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To Make a Difference in Our Community

AGENDA PUBLIC SESSION

Wednesday, February 17, 2016, 9:00 a.m.

COMMITTEE ROOM "A"
ADMINISTRATIVE CENTRE
17250 YONGE STREET
NEWMARKET, ONTARIO

Pages

1. INTRODUCTION OF ADDENDUM ITEMS AND OTHER BUSINESS
2. DISCLOSURE OF INTEREST
3. CONFIRMATION OF PUBLIC MINUTES OF JANUARY 20, 2016 BOARD MEETING 1

See attached.
4. PRESENTATION
 - 4.1 Presentation on 2017-2019 Business Plan - Summary of 2015 Business Survey Findings
5. COMMUNICATIONS
 - 5.1 Alison L. Peck, Executive Director, York Region Abuse Program, January 26, 2016, requesting sponsorship for the "Hand-in-Hand Gala" taking place April 30, 2016 in Kleinburg, ON. 9

See Attached.
 - 5.2 Scott Cole, Co-Chair and Derek Sinton, Co-Chair, Police Appreciation Night Committee, February 8, 2016, requesting support for the 24th Annual Police Appreciating Night taking place on May 18, 2016 in Woodbridge, ON. 14

See Attached.

6. REPORTS OF THE CHIEF OF POLICE

6.1 Direct Purchase of Helicopter Parts

17

RECOMMENDATIONS

1. That the Board authorize the director purchase of helicopter parts to Canadian Helicopters Limited for an initial year not to exceed \$153,500, plus applicable taxes; and
2. That the contract be awarded for a period of one year, with an option to renew for one additional year period commencing January 1, 2017 for a total cost of \$307,000, plus applicable taxes; and
3. That the Chief of Police be authorized to exercise the option to renew on behalf of the Board, contingent upon execution of the one year contract extension of the Pilot and Maintenance contract with Canadian Helicopters Limited; and
4. That the Chief of Police be authorized to execute the contract, and any renewal, subject to the approval of the Region's Legal Services as to form and content.

6.2 Update on the Direct Purchase of the Latitude Geographics System

19

RECOMMENDATIONS

1. That the Board receive this report for information purposes regarding the award of the Latitude Geographics System, in accordance with the recommendations of the September 23, 2015 report; and
2. That the Chief of Police be authorized to purchase annual maintenance and extended support and execute agreements with Latitude Geographics Group Ltd., at a negotiated rate of \$10,000, and for a period of up to five years at a total cost of \$115,600, plus applicable HST.

6.3 Disposal of Assets – 2015

22

RECOMMENDATION

1. That the Board receive this report pursuant to the Board's Purchasing Bylaw No. 06-14.

6.4	Execution of Documents By-law and Purchasing By-law	28
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RECOMMENDATION

1. That the Board receive this report pursuant to the Execution of Documents Bylaw No. 08-15 and Purchasing Bylaw 06-14 quarterly reporting requirements.

6.5	2015 Solicitations and Donations	35
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RECOMMENDATION

1. That the Board receive this report in accordance with the Board's Public Donations Police No. 01/15; and

2. That the Board approve 2015 donations greater than \$10,000 from the attached Appendix A totaling \$54,356 in cash donations, and a \$28,000 non-cash donation.

6.6	2017-2019 Business Plan Summary of 2015 Business Survey Findings	39
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RECOMMENDATION

1. That the Board receive this report.

6.7	Annual Report on Public Complaints	63
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RECOMMENDATION

1. That the Board receive this report pursuant to Section 31(1)(j) of the *Police Services Act*, Board Bylaw No. 01-11, respecting the Administration of the Complaints System under Part V of the *Police Service Act*.

7. REPORTS OF THE EXECUTIVE DIRECTOR

7.1	Reporting and Monitoring Requirements	72
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RECOMMENDATION

1. That the Board receive, for its information, the Monitoring Requirements report attached as Appendix A.

7.2	Update on Board Compliance with the Accessibility for Ontarians with Disabilities Act, 2005.	81
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RECOMMENDATION

1. That the Board receive this report for its information.

RECOMMENDATION

1. That the Board receive this report for its information.

8. ADDENDUM ITEMS

9. OTHER BUSINESS

10. CONSIDERATION OF MOTION TO MOVE INTO PRIVATE SESSION

Motion to resolve into Private Session.

That the York Regional Police Services Board adjourn the public portion of its meeting to move to private to discuss confidential items pertaining to legal and personnel matters in accordance with Section 35(b) of the *Police Services Act*.

11. CONSIDERATION OF MOTION TO MOVE INTO PUBLIC SESSION

Motion to convene into Public Session.

12. CONSIDERATION OF PRIVATE ITEMS

1. Human Resources (Recommendation 1 and 2)
2. Appointment of Special Constable (Recommendation 1)
3. Appointment of Special Cadets (Recommendation 1)
4. Re-Appointment of Special Constable (Recommendation 1)

13. CONFIRMATORY BYLAW

By Law 02-16

14. ADJOURNMENT

MINUTES
of
THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD
January 20, 2016

The Board continued its meeting of January 20, 2016 in Committee Room A, York Region Administrative Centre, 17250 Yonge Street, Newmarket, Ontario on the above-noted date at 1:03 p.m. in public session.

Board Members Present: F. Scarpitti, Chair, Mayor of the City of Markham
V. Hackson, Vice Chair, Mayor of the Town of East Gwillimbury
W. Emmerson, Chairman & C.E.O., York Region
J. Molyneaux, Member
B. Jiang, Member
B. Rogers, Member
K. Usman, Member

M. Avellino, Executive Director
J. Kogan, Administrative Assistant

YRP Present: E. Jolliffe, Chief of Police
T. Carrique, Deputy Chief of Police
A. Crawford, Deputy Chief of Police
T. Cusimano, Executive Officer to the Chief of Police
J. Channell, Manager, Financial Services
J. Fraser, Manager, Legal Services
K. Griffin, Manager, Corporate Communications

YR Legal & Court Services: J. Hulton, Regional Solicitor

1 SWEARING IN OF NEW BOARD MEMBER

The Oath of Office was administered to Mr. Khalid Usman.

2 ELECTION OF BOARD CHAIR FOR 2016

In accordance with Section 28(1) of the *Police Services Act* and Section 3.1 of the Board's Procedure By law, the Executive Director called for nominations for the position of Chair of the Board for 2016.

It was moved by Chairman Emmerson, seconded by Mr. Rogers that Mayor Frank Scarpitti be nominated as Chair of the Board for the period of January 20, 2016 until the commencement of the first regular meeting of the Board in 2017.

The Executive Director called for further nominations.

It was moved by Chairman Emmerson, seconded by Mr. Usman that nominations be closed.

CARRIED

It was moved by Chairman Emmerson, seconded by Mr. Molyneaux that Mayor Frank Scarpitti be appointed Chair.

CARRIED

As no further nominations were received, the Executive Director declared Mayor Frank Scarpitti as Chair of The Regional Municipality of York Police Services Board for the period of January 20, 2016 until the commencement of the first regular meeting of the Board in 2017.

3 **ELECTION OF VICE CHAIR FOR 2016**

In accordance with Section 28(2) of the *Police Services Act* and Section 3.2 of the Board's Procedure By Law, the Board proceeded with the election of Vice Chair for the period of January 20, 2016 until the commencement of the first regular meeting of the Board in 2017.

The Chair called for nominations for the position of Vice Chair of the Board for 2016.

It was moved by Mr. Molyneaux, seconded by Mr. Usman that Mayor Virginia Hackson be nominated as Vice Chair of the Board for the period of January 20, 2016 until the commencement of the first regular meeting of the Board in 2017.

The Chair called for further nominations.

It was moved by Chairman Emmerson, seconded by Mr. Rogers that nominations be closed.

CARRIED

It was moved by Mr. Molyneaux, seconded by Ms Jiang that Mayor Virginia Hackson be appointed Vice Chair.

CARRIED

As no further nominations were received, Chair Frank Scarpitti declared Mayor Virginia Hackson as Vice Chair of The Regional Municipality of York Police Services Board for the period of January 20, 2016 until the commencement of the first regular meeting of the Board in 2017.

4 **INTRODUCTION OF ADDENDUM ITEMS AND OTHER BUSINESS**

It was moved by Mr. Rogers, seconded by Mr. Molyneaux that the following item be added to the agenda of the public session of this meeting:

Addendum Item

- (a) Communication from Mr. Denis Kelly, York Region, regarding Regional Councils appointment to the Board. (Addendum Item 10.1)

5 **DISCLOSURE OF INTEREST**

Nil.

6 **CONFIRMATION OF MINUTES OF NOVEMBER 18, 2015 BOARD MEETING**

It was moved by Vice Chair Hackson, seconded by Chairman Emmerson that the minutes for the public session of the meeting held on November 18, 2015 be approved as corrected.

CARRIED

Action: Executive Director

PRESENTATIONS

7 **Presentation of the 2015 Award for Civic Leadership**

The Board presented Ms Patricia Bebia Mawa and Mr. Moses Mawa with the 2015 Award for Civic Leadership in recognition of the recipients' commitment to positive social change in our community. The Board created its Award for Civic Leadership in 2006 to recognize the highest level of excellence in civic duty. Recipients of this award are stellar leaders in their fields who enhance community safety and make a difference in their community.

8 **Presentation on Auto Cargo Theft**

It was moved by Ms Jiang, seconded by Mr. Rogers that the presentations be received.

CARRIED

COMMUNICATIONS

9 Letter from Minister Yasir Naqvi, Ministry of Community Safety and Correctional Services, December 10, 2015, regarding PAVIS funding for 2016.

It was moved by Vice Chair Hackson, seconded by Ms Jiang that the letter from Minister Yasir Naqvi, Ministry of Community Safety and Correctional Services, December 10, 2015 be received.

CARRIED

10 Letter from Mr. Gerry McNeilly, Independent Police Review Director, OIPRD, November 27, 2015, regarding OIPRD new Rules of Procedure.

It was moved by Mr. Molyneaux, seconded by Mr. Usman that the letter from Mr. Gerry McNeilly, Independent Police Review Director, OIPRD, November 27, 2015, be received.

CARRIED

11 Letter from Order in Council, Lieutenant Governor of Ontario, December 2, 2015, re-appointing Ms Bang-Gu Jiang as a member of the Regional Municipality of York Police Services Board for further period of three years.

It was moved by Chairman Emmerson, seconded by Mr. Rogers that the letter from the Lieutenant Governor of Ontario, December 2, 2015, be received.

CARRIED

- 12 Letter from Ms Adelina Urbanski, Commissioner of Community and Health Services, York Region, December 8, 2015, regarding the York Region 2015-2021 Multi-Year Accessibility Plan – Review and Update.

It was moved by Vice Chair Hackson, seconded by Mr. Molyneaux that the letter from Ms Adelina Urbanski, Commissioner of Community and Health Services, York Region, December 8, 2015, be received.

CARRIED

- 13 Letter from Mr. Denis Kelly, Regional Clerk, York Region, December 23, 2015, regarding the 2016 York Regional Police Budget.

