



Halton Police Board Meeting

NOVEMBER 27, 2025 - 9:00 a.m.

James Harding Community Room, Halton Regional Police Headquarters

2485 North Service Road West

Oakville, ON, L6M 3H8



Meeting Book - Halton Police Board Meeting

THURSDAY, NOVEMBER 27, 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 10-25,
Thursday, October 30, 2025

2. Presentations/Delegations - NONE

3. Information Reports

- 3.1 Halton Police Board CSPA Implementation
Distributed prior to meeting.
- 3.1 P25-11-I-01 - Financial Report and Forecast -
3rd Quarter 2025
- 3.2 P25-11-I-02 Semi-Annual Grant Agreements
Execution
- 3.3 Procedure By-law Update
Distributed prior to meeting.

4. Recommendation Reports

4.1 P25-11-R-04 - Limited Tendering -
Maintenance Agreement - Hexagon Computer
Aided Dispatch

4.2 P25-11-R-05 - Limited Tendering -
Maintenance Agreement - Niche Records
Management System

4.3 P25-11-R-06 - Contract Extension -
STSolutions Limited

4.4 P25-11-R-07 - Limited Tendering - Resolve
Systems Technical Account Manager

4.5 P25-11-R-12 - Revised 2026 Funding
Request & 10-Year Capital Forecast

4.6 P25-11-R-13 - Public Safety Unit - Capital
Project

4.7 CGO-11-R-01 Policy G-02 - Board Job
Description

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



Public Minutes

MEETING NO. P25-10

DATE OF MEETING: Thursday, October 30, 2025
9:10 a.m.

LOCATION: James Harding Community Room, HRPS Headquarters

MEMBERS PRESENT (in person): Jeff Knoll (Chair)
Nadeem Akbar, Councillor Sameera Ali, Councillor Lisa Kearns, Ingrid Hann, Jane McKenna

MEMBERS PRESENT (virtual) Navdeep Dhaliwal (Left at 12:00 p.m.)

STAFF PRESENT: Chief Stephen Tanner
Deputy Chief Roger Wilkie
Deputy Chief Jeff Hill
Deputy Chief Kevin Maher
Ken Kelertas, Director, Legal Services and Legal Counsel
Bill Payne, Director of Information Technology
Greg Kinner, Manager of Finance
Kari Buzzelli, Chief Financial Officer
Fred Kaustinen, Chief Governance Officer
Chris Lallouet, Yellow Robot Communications
Jessica Warren, Manager of Board Operations/ Board Secretary

ALSO PRESENT: David Tilley, Ministry of the Solicitor General

1. GENERAL

1.1 Regrets

N/A



1.2 Disclosure of Conflicts of Interest

No conflicts were declared.

1.3 Confirmation of Minutes of Meeting P25-09 held Thursday, September 25, 2025

Moved by: N. Akbar

Seconded by: J. McKenna

"THAT the Minutes of Meeting P25-09 held Thursday, September 25, 2025, be adopted as circulated."

Carried.

2. PRESENTATIONS/DELEGATIONS

2.1 Intimate Partner Violence – Offender Management Video

2.2 2026 Halton Regional Police Service Budget

Moved by: S. Ali

Seconded by: J. McKenna

"THAT the presentations be received."

Carried.

4. RECOMMENDATION REPORTS

4.1 P25-10-R-07 – 2026 Funding Request & 10-Year Capital

Moved by: S. Ali

Seconded by: I. Hann

"That the Halton Police Board approves the 2026 Funding Request of \$252,152,191 and forwards the request to Halton Region; and further,



That the Halton Police Board approves an increase in the authorized sworn strength of twenty (20) positions; and further,

That the Halton Police Board approves an increase in the authorized civilian strength of four (4) positions; and further,

That the Halton Regional Police Services Board approves the 10-Year Capital Budget and Forecast as presented."

Carried Unanimously on a
recorded vote.

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

"THAT the Halton Police Board accepts and supports the recommendation that a Public Safety Unit is essential to public safety in Halton Region, and

THAT the Chief be directed to explore funding options for a Public Safety Unit costed at \$600,000, including operating surplus, capital reserves or prioritized external funding, and

THAT the Chief provide an update by the end of Q1 2026."

Carried.

3. INFORMATION REPORTS

3.1 P25-10-I-01 – Quarterly Human Resources Summary

3.2 P25-10-I-02 – Use of Force Report

3.3 P25-10-I-03 – Seized Fund Statement – August 31, 2025

3.5 PBM-10-I-01 – Crime Stoppers Quarterly Update

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

"THAT Items 3.1, 3.2, 3.3, and 3.5 on the Information Reports agenda be received for information."

Carried.



3.4 P25-10-I-04 – CSPA Alignment Update

Moved by: N. Akbar

Seconded by: I. Hann

“THAT Item 3.4 on the Information Reports agenda be received for information.”

Carried.

4. RECOMMENDATION REPORTS

4.2 P25-10-R-06 – Electronic Storage Detection Canine

Moved by: N. Akbar

Seconded by: J. McKenna

“That the Halton Police Board approve the acquisition by the Halton Regional Police Service (HRPS) Computer Crime Unit (CCU) of an Electronic Storage Detection (ESD) Canine for the Internet Child Exploitation (ICE) Unit to enhance the Service’s ability to locate digital storage devices during search warrants.”

Carried.

4.3 P25-10-R-05 – Mental Health Crisis Response Training – Capital Project

Moved by: N. Akbar

Seconded by: L. Kearns

“That the Halton Police Board approves the establishment of a new capital project for MHCR Training Equipment in the amount of \$410,000 funded from the Police Capital Reserve and further,

Authorizes a Limited Tendering contract with Street Smarts VR for the provision of VR equipment and hardware not to exceed \$410,000 (including net tax) and further,

Approves the closure of T6920A Unknown Substance Tester at \$100,000, reduction of \$600,000 from T6915A P25 Channel Addition, reduction of \$500,000 from T6888A LTE Project, and



reduction of \$400,000 T6879B Body Worn Cameras and that the surplus funds of \$1,600,000 be returned to the Police Capital Reserve and the Development Charge Reserves as appropriate.”

Carried.

4.4 CGO-10-R-01 – A-02 – Administration of Human Resources

Moved by: I. Hann

Seconded by: N. Akbar

“THAT policy A-02 Administration of Human Resources be amended as proposed.

Carried.

4.5 PBM-10-R-02 – Contract – Employee Engagement Survey

Moved by: S. Ali

Seconded by: J. McKenna

1. *“THAT the Halton Police Board approve the Request for Proposal (RFP) submitted by Forum Research for the implementation of an Employee Engagement Survey, in the amount of \$11,255; and*
2. *THAT the Board authorize Board staff to collaborate with Forum Research to initiate the process of conducting the survey, ensuring all necessary steps are taken to launch and administer the engagement survey in a timely and efficient manner”*

Carried.

4.6 PBM-10-R-03 - Halton Regional Council Resolution re: Supporting the Use of Automated Technology to Address Traffic Safety Concerns

“THAT the Halton Police Board endorse the Halton Regional Council Resolution re: Supporting the Use of Automated Technology to Address Traffic Safety Concerns”.

