires on an on-going basis.

ALTERNATIVES:

Complete a formal competitive bid process by June 13, 2025 – This is not feasible at this point in time due to Corporate Services resources availability.

Not purchasing support and maintenance and additional resources – This is not recommended as Buchanan resources are required for critical organizational projects and IT support services.

CONSULTATION:

- Deputy Chief Roger Wilkie – District Operations
- Ken Kelertas, Director – Legal Services & Legal Counsel
- Bill Payne, Director - Information Technology (author)
- Mansoor Ahsan – Manager, Information Technology Operations
- Adam Woods, Manager - Information Technology Innovation and Transformation

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

There are sufficient funds in the 2025 operational and capital budgets for this contract award. Funds will be allocated through the 2026/2030 budget process to fund future activities as approved on a project by project basis.

The total contract values with Buchanan Technologies are as follows:

Total Spend – 2016-2025 Buchanan Contracts	
2016-2019 (Initial term)	\$2,652,606.30
2019-2021 (Authorized extension)	827,173.33
2021-2023 (Authorized extension)	106,100.13
2023-2025 (Limited Tender)	938,261
2025-2027 (Proposed Limited Tender)	2,000,000
Total	\$6,524,140.76

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

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

Article 6 Bid Processing and Methods of Procurement

6.1 Chart; Limited Tendering (Single / Sole Source)

over \$100,000 requires the authority of the Halton Police Board

STRATEGIC MANAGEMENT ISSUES:

The approval of this request 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.



Public Agenda Report

To: Halton Police Board

From: Fred Kaustinen
Chief Governance Officer

Subject: Policy PoP-01 – Provision of Adequate & Effective Policing

Report #: CGO-05-R-01

Date: 22 May 2025

RECOMMENDATION:

THAT revised Policy PoP-01 – Provision of Adequate & Effective Policing be approved as proposed.

Attachments:

Policy PoP-01 – Provision of Adequate & Effective Policing – Proposed 22 May 2025

INTRODUCTION AND BACKGROUND:

Policy PoP01 – Provision of Adequate & Effective Policing was approved by the Board on 30 January 2025. It is the keystone policy which frames all Provision of Policing policies (previously referred to as Adequacy Policies) regarding the various prescribed policing functions which the Board must ensure are reasonably Adequate & Effective in Halton Region.

DISCUSSION / ANALYSIS

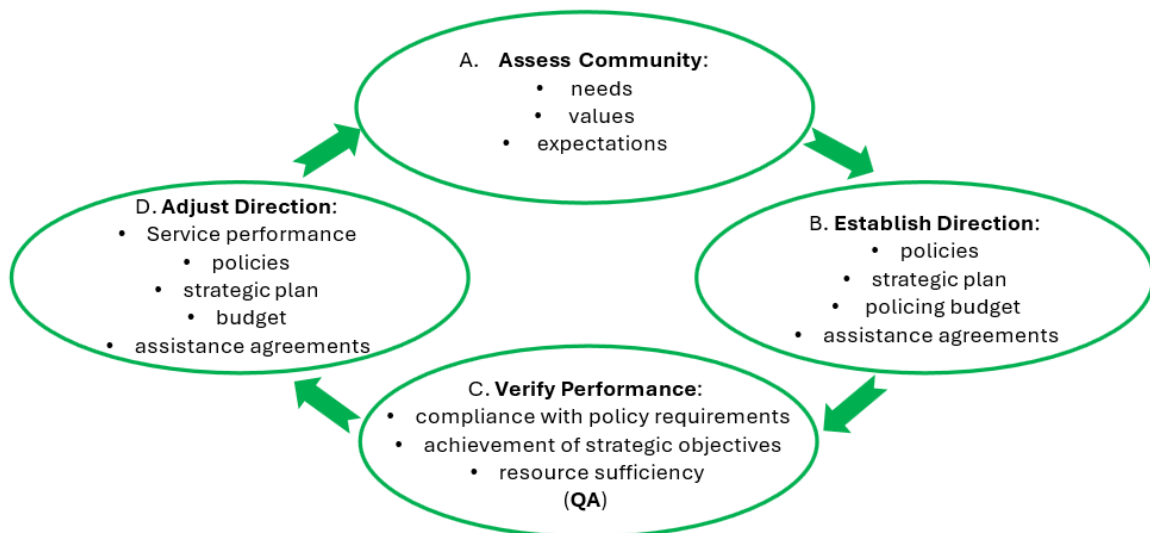
The current policy is based on the continuous 4-step governance process:

Ongoing Provision of Adequate & Effective Policing



The development of Policy PoP-ER01 Emergency Response served to “test drive” this governance process. It became increasingly clear that the “Budget & Assistance Agreement” step should follow the “Verify Performance” step, and be part of a broader “Adjust Direction” step. These proposed changes are reflected in the process below:

Ongoing Provision of Adequate & Effective Policing



CONSULTATION

The Chair was consulted in the development of this policy revision, as was IoP Advisor David Tilley. Chief Tanner and staff were consulted in the development of the original policy.

STRATEGIC MANAGEMENT ISSUES

The primary responsibility of, and reason for, police boards is to ensure the provision of adequate and effective policing in their jurisdiction.



Policy PoP-01

Provision of Adequate & Effective Policing

Proposed 22 May 2025

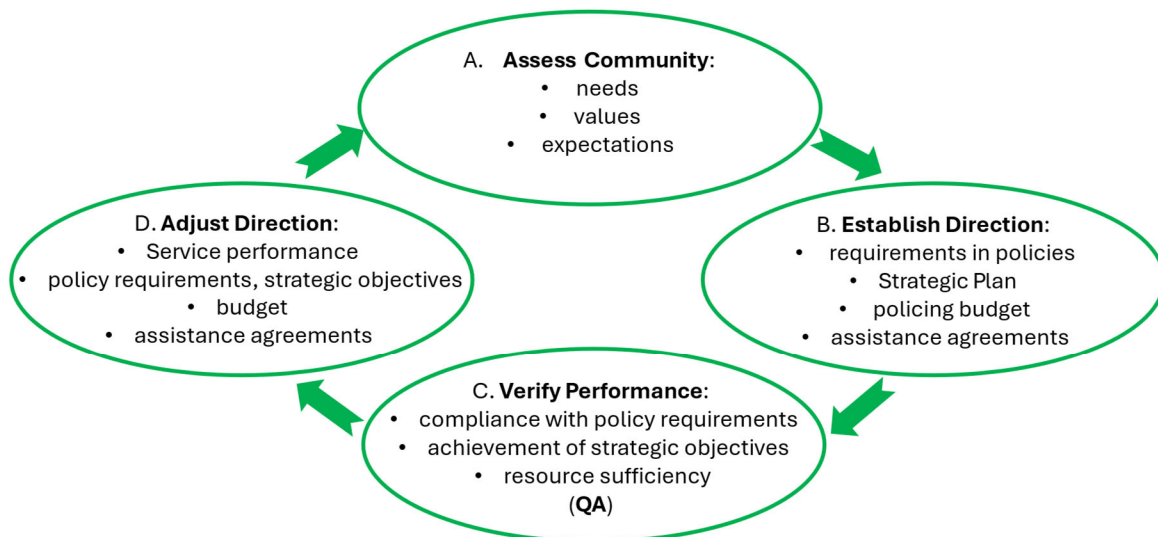
Purpose

1. Everyone in Halton Region has the right to receive adequate and effective policing, both directly and indirectly, in terms of policing functions provided, response times and quality of services.
2. Halton Police Board is responsible to provide adequate and effective policing to the community of Halton Region [CSPA s10]. This policy describes how the Board shall fulfill that role on an ongoing basis, and serves as the important context to all other policies related to the Provision of Policing.