It was moved by Ms Jiang, seconded by Chairman Emmerson that the letter from Mr. Denis Kelly, Regional Clerk, York Region, December 23, 2015, be received.

CARRIED

- 14 Letter from Ms Catherine Hardman, Development Officer, Yellow Brick House, December 9, 2015, regarding the Yellow Brick House 11th Annual Mending Hearts, Creating Dreams Gala.

It was moved by Chairman Emmerson, seconded by Mr. Molyneaux that the letter from Ms Catherine Hardman, Development Office, Yellow Brick House, December 9, 2015, be received, and that the Board purchase a sponsorship in the amount of \$4,000.

CARRIED

Action: Executive Director

- 15 Letter from Ms Karen Addison, Executive Director, Character Community Foundation of York Region, December 21, 2015, regarding the 10th Annual Character Community Awards Celebration.

It was moved by Mr. Molyneaux, seconded by Mr. Usman that the letter from Ms Karen Addison, Executive Director, Character Community Foundation of York Region, December 21, 2015, be received and that the Board purchase a sponsorship in the amount of \$5,000.

CARRIED

Action: Executive Director

- 16 Mr. Shekar Chandrashekar, January 11, 2016, regarding media article on Hamilton Police and Police Services Board.

It was moved by Mr. Usman, seconded by Mr. Molyneaux that the media article be received.

CARRIED

REPORTS OF THE CHIEF OF POLICE

- 17 **Financial Statements for the period ending November 30, 2015**

It was moved by Mr. Rogers, seconded by Mr. Molyneaux that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board receive the Financial Statements for the eleven month period ending November 30, 2015, pursuant to Financial Accountability Board Policy No. 01/05.

CARRIED

18 Toronto 2015 PAN/PARAPAN AM Games Financial Update

It was moved by Vice Chair Hackson, seconded by Mr. Usman that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board receive this report for information.

CARRIED

19 Award of RFP P-15-14 Furniture and Related Services to Corporate Express Canada Inc o/a Business Interiors by Staples

It was moved by Mr. Molyneaux, seconded by Mr. Rogers that the Board adopt the following recommendations contained in the Report of the Chief of Police:

1. That the Board authorize the award of RFP P-15-14 for the supply, delivery and installation of various furniture, warehousing and move services to Corporate Express Canada Inc. o/a Business Interiors by Staples, who submitted the highest scoring, lowest price Proposal, at a cost not to exceed \$325,000 annually, excluding H.S.T., for a two-year period; and
2. That the Contract be awarded for a period of two years with an option to renew for one additional two-year period and an additional one-year period, subject to satisfactory performance, successful negotiations with respect to financial considerations and the Chief's approval.

CARRIED

20 2014-2016 Business Plan - Year 2 Implementation Status

It was moved by Ms Jiang, seconded by Mr. Rogers that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board receive this report.

CARRIED

21 Quality Service Standards - 2015

It was moved by Chairman Emmerson, seconded by Vice Chair Hackson that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board receive this report pursuant to the Police Services Board Accessible Customer Service Policy No. 04/09.

CARRIED

22 Quality Assurance Process

It was moved by Mr. Molyneaux, seconded by Mr. Usman that the Board adopt the following recommendations contained in the Report of the Chief of Police:

1. That the Board receive this report pursuant to the Quality Assurance Process, Board Policy No. 01/08.

CARRIED

23 Update on the Accessibility for Ontarians with Disabilities Act, 2005

It was moved by Chairman Emmerson, seconded by Mr. Molyneaux that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board receive this report.

CARRIED

24 Accessibility for Ontarians with Disabilities Act, 2005 Public Feedback on Accessible Customer Service

It was moved by Mr. Usman, seconded by Ms Jiang that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board receive this report pursuant to Police Services Board Accessible Customer Service Policy No. 04/09.

CARRIED

25 Annual Report on Diversity Policy

It was moved by Mr. Usman, seconded by Ms Jiang that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board receive this report pursuant to Board's Diversity Policy No. 04/11.

CARRIED

26 Annual Report on Auxiliaries and Volunteers

It was moved by Mr. Molyneaux, seconded by Mr. Rogers that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board receive this report pursuant to the Police Services Board Auxiliary and Volunteer Program Board Policy No. 03/02.

CARRIED

27 Secondary Activities

It was moved by Mr. Rogers, seconded by Mr. Usman that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board receive this report pursuant to Section 31(1)(g) of the *Police Services Act*.

CARRIED

ADDENDUM ITEM

- 28 Mr. Denis Kelly, Regional Clerk, York Region, January 14, 2016, regarding the Regional Council Appointment to the Police Services Board.

It was moved by Chairman Emmerson, seconded by Vice Chair Hackson that the communication from Mr. Denis Kelly, Regional Clerk, York Region, January 14, 2016, be received.

CARRIED

PRIVATE SESSION

- 29 *It was moved by Ms Jiang, seconded by Chairman Emmerson that the Board convene in Private Session for the purpose of considering confidential items pertaining to legal and personnel matters in accordance with Section 35(4) (b) of the Police Services Act.*

The Board met in Private Session at 2:54 p.m. and reconvened in public at 5:20 p.m.

It was moved by Ms Jiang, seconded by Mr. Usman that the Board rise and report from Private Session.

CONSIDERATION OF PRIVATE ITEMS

- 30 **Human Resources**

It was moved by Mr. Rogers, seconded by Chairman Emmerson that the Board adopt the following recommendations contained in the Report of the Chief of Police:

1. That the Board reclassify 22 officers pursuant to the 2013 – 2015 Uniform Working Agreement; and
2. That the Board appoint 7 civilians, pursuant to Section 31(1)(a) of the *Police Services Act*.

CARRIED

- 31 **Staff Sergeant or Detective Sergeant Promotions**

It was moved by Vice Chair Hackson, seconded by Mr. Molyneaux that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board receive this report.

CARRIED

- 32 **Sergeant or Detective Promotions**

It was moved by Chairman Emmerson, seconded by Vice Chair Hackson that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board receive this report.

CARRIED

- 33 **Re-Appointment of York Region Transit Special Constable**

It was moved by Ms Jiang, seconded by Mr. Usman that the Board adopt the following recommendation contained in the Report of the Chief of Police:

1. That the Board authorize the re-appointment of one York Region Transit Special Constable for a five year period, effective December 22, 2015 pursuant to Section 53(1) of the *Police Services Act*.

CARRIED

34 **CONFIRMATORY BYLAW**

The Board had before it Bylaw No. 01-16. The Bylaw is necessary to confirm the proceedings of the Board at this meeting.

It was moved by Mr. Rogers, seconded by Mr. Usman, that Bylaw No. 01-16, being "a Bylaw confirming the proceedings of the Board at this meeting," be read and enacted. Bylaw No. 01-16 was read and enacted as follows:

"To confirm the proceedings of the Board at this meeting".

CARRIED

35 **ADJOURNMENT**

It was moved by Chairman Emmerson, seconded by Ms Jiang that the meeting be adjourned.

CARRIED

The meeting adjourned at 5:25 p.m.

Mafalda Avellino
Executive Director

Mayor Frank Scarpitti
Chair

Minutes to be confirmed and adopted at the meeting of the Board held on February 17, 2016.

Accessible formats or communication supports are available upon request.



Thursday, December 17, 2015

Mafalda Avellino
York Region Police Services Board
17250 Yonge Street
4th Floor
Newmarket, ON L3Y 6Z1



Dear Ms. Avellino:

I am writing on behalf of the Board of Directors and the 2016 Gala Committee of York Region Abuse Program (YRAP), a trauma-specific organization providing critically-needed service to children, youth and adults who have experienced childhood trauma. Our Agency is a one-of-a-kind service provider in Canada, offering an intense, trauma-focussed model of recovery to clients who are suffering from severe symptoms of Post-Traumatic Stress, the youngest of whom are between 3 and 12 years of age.

Each year, YRAP relies heavily on its fundraising efforts. This year's 19th annual signature gala will be held on April 30th, 2016 at Copper Creek Golf and Country Club in Vaughan. The proceeds from this very special evening will provide critically-needed trauma therapy for children, youth and adults who have experienced childhood sexual abuse, as well as all forms of interpersonal violence.

The Gala Committee is working hard to make this event a very special one as we anticipate a special introduction to YRAP's newest member, National Service Dog Vixon, as well as some very exciting news about YRAP's expanded mandate for service in the Region and...a new name!

It would be our honour and pleasure to have you attend on the evening of April 30, 2016. To that end, I have attached some additional information related to the event and look forward to hearing from your office. I'm most grateful for your continued support of our agency.

Warm regards,

Alison L. Peck, B.Sc., M.A.
Executive Director
York Region Abuse Program



THE CAUSE

Founded in 1987, York Region Abuse Program (YRAP) is a non-profit charitable organization dedicated to eliminating the effects of childhood trauma. YRAP provides a variety of services that are free of charge to residents of York Region and some surrounding areas without like services. Our programs include intensive trauma-specific therapy for children, youth, adults and seniors who have experienced all forms of childhood trauma, psycho-educational support for caregivers, trauma-informed group programming for youth and adults, as well as outreach and prevention programming.

THE FACTS

YRAP offers hope and healing to people of all ages and our services are founded on the belief that the community must work together to eradicate the barriers associated with childhood interpersonal trauma. As an organization, we are most grateful for the support of the Ministries of Community and Social Services and Children and Youth Services, as well as the Central Local Health Integration Network and the United Way of Toronto & York Region. We wouldn't be able to do what we do without the generosity of donors like you. Your kind support helps us to keep our waitlists low and to provide the evidence and practice-based cutting-edge therapies that we are known for in community.