Lost.

5. OPERATIONAL VERBAL UPDATES

N/A



6. ACTION REGISTRY

6.1 Public Information Action Registry

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

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

Carried.

7. RECEIPT OF PUBLIC CORRESPONDENCE

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

"THAT the Public Correspondence be received."

Carried.

8. NEW BUSINESS

N/A

9. MOVE INTO CLOSED SESSION

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

"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 matters pertaining to identifiable individuals and a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization; and information that



section 8 of the *Municipal Freedom of Information and Protection of Privacy Act* would authorize a refusal to disclose if it were contained in a record.

11. ADJOURNMENT

Moved by: J. McKenna

Seconded by: S. Ali

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

Carried.

The meeting adjourned at 2:52 p.m.

Jeff Knoll
Chair

Jessica Warren
Board Secretary



Halton Regional Police Service Public Agenda Information Report

To: Chair and Board Members

From: Chief Stephen J. Tanner

Subject: FINANCIAL REPORT AND FORECAST – THIRD QUARTER 2025

Report #: P25-11-I-01

Date: November 27, 2025

INTRODUCTION AND BACKGROUND:

The following provides a summary of the Quarterly Financial Report as of September 30, 2025. Detailed breakdowns of each major cost component referenced in the summary are presented in the following pages.

SUMMARY

\$ 000's
Favourable (Unfavourable)

Cost Elements	Current Quarter	September 30, 2025 YTD				2025 Full Year				2024 YTD
	Actual	Actual	Planned	Var \$	Var %	Budget	Best Case	Worst Case	Proj. Var.	Actual
Compensation & Benefits	52,484	146,566	147,025	460	0.3%	199,364	4,450	(3,900)	900	133,175
Materials & Supplies	2,160	7,455	6,667	(787)	(11.8%)	8,710	0	(1,800)	(950)	7,069
Purchased Services	3,391	17,719	17,249	(470)	(2.7%)	19,106	100	(2,100)	(1,050)	13,940
Rent & Financial	131	1,062	1,180	119	10.0%	1,374	250	100	175	811
Debt Charges	1,719	5,156	5,156	(0)	(0.0%)	6,874	0	0	0	1,776
Transfer To Reserve	2,448	7,343	7,343	(0)		9,790	0	0	0	7,689
Interdepartmental Charges	854	2,501	2,494	(7)	(0.3%)	3,326	250	0	200	2,088
Total Expenditure	63,185	187,801	187,115	(686)	(0.4%)	248,543	5,050	(7,700)	(725)	166,548
Total Revenue	4,195	12,065	11,354	711	6.3%	15,553	1,500	400	975	12,676
Net Expenditure	58,990	175,736	175,761	25	0.0%	232,990	6,550	(7,300)	250	153,873

Overall, \$0.25M Favourable:

- As of the end of the third quarter, we have expended \$175.7 million (or 75.4% of the annual budget) which results in YTD savings of \$25 thousand 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 \$0.25 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	Current Quarter	September 30, 2025 YTD				2025 Full Year				2024 YTD
	Actual	Actual	Planned	Var \$	Var %	Budget	Best Case	Worst Case	Proj. Var.	Actual
Salaries	35,714	98,970	105,617	6,648	6.3%	142,518	11,000	8,500	9,750	92,883
Temporary Help	1,915	4,852	1,971	(2,881)	(146.2%)	2,662	(3,000)	(5,500)	(4,100)	3,387
Net Wages	37,629	103,822	107,588	3,767	3.5%	145,180	8,000	3,000	5,650	96,270
Overtime & Court-time	2,692	6,055	2,818	(3,237)	(114.8%)	3,805	(4,000)	(5,500)	(4,700)	4,643
Retention Pay	667	1,876	2,243	367	16.3%	3,028	600	400	500	1,757
Other Personnel Costs	1,142	2,715	2,247	(468)	(20.8%)	5,017	(350)	(800)	(550)	2,007
Total Expenditure	42,130	114,468	114,897	428	0.4%	157,030	4,250	(2,900)	900	104,678
Benefits	10,354	32,098	32,129	31	0.1%	42,334	200	(1,000)	0	28,498
Total Comp. & Benefits	52,484	146,566	147,025	460	0.3%	199,364	4,450	(3,900)	900	133,175

Compensation & Benefits, \$0.9M Favourable:

- **Net Wages** – Salaries and Temporary Help are projected to be favourable by \$5.65M due to lower than anticipated uniform staffing levels and vacant civilian positions throughout the year. We are projecting to be at full strength on the sworn side by the end of the year. Temporary Help is utilized to offset much of the civilian vacancy savings.
- **Overtime & Court-time** –The projected unfavourable variance is mainly related 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.
- **Other Personnel Costs** –The projected unfavourable variance relates mainly to higher than anticipated acting costs and additional Pay Duty labour costs (offset by increased recoveries).
- **Benefits** – Projected to be on budget.

Materials and Supplies

\$ 000's

Favourable (Unfavourable)

Cost Elements	Current Quarter	September 30, 2025 YTD				2025 Full Year		2024 YTD
	Actual	Actual	Planned	Var \$	Var %	Budget	Proj. Var.	Actual
Tires & Parts For Fleet	210	627	511	(116)	(22.6%)	682	(150)	585
Telephone & Data Line	207	763	708	(55)	(7.7%)	944		748
Fuel Cost For Fleet	534	1,612	1,438	(175)	(12.2%)	1,917	(225)	1,799
Clothing & Equipment	292	886	726	(160)	(22.1%)	1,162	(200)	827
Supplies	155	539	462	(77)	(16.7%)	589	(50)	388
Utilities	365	915	960	45	4.7%	1,280	75	891
Minor Capital	108	1,169	884	(285)	(32.3%)	965	(400)	1,188
Other Misc. Material & Supplies	289	943	978	36	3.6%	1,171		643
Total Materials & Supplies	2,160	7,455	6,667	(787)	(11.8%)	8,710	(950)	7,069

Materials & Supplies, (\$0.95M) Unfavourable:

- **Tires & Parts for Fleet** – The projected unfavourable variance relates to additional costs as we extend the usage of our vehicles (for non-patrol related purposes).
- **Fuel Cost for Fleet** – The projected unfavourable variance relates to an increase in the net pump price of fuel. Fuel prices came 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.
- **Clothing & Equipment** – The projected unfavourable variance relates mainly to higher than anticipated costs related to new hires and changes to uniform standards.
- **Supplies** – The projected unfavourable variance relates mainly to unanticipated costs associated with setting up the Immediate Rapid Deployment training site.
- **Utilities** – The projected favourable variance relates mainly to lower than anticipated Hydro costs.
- **Minor Capital** – The projected unfavourable variance relates mainly to higher than anticipated costs for new hires and radio parts and replacements.