Requirements

3. **General.** The Board's on-going methodology for assessing, establishing, verifying, funding and modifying-as-required the HRPS capabilities, responsiveness and parameters (collectively referred to as "capacity"), as well as the strategic outcomes of policing functions, is depicted below:

Ongoing Provision of Adequate & Effective Policing





4. Policing functions are identified in regulations. In Halton Region, each policing function will be provided to a reasonable extent and in a reasonable manner. The Board shall determine the level of reasonableness by considering [O. Reg. 392/23 GAS s2(1)]:
 - 4.1 the policing needs, values and expectations of the Community;
 - 4.2 the geographic and socio-demographic characteristics of the Community;
 - 4.3 the extent to and manner in which each policing function is effectively provided in comparator (Big 12) communities;
 - 4.4 the effectiveness of past provision of each policing function in the Community, relative to Community needs, values and expectations; and
 - 4.5 best practices regarding each policing function.

Requirements of the Board

5. **Determine Adequate & Effective Policing Requirements.** The Board shall determine Halton Region's Adequate & Effective Policing requirements by:
 - 5.1 observing the standards for adequate and effective policing as identified within O. Reg. 392/23
 - 5.2 receiving reports regarding the assessment inputs identified in the table below;
 - 5.3 identifying gaps, surpluses, trends and risks based on those reports;
 - 5.4 considering options to address gaps, mitigate risks and reallocate surpluses; and
 - 5.5 selecting the most reasonable option.

Assessment Factor	Frequency
Provincial regulations	Ongoing
IG directions & recommendations	Ongoing
Public inquiries & coroners inquests' recommendations	Ongoing
Substantiated policy & service complaints	Ongoing
New best practises	Ongoing
Weighted crime rates & trends	Annually
Weighted clearance rates	Annually
Policing costs	Annually
Alternative, temporary and emergency assistance activities (assistance to or from other service providers)	Annually
Quality Assurance process findings	Annually
Progress on current Strategic Plan Objectives	Annually
Community needs, values & expectations via public survey, focus groups, letters	Every 4 years
Region geographic & socio-demographic characteristics	Every 4 years

6. Establish Policies & Strategic Plan Governing the Provision of Policing Direction

6.1. Provision of Policing Policies. Based on the ongoing and annual analysis of Adequacy & Effectiveness requirements above, the Board will establish (or revise) its Provision of Policing policies regarding specific policing functions. These policies establish minimum capabilities and readiness, and strategically frame policing activities in Halton Region (as envisioned by Morden). These policies will also address any alternate provisions for policing functions as applicable~~address alternative policing function providers~~. [CSPA alternate provision s14; temporary assistance and emergency assistance s19]

6.2. Strategic Plan. Based on the once-every-4-year assessment of community needs, values and expectations and updated geographic & socio-demographic characteristics and projections for Halton Region, as well as progress on current Strategic Plan objectives and relative statistical performance data, the Board will establish a Strategic Plan for attaining specific strategic



results-based objectives for the next 4-year cycle. Refer to Policy PoP03 Strategic Planning.

Establish Budgets. The Board shall establish annual operating and multi-year capital budgets that reflect its Provision of Policing policies and Strategic Plan for the HRPS, plus the administrative overhead, executive leadership and governance to ensure policing success. In essence, this is the budget rationale and global ROI.

6.3. Alternative Provision Agreements. Where the board's assessment is that a prescribed policing function should be provided, or part of a policing function (including adhoc or occasional assistance) by another board or the Commissioner, a formal Board-to-Board Assistance Agreement shall be established in accordance with s.14 of the CSPA.

6.4. Temporary Assistance. Service delivery may also be supplemented by alternative service providers on a temporary basis when and where such need is determined by, and arranged for by, the Chief of Police in accordance with s.19 of the CSPA.

7. **Verify Performance.** In accordance with policy PoP03 Quality Assurance, tThe Board shall verify organizational performance by undertaking Quality Assurance processes regarding HRPSEmergency Response:

7.1. compliance with the Board's Provision of Policing policies, and

7.2. attainment of Strategic Plan objectives.

8. **Adjust Direction.** Based on the results of Verifying Performance, tThe Board ~~in turn articulates any required corrective action on the part of the HRPS, adjust the budget or arrange for alternate service provision. Policy PoP03 Quality Assurance refers.~~may direct any of the following adjustments:

7.3. corrective action by the HRPS;

7.4. adjustments to policy requirements;

7.5. adjustments to Strategic Plan;

7.6. adjustments to the Budget; and/or



7.7. adjustments to Assistance Agreements.

~~**Establish Budgets.** The Board shall establish annual operating and multi-year capital budgets that reflect its Provision of Policing policies and Strategic Plan for the HRPS, plus the administrative overhead, executive leadership and governance to ensure policing success. In essence, this is the budget rationale and global ROI.~~

Monitoring and Reporting Requirements

8.9. **Internal Reporting.** Internal reporting requirements regarding Adequacy & Effectiveness are outlined in the various Provision of Policing policies and scheduled in policy G07 Governance Calendar.

9.10. **Public Reporting.** All Board policies and Strategic Plans shall be posted on the internet. Public reporting requirements regarding HRPS performance are addressed in policy PoP05 Annual Report.

References:

- CSPA Board role, shared services, temporary assistance (s10, s14, s19)
- O. Reg. 392/23 Adequate and Effective Policing (General)
- HPB Policies G01 Governance Commitment, G02 Board Job Description, G07 Governance Calendar, PoP03 Strategic Planning, PoP04 Quality Assurance, PoP05 Annual Report



Public Agenda Report

To: Halton Police Board

From: Fred Kaustinen
Chief Governance Officer

Subject: Policy PoP-02 – Matters of Immediate Strategic Significance

Report #: CGO-05-R-02

Date: 22 May 2025

RECOMMENDATION:

THAT revised Policy PoP-02 – Matters of Immediate Strategic Significance (Critical Points) be approved as proposed.