SPONSORSHIP OPPORTUNITIES

PRESENTING SPONSOR 1 of 1 \$20,000

- 20 Gala tickets (two tables in premier location)
- Opportunity to deliver welcoming remarks to guests
- Double page centre spread advertisement in the Gala programme and logo on the front page
- Tier 1 logo recognition at entrance of Copper Creek
- Listed as the Presenting Sponsor with Tier 1 logo recognition on all marketing materials, tickets, letterhead, including the Gala website, social media, programme, on-site signage and video loop
- Listed as the Presenting Sponsor with Tier 1 logo recognition in the Gala thank you ad published in a Metroland Community Newspaper (York Region)
- Name recognition on all media releases and media advisories
- Name recognition on Gala Website sponsor page
- Corporate profile on Gala Event web page

DIAMOND SPONSOR 1 of 1 \$15,000

- 12 Gala tickets (1 table in Premier Location)
- Back page advertisement in the Gala programme
- Tier 2 logo recognition at entrance of Copper Creek
- Listed as the Diamond Sponsor with Tier 2 logo recognition on all marketing materials, including the Gala website, programme, on-site signage and video loop
- Listed as the Diamond Sponsor with Tier 2 logo recognition in the Gala thank you ad published in a Metroland Community Newspapers (York Region)
- Name recognition in all media releases and media advisories
- Corporate profile on Gala website and social media with hyperlinked logo to corporate website

PLATINUM SPONSOR 1 of 2 \$10,000

- 10 Gala Tickets (1 Table)
- Advertisement in premium position in the Gala programme
- Tier 3 logo recognition at entrance Copper Creek
- Tier 3 logo recognition on all marketing materials, including the Gala website, social media, programme, and on-site signage and video loop.
- Listed as a Platinum Hand Sponsor with Tier 3 logo recognition in the Gala Thank You ad published in a Metroland Community Newspapers (York Region)
- Name recognition in all media releases and media advisories
- Corporate profile on Gala website with hyperlinked logo to corporate website

GOLD HAND SPONSOR 1 of 7 \$7,500

- 10 Gala Tickets (1 Table)
- Half page advertisement in the Gala programme
- Tier 4 logo recognition at entrance of Copper Creek
- Tier 4 logo recognition on all marketing materials, including the Gala website, social media, programme, and on-site signage and video loop.
- Listed as a Gold Hand Sponsor with name recognition in the Gala Thank You ad published in a Metroland Community Newspapers (York Region)
- Tier 4 logo recognition on the Gala website with hyperlinked logo to corporate website

CORPORATE TABLE SPONSOR \$3,000

- 10 Gala Tickets (1 Table)
- Tier 5 logo recognition on all marketing materials, including the Gala website, social media, programme, and on-site signage and video loop
- Tier 5 logo recognition at entrance of Copper Creek
- Listed as a Corporate Table Sponsor with name recognition in the Gala Thank You ad published in a Metroland Community Newspapers (York Region)
- Tier 5 logo recognition on the Gala website with hyperlinked logo to corporate website
- Listed as a sponsor in the Gala programme

TABLE SPONSOR \$2,000

- 8 Gala Tickets (1 Table)
- Listed as a sponsor in the Gala programme

COCKTAIL RECEPTION SPONSOR 1 of 1

\$7,500

- 10 Gala Tickets (1 Table)
- Tier 4 logo recognition on all marketing materials, including the Gala website, social media, programme, and on-site signage and video loop
- Tier 4 logo recognition at entrance of Copper Creek
- Listed as a Cocktail Reception Sponsor with name recognition in the Gala Thank You ad published in a Metroland Community Newspapers (York Region)
- Tier 4 logo recognition on the Gala website with hyperlinked logo to corporate website
- Listed as a sponsor in the Gala programme
- Exclusive cocktail sponsorship logo and recognition signage at cocktail areas

DÉCOR SPONSOR 1 of 1 \$5,000

- 8 Gala Tickets (1 Table)
- Tier 5 logo recognition on all marketing materials, including the Gala website, social media, programme, and on-site signage and video loop
- Tier 5 logo recognition at entrance of Copper Creek
- Listed as a Décor Sponsor with name recognition in the Gala Thank You ad published in a Metroland Community Newspapers (York Region)
- Tier 5 logo recognition on the Gala website with hyperlinked logo to corporate website
- Listed as a sponsor in the Gala programme
- Exclusively recognition as décor sponsor on all of the following

CENTREPIECE SPONSOR 1 of 1 \$4,000

- 8 Gala Tickets (1 Table)
- Tier 5 logo recognition on all marketing materials, including the Gala website, social media, programme, and on-site signage and video loop
- Tier 5 logo recognition at entrance of Copper Creek
- Listed as a Centrepiece Sponsor with name recognition in the Gala Thank You ad published in a Metroland Community Newspapers (York Region)
- Tier 5 logo recognition on the Gala website with hyperlinked logo to corporate website
- Listed as a sponsor in the Gala programme
- Exclusively recognition as Centrepiece sponsor on above

For More Information
Claire Shave

905 853 3040 ext 302 • c.shave@yrap.ca



HAND in HAND Gala

Copper Creek, Kleinburg



April 30, 2016

Order Form

Book your table today, visit our website at www.handinhandgala.com

Sponsor Information

Sponsorship Opportunities

Presenting Sponsor \$20,000 <input type="checkbox"/>	Cocktail Reception Sponsor \$7,500 <input type="checkbox"/>	Centrepiece Sponsor \$4,000 <input type="checkbox"/>
Diamond Sponsor \$15,000 <input type="checkbox"/>	Gold Hand Sponsor \$7,500 <input type="checkbox"/>	Corporate Table Sponsor \$3,000 <input type="checkbox"/>
Platinum Sponsor \$10,000 <input type="checkbox"/>	Décor Sponsor \$5,000 <input type="checkbox"/>	Table Sponsor \$2,000 <input type="checkbox"/>

Individual Tickets: \$195 x _____ # of tickets = Total \$ _____

Donor/Company Name _____

Address Suite, Apt. Unit# _____

City _____ Province _____ Postal Code _____

Telephone _____ Ext. _____ Fax _____

Company Contact and Title _____

Signature _____ Email _____

In addition to sponsorship I'd like to donate the following items: _____

Upon receipt of this form a separate gift donation form will be sent to you to complete. Doing so ensures we promote your gift and recognize your generosity appropriately.

Unable to Attend?

I/We can't attend but would like to make a personal donation of \$ _____ for which I will receive a receipt.

Payment Information

Cheque enclosed (please make payable to York Region Abuse Program)

Credit Card Visa Mastercard Amex _____

Card Number _____ Expiry Date _____

Name on Card _____

Please return completed form to

York Region Abuse Program Gala Committee
17705 Leslie St., Unit 12, Newmarket, ON L3Y 3E3 • Fax: 905 853 1023
Charitable Registration # 106680952 RR0001

For more information

Claire Shave Tel. 9058533040 ext. 302 Email c.shave@yrap.ca www.handinhandgala.com WWW.YRAP.CA





HAND in HAND Gala

Copper Creek, Kleinburg



April 30, 2016

Live & Silent Auction Donation Form

For the purpose of assisting the Hand in Hand Gala to be held on Saturday, April 30, 2016 in support of York Region Abuse Program, the undersigned donor hereby agrees to donate the item(s) described herein to the York Region Abuse Program under the terms set forth below.

Please Print

Donor/Company Name _____

Address _____ Suite, Apt. Unit# _____

City _____ Province _____ Postal Code _____

Telephone _____ Ext. _____ Fax _____

Company Contact and Title _____

Signature _____ Email _____

Item Retail Value _____

Description of item _____

Item # (for office use only) _____

Gift Certificate

Attached To be picked up Mailed Delivered To be created

Delivery arrangement and date _____

Committee contact _____

Advertising

York Region Abuse Program Gala Committee will be permitted to advertise the item for sale in connection with it's fundraising event. If the donor does not wish his/her name used in connection therewith, please check

Receipting Guidelines

Official tax receipts and business receipts will be issued in accordance with Canada Revenue Agency Guidelines. Would you like a receipt? Yes No

Original receipt must accompany donation form in order to process a charitable tax receipt.

Please return completed form to

York Region Abuse Program Gala Committee
 Mailing/Courier/Office Address: 17705 Leslie St., Unit 12, Newmarket, ON L3Y 3E5
 Telephone: 905 853 3040 Hours of operation: 9:00am - 5:00pm
 Charitable Registration # 106680952 RR0001 handinhand@yrap.ca WWW.YRAP.CA



POLICE APPRECIATION NIGHT

5.2

Wednesday, May 18, 2016



45 Years of Policing Excellence



February 5, 2016



Chair Frank Scarpitti and Members
Regional Municipality of York
Police Services Board
17250 Yonge Street
Newmarket, Ontario
L3Y 4W5

Dear Chair Scarpitti and Members:

Re: 24th Annual Police Appreciation Night

We are pleased to invite you to the 24th Annual Police Appreciation Night. This year's dinner will be held on Wednesday, May 18, 2016, at **The Paramount Conference Event Venue, 222 Rowntree Dairy Road, Woodbridge. Reception will begin at 5:00 pm with dinner to follow at 6:00 pm.**

As indicated in the attached invitation, a table of eight is \$1,200 and individual tickets are \$150. Tax receipts in the amount of \$75 per ticket will be issued.

We invite you to become one of the evening's sponsors by purchasing a table for \$2,500. Corporate Sponsors are entitled to a table of eight at a prime location, a tax receipt in the amount of \$1,900, preferred parking, as well as your company being profiled in a special "Corporate Sponsor Card".

Should you be unable to attend this event but wish to contribute to our policing programs through a donation, it would be greatly appreciated.

If you have any inquiries, please contact Desiree Amato at (905)830-0303, extension 7955 or by email at 5060@yrp.ca.

Derek Sifton
Co-Chair
Police Appreciation Night Committee

Eric Tappenden
Co-Chair
Police Appreciation Night Committee

Founding Members

Michael Burns
George Crothers
Moffat Dunlap
Leo McArthur
Ken Sinclair

Chief of Police

Eric Jolliffe

Organizing Committee

Desiree Amato
Lina Bigioni
David Blackwell
Charles Burns
Michael Burns
Thomas Carrique
André Crawford
Scott Cole
John Dunlap
Drew Gerrard
Susan LaRosa
Paul Martin
Blair McArthur
J. Philip Parappally
Patricia Preston
Dem Rogers
Derek Sifton
Kelly Sinclair
Scott Smith
Eric Tappenden
Daisy Wai

Address all correspondence to:

Police Appreciation
Night Committee
Co-Chairs:
Eric Tappenden
Derek Sifton
c/o
York Regional Police
47 Don Hillock Drive
Aurora, Ontario
L4G 0S7



Event Sponsor

For more information on this event, please visit yrp.ca



24th Annual Police Appreciation Night



Monies generated from the
2015 Police Appreciation Night
were used to fund:

- Memorial Recognition Markers
- Marine Vessel
- All-Terrain Vehicles and Trailer
- Radar Recorder Units
- Bear Care Child Victims Program

More than \$111,000
was raised at the
2015 Police Appreciation Night



Deeds Speak



Event Sponsor



POLICE APPRECIATION NIGHT



45 Years of Policing Excellence



An invitation to celebrate the

24th Annual Police Appreciation Night

Wednesday, May 18, 2016



Awards

Civilian Recognition

Excellence in Policing

Rob Plunkett Outstanding
Service to the Community

Garrett Styles Bravery in the Line of Duty

Herbert H. Carnegie



Venue

The Paramount Conference Event Venue
222 Rowntree Dairy Road, Woodbridge

Reception: 5 p.m.
Dinner: 6 p.m.

The mission of the Organizing Committee is to support the mandate of York Regional Police by organizing and conducting an event or events that will encourage public support of the service and raise money to fund police programs and equipment.

2015 Award Winners



Excellence in Policing: Project Trademark



Herbert H.
Carnegie Award:
Alicia Lauzon



Excellence in Policing: Project Tugboat



Civilian
Recognition
Award:
Carrie Rutledge



Rob Plunkett
Outstanding
Service to the
Community Award:
S/Sgt. Julie Provis

Founding Members

Michael Burns
George Crothers
Moffat Dunlap
Leo McArthur
Ken Sinclair

Chief of Police

Eric Jolliffe

Co-Chairs

Eric Tappenden Derek Sifton

Committee

Desiree Amato	Drew Gerrard
Lina Bigioni	Susan LaRosa
David Blackwell	Paul Martin
Charles Burns	Blair McArthur
Michael Burns	J. Philip Parappally
Thomas Carrique	Patricia Preston
Scott Cole	Dem Rogers
André Crawford	Kelly Sinclair
John Dunlap	Scott Smith
	Daisy Wai

24th ANNUAL POLICE APPRECIATION NIGHT

KINDLY SEND YOUR RESPONSE BY MAY 1, 2016

Please reserve _____ tickets @ \$150 each \$ _____
Please reserve _____ tables of 8 @ \$1,200 each \$ _____

Corporate Sponsor _____ \$2,500
(includes table of 8 at a prime location and \$1,300 donation)

A York Regional Police member will be the ninth member of each table, courtesy of the Organizing Committee.