Purchased Services

\$ 000's

Favourable (Unfavourable)

Cost Elements	Current Quarter	September 30, 2025 YTD				2025 Full Year		2024 YTD
	Actual	Actual	Planned	Var \$	Var %	Budget	Proj. Var.	Actual
Computer Maintenance	1,438	11,683	11,637	(46)	(0.4%)	11,649	(100)	7,559
Building Maintenance	305	1,035	985	(50)	(5.0%)	1,313		858
Janitorial Services	180	553	583	30	5.1%	777		561
Staff Development	343	1,106	939	(167)	(17.8%)	1,252	(500)	1,098
Professional Services	559	1,407	1,251	(157)	(12.5%)	1,668	(250)	1,607
Fleet Support Costs	173	566	368	(198)	(53.7%)	464	(275)	587
Advertising/Public Relations	10	47	68	21	31.1%	90		144
Other Misc. Services	383	1,323	1,419	96	6.8%	1,892	75	1,525
Total Purchased Services	3,391	17,719	17,249	(470)	(2.7%)	19,106	(1,050)	13,940

Purchased Services, (\$1.05M) Unfavourable:

- **Computer Maintenance** – The projected unfavourable variance relates mainly to additional setup costs in year one of the facial recognition software.
- **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.
- **Professional Services** – The projected unfavourable variance relates mainly to IT related consulting to backfill for staffing vacancies.
- **Fleet Support Costs** – The projected full year unfavourable variance relates to an increased utilization of external garages for maintenance partially offset by lower Regional garage charges (Interdepartmental Charges -Fleet Maintenance).
- **Other Misc. Services** – The projected full year favourable variance relates mainly to lower than anticipated equipment maintenance.

Various\$ 000's
Favourable (Unfavourable)

Cost Elements	Current Quarter	September 30, 2025 YTD				2025 Full Year				2024 YTD
	Actual	Actual	Planned	Var \$	Var %	Budget	Best Case	Worst Case	Proj. Var.	Actual
Rent & Financial	131	1,062	1,180	119	10.0%	1,374	250	100	175	811
Debt Charges	1,719	5,156	5,156	(0)	(0.0%)	6,874	0	0		1,776
Transfer to Reserves	2,448	7,343	7,343	(0)		9,790	0	0		7,689
Total Various	4,297	13,560	13,679	119	0.9%	18,038	250	100	175	10,276

Various, \$0.18M Favourable:

- **Rent & Financial** – The projected favourable variance relates mainly to lower than anticipated vehicle lease costs.

Interdepartmental Charges\$ 000's
Favourable (Unfavourable)

Cost Elements	Current Quarter	September 30, 2025 YTD				2025 Full Year		2024 YTD
	Actual	Actual	Planned	Var \$	Var %	Budget	Proj. Var.	Actual
Risk Management	497	1,492	1,492	0	0.0%	1,989		1,380
Fleet Maintenance	343	969	962	(7)	(0.7%)	1,282	200	667
Other Charges	14	41	41	(0)	(0.0%)	55		41
Interdepartmental Charges	854	2,501	2,494	(7)	(0.3%)	3,326	200	2,088

Interdepartmental Charges, \$0.2M Favourable:

- **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 Purchased Services above).

Revenue

\$ 000's

Favourable (Unfavourable)

Cost Elements	Current Quarter	September 30, 2025 YTD				2025 Full Year		2024 YTD
	Actual	Actual	Planned	Var \$	Var %	Budget	Proj. Var.	Actual
Government Subsidy	1,756	4,966	4,816	150	3.1%	6,422	300	5,267
Program Fees	480	1,622	1,397	225	16.1%	1,863	275	1,440
External Recoveries	1,138	3,022	2,676	346	12.9%	3,929	400	2,678
Internal Recoveries	71	202	212	(10)	(4.8%)	336		192
Transfer from Reserve	751	2,253	2,253	0		3,004		3,099
Total Revenue	4,195	12,065	11,354	711	6.3%	15,553	975	12,676

Revenue, \$0.98M Favourable:

- **Government Subsidy** – The projected favourable variance relates mainly to higher than anticipated RIDE funding and additional grants related the Human Trafficking and Mobile Crisis Response.
- **Program Fees** – The projected favourable variance relates mainly to higher than anticipated alarm recoveries and security clearances.
- **External Recoveries** – The projected favourable variance relates mainly to pay duty recoveries mostly offset by additional labour costs.

Summary

As of the end of the third quarter, we have YTD savings of \$25 thousand compared to our 2025 budget. This variance reflects a mix of timing differences in expenditures—expected to normalize by year-end—and permanent savings from reduced expenses and increased revenues.

Following a detailed line-by-line review of all expense and revenue items with Budget Managers, Staff is currently projecting total annual savings of approximately \$0.25 million.



Stephen J. Tanner
Chief of Police

:GK/KB



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 #: P25-11-I-02

Date: November 27, 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 Chart

GRANT AGREEMENTS			
Name and Purpose of Grant	Fiscal Year(s) Covered	Maximum Funding	Current Year Funding
ICE Agreement: To assist in implementing a provincial strategy to protect children from sexual abuse and exploitation on the internet	April 1, 2025 – March 31, 2026 April 1, 2026 – March 31, 2027 April 1, 2027 – March 31, 2028 April 1, 2028 – March 31, 2029	\$193,476.32 \$176,521.28 \$169,250.00 \$169,250.00	\$193,476.32
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
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
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
Community Safety and Policing Grant Program - Provincial Priorities Funding Stream: Crisis Call Diversion Pilot Project.	April 1, 2025 - March 31, 2026	\$67,627.00	\$67,627.00

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 July 1, 2025 - June 30, 2026 - application submitted	\$483,049.10 \$1,816,398.63 \$2,325,625.00	\$984,933.00 requested
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 2025-26 to 2028-29 Call for Applications received	\$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
Mobile Crisis Response Team (MCRT) Enhancement Grant - Halton Healthcare MCRT Pilot Project	April 1, 2025 - March 31, 2026 April 1, 2026 - March 31, 2027	\$119,733.00 \$143,680.00	\$119,733.00
MHS4PSP Warrior Health Portal Grant Program and Inventory	April 1, 2025 - March 31, 2026	\$25,000.00	\$25,000.00

Provincial Joint Air Support Unit (JASU) grant program to enhance community safety in the Greater Toronto Area through the purchase and operation of a new police helicopter.	April 1, 2024 - March 31, 2025	\$5,020,200.00	\$1,574,600.00
	April 1, 2025 - March 31, 2026	\$1,574,600.00	
	April 1, 2026 - March 31, 2027	\$9,195,600.00	
	April 1, 2027 - March 31, 2028	\$3,718,500.00	
	April 1, 2028 - March 31, 2029	\$3,718,500.00	
	April 1, 2029 - March 31, 2030	\$3,718,500.00	
	April 1, 2030 - March 31, 2031	\$3,699,300.00	
Ministry of Children, Community and Social Services (MCCSS) Youth in Policing Initiative - Summer	April 1, 2023 - March 31, 2024	\$52,734.00	\$64,528.00
	April 1, 2024 - March 31, 2025	\$64,528.00	
	April 1, 2024 - March 31, 2025	\$64,528.00	
	New agreement anticipated end of year.		
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	\$5,000.00	\$5,000.00
	April 1, 2024 - March 31, 2025	\$5,000.00	
	New agreement anticipated end of year.		
Victim Services. Agreement between Region and the Province (MCCSS)	April 1, 2024 - March 31, 2025 New agreement anticipated end of year.	\$61,704.00	\$61,704.00
Total			\$8,503,753.38