Attachments:

Policy PoP-02 – Matters of Immediate Strategic Significance – Proposed 22 May 2025

DISCUSSION / ANALYSIS

In his Advisory Bulletin of 20 March 2025, Inspector General Ryan Teschner advises all police boards to adopt policies addressing “Critical Points” (as first articulated in the Morden Report of 2011), and recommended the TPSB policy dated 14 January 2025 as the example to follow.

The TPSB policy definition of critical points is based on HPB’s definition of “Matters of Immediate Strategic Significance” first published in its G11 Chief-to-Board Communications policy on 22 June 2022.

This amendment adds the phrase “Critical Points” as synonymous with the self-explanatory title “Matters of Immediate Strategic Significance”, in order to comply with the Inspector General’s recommendation.

CONSULTATION: The Chair was consulted in the development of this policy revision. The Chief was consulted on the original policy.



Policy PoP-02

Matters of Immediate Strategic Significance (Critical Points)

Proposed 22 May 2025

Purpose

1. The Morden Report highlights the police board responsibility to actively address “critical points”. A critical point is a Matter of Immediate Strategic Significance ~~is one~~ that rapidly elevates the Board’s operational, financial, reputational or other enterprise risk, and therefore calls for the Board’s immediate attention and/or preparedness to take action prior to the next regularly scheduled meeting.
2. The timely and accurate receipt of such information positions the Board to respond to public, Inspector General and/or media inquiries and demands, and helps to inform the Board’s assessment of the Matter of Immediate Strategic Significance, as well as any Board decisions that follow from that assessment.
3. Examples of Matters of Immediate Strategic Significance include but are not limited to:
 - 3.1 major incidents resulting in mass casualties;
 - 3.2 incidents where the SIU has invoked its mandate in response to a death or life-threatening injuries;
 - 3.3 any incidents involving, directly or indirectly, senior police officers or civilian directors, board members or public figures that are likely to draw significant media attention; and
 - 3.4 any incident that warrants a special press/media conference involving the Chief of Police.

Requirements

4. When a Matter of Immediate Strategic Significance arises, the Chief or his/her designate shall notify the Board Chair and Board’s CGO of the pertinent information by any electronic notification (e.g. email, phone or text) at the earliest possible time and provide updates as available and necessary.



5. Upon receipt of notification of a Matter of Immediate Strategic Significance from the Chief or designate, the Chair or the CGO shall inform the other Board members of the incident and any updates received.
6. The CGO shall monitor various media outlets for emerging Matters of Strategic Significance which may generate media or public interest, and apprise the Board accordingly.

Legislative References:

G06- Board-Chief Relationship

Procedural Bylaw



Public Agenda Report

To: Halton Police Board

From: Fred Kaustinen
Chief Governance Officer

Subject: Policy PoP-03 – Strategic Planning

Report #: CGO-05-R-03

Date: 22 May 2025

RECOMMENDATION:

THAT the Strategic Planning be approved as proposed, and redesignated PoP-03.

Attachments:

Policy PoP-03 – Strategic Planning – Proposed 22 May 2025

DISCUSSION / ANALYSIS

The Strategic Planning policy was approved in June 2022. The proposed changes:

- update the planning flowchart to include the Board's pre-planning activities and additional information gathering activities; and
- redesignate this policy as it relates to the Provision of Policing rather than Administration as originally designated.

CONSULTATION: The Chair was consulted in the development of this policy revision. The Chief was consulted on the original policy.