I am unable to attend, but wish to make a donation in support of York Regional Police \$ _____

Enclosed is a cheque payable to:
YORK REGIONAL POLICE c/o YORK REGION

Name _____

Company _____

Address _____

City _____ Postal Code _____

Email _____

Telephone _____



Tax receipts for \$75 per ticket will be issued
Please indicate your seating preferences. I wish to be seated with:

**PLEASE ADVISE OF ANY DIETARY RESTRICTIONS
VIA EMAIL TO 5060@YRP.CA**

Please send this card with your cheque to:

24th Annual Police Appreciation Night
c/o York Regional Police
47 Don Hillock Drive
Aurora, Ontario
L4G 0S7



THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

FEBRUARY 17, 2016

Direct Purchase of Helicopter Parts

RECOMMENDATIONS

1. That the Board authorize the direct purchase of helicopter parts to Canadian Helicopters Limited for an initial year not to exceed \$153,500, plus applicable taxes; and
2. That the contract be awarded for a period of one year, with an option to renew for one additional one year period commencing January 1, 2017 for a total cost of \$307,000, plus applicable taxes; and
3. That the Chief of Police be authorized to exercise the option to renew on behalf of the Board, contingent upon execution of the one year contract extension of the Pilot and Maintenance contract with Canadian Helicopters Limited; and
4. That the Chief of Police be authorized to execute the contract, and any renewal, subject to the approval of the Region's Legal Services as to form and content.

SYNOPSIS

This report requests approval to enter into a direct purchase for helicopter parts with Canadian Helicopters Limited for up to two years at a total cost of \$307,000. The Purchasing By-law 06-14 section 9.1(a) and 9.2 permits direct purchases where the compatibility of the purchase with existing equipment or services is the paramount consideration and subject to the Board's approval if greater than \$100,000.

FINANCIAL IMPLICATIONS

Funds in the amount of \$153,500 are included in the 2016 Operating Budget for the purchase of helicopter parts. The funding to renew the outlook year of the direct purchase will be included in the 2017 Operating Budget proposal and subject to the approval of the Board and Regional Council.

BACKGROUND

At its June 25, 2015 meeting, the Board awarded a contract to Canadian Helicopters Limited for the provision of helicopter pilots, maintenance and services at a total cost up to \$1,432,912, for an initial seventeen month term and an optional one-year period ending December 31, 2017. In addition to two full-time pilots, Canadian Helicopters Limited provides a full-time Avionics Maintenance Engineer to perform daily inspections and maintenance on AIR2 to ensure that the aircraft is operational. The helicopter requires very specific scheduled maintenance in order to remain operational. Maintenance is based on the manufacturer's recommendations and Transport Canada's airworthiness standards.

The existing Canadian Helicopters Limited agreement covers regular maintenance on the helicopter, however, there are additional parts and maintenance required that fall outside of the current service agreement. Under the previous arrangement, helicopter parts were purchased directly from Airbus Helicopters Canada. The proposed direct purchase retains the same original equipment parts from Airbus, however, changes the management of the orders to centralize all helicopter equipment purchases inclusive of pilots, maintenance, services and parts to Canadian Helicopters Limited. The expected benefit of the proposed arrangement is to outsource the purchase administration and storage of helicopter parts to Canadian Helicopters Limited at no additional incremental cost to taxpayers.

The Purchasing By-law 06-14 section 12 permits changes in scope or additional deliverables inclusive of the proposed helicopter parts costs. This report has recommended the direct purchase approach to ensure the objectives of fairness, objectivity, accountability and transparency in the procurement process have been fully met.

It is therefore recommended that the Board approve the direct purchase of helicopter parts to Canadian Helicopters Limited. The total direct purchase including the optional year totals \$307,000, requiring the Board's approval in accordance with the Purchasing By-law 06-14, section 9.2, for direct purchases that exceed \$100,000.

Eric Jolliffe, O.O.M., BA, MA, CMM III
Chief of Police

EJ:jf

Accessible formats or communication supports are available upon request

THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

FEBRUARY 17, 2016

Update on the Direct Purchase of the Latitude Geographics System

RECOMMENDATIONS

1. That the Board receive this report for information purposes regarding the award of the Latitude Geographics System, in accordance with the recommendations of the September 23, 2015 report; and
2. That the Chief of Police be authorized to purchase annual maintenance and extended support and execute agreements with Latitude Geographics Group Ltd., at a negotiated initial rate of \$10,000, and for a period of up to five years at a total cost of \$115,600, plus applicable HST.

SYNOPSIS

This report provides an update that the Chief of Police has completed negotiations and awarded the Direct Purchase of the Latitude Geographics System totalling \$345,362. This report requests approval to enter into annual maintenance and extended support agreements at a total cost of \$115,600 over five years. The Purchasing By-law 06-14 section 9.1(b) and 9.2 permits direct purchases where there is only one entity reasonably capable of providing the deliverables and subject to the Board's approval if greater than \$100,000.

FINANCIAL IMPLICATIONS

Funds in the amount of \$1,600,000 are included in the 2015 and 2016 Capital Budgets for the purchase of Business Intelligence (BI) and Analytics technology (\$250,000 in 2015 and \$1,350,000 in 2016). The project was approved under Capital Spend Authority to facilitate multi-year purchase commitments. The cost associated with the 2015 portion of the Latitude

Geographics System was \$152,885. The remaining contract balance will be paid by funds allocated to the BI capital budget in 2016.

Funds in the amount of \$2,348,500 are included in the 2016 Operating Budget for software maintenance. The funding to renew each outlook year of the direct purchase will be included in the annual Operating Budget proposal and subject to the annual approval of the Board and Regional Council.

BACKGROUND

At its September 23, 2015 meeting, the Board approved the Direct Purchase of the Latitude Geographics System in the private session in order to conduct and assess a design and development phase, followed by a negotiation for the implementation phase at a cost not to exceed \$345,822. Further to the direct purchase authority approved on September 23, 2015, the Chief of Police has awarded the direct purchase of the Latitude Geographics System totalling \$345,362. The Latitude Geographics System will be utilized in the Real Time Operations Centre (RTOC), in frontline patrol vehicles and as a crime analysis tool. This technology will enable members to quickly understand the severity and extent of an incident by gathering and filtering all relevant internal and external information on one map interface.

Subsequent to the design and development phase, the vendor's initial project quote exceeded the Board approved target. Optional features identified during the initial phase were reviewed, prioritized and removed, resulting in a successful negotiation totalling \$345,362 plus applicable taxes.

In addition, ongoing maintenance and support was negotiated inclusive of standard support and optional extended support for: training; professional services; additional development; technical support; and data services. The proposed five-year maintenance and extended support totals \$115,600, as follows:

Latitude Geographics Annual Maintenance and Extended Support

Component	Amount
Year One	\$10,000
Year Two	\$26,400
Year Three	\$26,400
Year Four	\$26,400
Year Five	\$26,400
Total Latitude Geographics Maintenance and Extended Support Cost	\$115,600

The Purchasing By-law 06-14 section 12 permits changes in scope or additional deliverables inclusive of the proposed annual maintenance and extended support agreement costs. This report has recommended the direct purchase approach to ensure the objectives of fairness, objectivity, accountability and transparency in the procurement process have been fully met.

It is therefore recommended that the Board approve the direct purchase of the annual maintenance and extended support agreement to Latitude Geographics Group Ltd. The total direct purchase if all years were renewed totals \$115,600, requiring the Board's approval in accordance with the Purchasing By-law 06-14 section 9.2, for direct purchases that exceed \$100,000.

A handwritten signature in black ink, consisting of several loops and curves, enclosed within a large, roughly oval-shaped scribble.

Eric Jolliffe, O.O.M., BA, MA, CMM III
Chief of Police

EJ:jf

Accessible formats or communication supports are available upon request

THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

FEBRUARY 17, 2016

Disposal of Assets - 2015

RECOMMENDATION

1. That the Board receive this report pursuant to the Board's Purchasing By-law No. 06-14.

SYNOPSIS

This report is to advise the Board of the disposal of surplus vehicles in 2015 totalling \$537,279, in accordance with the annual reporting requirement of the Purchasing By-law 06-14 section 18.8.

FINANCIAL IMPLICATIONS

The 2015 Operating Budget included auction proceed revenues from the sale of equipment of \$374,100. The surplus residual of \$163,179 was used to offset the tax-levy requirements from 2015 Operating spending. The 2015 disposals totalling \$537,279 sold represents a 23% increase in comparison to 2014 disposals totalling \$437,208.

BACKGROUND

The Purchasing Bylaw 06-14, section 18, provides a process for the transfer, sale, disposal, trade or donation of surplus assets. The 2015 disposals met all of the criteria within Section 18, including an offer to transfer the assets to other Regional departments, followed by a disposal at a public auction or advertised for public tender. Section 18.8 requires an annual report to the Board to report on all disposals.

In 2015, York Regional Police received \$537,279 for the sale of assets, comprised exclusively of auction proceeds from vehicle sales, as follows:

Vehicle Disposal Summary

Vehicle Type	Number of Disposals	Amount
Sedans	102	\$283,667
Truck	6	\$52,023
Utility	17	\$111,766
Vans	10	\$58,493
Motorcycles	5	\$26,818
Other types	1	\$4,512
Totals	141	\$537,279

A detailed list of the sale and disposal of assets is attached in Appendix A to this report.

It is therefore recommended that the Board approve this report pursuant with the annual reporting requirement for sale and disposition of assets within the Board's Purchasing By-law No. 06-14.