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: LIMITED TENDERING - MAINTENANCE AGREEMENT -
HEXAGON COMPUTER AIDED DISPATCH

Report #: P25-11-R-04

Date: November 27, 2025

RECOMMENDATION:

"That the Halton Police Board authorize a one (1) year limited tendering agreement with Hexagon Safety & Infrastructure for the support and maintenance of the HRPS Computer Aided Dispatch system (CAD) and related systems 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 \$2,624,417 (including taxes and contingency), and further;

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

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

Stephen J. Tanner
Chief of Police

:AW,MA

INTRODUCTION AND BACKGROUND:

On May 25 2007, the Board approved the transition from an Ortivus Computer Aided Dispatch (CAD) product to an Intergraph CAD solution (C07-5-CPA-R-10). Intergraph now operates as Hexagon Safety & Infrastructure in the public safety market, following the acquisition of Intergraph by Hexagon AB in 2010.

From January 1, 2008 to December 31, 2025 the Board approved the Hexagon Maintenance Agreements with the following terms and values:

Four (4) year Agreement (Jan 1/08 - Dec 31/11) - \$744,282

One (1) year Agreement (Jan 1/12 - Dec 31/12) - \$220,205

One (1) year Agreement (Jan 1/13 - Dec 31/13) - \$242,160 (incl. taxes and contingency)

Three (3) year Agreement (Jan 1/14 - Dec 31/16) - \$1,064,065 (incl. taxes and contingency)

Three (3) year Agreement (Jan 1/17 - Dec 31/19) - \$1,278,359 (incl. net tax and contingency)

Three (3) year Agreement (Jan 1/20 - Dec 31/22) - \$1,527,413 (incl. net tax and contingency)

Three (3) year Agreement (Jan 1/23 - Dec 31/25) - \$2,121,321 (incl. net tax and contingency)

Staff respectfully requests the Board's approval for the renewal of support and maintenance services.

DISCUSSION / ANALYSIS:

Since its implementation in 2007, the Hexagon CAD system has provided the Service with the high level of stability and functionality expected from a mission critical dispatch platform designed for public safety operations.

Over the years, the Hexagon CAD system has evolved through numerous enhancements and supporting systems, greatly boosting its functionality, efficiency, and overall value to both the Service and the residents of Halton. Among the most notable advancements are major improvements to mapping for both frontline and dispatch operations, offering updated municipal addresses and comprehensive geographic information system (GIS) data highlighting important facilities with the Region of Halton. These upgrades have strengthened situational awareness, operational planning, and response capabilities across the Service.

Frontline members also benefit from mobile access, enabling them to securely view and interact with CAD events directly from their smartphones and in-vehicle systems, enhancing situational awareness and operational efficiency in the field. At the same time, the Services' dispatchers and call-takers have access to improved visualization tools and real-time tracking of officers and vehicles, allowing for faster, and more informed decision-making.

These enhancements have improved its utility, efficiency, while increasing its overall value to both the Service and the residents of Halton.

However, over the many years of use of this platform it is reaching the end of its product life and will be replaced by the planned CAD replacement RFP to be released in early 2026. Staff request three (3) one-year terms in order to build flexibility in transitioning to a new product by 2028.

The following is a cost breakdown of the Maintenance Agreement for years 2026, 2027, and 2028:

Hexagon Maintenance Details	Annual Cost Breakdown
Year 1 - Coverage January 1 2026 to December 31, 2026	\$676,819
Year 2 - Coverage January 1 2027 to December 31, 2027 (includes a 5% increase over year 1)	710,660
Year 3 - Coverage January 1, 2028 to December 31, 2028 (includes a 5% increase over year 2)	746,193
Contingency (10%)	213,367
HST (13%)	277,377
Total Cost	\$2,624,417

The proposed 2026 Information Technology Software maintenance budget (916002-12682) includes this expense. In addition, the 2027 and 2028 forecast years will include these anticipated expenditures.

ALTERNATIVES:

Complete a formal competitive bid process. - This is not recommended as there are no other alternatives for the delivery of these critical maintenance support services. There are no known vendors who can supply a maintenance support service for the Hexagon proprietary suite of software products.

CONSULTATION:

- Deputy Chief Roger Wilkie – Frontline Operations
- Kari Buzzelli, Executive Director – Corporate Services & Chief Financial Officer
- Ken Kelertas, Director – Legal Services & Legal Counsel
- Bill Payne, Director – Information Technology
- Mansoor Ahsan, Manager – Information Technology (co-author)
- Adam Woods, Manager – Information Technology (co-author)

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

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

Section 13 – Reporting Procedures**13.2 Recommendation Report**

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

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

STRATEGIC MANAGEMENT ISSUES:

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

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

Strategic Application:

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

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

Strategic Application:

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



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: LIMITED TENDERING - MAINTENANCE AGREEMENT
NICHE RECORDS MANAGEMENT SYSTEM

Report #: P25-11-R-05

Date: November 27, 2025

RECOMMENDATION:

"That the Halton Police Board authorize the award of a five (5) year Limited Tendering contract with Niche Technology Inc, for the provision of licensing, support and maintenance of the HRPS Records Management System (RMS) with the option to extend the contract for two (2) additional one (1) year terms for a total cost over seven (7) years in the amount not to exceed \$3,468,595 (including taxes and contingency), and further;

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

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

Stephen J. Tanner
Chief of Police

:AW,MA

INTRODUCTION AND BACKGROUND:

In January 2004, the Board approved a single source contract with Niche Technology Inc. for the acquisition of a Records Management System (RMS) (P04-1-CPA-R-02). The implementation of the Niche RMS was successfully completed in 2005.

The Niche RMS is core to the Service's operation as it is the central repository and access point for police records for the Service. The system also provides access to other municipal, provincial, and national police record data sources. This software must be kept up to date and remain in a vendor supported state.

Ongoing support and maintenance services are necessary to keep the product current through software upgrades and to address changes and additions to functionality. Requests for changes in functionality are achieved through the coordinated input of requirements from individual police services via the Niche Users Group.

Significant enhancements have been made to modernize the system and improve the user experience. Updates to the user interface provide a more intuitive and flexible environment, while improvements to linkages, entity management, guided entry, and agency-configurable workflows enhance overall usability. Additional upgrades have strengthened system stability, performance, and functionality.

The recent implementation of the Universal Application (UA) upgrade further modernizes the platform with a refreshed look and feel, and improved integration with external interfaces such as SCOPE, e-Intake, and the Coroner's Exchange, ensuring better interoperability and data exchange across systems.

The Service wishes to renew the support and maintenance agreement with Niche Technology Inc. for five (5) years with two (2) optional one (1) year extensions as the Service plans to continue utilizing and enhancing the software and has no plans to change suppliers of this system for the next 7 or more years.

DISCUSSION / ANALYSIS:

Since the initial acquisition of the Niche RMS software in 2004, the Board has authorized multiple extensions to the support and maintenance agreement, which currently runs through December 31, 2025. Over time, the Board has also approved increases to the contract value to accommodate the growing number of police users on the system.