Policy PoP-03

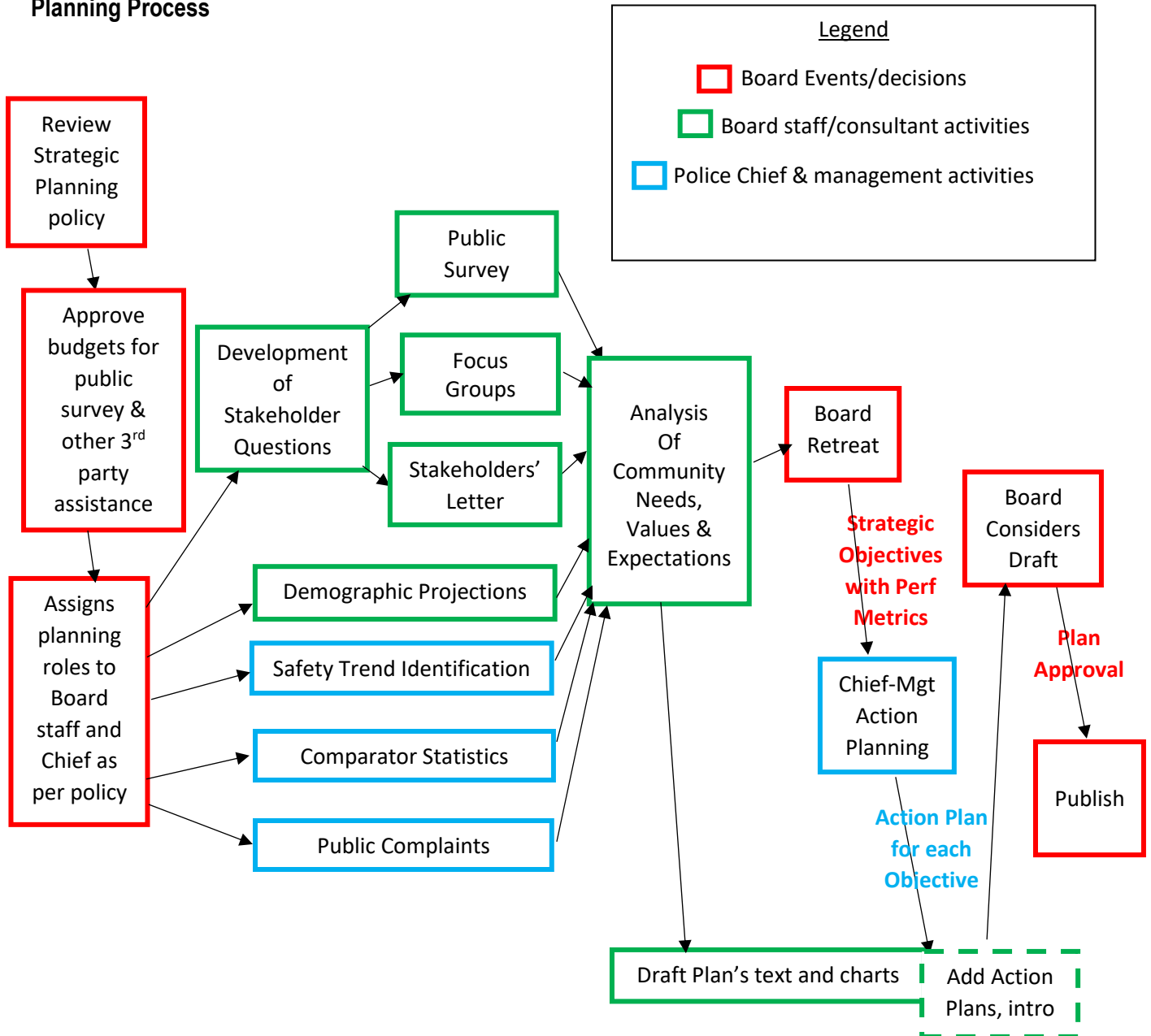
Strategic Planning

Proposed 22 May 2025

Purpose

1. The Strategic Plan describes how the Board will ensure the provision of adequate and effective policing in the Region. It assigns tangible results to be achieved by the Service, and in doing so orients the entire Service towards attainment of those results. As well, it focusses the managerial decisions regarding the planning, equipment, training, deployment and supervision necessary to attain those results.
2. The Strategic Plan shall be grounded in the Board's assessment of the Community's needs, values and expectations regarding policing in Halton Region.
3. The Strategic Planning process shall be led by the Chief Governance Officer (CGO), on the Board's behalf. Independent third-party assistance will be engaged to the extent practical. The Chief of Police shall support and participate in the planning process, including the provision of information and the development of supporting action plans.
4. The Strategic Plan shall be the primary foundation for performance evaluation of the Service, and performance evaluation of the executive leaders.
5. The Board has overall authority over the planning process and the resultant Strategic Plan. Costs associated with the development of the Strategic Plan will be borne under the Board's Governance Budget. The Board reserves the right to adjust the Strategic Planning Process, and/or the Strategic Plan, at any time for any reason. The following flowchart depicts the Strategic Planning Process.

Planning Process





Requirements

6. **Plan Components.** The Strategic Plan will address:
 - 6.1 objectives, priorities and core functions of the police service;
 - 6.2 results of an environmental scan;
 - 6.3 consultation views, and how they are reflected in the Strategic Plan;
 - 6.4 quantitative and qualitative performance objectives and indicators of outcomes relating to:
 - a. the provision of community-based crime prevention initiatives, community patrol and criminal investigation services,
 - b. community satisfaction with the policing provided,
 - c. emergency calls for service,
 - d. violent crime and clearance rates for violent crime,
 - e. property crime and clearance rates for property crime,
 - f. youth crime and clearance rates for youth crime,
 - g. police assistance to victims of crime and re-victimization rates,
 - h. interactions with members of racialized groups,
 - i. interactions with members of First Nation, Inuit and Métis communities, and
 - j. road safety;
 - 6.5 Interactions with:
 - a. youth,
 - b. members of racialized groups and First Nation, Inuit and Métis communities, and
 - c. persons who appear to have a mental health condition; and
 - 6.6 information technology, resource planning, and police facilities.
7. **Environmental Scan.** Trends and risks nationally, GTHA-regionally and locally shall be identified, in consultation as necessary with national, provincial and municipal police governing authorities/representatives.
8. **Consultations.** In preparing or revising the strategic plan, the Board shall solicit the input of the following public entities:



- 8.1 The Chief of Police;
 - 8.2 Regional Council and the Municipal Councils of Burlington and the towns of Oakville, Milton, and Halton Hills;
 - 8.3 the band councils of First Nations in Halton Region;
 - 8.4 groups representing diverse communities in Halton Region;
 - 8.5 Halton District School Board, Halton Catholic District School Board, and Halton French Catholic School Board, Conseil scolaire Viamonde, and MonAvenir Catholic School Board;
 - 8.6 community organizations, businesses and members of the public in Halton Region; and
 - 8.7 Any subject matter experts it deems necessary.
9. The Strategic Plan shall provide an overview of the public consultations conducted and describe how the needs and concerns regarding policing identified during the consultations are addressed by the Strategic Plan.
 10. The Strategic Plan will also consider Halton Region's Community Safety and Well-being Plan.
 11. **Statistical Analysis**. Strategic Planning shall also consider past results. The Chief of Police shall provide sufficiently detailed statistical information for the past five years for the Service and each Big 12 comparator (as available), identifying major trends and any growing gaps, regarding:
 - 11.1 crime statistics;
 - 11.2 clearance rates;
 - 11.3 calls for service;
 - 11.4 cost per capita; and
 - 11.5 overall weighted crime rate.



12. **Risk Assessment.** The Chief of Police will also prepare and provide a strategic Risk Assessment regarding major risks facing the Region in the next five years.
13. **Strategic Objectives and Action Planning.** The CGO will coordinate determination of the Board's strategic priorities and results-based objectives for policing. The Chief of Police will develop the corresponding action plans required to achieve those results-based objectives.
14. **Plan Layout.** The general layout of the Strategic Plan shall be:
 - 14.1 cover
 - 14.2 letter from the Chair
 - 14.3 letter from the Chief
 - 14.4 Table of Contents
 - 14.5 Executive Summary
 - 14.6 Planning Process (including statistics, surveys and how the needs and concerns expressed in focus groups and interviews are addressed in the Strategic Plan)
 - 14.7 Priorities, Objectives and Action Plans
 - 14.8 Additional Planning Points (as required by Legislation)
15. **Plan Communication.** The CGO shall coordinate the inaugural public release of the Strategic Plan.
16. **Plan Implementation.** Unless specifically directed otherwise, implementation of all aspects of the Strategic Plan is assigned to the Chief of Police.



Monitoring and Reporting Requirements

17. The CGO shall prepare and submit the planning-related decision reports in accordance with policy G-07 Governance Calendar.
18. The Chief shall prepare and submit the status of Plan Implementation as part of the HRPS Performance reports in accordance with G-07 Governance Calendar.
19. The Board's Annual Report to the public will feature prominently the status of implementation of the Strategic Plan.

References:

CSPA 2019 s39

HPB Policies G-07 Governance Calendar, A-05 Annual Report



Public Agenda Report

To: Halton Police Board

From: Fred Kaustinen
Chief Governance Officer

Subject: Policy PoP-05 – Policing Designated Major Events

Report #: CGO-05-R-04

Date: 22 May 2025

RECOMMENDATION:

THAT Policy Op-04 Policing Designated Major Events be redesignated Policy PoP-05 – Policing Designated Major Events.

Attachments:

Policy PoP-05 – Policing Designated Major Events – Proposed 22 May 2025

DISCUSSION / ANALYSIS

It is proposed that Policy Op-04 Policing Designated Major Events approved by the Board on 30 June 2022 be redesignated PoP-05 to align with other Provision of Policing policies.

CONSULTATIONS

The Chief of Police was previously consulted in the development of this policy.