Eric Jolliffe, O.O.M., BA, MA, CMM III
Chief of Police

EJ:jc

Accessible formats or communication supports are available upon request

Appendix A Disposal of Assets Detail

Description	KM	Auctioneer/Purchaser	Original Purchase Price	Proceeds
2009 Ford F150	138,334	North Toronto Auctions	\$26,380	\$11,126
2006 Chevrolet Malibu	83,576	North Toronto Auctions	\$22,560	\$946
2009 Chevrolet Malibu	119,499	North Toronto Auctions	\$23,630	\$5,558
2008 Ford Fusion	95,434	North Toronto Auctions	\$22,547	\$4,022
2008 Ford Truck	165,901	North Toronto Auctions	\$21,929	\$5,942
2008 Chrysler Sebring	102,618	North Toronto Auctions	\$18,481	\$3,062
2011 Ford Crown Victoria	140,914	North Toronto Auctions	\$24,197	\$2,006
2010 Toyota Camry	180,549	North Toronto Auctions	\$12,211	\$6,614
Trailer		North Toronto Auctions	\$25,115	\$4,512
2012 Dodge Avenger	116,460	North Toronto Auctions	\$20,892	\$7,190
2008 Ford Fusion	125,615	North Toronto Auctions	\$19,334	\$3,329
2013 Ford Explorer	50,267	North Toronto Auctions	\$34,016	\$2,657
2010 Ford Crown Victoria	138,338	North Toronto Auctions	\$25,734	\$353
2008 Chrysler Sebring	116,111	North Toronto Auctions	\$18,481	\$2,294
2009 Ford Fusion	103,268	North Toronto Auctions	\$17,837	\$3,254
2006 Ford Truck	79,019	North Toronto Auctions	\$11,129	\$3,926
2009 Chevrolet Malibu	140,617	North Toronto Auctions	\$21,371	\$4,214
2007 Chevrolet Impala	126,468	North Toronto Auctions	\$25,923	\$3,158
2005 Chevrolet Malibu	109,835	North Toronto Auctions	\$8,100	\$2,582
2009 Chevrolet Impala	152,439	North Toronto Auctions	\$24,458	\$4,213
2009 Dodge Grand Caravan	128,247	North Toronto Auctions	\$20,181	\$5,173
2006 Chevrolet Malibu	104,263	North Toronto Auctions	\$20,762	\$3,061
2006 Ford Taurus	86,992	North Toronto Auctions	\$20,454	\$1,045
2006 Ford Taurus	105,209	North Toronto Auctions	\$20,454	\$1,429
2011 Ford Crown Victoria	144,379	North Toronto Auctions	\$24,197	\$1,045
2011 Ford Crown Victoria	140,259	North Toronto Auctions	\$23,778	\$1,718
2010 Ford Crown Victoria	155,537	North Toronto Auctions	\$31,383	\$1,429
2008 Ford Crown Victoria	138,938	North Toronto Auctions	\$30,709	\$854
2009 Ford Crown Victoria	151,702	North Toronto Auctions	\$30,540	\$949
2009 Ford Crown Victoria	151,642	North Toronto Auctions	\$48,077	\$949
2009 Chevrolet Impala	132,921	North Toronto Auctions	\$24,458	\$2,770
2011 Chevrolet Impala	135,640	North Toronto Auctions	\$22,537	\$5,461
2008 Chevrolet Impala	109,828	North Toronto Auctions	\$25,257	\$3,324
2010 Ford Edge	130,841	North Toronto Auctions	\$38,107	\$12,156
2006 Chevrolet Impala	80,596	North Toronto Auctions	\$24,392	\$1,020
2010 Ford Edge	164,116	North Toronto Auctions	\$37,828	\$11,989

Description	KM	Auctioneer/Purchaser	Original Purchase Price	Proceeds
Description	KM	Auctioneer/Purchaser	Original Purchase Price	Proceeds
2008 Dodge Grand Caravan	104,813	North Toronto Auctions	\$22,962	\$5,653
2007 Chevrolet Impala	103,114	North Toronto Auctions	\$25,795	\$2,389
2011 Chevrolet Impala	150,594	North Toronto Auctions	\$22,537	\$5,077
2006 Mazda 3	80,661	North Toronto Auctions	\$17,129	\$2,677
2008 Chrysler Sebring	61,799	North Toronto Auctions	\$18,481	\$4,213
2009 Chevrolet Malibu	129,557	North Toronto Auctions	\$23,943	\$4,405
2009 Dodge Grand Caravan	119,100	North Toronto Auctions	\$22,522	\$5,269
2010 Dodge Grand Caravan	112,306	North Toronto Auctions	\$22,537	\$7,189
2011 Ford Crown Victoria	167,693	North Toronto Auctions	\$24,197	\$2,773
2009 Ford Crown Victoria	83,807	North Toronto Auctions	\$29,987	\$949.50
2009 Ford Crown Victoria	157,995	North Toronto Auctions	\$29,987	\$924.50
2013 Toyota Sienna	113,513	North Toronto Auctions	\$27,256	\$4,193
2011 Ford Crown Victoria	90,694	North Toronto Auctions	\$24,742	\$929
2011 Ford Crown Victoria	105,983	North Toronto Auctions	\$24,197	\$1,313
2014 Ford Explorer	36,047	North Toronto Auctions	\$33,989	\$4,865
2013 Kia Sportage	12,018	North Toronto Auctions	\$21,054	\$4,001
2011 Ford Crown Victoria	90,708	North Toronto Auctions	\$24,197	\$2,774
2009 Chevrolet Tahoe	194,535	North Toronto Auctions	\$37,177	\$5,654
2011 Ford Crown Victoria	135,793	North Toronto Auctions	\$24,197	\$2,486
2011 Ford Crown Victoria	150,559	North Toronto Auctions	\$24,197	\$1,4230
2011 Ford Crown Victoria	156,366	North Toronto Auctions	\$24,197	\$1,046
2007 Ford Crown Victoria	123,681	North Toronto Auctions	\$30,235	\$854
2010 Ford Crown Victoria	165,309	North Toronto Auctions	\$31,383	\$1,334
2009 Dodge Grand Caravan	99,402	North Toronto Auctions	\$20,181	\$5,942
2010 Chevrolet Tahoe	323,227	North Toronto Auctions	\$42,688	\$4,790
2011 Ford Crown Victoria	140,622	North Toronto Auctions	\$24,197	\$854
2011 Ford Crown Victoria	143,220	North Toronto Auctions	\$24,197	\$1,334
2011 Ford Crown Victoria	153,417	North Toronto Auctions	\$24,197	\$1,814
1999 Harley Davidson FHP	49,687	North Toronto Auctions	\$18,662	\$5,729
1999 Harley Davidson FHP	71,272	North Toronto Auctions	\$18,662	\$5,345
1999 Harley Davidson FHP	60,060	North Toronto Auctions	\$18,662	\$5,729
1999 Harley Davidson FHP	61,172	North Toronto Auctions	\$18,662	\$6,017
1999 Harley Davidson FHP	67,298	North Toronto Auctions	\$18,662	\$4,001
2006 Chevrolet Malibu	112,354	North Toronto Auctions	\$20,762	\$2,198
2010 Chevrolet Suburban	165,485	North Toronto Auctions	\$44,417	\$10,070
2006 Ford Taurus	72,347	North Toronto Auctions	\$20,454	\$1,910

Description	KM	Auctioneer/Purchaser	Original Purchase Price	Proceeds
2009 Chevrolet Impala	103,647	North Toronto Auctions	\$25,687	\$4,405
2011 Chevrolet Impala	103,661	North Toronto Auctions	\$22,537	\$4,309
2009 Chevrolet Impala	106,795	North Toronto Auctions	\$25,687	\$4,789
Description	KM	Auctioneer/Purchaser	Original Purchase Price	Proceeds
2009 Ford Focus	110,403	North Toronto Auctions	\$15,728	\$3,061
2011 Ford Crown Victoria	155,576	North Toronto Auctions	\$24,197	\$2,773
2011 Ford Crown Victoria	142,081	North Toronto Auctions	\$30,540	\$2,869
2007 Ford Crown Victoria	84,118	North Toronto Auctions	\$30,235	\$757
2011 Ford Crown Victoria	150,912	North Toronto Auctions	\$24,197	\$2,965
2008 Chevrolet Impala	83,807	North Toronto Auctions	\$25,171	\$469
2010 Dodge Grand Caravan	91,393	North Toronto Auctions	\$23,535	\$7,957
2009 Ford Fusion	132,349	North Toronto Auctions	\$22,847	\$4,981
2010 Dodge Grand Caravan	123,460	North Toronto Auctions	\$22,118	\$7,285
2005 Chevrolet Suburban	145,355	North Toronto Auctions	\$46,416	\$6,133
2005 Suzuki Aerio	46,540	North Toronto Auctions	\$18,128	\$2,677
2011 Chevrolet Impala	113,611	North Toronto Auctions	\$22,537	\$5,653
2008 Ford Fusion	100,425	North Toronto Auctions	\$22,547	\$4,693
2011 Ford Crown Victoria	162,683	North Toronto Auctions	\$24,197	\$2,773
2011 Ford Crown Victoria	158,444	North Toronto Auctions	\$24,197	\$2,965
2007 Ford Crown Victoria	133,817	North Toronto Auctions	\$30,540	\$1,141
2011 Ford Crown Victoria	154,117	North Toronto Auctions	\$24,197	\$3,253
2010 Ford Crown Victoria	170,850	North Toronto Auctions	\$31,383	\$2,485
2010 Chevrolet Tahoe	231,775	North Toronto Auctions	\$42,688	\$7,957
2011 Chevrolet Tahoe	266,988	North Toronto Auctions	\$34,338	\$6,997
2013 Ford Explorer	95,560	North Toronto Auctions	\$34,016	\$2,464
2013 Toyota Venza	86,293	North Toronto Auctions	\$29,509	\$2,944
2008 Dodge Grand Caravan	113,185	North Toronto Auctions	\$24,753	\$4,561
2011 Ford Crown Victoria	149,133	North Toronto Auctions	\$24,197	\$3,158
2010 Ford Crown Victoria	126,006	North Toronto Auctions	\$31,383	\$1,622
2009 Ford Crown Victoria	128,113	North Toronto Auctions	\$31,383	\$1,046
2012 Nissan Altima	143,362	North Toronto Auctions	\$30,988	\$7,574
2006 Ford F250	46,061	North Toronto Auctions	\$36,083	\$4,790
2013 Toyota Tacoma	187,924	North Toronto Auctions	\$30,362	\$17,441
2007 Chevrolet Impala	56,720	North Toronto Auctions	\$25,251	\$2,965
2009 Chevrolet Malibu	115,123	North Toronto Auctions	\$20,000	\$4,310
2011 Chevrolet Tahoe	225,027	North Toronto Auctions	\$34,338	\$7,766
2012 Kia Sedona	153,616	North Toronto Auctions	\$23,196	\$5,366