Increases in support and service costs are directly related to the number of HRPS users requiring access to Niche. Software licensing is user-based and currently set at \$1,453 per user (exclusive of taxes).

The existing support and maintenance agreement will expire on December 31, 2025, necessitating this recommendation to authorize a new contract. The Service added an additional 88 user licenses over the course of 2025 bringing the total to 876, which reflects the projected number of sworn officers at the time of this report.

The following table outlines the cost breakdown of the proposed Maintenance Agreement for the years 2026, 2027, 2028, 2029, 2030, 2031 and 2032. These costs include one time license true-up costs for additional licences and an annual maintenance fee based on number of users.

Niche Maintenance Details	Annual Cost Breakdown
2025 – License True-Up – 88 Additional Licenses	\$127,876
Year 1 - Maintenance - January 1 2026 to December 31, 2026	254,589
Year 2 - Maintenance January 1, 2027 to December 31, 2027 (includes a 4.5% increase over year 1 as an estimate for negotiating)	283,660
Year 2 - License True-up - Estimated 58 Additional Licenses (20 for 2026 and 38 for 2027)	88,075
Year 3 - Maintenance January 1, 2028 to December 31, 2028 (includes a 4.5% increase over year 2 as an estimate for negotiating)	296,245
Year 4 - Maintenance January 1, 2029 to December 31, 2029 (includes a 4.5% increase over year 3 as an estimate for negotiating)	335,634
Year 4 - License True-up - Estimated 78 Additional Licenses (38 for 2028 and 40 for 2029)	129,345
Year 5 - Maintenance January 1, 2030 to December 31, 2030 (includes a 4.5% increase over year 4 as an estimate for negotiating)	350,633
Year 6 - Maintenance January 1, 2031 to December 31, 2031 (optional) (includes a 4.5% increase over year 5 as an estimate for negotiating)	395,494
Year 6 - License True-Up - Estimated 80 Additional Licenses (40 for 2030 and 40 for 2031)	144,870
Year 7 - Maintenance January 1, 2032 to December 31, 2032 (optional) (includes a 4.5% increase over year 6 as an estimate for negotiating)	413,291
Contingency (10%)	289,999
HST (13%)	366,599
Total Cost	\$3,468,595

The 2026 Information Technology Software maintenance budget (916002-12682) includes plans for this expense.

The annual rates calculated for the two optional years are based on the same 4.5% increase rate as identified in the first year of the contract. The contingency is provided to account for possible changes to the rate and number of users.

ALTERNATIVES:

Complete a formal competitive bid process. - This is not feasible. Given the proprietary nature of the Niche records management software, there are no other vendors capable of providing support and maintenance services for this system.

Not purchasing support and maintenance and additional licenses. – This is not recommended as the Niche RMS is of paramount importance to the Service's operation. The Service intends to continue to utilize this software for the foreseeable future. HRPS has a contractual obligation to true-up licenses.

CONSULTATION:

- Deputy Chief Roger Wilkie – Frontline Operations
- Kari Buzzelli, Executive Director – Corporate Services & Chief Financial Officer
- Ken Kelertas, Director – Legal Services & Legal Counsel
- Bill Payne, Director – Information Technology
- Adam Woods, Manager – Information Technology (co-author)
- Mansoor Ahsan, Manager – Information Technology (co-author)

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

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

Section 13 – Reporting Procedures**13.2 Recommendation Report**

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

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

STRATEGIC MANAGEMENT ISSUES:

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

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

Strategic Application:

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

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

Strategic Application:

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



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: CONTRACT EXTENSION – STSOLUTIONS LIMITED

Report #: P25-11-R-06

Date: November 27, 2025

RECOMMENDATION:

"That the Halton Police Board approve a twenty-four (24) month extension of the single source Professional Consulting Services Agreement for the acquisition of consulting services from STSolutions Limited for an amount not to exceed \$467,876.50(inclusive of taxes); and

That the Halton Police Board delegate their authority to the Chief of Police to execute the contract extension on the Board's behalf."

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

Stephen J. Tanner
Chief of Police

:MA

Attachments: Schedule "A" – Statement of Work

INTRODUCTION AND BACKGROUND:

In September 2014, the Board approved a single source contract extension with STSolutions Limited (P14-9-CPS-R-02) in support of the Intergraph Upgrade 9.3 project. The project was successfully completed and the new Computer Aided Dispatch (CAD) system was brought on-line in December 2015 for 911 Communicators and front-line officers. Post-implementation work was required in order to complete Halton specific customizations and in June 2016 the board authorized the Chief to execute an eighteen (18) month extension to this contract (P16-6-R-01).

In November of 2017, the Board authorized an additional eighteen (18) month extension to the contract with an associated value of \$221,000 (P17-11-R-12).

In November of 2019, the Board authorized an additional twenty-four (24) month extension to the contract with an associated value of \$375,883 (P19-10-R-11) in support of the Hexagon's (formerly Intergraph) CAD 9.4 upgrade project. The system was successfully launched in May of 2021 and post-implementation customizations are currently in progress.

In December of 2021, the Board authorized an additional twenty four (24) month extension to the contract with an associated value of \$399,455 (P21-12-R-04) in support of the Hexagon's CAD platform with ongoing maintenance, and enhancements – including phase II of the integration of GPS from portable radios, Next Generation 911 enhancements, and future enhancements to 911 Dispatcher and the frontline officer mobile CAD system.

In December 2023, the Board approved a twenty-four (24) month extension to the existing contract (P21-12-R-04), with an associated value of \$431,095, to continue support for the Hexagon Computer-Aided Dispatch (CAD) platform. This extension has supported ongoing system maintenance and a series of planned enhancements, including Phase II of GPS integration from portable radios, Next Generation 911 (NG911) functionality, and future improvements to both the 911 Dispatcher interface and the mobile CAD system utilized by frontline officers.

The professional services provided by STSolutions Limited, through consultant Sarah Byram, have been instrumental in the successful implementation and customization of CAD-related initiatives. Ms. Byram possesses specialized expertise in the Hexagon CAD platform, enabling the Service to achieve significant cost efficiencies and technical advantages when compared to engaging directly with the vendor. Her contributions have supported the delivery of key system enhancements and ensured continuity in project execution.

In support of continued progress and operational stability, staff is requesting approval for an additional twenty-four (24) month extension to the Professional Services Agreement with STSolutions Limited. This extension will enable the Service to maintain momentum on upcoming projects, ensure ongoing system maintenance, and advance the integration of NG911 capabilities, along with further enhancements to the 911 Dispatcher and frontline mobile CAD systems. The scope of this extension will also include assistance from the consultant in setting up a redundant CAD environment at the new 1 District building to ensure high availability of CAD services.

DISCUSSION / ANALYSIS:

STSolutions Limited has been providing specialized consulting services to the Service since August 2012 through its consultant, Sarah Byram. As a CAD specialist and former employee of Hexagon Inc., Sarah brings extensive knowledge and expertise in Hexagon's CAD system.