Policy PoP-05

Policing Designated Major Events

Proposed 22 May 2025

Purpose

1. Members of the public have the right to gather and the right to protest lawfully, including but not limited to labour disputes and aboriginal protests/occupations. Members of the public also have the right to be and feel safe when gathering or protesting lawfully, or when others are gathering or protesting. Meanwhile, high-profile, potentially volatile public gatherings increase the risk of criminal behaviour by some persons involved, which can significantly affect other individuals and property.
2. Accordingly, the Board is committed to ensuring that:
 - 2.1 where warranted, organizationally–significant public gatherings in Halton Region are deemed **Designated Major Events**;
 - 2.2 elevated risks to persons, property and/or political interference are identified and associated mitigation plans are developed;
 - 2.3 policing Designated Major Events is intelligence-led, rights-aware, and proportionate; and
 - 2.4 continuity of police operations throughout the Region is sustained during any Designated Major Event.

Requirements

3. **Designation.** The Chief of Police shall recommend, in a Board report, any upcoming or ongoing event that the Board should determine to be a Designated Major Event. The recommendation shall be based upon an assessment of the following criteria:
 - 3.1 the event may negatively affect the adequacy and effectiveness of police services throughout the Region and/or continuity of regular policing service may be at risk of disruption;
 - 3.2 the event is sponsored or hosted by the federal or provincial government, or another external entity;



- 3.3 the event requires extraordinary funding or other resources, and/or reimbursement agreements with external agencies;
 - 3.4 operational and/or planning decisions regarding policing are subject to the approval of any other entity;
 - 3.5 event command-and-control may involve police agencies from other jurisdictions;
 - 3.6 the event features extraordinary operational requirements;
 - 3.7 requests for legislative change to accommodate the policing of the event may be required;
 - 3.8 the event will be of medium or greater risk; and
 - 3.9 any other relevant criteria.
4. In the absence of a recommendation, the Board may designate a Major Event on its own accord, for instance in response to an emerging Event of Strategic Significance (refer to policy G-11).
5. **Risk Assessment**. Prior to the Designated Major Event, the Chief of Police shall brief the Board on the Service Risk Assessment and Mitigation Plan regarding policing a Designated Major Event in Halton Region, and the concurrent continuity of policing throughout the Region. The Chief of Police shall update the Board as/if that Risk Assessment and Mitigation Plan evolves through the course of the Designated Major Event, as time permits.
6. **Contribution Agreements**. The Chief of Police shall consult with the Board prior to committing to any contribution agreements with government entities regarding policing a Designated Major Event in Halton Region, beyond the scope of normal shared services.



7. **Planning.** With regard to planning to police Designated Major Events, the Chief of Police shall ensure that:
 - 7.1 advance legal advice and assistance is engaged for, among other purposes, making applications for court orders such as those required to compel assistance from tow truck operators;
 - 7.2 arrangements are made for audio-video records of the Designated Major Event including police presence, activity and interactions with the public; and
 - 7.3 the Board is briefed on the operational plan and afforded an opportunity to ask questions, prior to the Designated Major Event.
8. **Operations.** The Chief of Police shall ensure, with regard to policing a Designated Major Event in Halton Region, that:
 - 8.1 public order is maintained, persons are safeguarded from injury, and property is safeguarded from damage – without unduly infringing on rights and freedoms; and
 - 8.2 should the threat of riotous and/or violent behavior pose elevated risk of personal injury or property damage, that police response is graduated and clearly communicated in advance to the public present at the Designated Major Event; and subsequent police actions result in:
 - a. an expeditious restoration of public order,
 - b. a minimum of personal injuries,
 - c. a minimum, temporary imposition on individual rights such as the right to gather, the right to free speech, and the right to protest,
 - d. detainment of those, and only those, clearly engaged in criminal offenses/actions or other arrestable activities,
 - e. a minimum of property damage, and
 - f. the re-establishment of conditions necessary for the continued peaceful gathering of those not detained.
9. **Public Communications.** The Chief of Police shall inform the Board of significant communications to the broader community and media regarding and during Designated Major Events, in advance of such communications being made public, to the extent practicable.



Monitoring and Reporting Requirements

10. In addition to the aforementioned reporting requirements regarding Designation, Risk Assessment, Contribution Agreements and Public Communications, the Chief of Police shall report:
 - 10.1 the sequence of events, decisions, and consequences of police actions and inactions leading up and during the Designated Major Event;
 - 10.2 injuries and damage incurred by members of the public and police alike during the Designated Major Event;
 - 10.3 the unforecasted cost of the Designated Major Event;
 - 10.4 any civil actions resulting from the Designated Major Event;
 - 10.5 any deviations from this or any other Board policy; and
 - 10.6 lessons learned from the Designated Major Event.
11. The Chief of Police shall also report on the planned participation of the Service in support of major events in other jurisdictions beyond the scope of normal shared services, in advance of any such deployment or commitment to participate.

References:

Independent Civilian Review into Matters Related to the G20 Summit, Justice Morden,
<https://tpsb.ca/g20/ICRG20Mordenreport.pdf>

Convoy Occupations in Ottawa and other jurisdictions in January-February 2022

HPB Policy G11 Communications (TBA)



Public Agenda Report

To: Halton Police Board

From: Fred Kaustinen
Chief Governance Officer

Subject: Policy PoP-ER-01 – Emergency Response

Report #: CGO-05-R-05

Date: 22 May 2025

RECOMMENDATION:

THAT Policy PoP-ER-01 – Emergency Response be approved as proposed and

THAT corresponding Adequacy policies B-ER-001, B-ER-002, B-ER-003, B-ER-004, B-ER-005 and B-ER-006 be repealed.

Attachments:

Policy PoP-ER-01 – Emergency Response – Proposed 22 May 2025

DISCUSSION / ANALYSIS

The proposed policy addresses the following prescribed policing functions:

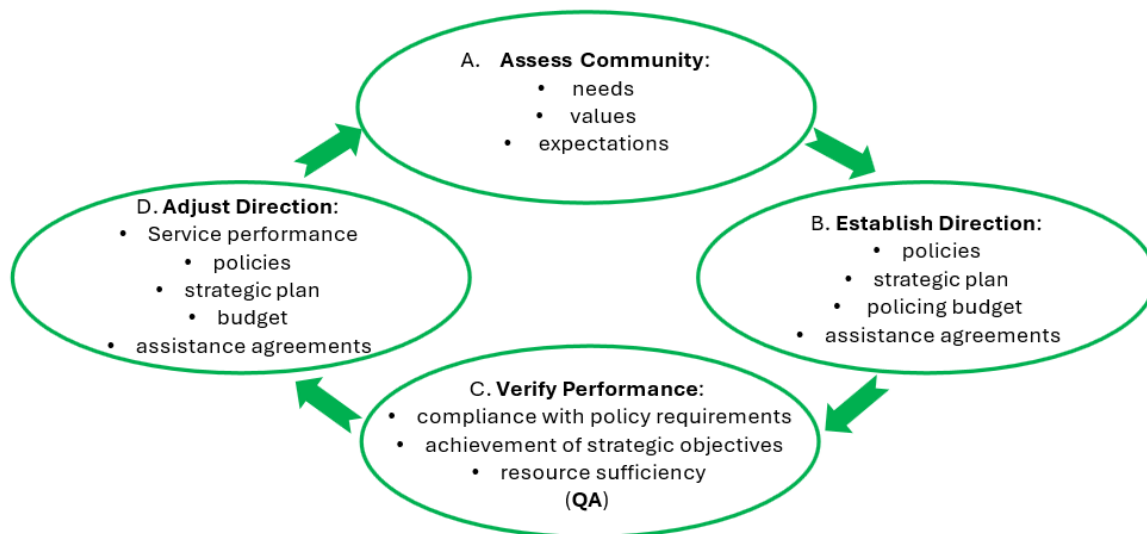
- preliminary perimeter control and containment;
- tactical unit services;
- incident commanders;
- crisis negotiators; and
- forced entry explosive technicians and explosive disposal technicians.

The proposed policy addresses the pertinent requirements of the:

- Community Safety & Policing Act s10, s37, s38(2)
- Adequate and Effective Policing (General) Regulation 392/23
- Training Regulation 87/34
- Active Shooter Regulation 393/23
- Ahmed Inquest Recommendations Q2024-26

The proposed policy is framed in the Board's recently adjusted policy PoP-01 Provision of Adequate & Effective Policing, and is consistent with policy PoP-04 Quality Assurance. Specifically, as it pertains to the prescribed policing functions, it follows the established framework:

Ongoing Provision of Adequate & Effective Policing



CONSULTATIONS

Deputy Chief Mahar and Superintendent Sandy were consulted in the development of this policy, as was IoP Advisor David Tilley.



Policy PoP-ER01

Emergency Response

Proposed 22 May 2025

Purpose

1. **Emergency Response** relates to the actions of specialized police officers with skills, equipment, and tactics beyond those of regular patrol officers, in reaction to perilous public safety incidents where the risk of loss of life is elevated and such specialized police response is warranted.
2. The purpose of this policy is to describe how the Board will ensure that the provision of **Emergency Response** in Halton Region is reasonably Adequate & Effective for our Community. This policy falls under the general terms of policy **PoP01 – Provision of Adequate & Effective Policing**, and addresses:
 - 2.1 preliminary perimeter control and containment;
 - 2.2 tactical unit services;
 - 2.3 incident commanders;
 - 2.4 crisis negotiators; and
 - 2.5 forced entry explosive technicians and explosive disposal technicians.

Requirements

3. The Chief of Police shall ensure that in all cases where **Emergency Response** is applied, the preservation of life is the top priority, and that unintended consequences are proactively mitigated through procedural directives, training and supervision.
4. The Chief of Police shall maintain the following **Emergency Response** capabilities using members of the HRPS:
 - 4.1 **preliminary perimeter control and containment**, available at all times within a reasonable response time;



- 4.2 a **tactical rescue unit** consisting of a minimum of 18 full-time tactical officers (some of which shall be available at all times within a reasonable response time) and at least three supervisors (at least one of whom shall be available at all times within a reasonable response time) for the purposes of:
 - a. containment;
 - b. apprehension of an armed barricaded person;
 - c. forced entry, and
 - d. hostage rescue;
 - 4.3 **critical incident commanders**, at least one of whom shall be available at all times;
 - 4.4 a minimum of three **crisis negotiators**, at least one of whom shall be available at all times; and
 - 4.5 **forced entry explosive technicians and explosive disposal technicians**, at least one of whom shall be available 24 hours a day and within a reasonable response time.
5. In regard to each of the **Emergency Response** functions identified in para 4 above, the Chief of Police shall establish HRPS procedures consistent with Ministry of the Solicitor General Regulations, that address:
- 5.1 selection of personnel to these roles;
 - 5.2 initial and ongoing training for persons in these roles, including training on de-escalation and strategies for engagement with a person in crisis, aimed at reducing harm and preventing loss of life;
 - 5.3 equipment to be available/used;
 - 5.4 the circumstances when each function would be deployed; and
 - 5.5 the maintenance of records.



6. Regarding **preliminary perimeter control and containment**, the Chief's procedures shall also:
 - 6.1. define operational responsibility for an incident where preliminary perimeter control and containment is being established;
 - 6.2. address the deployment of other emergency response services, including receiving assistance from other agencies; and
 - 6.3. outline the duties of an officer involved in the establishment of preliminary perimeter control and containment, including compliance with the requirement of section 9(1) para 5 of the Adequacy Standards Regulation, pending the deployment of a tactical unit;
7. Regarding **tactical unit services**, the HRPS procedures shall also address:
 - 7.1. the circumstances in which tactical unit services will be deployed, including the process for obtaining the service and reporting relationships, and further delegate to the supervisor or incident commander the responsibility for determining how many tactical officers are required to be deployed at an incident;
 - 7.2. processes for engagement with individuals who may be in crisis, with the goal of reducing harm and preventing loss of life; and
 - 7.3. ensuring that explosive forced entry is only performed by a police explosive forced entry technician.
8. Regarding **crisis negotiator**, HRPS procedures shall ensure that a crisis negotiator, when so acting, will not perform any incident management role other than crisis negotiation.
9. Regarding **forced entry explosive technicians and explosive disposal technicians**, HRPS procedures shall also address the initial response to occurrences involving found or suspected explosives.
10. The Chief of Police shall ensure that, whenever the temporary **Emergency Response** assistance by other police services is required, such assistance is expeditiously arranged in consideration of associated risks and costs.



Monitoring and Reporting Requirements

11. The Chief of Police shall provide reports at the **next public Board meeting** (or sooner in the case of **Matters of Immediate Strategic Significance** – policy PoP02) whenever:
 - 11.1 there has been an active shooter incident;
 - 11.2 temporary assistance of **Emergency Response** functions identified in para 2 to and from the HRPS has been provided (outside of any S14 agreements), and their costs; and
 - 11.3 any time or place where the HRPS is not complying with this policy, including the reason for non-compliance.
12. The Chief of Police shall **annually** report:
 - 12.1 A general overview of the deployments of these **Emergency Response** functions (e.g. how many call-outs, what type of events, event outcomes, etc.);
 - 12.2 the aggregate temporary assistance **Emergency Response** functions to and from the HRPS, by partner agency, as well as the associated costs and the status of cost recoveries; and
 - 12.3 an assessment of the **Emergency Response** capacity, training, equipping and supervision relative to forecasted requirements.