Description	KM	Auctioneer/Purchaser	Original Purchase Price	Proceeds
2013 Ford Escape	86,093	North Toronto Auctions	\$23,298	\$11,030
2006 Suzuki Grand Vitara	63,436	North Toronto Auctions	\$23,446	\$4,022
2010 Nissan Altima	145,714	North Toronto Auctions	\$13,025	\$4,886
2010 Dodge Grand Caravan	160,139	North Toronto Auctions	\$22,537	\$5,270
2005 Suzuki X7	111,039	North Toronto Auctions	\$26,058	\$1,430
2008 Chevrolet Impala	64,277	North Toronto Auctions	\$25,171	\$2,486
Description	KM	Auctioneer/Purchaser	Original Purchase Price	Proceeds
2010 Ford Taurus	133,290	North Toronto Auctions	\$25,431	\$6,614
2011 Ford Taurus	163,350	North Toronto Auctions	\$23,824	\$6,902
2011 Ford Crown Victoria	144,755	North Toronto Auctions	\$24,197	\$2,006
2011 Ford Crown Victoria	146,086	North Toronto Auctions	\$24,197	\$2,006
2010 Ford Crown Victoria	135,456	North Toronto Auctions	\$31,383	\$1,526
2011 Ford Crown Victoria	148,374	North Toronto Auctions	\$24,197	\$2,198
2011 Ford Crown Victoria	151,539	North Toronto Auctions	\$24,197	\$2,390
2011 Ford Crown Victoria	149,920	North Toronto Auctions	\$24,197	\$2,294
2011 Ford Crown Victoria	141,384	North Toronto Auctions	\$24,197	\$2,293
2009 Ford Crown Victoria	136,330	North Toronto Auctions	\$31,383	\$949
2009 Chevrolet Malibu	139,153	North Toronto Auctions	\$24,024	\$3,445
2009 Chevrolet Impala	111,816	North Toronto Auctions	\$24,458	\$3,925
2005 Suzuki Grand Vitara	70,733	North Toronto Auctions	\$23,700	\$3,157
2012 Ford Taurus	116,104	North Toronto Auctions	\$24,635	\$3,520
2011 Ford Crown Victoria	148,056	North Toronto Auctions	\$24,197	\$2,279
2009 Ford Crown Victoria	128,525	North Toronto Auctions	\$30,540	\$2,197
2011 Ford Crown Victoria	131,031	North Toronto Auctions	\$24,197	\$1,621
2011 Ford Crown Victoria	137,096	North Toronto Auctions	\$24,197	\$2,005
2012 Toyota RAV4	52,589	North Toronto Auctions	\$26,118	\$5,920
2009 Ford Fusion	92,695	North Toronto Auctions	\$17,837	\$3,733
2009 Chevrolet Uplander	130,496	North Toronto Auctions	\$21,250	\$2,773
2008 Ford F250	127,309	North Toronto Auctions	\$33,445	\$8,801
2011 Chevrolet Tahoe	272,884	North Toronto Auctions	\$33,901	\$5,920
2007 Ford Crown Victoria	122,480	North Toronto Auctions	\$30,063	\$1,909
2011 Ford Crown Victoria	143,402	North Toronto Auctions	\$23,919	\$1,717
2011 Ford Crown Victoria	141,709	North Toronto Auctions	\$24,197	\$1,429
2011 Ford Crown Victoria	118,084	North Toronto Auctions	\$24,197	\$1,813
Total Proceeds				\$537,279

PUBLIC

THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

FEBRUARY 17, 2016

Execution of Documents By-law and Purchasing By-Law

RECOMMENDATION

1. That the Board receive this report pursuant to the Execution of Documents By-Law No. 08-15 and Purchasing By-Law 06-14 quarterly reporting requirements.

SYNOPSIS

In accordance with the Police Services Board's Execution of Documents By-Law No. 08-15 and Purchasing By-Law 06-14, this report contains a summary of documents, agreements and purchasing matters that were executed in the fourth quarter of 2015.

FINANCIAL IMPLICATIONS

The funds necessary to satisfy the terms of each contract identified in this report were included in the 2015 Operating or Capital Budgets.

BACKGROUND

In accordance with the Execution of Documents By-Law No. 08-15, additional authority has been granted to permit the Deputy Chiefs to execute documents related to the programs and projects under their portfolio of responsibility.

The By-law further states that:

- In all cases where documents are executed under delegated authority, a quarterly report must be submitted to the Board; and
- Each signing officer shall obtain the approval of the Regional Solicitor or his or her designate as to form and content prior to executing any document pursuant to this By-law.

In accordance with the Purchasing By-Law No. 6-14, a quarterly report is required to advise the Board of the following matters:

- The award of any contract as a result of a request for tenders; and
- The award of any contract as a result of a request proposal and awarded by the Deputy Chief or Chief of Police; and
- Any expenditures made as a change in scope/additional deliverables.

In accordance with the Execution of Documents By-Law No. 08-15, the agreements and other undertakings that have been executed within the third quarter of 2015 are identified in Appendix 1. Appendix 2 outlines the agreements and undertakings in accordance with the Purchasing By-Law No. 06-14. All amounts listed exclude taxes. It is therefore recommended that the execution of documents and purchasing fourth quarter report be received.

Eric Jolliffe, O.O.M., BA, MA, CMM III
Chief of Police

EJ:ac

Accessible formats or communication supports are available upon request

In accordance with the Execution of Documents By-Law No. 08-15, the agreements and other undertakings that have been executed within the fourth quarter of 2015 are outlined below in Appendix 1.

Appendix 1 - Execution of Documents By-Law No. 08-15

Contracts and Agreements		
Parties	Expiry Date	Amount
Catholic Community Services of York Region, Centre for Immigrant and Community Services, COSTI Immigrant Services, Job Skills Employment and Business Programs and Supports, Social Enterprise for Canada and the Regional Municipality of York Police Services Board	March 31, 2016	No Monetary Consideration
Niagara Regional Police Service and the Regional Municipality of York Police Services Board - Ontario Police Video Training Alliance (OPVTA)	December 31, 2015	\$23,250
Total Expenditures		\$23,250

For comparison purposes, the delegation of authority for contracts and agreements in the fourth quarter 2014 was \$652,212, excluding HST.

In accordance with the Purchasing By-Law 6-14, the agreements and other undertakings that have been executed within the fourth quarter of 2015 are outlined below in Appendix 2.

Appendix 2 - Purchasing By-Law No. 06-14

Tender Approvals, Request for Proposals and Scope/Additional Deliverables			
Description	No. of Bids	Award Date	Value
Proposal Award (P-15-08): Police Vehicle Repairs – York Regional Police #3 District, Sutton Vendor: Gary’s Service & Towing, a division of 607248 Ontario Limited Term of Contract: 2 years with 1 year optional extension	2	August 24, 2015	\$86,970 (excluding HST)
Proposal Award (P-15-09): Police Vehicle Repairs – York Regional Police #4 District, Vaughan Vendor: 730162 Ont. Ltd. o/a York Auto Repairs Term of Contract: 2 years with 1 year optional extension	2	August 24, 2015	\$212,846 (excluding HST)
Proposal Award (P-15-11): Bio-Hazard Decontamination and Clean-Up Service Vendor: Kidd Cleaning Service (KCS) Term of Contract: 2 years with one, 1 year optional extension	1	Nov. 3, 2015	\$251,960 (excluding HST)
Proposal Award (P-15-12): Year Round Grounds Maintenance Services at York Regional Police #2 District, Richmond Hill and #5 District, Markham Vendor: Sunrise Landscaping and Flagstone Specialists Ltd. Term of Contract: 1 year with four, 1 year optional extensions	6	Oct. 7, 2015	\$48,500 (excluding HST)
Proposal Award (P-15-17): SharePoint 2013 Recordkeeping Add-In Product For Electronic Document And Records Management Vendor: StoneShare Inc. Term of Contract: One Time Purchase	3	Dec. 31, 2015	\$969,168 (excluding HST)
Tender Award (T-15-11): Supply And Delivery Of Cisco Networking Equipment Vendor: Long View Systems Corporation Term of Contract: One Time Purchase	5	Sept. 24, 2015	\$112,671 (excluding HST)
Tender Award (T-15-15): Supply and Delivery of 10, 96 TB (Terrabytes) Minimum Raw Space - General Purpose Disk Storage Arrays Vendor: CDW Canada Corp. Term of Contract: One Time Purchase	7	Oct. 30, 2015	\$167,130 (excluding HST)

Tender Approvals, Request for Proposals and Scope/Additional Deliverables			
Description	No. of Bids	Award Date	Value
Tender Award (T-15-16): Replacement of Electrical Duct Bank at York Regional Police #3 District Headquarters Vendor: Kneeshaw Electrical Services Inc. Term of Contract: One Time Purchase	3	Oct. 26, 2015	\$137,200 (excluding HST)
Tender Award (T-15-17): 35 Panasonic Toughbook CF-31 (CF3119940cm) Fully Rugged Laptops Vendor: Acrodex Inc. Term of Contract: One Time Purchase	3	Nov. 20, 2015	\$158,441 (excluding HST)
Tender Award (T-15-18): Supply and Install of a Comprehensive Security Systems for the new York Regional Police Training Facility, 70 Bales Drive East, East Gwillimbury Vendor: Underwriters Security Controls Incorporated Term of Contract: One Time Purchase	1	Nov. 13, 2015	\$138,497 (excluding HST)
Contract Extension (PO# 83676): Front Line Uniform Pants Vendor: Outdoor Outfits Inc. Reason: To extend the contract for the second option term (year 3).		Sept. 29, 2015	\$306,000 (excluding HST) Contract Total to date: \$612,000
Contract Extension (PO# 83620): Tactical Uniforms Vendor: Outdoor Outfits Inc. Reason: To extend the contract for the second option term (year 3).		Sept. 29, 2015	\$120,000 (excluding HST) Contract Total to date: \$360,000
Contract Extension (PO# 83834): Janitorial Cleaning Products Vendor: Swish Maintenance Reason: To extend the contract for the fourth option term (year 5).		Nov. 3, 2015	\$153,004 (excluding HST) Contract Total to date: \$756,743
Contract Extension (PO# 83974): Changeover and Repair Service of Police Vehicle Equipment Vendor: D & R Electronics Co. Ltd. Reason: To extend the contract for the second option year (year 4).		Nov. 5, 2015	\$330,000 (excluding HST) Contract Total to date: \$1,398,720
Contract Extension (PO# 83859): Soft Body Armour Vendor: Pacific Safety Products Reason: Increase for scope changes of additional armour requirements & Molle Carriers		Nov. 6, 2015	\$182,500 (excluding HST) Contract Total to date: \$1,460,412

Tender Approvals, Request for Proposals and Scope/Additional Deliverables			
Description	No. of Bids	Award Date	Value
Contract Extension (PO# 85376): Supply and Delivery of Police Vehicle Emergency Equipment Vendor: D & R Electronics Co. Ltd. Reason: To extend the contract for the first option year (year 2).		Nov. 6, 2015	\$375,000 (excluding HST) Contract Total to date: \$792,181
Contract Extension (PO#: 83992 & 84000): Year Round Grounds Maintenance Services for York Regional Police #3 and #4 Districts Vendors: Stilescape Inc. & Angelo's Snow Removal Reason: Extending the two Purchase Orders relating to Region of York T-12-71 for the allowable third option year (year 4)		Nov. 25, 2015	\$34,000 & \$12,000 (excluding HST) Contract Total to date: \$158,963
Contract Extension (PO# 83580): Security Services at York Regional Police Headquarters Vendor: Primary Response Inc. Reason: To extend the contract for the second option year (year 5)		Dec. 1, 2015	\$207,255 (excluding HST) Contract Total to date: \$1,065,817
Contract Extension (PO# 87471): General Purpose Disc Storage Vendor: CDW Canada Corp. Reason: Purchase of additional storage arrays as per Tender T-15-15		Dec. 3, 2015	\$32,800 (excluding HST) Contract Total to date: \$199,930
Contract Extension (PO# 85840): Safariland Duty Belts & Accessories Vendor: Summit Canada Distributors Reason: Purchase of additional items & extend contract to allow for completion of Tender		Dec. 5, 2015	\$70,000 (excluding HST) Contract Total to date: \$104,254
Contract Extension (PO# 84008): Police Vehicle Decaling Services Vendor: Thunder Graphics Inc. Reason: To extend the contract for the third option year (year 4)		Dec. 17, 2015	\$80,000 (excluding HST) Contract Total to date: \$305,800
Total Expenditures			\$4,185,942

For comparison purposes, the delegation of authority for Purchasing By-law No. 06-14 items in the fourth quarter 2014 were \$3,413,697 excluding HST.