STSolutions' contributions have been critical to the successful and cost-effective delivery of numerous CAD-related projects, including Business Intelligence/Data Warehousing, CAD

customizations for 911 communicators and front-line officers, the new headquarters relocation, and previous CAD upgrades.

Further CAD-related work is required, including mobile software customization, integration with Next Generation 911 technologies, expansion of the CAD system to the new 1 District building to ensure high availability, and other ongoing enhancements

The services of STSolutions are needed to complete additional upcoming projects which include:

CAD Software Enhancements and Updates

As is expected with any major enterprise software products, ongoing enhancements are a critical component. Changes in business process, legislation, or other supporting technologies requires the Service to constantly adjust and enhance the CAD environment.

Next Generation 911 (NG911) Functionality

The Canadian Radio-television and Telecommunications Commission (CRTC) has issued updated specifications for Next-Generation 9-1-1 (NG911) services. NG911 will fundamentally change how the public interacts with 911 services, introducing capabilities such as real-time text and the ability to transmit multimedia content—including photos and videos—during emergencies.

These improvements require extensive back-end changes to call handling but will ultimately provide faster, more accessible communication for Canadians in critical situations. The CRTC has extended the deadline for telecommunications carriers to be NG911-ready to **March 31, 2027** (previously March 2025). As a result, the Service must prepare for additional customizations to its Computer-Aided Dispatch (CAD) environment to accommodate these mandated changes.

CAD Expansion to 1 District Site Datacenter

The initiative focuses on expanding the Computer-Aided Dispatch (CAD) system to the new HRPS 1 District location to ensure high availability and operational continuity for mission-critical dispatch services. This expansion will provide redundancy and resilience, minimize downtime and maintain uninterrupted service for 911 communicators and front-line officers.

Key components include planning and configuring CAD servers at the new site, leveraging connectivity between locations, and designing load balancing and failover strategies to create a fault-tolerant architecture. These measures will enable seamless operations across both sites and ensure system resilience in the event of hardware or network failures. The project also involves integration with the current CAD environment and comprehensive testing to validate performance and reliability.

For this renewal period, STSolutions have increased their rates by 2.75% in 2026 and 3% for 2027 - representing an increase in hourly charges from a rate from \$109 per hour to a

new rate of \$112 per hour for 2026 and \$115.5 for 2027. Staff assess that the increase is reasonable and in line with the value of services performed.

Staff recommend that the Board approve the extension of the Professional Consulting Services Agreement with STSolutions Limited through to December 31, 2027, in order to maintain stability of the current CAD system and to successfully complete the aforementioned projects.

ALTERNATIVES:

Do not contract with STSolutions Limited – Not recommended. As noted above, additional professional services would have to be contracted from Hexagon to compensate for this resource shortage within the Service at a considerably higher cost.

CONSULTATION:

- Deputy Chief Roger Wilkie – Regional Operations
- Kari Buzzelli, Executive Director – Corporate Services & Chief Financial Officer
- Ken Kelertas, Director – Legal Services & Legal Counsel
- Bill Payne, Director – Information Technology
- Mansoor Ahsan, Manager – Information Technology (author)
- Greg Kinnear, Manager – Finance

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

Funding for this request will be provided by established capital and operating accounts with funding breakdown as follows:

Project	Capital/Operating Account	Amount
CAD Software Enhancements	2026 Operating Budget – Consulting – 1,570 hrs	\$ 175,840
Next Generation 911 Functionality	2026 Capital Budget – T6893A – 250 hrs	28,000
CAD Software Enhancements	2027 Operating Budget – Consulting – 1,820 hrs	175,560
CAD Expansion to 1 District Site Datacenter	2027 Capital T6893A	34,650
Subtotal		414,050
HST	13%	53,826.50
Total		\$ 467,876.50

While the majority of the consultant's time is engaged with HRPS, the consultant provides services for other organizations in her capacity as an independent consultant.

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

Section 13 – Reporting Procedures

13.2 Recommendation Report

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

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

STRATEGIC MANAGEMENT ISSUES:

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

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

Strategic Application:

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

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

Strategic Application:

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

**Schedule “A”
Statement of Work**

1. This Statement of Work (“SOW”) is governed by the terms and conditions of the *Agreement for Professional Consulting Services* between The Regional Municipality of Halton Police Service Board (“Board”) and STSolutions Ltd. (“Consultant”), dated November 27, 2025 pursuant to Board’s approval of a Public Agenda Recommendation Report, dated November 30, 2025. The Board has authorized the approval of a contract for the acquisition of professional services in the amount of \$467,876.50, inclusive of taxes.
2. The SOW is for the consulting services of Sarah Byram as Principal of the Consultant.
3. The Consultant will report to the Director of Information Services, Bill Payne or designate.
4. The Consultant’s scope of work will include, but is not limited to:
 - CAD Software Enhancements and Updates
 - Next Generation 911 (NG911) Functionality
 - Technical Advisor / consultant
 - CAD High Availability for the secondary data center at 1District.
5. **Agreement Term-** The term of this agreement shall be from January 1, 2026, until December 31, 2027. Any extensions or amendments to this SOW shall be agreed upon in writing by both the Board and the Consultant in the form as referenced in the Professional Consulting Services Agreement.
6. **Employment Status-** The Consultant acknowledges that they are an independent contractor and they are not an employee of the Board.
7. **Payment** – The Consultant has agreed to provide services to the Halton Regional Police at the total rate of \$112.00 per hour for 2026 and \$115.50 per hour for 2027. The Consultant and the Board acknowledge that the upset limit of the contract is \$467,876.50, inclusive of taxes, over the term of this SOW.
8. **Travel, Meal & Accommodation-** The Board is not responsible for any travel, meal or accommodation expenses incurred by the Consultant that are not pre-approved in writing by the Board.
9. **Billing and Payment Process-** The Consultant is required to submit an invoice on a monthly basis (**by 3rd business day of the following month end**) along with a timesheet to:

Original to: Director of Information Services
 Halton Regional Police Service
 2485 North Service Road West
 Oakville, ON L6M 3H8
10. **Work Location-** The project team will be located at 2485 North Service Road West in Oakville. Remote work is allowed on IT Director, or designate, approval.
11. **Working Hours-** The Halton Regional Police normal working hours are 8.00 hours per day:
 - a) Start 7:00 a.m. through 9:00 a.m.
 - b) End 3:00 p.m. through 5:00 p.m.

The Consultant agrees to provide Consulting Services outside the normal working hours as requested.



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: LIMITED TENDERING – RESOLVE SYSTEMS TECHNICAL ACCOUNT MANAGER

Report #: P25-11-R-07

Date: November 27, 2025

RECOMMENDATION:

"That the Halton Police Board authorize the award of a one (1) year Limited Tendering contract with SHI Canada for the acquisition of a Technical Account Manager from Resolve Systems for a one (1) year term, not to exceed \$46,000 (including net tax)."

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

Stephen J. Tanner
Chief of Police

:AW,MA

INTRODUCTION AND BACKGROUND:

Today, IT staff spend a portion of their day managing, creating, and troubleshooting a variety of tasks and jobs across multiple systems. Much of this work involves reverse-engineering existing processes, and addressing repetitive operational tasks, which limits the team's capacity to focus on higher-value, strategic initiatives.