Verification

13. The Board shall verify quality by:
 - 13.1 monitoring the adequacy and effectiveness of these **Emergency Response** functions, and public reaction to their performance, on an ongoing basis; and
 - 13.2 verifying the Adequacy & Effectiveness of **Emergency Response** functions by:
 - a. annually reviewing the reports on policy compliance and forecasted needs provided by the Chief of Police in para 12 above,
 - b. bi-annually reviewing of the associated HRPS procedures, and
 - c. considering any changes in:



- i. the policing needs, values and expectations of the Community;
- ii. the geographic and socio-demographic characteristics of the Community;
- iii. the extent to and manner in which these policing functions are effectively provided in comparator (Big 12) communities;
- iv. the effectiveness of past provision of each of these policing functions in the Community, relative to Community needs, values and expectations; and
- v. best practices regarding each of these policing functions.

Direction Adjustment

14. Based on the results of its Verifying Performance, the Board may direct any of the following corrective actions necessary to re-establishment reasonably Adequate & Effective Emergency Response:

- 7.1. direct the Chief of Police to take corrective action within the HRPS;
- 7.2. adjust its policy requirements;
- 7.3. adjust its Strategic Plan;
- 7.4. adjust the Budget; and/or
- 7.5. adjust Assistance Agreements.

References:

- Community Safety & Policing Act s10, s37, s38(2)
- Adequate and Effective Policing (General) Regulation 392/23
- Training Regulation 87/34
- Active Shooter Regulation 393/23
- Policy PoP-01 - Provision of Adequate & Effective Policing
- Policy PoP-04 – Quality Assurance
- Policy PoP-02 - Matters of Immediate Strategic Significance policy
- Ahmed Inquest Recommendations Q2024-26



Public Agenda Information Report

To: Halton Police Board

From: Jessica Warren
Manager of Board
Operations

Subject: Community Fund Application and Policy

Report #: PBM-05-R-01

Date: 22 May 2025

RECOMMENDATION:

1. *THAT the Board receive the May 5, 2025 report of the Community Fund Committee meeting; and*
2. *THAT the Board approve the Community Fund Policy A-04, Community Fund Application Form and Community Fund Committee Terms of Reference, as proposed.*

INTRODUCTION AND BACKGROUND:

At the April 24, 2025 Board meeting the Board appointed Ingrid Hann and Nav Dhaliwal to the Community Fund Committee. Curt Allen was appointed as a non-board member.

Due to significant increase in applications in 2024, the Community Fund application process and policy required revisions in order to streamline the application process, while tightening requirements around regulations for approvals and implementing a protocol for reporting back.

DISCUSSION/ ANALYSIS:

There are several notable changes the Community Fund Committee is suggesting to the policy and application process, including:

- Maximum amount request amount capped at \$10,000;
- Only non-profit organizations are eligible to apply;
- Applicants must be the end user of the funds;
- Mandatory reporting back from organizations receiving funds;
- Applications will only be reviewed 3 times per year; and
- Organizations applying must include financial statements as part of their application.

Excellence in Governance

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

The Board reviews the Community Fund deposits and disbursements semi-annually.



Jessica Warren
Manager of Board Operations

Attachments: Appendix A – Community Fund Committee Report – May 5, 2025
Appendix B – Community Fund Policy A-04
Appendix C – Community Fund Application
Appendix D – Community Fund Committee Terms of Reference



Community Fund Committee Report – MAY 5, 2025

All members and Manager of Board Operations in attendance.

Below is the report of the Community Fund Committee meeting of May 5, 2025:

1. Appointment of Chair:

On a motion moved by Ingrid Hann, seconded by Curt Allen, Nav Dhaliwal was appointed as Chair of the Community Fund Committee.

2. Review of Community Fund Policy:

The committee was unanimous in their suggested changes to the Community Fund Policy A-04.

3. Review of Community Fund Application:

The committee was unanimous in their suggested changes to the Community Fund Application, with some discussion around the frequency of review of applications (3 vs. 4 times per year).

Jessica Warren
Manager of Board Operations



Policy A04

Community Fund

Purpose

The Halton Police Board's Community Fund, consisting of the proceeds from the sale of found and seized property which lawfully comes into possession of the Police Service, may be used for any purpose that the Board considers to be in the public interest.

1. **Eligible Disbursements**. Disbursements of the Community Fund shall be restricted to:
 - 1.1. **Community Relations and Outreach**: To enable the attendance and participation of Board or Service Members at not-for-profit fundraising events for community organizations that work closely with the Halton Regional Police Service, and/or otherwise demonstrate the Board's goodwill and community involvement.
 - 1.2. **Public Education and Awareness**: To provide funding for external projects aligned with the Halton Regional Police Service Mission Statement and current Strategic Plan objectives related to Community Safety, Outreach and Collaboration in the areas of crime prevention, community policing or other public safety initiatives.
 - 1.3. **Rewards**: To incent members of the public to provide information needed to solve serious crime or to crime prevention, based on the recommendations of the Chief of Police.
 - 1.4. **Board Community Safety Priorities**. To help advance Board priorities.

Requirements

2. **Eligibility Restrictions**. Notwithstanding the eligibility criteria above, the following are not eligible to receive Community Fund disbursements:
 - 2.1. Organizations or agencies who do not hold Not-for-Profit status at the time of their application;
 - 2.2. any funding requests that would personally benefit a Member of the Board or Service (past or present);
 - 2.3. any item included in the current operating or capital budget of the Halton Regional Police Service;

Approved XX Month Year

1/3



- 2.4. a deficit in the current or previous operating or capital budget of the Police Service;
- 2.5. expenditure plans that extend beyond the current fiscal year;
- 2.6. any political or partisan events or activities;
- 2.7. any individual or team sponsorship that is raising funds for a larger organization;

Additional Criteria:

- 2.8. Disbursements are not intended to create any financial dependency, and any annual recurrences must take this into account. The approval of funding for a particular purpose will not be considered as a precedent which binds the Board.
- 2.10. Disbursements will only be provided to end users, directly responsible for the activity or project being funded.
- 2.11. The Board retains all authority to approve funding requests.

3. Application and Screening Process:

Requesting organizations are required to provide:

- 3.1. Community Fund Application filled out, with most recent financial statements attached.

Once the Application is received:

- 3.2. Upon receipt of the application Board staff will forward the application to the Community Fund Committee for review and recommendation;
- 3.3. The Committee may request the Chief of Police complete a background check on the agent/agency's validity prior to the Boards consideration of the application.
- 3.4. The Committee will review the organizations mandate and previous activities to ensure they comply with the Boards strategic priorities;
- 3.5. Once the Community Fund Committee has reviewed the application a recommendation will be provided to the Board for a final decision. All decisions are final and may not be appealed.