CO-OPERATIVE PURCHASING

In the fourth quarter of 2015, the following co-operative purchase orders were initiated under section 13 of Purchasing By-law No. 06-14:

Co-Operative Purchasing Agreements

Description	Co-ordinating Agency	Contract End	Vendor(s)	Value
Award (PO#87577): Supply and Delivery of One 2015 VW Passat	Ontario Shared Services OSS-00163907	October 2016	Maple Volkswagen	\$24,620 (excluding HST)
Award (PO#87604) Supply and Delivery of One 2016 Ford Fusion	Ontario Shared Services OSS-00163907	October 2016	Yonge-Steeles Ford-Lincoln Sales	\$25,776 (excluding HST)
Award (PO#87613): Supply and Delivery of Two 2016 Dodge Grand Caravan	Ontario Shared Services OSS-00163907	October 2016	MacIver Dodge-Jeep	\$51,485 (excluding HST)
Award (PO#87621) Supply and Delivery of One 2016 Dodge Ram	Ontario Shared Services OSS-00163907	October 2016	FCA Canada Inc.	\$29,325 (excluding HST)
Award (PO#87660) Supply and Delivery of One 2015 Toyota RAV4	Ontario Shared Services OSS -00163907	October 2016	Yonge-Steeles Ford	\$20,526 (excluding HST)
Total:				\$151,732

THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

FEBRUARY 17, 2016

2015 Solicitations and Donations

RECOMMENDATIONS

1. That the Board receive this report in accordance with the Board's Public Donations Policy No. 01/15; and
2. That the Board approve 2015 donations greater than \$10,000 from the attached Appendix A totalling \$54,356 in cash donations, and a \$28,000 non-cash donation.

SYNOPSIS

This report shows Solicitations and Donations received by York Regional Police in 2015 totalled \$488,180, comprised of \$339,880 in cash donations and \$148,300 in non-cash donations. In accordance with the Board's Public Donations Policy No. 01/15, all donations of \$10,000 or more require the Board's approval.

FINANCIAL IMPLICATIONS

In 2015, York Regional Police received \$339,880 in cash donations. The criteria for inclusion as a York Regional Police donation is any fundraising where Financial Services staff have prepared financial reporting for the initiative. The cash donations were deposited into the appropriate Operating Budget or Balance Sheet account. Any funds remaining from these donations are held in a balance sheet account and remain available for the intended fundraising purpose.

BACKGROUND

The Regional Municipality of York Police Services Board Policy No. 01/15 in relation to Public Donations requires the submission of an annual report outlining donations received by York Regional Police.

The York Regional Police Solicitations and Disclosures Procedure requires all proposals for donations to York Regional Police be documented on a Solicitation & Donation Information Form (YRP 360). The policy also specifies York Regional Police shall not receive public donations less than \$10,000 without prior approval from the Chief of Police or designate and donations over \$10,000 require Board approval. Prior approval was received from the Chief for all donations less than \$10,000.

The following chart summarizes the donations received by York Regional Police in 2015.

2015 Solicitations and Donations

Name/Partnership	# of Donors	Cash	Non-Cash	Total
Holiday Heroes	Not Applicable	\$14,586	\$119,500	\$134,086
Police Appreciation Night	137	\$117,450		\$117,500
Community Safety Village Golf	45	\$92,522	\$250	\$92,772
Universal Youth Foundation	1	\$50,000		\$50,000
Crime Stoppers	1		\$28,000	\$28,000
Canadian Association of Police Governance	various	\$25,630		\$25,630
Clubs 4 Cancer fundraiser	22	\$24,500		\$24,500
Community Safety Village	1	\$5,556		\$5,556
Male Chorus	12	\$3,680		\$3,680
Pride Internal Support Network	various	\$3,256		\$3,256
Youth Eco-Trip	1	\$1,250		\$1,250
Adopt-A-Mission Jamaica	2	\$1,200		\$1,200
Support Services	1		\$550	\$550
Less than \$500	1	\$250		\$250
TOTALS	223	\$339,880	\$148,300	\$488,180

Holiday Heroes is an annual campaign to collect donations of new toys, clothing and food for underprivileged families in York Region and to deliver a message of hope and encouragement. Partner agencies included Richmond Hill Community Food Bank, Georgina Food Pantry, Optimist Club of Keswick, Vaughan Welcome Centres, the Markham Food Bank and Salvation Army Branches throughout York Region.

In 2015, the Police Appreciation Night Committee hosted its 23rd annual dinner to encourage public support of the service and to raise money to fund police programs and equipment. The tenth anniversary of the Community Safety Village was the theme for the sold out event held on May 12, 2015 with over 1,000 attendees, fundraising over \$117,000. As a result, the Police Appreciation Night Committee funded \$75,000 in programs and purchases in 2015.

The Youth Opportunities Camp donation of \$50,000 was from Universal Youth Foundation to cover two years of programming for the period of April 1, 2015, to March 31, 2017. The primary purpose of this camp is to promote the importance of making healthy lifestyle choices, building positive relationships between youth and police and to help students understand that the

decisions they make today will also impact their future. There is no cost to the students to attend camp and meals and transportation are also provided.

The Community Safety Village golf tournament is an annual fundraiser supporting the provision of safety lessons to over 400,000 students from Kindergarten to Grade 5 in York Region. Each year, the innovative programming continues to grow to include lessons on internet safety, gang prevention and specialized programs to students with special needs. This year, the golf tournament also supported Victim Services of York Region.

The in-kind donation to Crime Stoppers was from Highland Chevrolet Buick GMC Cadillac located in Aurora. A lease donation for a 2015 Chevrolet Equinox SUV for a term of 48 months was provided as a replacement vehicle for the previously leased vehicle used by the Crime Stoppers of York Region program.

It is therefore recommended that the Board approve this report pursuant with the reporting requirements within the Board's Public Donations Policy No. 01/15 for donations.

Eric Jolliffe, O.O.M., BA, MA, CMM III
Chief of Police

EJ:se

Accessible formats or communication supports are available upon request

Appendix A: 2015 Cash and non-cash donations greater than \$5,000

Source	Amount	In-Kind	Purpose
Universal Youth Foundation	\$50,000		Youth Opportunities Camp
Scotiabank	\$28,800		Police Appreciation Night
Highland Chevrolet Aurora		\$28,000	Crime Stoppers
The Uplands Foundation	\$15,000		Police Appreciation Night
David Merkel	\$5,556		Community Safety Village
Honourable Henry 'Hal' Jackman	\$5,000		Police Appreciation Night
TOTALS	\$54,356	\$28,000	

THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

FEBRUARY 17, 2016

**2017-2019 Business Plan
Summary of 2015 Business Survey Findings**

RECOMMENDATION

1. That the Board receive this report.

SYNOPSIS

In compliance with the *Police Services Act*, Regulation 3/99, York Regional Police and the Regional Municipality of York Police Services Board are currently developing the 2017-2019 Business Plan which will address the core business functions of the service over the next three years.

Section 30(1) of the *Police Services Act*, Regulation 3/99 requires that every board shall prepare a Business Plan at least once every three years.

Pursuant to Section 30(2) of the *Police Services Act*, Regulation 3/99 and the Police Services Board Policy No.03/10, the Business Plan shall address the following:

- a) the objectives, core business and functions of the police service, including how it will provide adequate and effective police services;
- b) quantitative and qualitative performance objectives and indicators;
- c) information technology;
- d) resource planning; and
- e) police facilities.

Section 32(2) of the *Police Services Act*, Regulation 3/99 requires a board to consult with its municipal councils, school boards, community organizations and groups, businesses and members of the public during the development of the Business Plan.

This report contains a review of the findings of the 2015 Business Survey conducted to inform the development of the 2017-2019 Business Plan.

FINANCIAL IMPLICATIONS

None.

BACKGROUND

In March 2015, the Regional Municipality of York Police Services Board approved the 2017-2019 Business Plan Development Strategy. The formation of the Business Plan relies extensively on research, community input and member consultation to assist in setting our policing priorities for the next three years. The significant components of our research and consultation include the following:

- a scan of crime trends, policing issues, regional, demographic and other trends in our operating environment;
- focus groups and meetings involving our members, citizens and community groups;
- a workshop with our policing partners;
- a comprehensive business survey, community survey and member survey;
- a virtual (online) public town hall session;
- other internal and external input from ongoing consultations, surveys and social media communications.

The various research and consultation activities are well under-way and will help shape the development of the 2017-2019 Business Plan. This report provides highlights of the findings from the survey of York Region businesses that is conducted every three years. The survey that was distributed is attached in Appendix A.

The 2015 Business Survey was administered during the months of September and October to gather information from business owners regarding their satisfaction, issues and priorities. Questions included in the survey related to the overall satisfaction with the quality of service provided by York Regional Police; perceptions on police visibility in business neighbourhoods; familiarity, interest and participation in York Regional Police crime prevention programs; levels of concern for crime affecting businesses; and satisfaction with recent contacts with York Regional Police officers.

York Regional Police mailed out 6,500 surveys to randomly selected registered businesses across York Region. Respondents were given the option to complete the survey on-line or to complete it on the hardcopy questionnaire provided to them with a postage paid return envelope. There were 907 surveys completed for a 14 percent response rate in 2015 (ten surveys were returned as undeliverable), a decrease from the 20 percent response rate in 2012.

BUSINESS SURVEY HIGHLIGHTS

Key Positive Findings:

- A majority of respondents (93 percent) were either very satisfied or reasonably satisfied with York Regional Police's overall service.
- Over 80 percent of respondents agreed or somewhat agreed that York Regional Police were fair, respectful, courteous, caring, competent and professional.
- Over 90 percent of respondents felt their business location was either safe or reasonably safe.
- Of those who reported that a crime had taken place at their business in the last three years, 73 percent had reported the crime to police.
- When respondents were asked for additional comments, many respondents provided comments of praise and gratitude to the members of York Regional Police.

Opportunities for Improvement:

- Knowledge of Crime Stoppers, Crime Prevention Through Environmental Design (CPTED) and Business Watch programs were all lower in 2015 as compared to the 2012 Business Survey responses.
- Business survey respondents reported a lack of knowledge of online reporting.
- Fraud concerns increased most likely due to the increasing prevalence and sophistication of cyber-based frauds.
- The top three reasons for non-reporting of crime were: crime was minor and not worth the time to report, police would not have considered the incidents important enough and police would not be able to find/identify property or offender.

Several recommendations have been made based on the survey findings, including enhancing awareness of crime prevention programs, increased marketing of online reporting and the promotion of the importance of reporting crimes even when the crime is considered minor.