To address these challenges, the Information Technology (IT) Department acquired the Resolve Systems Agentic Platform in October 2025 to support the automation and transformation of Niche RMS mugshot data as part of the Service's Facial Recognition initiative. The Agentic platform, delivered as a Software-as-a-Service (SaaS) solution was acquired for \$99,725 (inclusive of net tax) under the Chief's signing authority (AR-25-095). This platform enables unlimited automations and workflows that enhance operational efficiency, improve reliability and security, and governance across many IT systems.

The Service now seeks to onboard a Resolve Systems Technical Account Manager (TAM) through a Canadian reseller (SHI Canada) to accelerate onboarding of workflows and automation tasks, ensuring that staff can dedicate more time to strategic initiatives rather than managing and troubleshooting routine operational tasks.

This matter is being presented to the Board for approval due to the requirement for an additional \$46,000 to support the inclusion of the Account Manager services from SHI Canada. With this addition, the total contract value increases to \$145,725 (inclusive of next tax). As this revised amount exceeds the Chief's delegated authority, Board approval is required to proceed with the expenditure.

DISCUSSION / ANALYSIS:

Acquiring a Resolve Systems TAM will provide the Service with dedicated technical expertise to maximize the capabilities of the Agentic platform and accelerate onboarding of automation for various IT workflows and tasks under a single pane of glass. The TAM will work closely with the IT Operations and Innovations teams to design, implement, and optimize automation workflows that align with operational and cybersecurity objectives.

Over the course of this one-year engagement, the TAM will serve as a strategic liaison between the IT Department and Resolve Systems, providing technical guidance, escalation support, and planning to ensure future automation initiatives align with the Service's evolving technology roadmap. The Service will have direct access to a specialized resource to ensure automation initiatives are efficiently developed, maintained, and monitored and in-line with industry best practices. The TAM will assist in identifying and prioritizing high-value use cases, including user access provisioning, data synchronization between systems, routine server tasks, and end-user permissions, while monitoring performance and recommending improvements.

The addition of a dedicated Technical Account Manager will significantly enhance the Service's IT automation maturity, improve operational efficiency, and support the sustainable, long-term management of automated workflows.

Technical Account Manager	Cost
TAM Services - December 1, 2025 to November 30, 2026	\$44,241
Net Tax (0.0176%)	778.64
Total Cost	\$45,019.64

The Information Technology capital budget (T6838C – System Enhancement) includes plans for this expense.

ALTERNATIVES:

1. Complete a formal competitive bid process – This is not feasible. Due to the proprietary nature of the Resolve Systems Agentic platform, this is considered a sole source engagement of

services and cannot be competitively bid. No other vendors can provide the specialized Technical Account Manager services required. Resolve Systems selected SHI Canada as their authorized reseller partner.

2. Do not acquire a Technical Account Manager – This is not recommended. Without a dedicated TAM, IT staff would continue to spend significant time managing, troubleshooting, and reverse-engineering workflows across multiple systems. Staff would also face a steep learning curve to fully understand the platform's capabilities and automation practices in alignment with industry best practices. Additionally, the Service may not fully realize the operational efficiencies and strategic benefits offered by the Agentic Platform.

CONSULTATION:

- Deputy Chief Roger Wilkie – Frontline Operations
- Kari Buzzelli, Executive Director – Corporate Services & Chief Financial Officer
- Ken Kelertas, Director – Legal Services & Legal Counsel
- Bill Payne, Director – Information Technology
- Adam Woods, Manager – Information Technology (co-author)
- Mansoor Ahsan, Manager – Information Technology (co-author)
- Shanley Southworth – Supervisor – Purchasing Services

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

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

Section 13 – Reporting Procedures

13.2 Recommendation Report

Prior to the Award of any Contract for Goods and/or Services, a report shall be submitted to the Board for authorization by the Chief in the following instance: 13.2.3 where the Limited Tendering provisions have been applied and the Total Cost exceeds \$100,000.

STRATEGIC MANAGEMENT ISSUES:

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

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

Strategic Application:

Research and develop platforms, data-driven applications, and technologies (e.g. Artificial Intelligence) to support operations and effectiveness - 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: REVISED 2026 FUNDING REQUEST & 10-YEAR CAPITAL FORECAST

Report #: P25-11-R-12

Date: November 27, 2025

RECOMMENDATION – REVISED 2026 FUNDING REQUEST:

“That the Halton Police Board approves the 2026 Funding Request of \$252,402,191 and forwards the request to Halton Region; and further,

That the Halton Police Board approves an increase in the authorized sworn strength of twenty (20) positions; and further,

That the Halton Police Board approves an increase in the authorized civilian strength of four (4) positions; and further,

That the Halton Regional Police Services Board approves the 10-Year Capital Budget and Forecast as presented.”

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

Stephen J. Tanner
Chief of Police

:KB / GK

INTRODUCTION AND BACKGROUND:

At the October 30, 2025 meeting, through report **P25-10-R-07** – 2026 Funding Request & 10-Year Capital, the following resolution was approved, which represents an increase of 8.22% as compared to the approved 2025 Budget.

“That the Halton Police Board approves the 2026 Funding Request of \$252,152,191 and forwards the request to Halton Region; and further,

That the Halton Police Board approves an increase in the authorized sworn strength of twenty (20) positions; and further,

One Team – People First

That the Halton Police Board approves an increase in the authorized civilian strength of four (4) positions; and further,

That the Halton Regional Police Services Board approves the 10-Year Capital Budget and Forecast as presented.”

“THAT the Halton Police Board accepts and supports the recommendation that a Public Safety Unit is essential to public safety in Halton Region, and

THAT the Chief be directed to explore funding options for a Public Safety Unit costed at \$600,000, including operating surplus, capital reserves or prioritized external funding, and

THAT the Chief provide an update by the end of Q1 2026.”

The Board approved funding request of 8.22% was presented at Regional Council on November 18, 2025.

This revised funding request includes a \$250K increase to the original funding request, raising the proposed increase from 8.22% to 8.33%. This \$250K increase in the operating budget would be reflected as an increase to the operating transfer to capital reserve. This increase along with available capital reserve funds, will provide sufficient capital funding for a Public Safety Unit (PSU).

A separate Recommendation report on the November 25, 2025 agenda, seeks approval for the in-year creation of a new capital project for the PSU and the associated financing.

This revised funding request continues to demonstrate prudent use of taxpayer dollars while recognizing the need to provide adequate and effective police services for Halton Region.

STRATEGIC MANAGEMENT ISSUES:

The 2026 Funding Request continues the strategic direction as detailed in the 2024-2027 Strategic Plan.



Halton Regional Police Service Public Agenda Recommendation Report

To: Chair and Police Board Members

From: Chief Stephen J. Tanner

Subject: PUBLIC SAFETY UNIT – CAPITAL PROJECT

Report #: P25-10-R-13

Date: November 27, 2025

RECOMMENDATION:

"That the Halton Police Board approves the establishment of a new capital project for the Public Safety Unit (PSU) in the amount of \$600,000 funded from the Police Capital Reserve."