4. **Fund Administration.**

The Chief will ensure that:

- 4.1. the Community Fund is held in a separate bank account;
- 4.2. Community Fund transactions are properly managed; and
- 4.3. Community Fund records are maintained.

5. **Monitoring and Reporting Requirements**

- 5.1. The Chief shall semi-annually report to the Board all Community Fund deposits and disbursements, identifying recipient organizations for each disbursement.
- 5.2. The organization receiving the funds is required to report back to the Board within **30 days** following the event in which funding was provided for.

The report must include:

- i. Review of event attendance;
 - ii. Review of community impact;
 - iii. Pictures of the event if possible;
 - iv. Any testimonies from attendees on how the event or funds positively impacted them (minimum of 3); and
 - v. Accounting of funds spent.
- 5.3. If an organization fails to report back to the Board, they will be ineligible for any grants from the Community Fund in the future.

Legislative Reference:

PSA, s.132, 133

CSPA s258

Halton Police Board Community Fund Application



Members of the community interested in accessing the funding are invited to submit an application form to the Halton Police Board for review.

Fund requests (**MAXIMUM of \$10,000**) must reflect initiatives of the Halton Regional Police Service or the community. The organization receiving funding must clearly provide a benefit for:

- Community Relations and Outreach
- Public Education and Awareness
- Rewards
- Board Community Safety Priorities

Please review the Community Fund policy and all requirements [here](#), to ensure your request is in compliance.

The application schedule for 2025 is as follows:

Applications Received	Committee Reviews Applications	Recommendations to the Board	Funds Distributed
By August 31, 2025	Mid-September	September 30 th Board Meeting	Mid-October
By October 31, 2025	Mid-November	November 27 th Board Meeting	Mid-December

schedule subject to change, applications may be submitted at any time, but will only be reviewed during the above times

We acknowledge and understand the Community Fund Policy A04 and confirm that the request submitted meets all criteria as outlined.

Please sign here: Click or tap here to enter text.

Date: Click or tap to enter a date.

Funding Application



Name of Organization: Click or tap here to enter text.

Address: Click or tap here to enter text.

Email and Phone Number: Click or tap here to enter text.

Contact Name and Title:Click or tap here to enter text.

Social Media Accounts: Click or tap here to enter text.

Description of Applicant Organization: Click or tap here to enter text.

Does your organization have a not-for-profit status? Click or tap here to enter text.

Is your organization a registered charity? Click or tap here to enter text.

What is your CRA Business Number? Click or tap here to enter text.

Event Name/ Reason for Request/ Date of Event: Click or tap here to enter text.

Purpose of Initiative:

- List the benefits which can reduce policing intervention and/or strengthen police-community relationships.
- Partner organization.
- How would your organization publicize the participation of the Halton Police Board?

Click or tap here to enter text.

Budget

- **What specifically would the funding be used for? (Cost breakdown)**
- **Other funding or fundraising sources?**
- **Has the organization received any other grants this year? Or had funding requests denied?**

Click or tap here to enter text.

Amount Requested (Maximum \$10,000)

Click or tap here to enter text.

Eligibility Criteria

Having reviewed the Community Fund Policy A04, please explain how your funding request meets objectives of the Halton Regional Police Service.

Click or tap here to enter text.

Please submit completed application and supporting documents, including most recent financial statements to info@haltonpoliceboard.ca

1. Mandate

The Community Fund Committee is established under the authority provided by Halton Police Board Policy G09 and Section 42(1) of the *Community Safety and Policing Act, 2019 (CSPA)*. The Committee's primary mandate is to review applications for funding from the Community Fund and provide recommendations to the Halton Police Board for final approval. Additionally, the Committee will review and make recommendations regarding policies and procedures governing Community Fund applications.

2. Roles and Responsibilities

The Community Fund Committee shall:

- Assess all applications submitted for funding through the Community Fund.
- Evaluate applications based on established criteria aligned with the objectives of the Community Fund.
- Provide clear and well-documented recommendations to the Board regarding the approval, modification, or rejection of each application.
- Review and recommend policies and procedures related to the functioning and effective management of the Community Fund.
- Ensure compliance with relevant regulations, policies, and guidelines during application reviews and decision-making processes.
- Promote the Community Fund within the Halton community.

3. Composition

The Committee will consist of:

- **Two (2) Board Members** appointed by the Halton Police Board. Appointed for the entirety of their term on the Board.
- **One (1) Non-Board Member**, appointed for a term aligned with the municipal appointees' terms on the Board. Appointed by the Board for a set term.
- **Manager of Board Operations** (Ex-officio, non-voting capacity). Staff representative.

4. Meeting Schedule

- The Committee will meet as required, depending on the volume of applications and needs of the Community Fund.
- Meeting dates shall be communicated to all members.
- Meetings may be held virtually or in person, as decided by the Committee.

5. Quorum

- A majority of the Committee members shall constitute a quorum for decision-making (2 members is a majority).

6. Remuneration

- All members of the Committee shall serve **without additional compensation**.
- Members shall be reimbursed for **reasonable expenses**, including transportation costs to and from meetings, subject to prior authorization by the Chair of the Board.

7. Reporting

- The Committee shall provide written reports to the Halton Police Board following each meeting. These reports shall contain recommendations on funding applications and suggested updates or revisions to policies and procedures.

8. Review and Updates

- The terms of reference for the Community Fund Committee shall be reviewed as necessary to ensure alignment with the goals and objectives of the Community Fund and any other applicable regulations.
- Changes or updates to the terms of reference require approval from the Halton Police Board.

9. Effective Date

These Terms of Reference were approved by the Halton Police Board on [Insert Approval Date] and shall remain in effect for the duration of the Committee's operation unless otherwise amended.

Adopted by the Halton Police Board

[Insert Date]



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>under development</p>	

Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
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	refer to resolution of 24 April 2025 below
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	Referred to new community Fund Committee by resolution
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	Referred to new community Fund Committee by resolution
24 April 2025	4.1	<i>“THAT the Crime Stoppers Fundraising Plan be received; and</i>	Manager/Chair/ Vice Chair	May 2025	

April 24, 2025

Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
		<p><i>THAT the MOU be deferred to a sub-committee comprised of the Halton Police Board Chair, Vice-Chair and Manager of Board Operations, to convene with Crime Stoppers Executive Director, Board Chair and an additional member of the Crime Stoppers Board to negotiate the MOU for consideration at the May 22, 2025 meeting; and</i></p> <p><i>THAT Crime Stoppers report back at the May 22, 2025 Board meeting with metrics for the last 3-years, including tips received and rewards disbursed."</i></p>			



Monthly Correspondence List – May 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>	<u>Police Day Recognition – MPP Stephen Crawford</u>	<u>May 10, 2025</u>