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

Stephen J. Tanner
Chief of Police

:KM/KB

INTRODUCTION AND BACKGROUND:

Over the past 5 years the needs of our community have evolved considerably. Halton Region has experienced a marked increase in events that require some degree of public order oversight on the part of HRPS to preserve the peace and public safety. During this timeframe frontline patrol officers have responded to 129 public protests, 27 labour disputes, 11 large scale events such as Ribfest or Sound of Music and 4 public disorder events. A public disorder event is a situation where groups of persons gather in crowds for non-legitimate purposes and the outcome disrupts the community. An example of this would be Youths setting off fireworks during the annual Canada Day event in Bronte. Some of these events are peaceful and predictable, while others have an elevated risk for personal injury and/or damage to property.

Our current public order strategy is to respond to these events with frontline officers with no specialized training in crowd management. In addition, the Service has formal MOU with other police services to bring in a public order unit from a neighboring service if the event of a significant event. This requires significant pre-planning both in terms of time and logistics. In addition, there would a substantial cost recovery on the part of the police service that provided the public order unit to support the Halton based event.

DISCUSSION / ANALYSIS:

The lack of public order capacity and expertise within the Service has been identified as an emerging vulnerability, from an overall operational readiness and risk mitigation perspective. During times of significant geo-political unrest such as the Israel-Hamas conflict, or during times the of social disorder such as the Covid-19 pandemic, the sharp increase in public protests places a significant strain on the overall public order resources in the GTA. During these periods the Service is at risk of not being able to secure external public order support from a neighbouring police service.

Modern public order is focused on risk mitigation through pre-planning, community outreach, and de-escalation strategies. It also involves deploying specially selected and trained officers in a manner that reduces the likelihood of violence, personal injury, property destruction and the need for arrests. Building capacity in this area also increases public safety through enhanced operational planning.

To establish a provincially accredited Public Order Unit the officers must be provided specialized training, as well as issued protective equipment and uniforms. The officers who are selected for this unit will remain in their fulltime positions and will only be deployed as part of the Public Safety Unit for training or during events that require the expertise of the Public Safety Unit.

CONSULTATION:

- Chief Tanner
- Deputy Chief Hill
- Deputy Chief Wilkie
- Superintendent Jeff Sandy – Emergency Services Unit
- Inspector Trevor Bradley – Emergency Services Unit
- S/Sgt Mark Pidberezny - Emergency Services Unit
- Greg Kinnear – Manager of Finance Services

FINANCIAL / HUMAN RESOURCE / LEGAL ISSUES:

A new capital project for the PSU in the amount of \$600,000 will be created, funded from the Police Capital Reserve, for the purchase of related equipment and supplies to outfit the unit as required.

STRATEGIC MANAGEMENT ISSUES:

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

Priority # 2. Achievement of 80% or better community satisfaction with the HRPS -through the pursuit and delivery of policing excellence through responsible staffing model, leadership, quality service delivery and responsiveness to crime, victimization and disorder.



Public Agenda Report

To: Halton Police Board

From: Fred Kaustinen
Chief Governance Officer

Subject: G-02 Board Job Description - Policy Amendments

Report #:

Date: 30 October 2025

RECOMMENDATION:

THAT policy G-02 Board Job Description be amended as proposed.

Attachments: Proposed G-02 Board Job Description (amended)

DISCUSSION / ANALYSIS:

The key policy changes all relate to the Community Safety & Policing Act:

- appointing new police constables, experienced police officers and special constables to the HRPS, as per the CSPA;
- establishing a Diversity Plan for the HRPS; and
- establishing an independent Quality Assurance plan.

CONSULTATION:

The Board recently approved changes to other policies related to appointments and Quality Assurance.

Trust and Respect

Integrity

Accountability

Excellence

Teamwork

Justice



Policy G02 - Board Job Description

Proposed 27 November 2025

Purpose

1. The Board is responsible for the provision of adequate and effective police services in Halton Region. It fulfills this responsibility by ensuring that policing actions and consequences are congruent with community needs, values and expectations.

Requirements

2. The Board, as the agent of the owners of the Service - the community of Halton Region, is collectively responsible to:
 - 2.1 establish written governing policies that address and guide, at the broadest levels, all Service decisions and situations – without interfering with any specific, individual Service investigations, deployments, labour decisions or actions;
 - 2.2 prepare and adopt, through stakeholder consultations and analysis, a strategic plan for policing outcomes in Halton Region;
 - 2.3 recruit, hire, direct and compensate, as necessary, a Chief of Police and Deputies to lead the Service in all aspects, legally, ethically and in accordance with Board bylaws and policies;
 - 2.4 recruit, contract, direct and compensate, as necessary, Board staff to support the Board in its governance activities, legally, ethically and in accordance with Board bylaws and policies;
 - 2.5 annually determine results-based performance objectives for Chief of Police, and subsequently monitor and annually evaluate his or her performance relative to those objectives;

Approved 29 August 2024

2.6 ~~consider, approve and appoint the members of the Service and new police constables, experienced police officers and special constables to the HRPS;~~

2.62.7 ~~as employer, bargain in good faith and establish collective agreements with the association~~s representing police employees in Halton Police Service;

2.8 annually prepare, adopt, propose to Halton Regional Council, and monitor a budget for policing and police governance;

2.72.9 ~~establish a Diversity Plan for the HRPS;~~

2.82.10 ~~receive, question and assess reports from the Chief of Police regarding policy requirements and Strategic Plan progress~~establish a Board-run Quality Assurance plan and program, ensure its implementation, and consider and respond to its findings and recommendations; and

~~implement a quality assurance process relating to the delivery of adequate and effective police services, and compliance with the law, regulations, Board's by-laws and policies; and~~

2.92.11 all other statutory obligations related to police governance.

Reporting and Evaluation

3. The Board will annually evaluate its performance, and duly consider the Inspector General's recommendations, with a view to continuously improving police governance of the Halton Police Service.

Legislative Reference:

CSPA, sections 37

Action Registry – Public Section

Motion Date	Motion ID	Motion	Task Assigned To	Scheduled Completion	Status/Comments
26 Jun 25	2.2	<i>THAT the Annual Report policy be updated.</i>	CGO	Jan 26	
25 Sep 25	8	<i>“THAT the Chief and CGO each report on HRPS and Board progress on new CSPA requirements and implementation, respectively, at the November meeting.”</i>	Chief CGO	Nov	Chief’s report received Oct
30 Oct 25		<i>“THAT the Halton Police Board accepts and supports the recommendation that a Public Safety Unit is essential to public safety in Halton Region, and</i> <i>THAT the Chief be directed to explore funding options for a Public Safety Unit costed at \$600,000, including operating surplus, capital reserves or prioritized external funding, and</i> <i>THAT the Chief provide an update by the end of Q1 2026.”</i>	Chief	March 2026	



Monthly Correspondence List – November 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>	Town of Oakville – Elect Respect	November 16, 2025
<u>2</u>	Sara Program – CP24	November 16, 2025
<u>3</u>	OAPSB – Updated Board Member Oath	November 20, 3035