For more details regarding the findings of the survey, please refer to Appendix B attached for the full survey report.

Eric Jolliffe, O.O.M., BA, MA, CMM III
Chief of Police

EJ:jg

Appendix A: 2015 Business Survey

Appendix B: 2015 Business Survey Highlights Report

Accessible formats or communication supports are available upon request



Appendix A

— YORK REGIONAL POLICE 2015 BUSINESS SURVEY

York Regional Police would like feedback about the police services and programs offered to your business in York Region. All responses are anonymous and confidential.

Please return the survey either by mail in the postage paid envelope **OR** by going online to www.yrp.ca/bizsurvey by October 23, 2015.

If you have any questions please call 1-866-876-5423 ext. 2052 or email us at survey@yrp.ca.

1. Overall, how satisfied are you with the service provided by York Regional Police?	Very satisfied	<input type="checkbox"/>
	Reasonably satisfied	<input type="checkbox"/>
	Not very satisfied	<input type="checkbox"/>
	Not at all satisfied	<input type="checkbox"/>

1.b) Do you have any other comments about our service?

Leave any comments here:

2. York Regional Police provides the following crime prevention programs for businesses. Please tell us (check all that apply):

- i. Which programs are you familiar with?
- ii. Which programs would you be interested in learning more about?
- iii. Which programs have you participated in?

Programs	I am familiar with program	I am interested in learning more about	I have participated in
Crime Stoppers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crime map found on yrp.ca	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crime Prevention Through Environmental Design (CPTED)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business Watch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.b) If you would like to receive additional information about any of the programs above, please provide us with your contact information:

Mailing address:

Email address:

3.a) As a business owner/ manager, how often have you interacted with York Regional Police in the last three years?	Never	<input type="checkbox"/>
	Once	<input type="checkbox"/>
	Two to five times	<input type="checkbox"/>
	Six or more times	<input type="checkbox"/>
	Unsure	<input type="checkbox"/>

If you **have had an interaction with York Regional Police in the last three years, please answer the following two questions, 3.b) and 3.c). If you **have not** had an interaction with York Regional Police, please skip to question 4.*

3.b) Which of the following best describes your last interaction with York Regional Police (select only one response):

Victim of a crime	<input type="checkbox"/>	Reported a crime	<input type="checkbox"/>
Witness to a crime	<input type="checkbox"/>	Crime prevention visit from an officer on duty	<input type="checkbox"/>
Community event or meeting	<input type="checkbox"/>	General inquiry	<input type="checkbox"/>
Alarm call	<input type="checkbox"/>	False or accidental 9-1-1 call	<input type="checkbox"/>
Other (please specify) _____			

3.c) Regarding your last interaction with York Regional Police, how strongly do you agree with the following:

	Disagree	Somewhat Disagree	Somewhat Agree	Agree
I was treated fairly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I was treated with respect	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
York Regional Police members were courteous	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
York Regional Police members cared about my situation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
York Regional Police members were competent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
York Regional Police members were professional	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. How safe do you feel the location of your business is?

Very safe	<input type="checkbox"/>
Reasonably safe	<input type="checkbox"/>
A little unsafe	<input type="checkbox"/>
Very unsafe	<input type="checkbox"/>

5. Are you concerned your business could be affected by the following:

	Not concerned	A little concerned	Concerned	Very concerned
Assault	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Break-ins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth-related crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cargo theft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drug-related crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employee theft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fraud/cyber fraud	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hate crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loitering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organized crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Property damage/graffiti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Robbery/armed hold up	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual assault	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shoplifting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. In the last three years, has a crime taken place at your business?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>

If you answered **no to question 6, please skip to question 11.*

7. Did you report the crime to the police?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>

If you answered **yes to question 7, please skip to question 11.*

8. If you did not report the crime, please tell us why not. Check all that apply:

Fear of revenge by the offender or others	<input type="checkbox"/>	Lack of evidence	<input type="checkbox"/>
Police would not have considered the incident important enough	<input type="checkbox"/>	Police would not have been efficient or effective	<input type="checkbox"/>
Police would not be able to find/identify property or offender	<input type="checkbox"/>	Dealing with the police could have caused you trouble with the law	<input type="checkbox"/>
Unsatisfactory service in the past	<input type="checkbox"/>	Tried to report unsuccessfully	<input type="checkbox"/>
Did not want the offender to get in trouble with the law	<input type="checkbox"/>	Did not want the inconvenience of dealing with the police or courts	<input type="checkbox"/>
Afraid reporting would bring shame to the family	<input type="checkbox"/>	Incident was private and handled informally	<input type="checkbox"/>
Prevented by family	<input type="checkbox"/>	No one was harmed/no financial loss	<input type="checkbox"/>
Did not want others to find out (including publicity and media coverage)	<input type="checkbox"/>	Crime was minor and not worth the time to report	<input type="checkbox"/>
Did not think offender would be convicted or adequately punished	<input type="checkbox"/>	Fear of court process/did not want the inconvenience	<input type="checkbox"/>
No harm was intended	<input type="checkbox"/>	Police would be biased	<input type="checkbox"/>
Insurance would not cover it	<input type="checkbox"/>	Did not need police to file an insurance claim	<input type="checkbox"/>
Nothing was taken/items were recovered	<input type="checkbox"/>	It was reported to another official	<input type="checkbox"/>
Other (please specify) _____			

9. What was the crime you did not report?

Describe here:

10.a) If you did not report the crime in the past, would you like to file a report now?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>

10.b) If you answered yes, please provide us with your contact information:

Phone number:

Email address:

11. As a business owner/manager, are you aware that some types of incidents, such as drive-off gas thefts, damage to a vehicle (not from a motor vehicle collision), theft under \$10,000, identity theft, fraud, lost property, theft from a vehicle and mischief/damage to property can be reported online?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

12.a) Have you used the online reporting tool on yrp.ca to report a crime?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>

If you answered **no to question 12.a), please skip to question 13.*

12.b) If you used our online reporting tool, was it an effective method for reporting a crime?	Very effective	<input type="checkbox"/>
	Effective	<input type="checkbox"/>
	Only somewhat effective	<input type="checkbox"/>
	Not effective	<input type="checkbox"/>

12.c) Explain why.

Specify here:

12.d) Would you like to be able to report other crimes on yrp.ca using our online reporting tool?

Yes

No

Explain here:

13. What can York Regional Police do to improve service to business owners?

Explain here:

14. Do you have any other comments?

Leave comments here:

15. In which municipality is your business primarily located? Check one - if more than one location applies, please indicate the primary location:

Aurora	<input type="checkbox"/>	East Gwillimbury	<input type="checkbox"/>
Georgina	<input type="checkbox"/>	King	<input type="checkbox"/>
Markham	<input type="checkbox"/>	Newmarket	<input type="checkbox"/>
Richmond Hill	<input type="checkbox"/>	Vaughan	<input type="checkbox"/>
Whitchurch-Stouffville	<input type="checkbox"/>		

16. How many employees (full and part-time) work at your place of business? Check one:

1 to 4	<input type="checkbox"/>	5 to 9	<input type="checkbox"/>
10 to 19	<input type="checkbox"/>	20 to 49	<input type="checkbox"/>
50 to 99	<input type="checkbox"/>	100 to 499	<input type="checkbox"/>
500 or more	<input type="checkbox"/>		

17. In what type of facility is your business located?

Business/industrial park	<input type="checkbox"/>	Home-based	<input type="checkbox"/>
Office building	<input type="checkbox"/>	Shopping mall or plaza	<input type="checkbox"/>
Stand-alone business	<input type="checkbox"/>	Other (please specify) _____	

18. What is your primary type of business? Check one:

Accommodation and food services	<input type="checkbox"/>	Administrative and support	<input type="checkbox"/>
Agriculture, forestry, fishing and hunting	<input type="checkbox"/>	Arts, entertainment and recreation	<input type="checkbox"/>
Construction	<input type="checkbox"/>	Educational services	<input type="checkbox"/>
Finance and insurance	<input type="checkbox"/>	Health care and social assistance	<input type="checkbox"/>
Information and cultural industries	<input type="checkbox"/>	Management of companies/enterprises	<input type="checkbox"/>
Manufacturing	<input type="checkbox"/>	Mining, quarrying, oil and gas extraction	<input type="checkbox"/>
Professional, scientific and technical services	<input type="checkbox"/>	Public administration	<input type="checkbox"/>
Real estate, rental and leasing	<input type="checkbox"/>	Retail trade	<input type="checkbox"/>
Transportation and warehousing	<input type="checkbox"/>	Utilities	<input type="checkbox"/>
Waste management and remediation services	<input type="checkbox"/>	Wholesale trade	<input type="checkbox"/>
Other (please specify)			



Deeds Speak

Please return the survey either by mail in the postage paid envelope **OR** by going online to (ENTER LINK HERE) by October 23, 2015.



1-866-876-5423 | info@yrp.ca | yrp.ca



Appendix B:

2015 York Regional Police Business Survey Highlights

Prepared by Planning, Research and Evaluation Unit



EXECUTIVE SUMMARY

- The purpose of the 2015 Business Survey was to gain important feedback from business owners in York Region.
- The survey was conducted to gather information from business owners regarding their overall satisfaction on:
 - quality of service provided by York Regional Police
 - familiarity, interest and participation in business crime prevention programs
 - level of concern for crime affecting their business
 - knowledge of online reporting mechanisms and satisfaction with their recent contact with York Regional Police.
- Results of the Business Survey will be used to inform the development of the York Regional Police 2017-2019 Business Plan.

6,500 surveys sent out to randomly selected registered businesses

907 surveys completed

13.9% response rate,
down 5.4% from 2012 survey



Survey made available online and hardcopy

Online entries accounted for **24.4%** of all responses received, up slightly from 2012

92.6% Satisfaction Rate



At least 90%* of business respondents agreed or somewhat agreed that York Regional Police were fair, respectful, courteous, competent and **professional**



Only 24.8% of respondents were aware of YRP's online reporting capability

Business respondents were most concerned with **break-ins, fraud/cybercrime** and **property damage/graffiti**



Increased concern of **fraud** since 2012 survey**

*89.2% of business respondents felt that York Regional Police were caring

**An exact comparison cannot be made to the 2012 survey results as the concerns listed were modified

RECOMMENDATIONS



2015 York Regional Police Business Survey Highlights

- Continue to use a hardcopy survey format as respondents overwhelmingly prefer this format to an online version.
- Compared to the 2012 Business Survey, fewer respondents stated they were familiar with Crimestoppers, CPTED and Business Watch crime prevention programs.
- York Regional Police should continue to publicize and educate the business community about crime prevention programs.
- Fraud has increased as a concern for business respondents, most likely due to the increasing sophistication of cyber frauds. It is important to continue to educate the business community about fraud prevention.
- This survey has demonstrated that business respondents are not very aware of online reporting and very few have used it. Therefore online reporting options should also be increasingly publicized.
- Promotion of the importance of reporting crimes even when the crime is considered minor.
- Continue to emphasize customer service and community engagement by police officers as the business community appreciates this interaction.

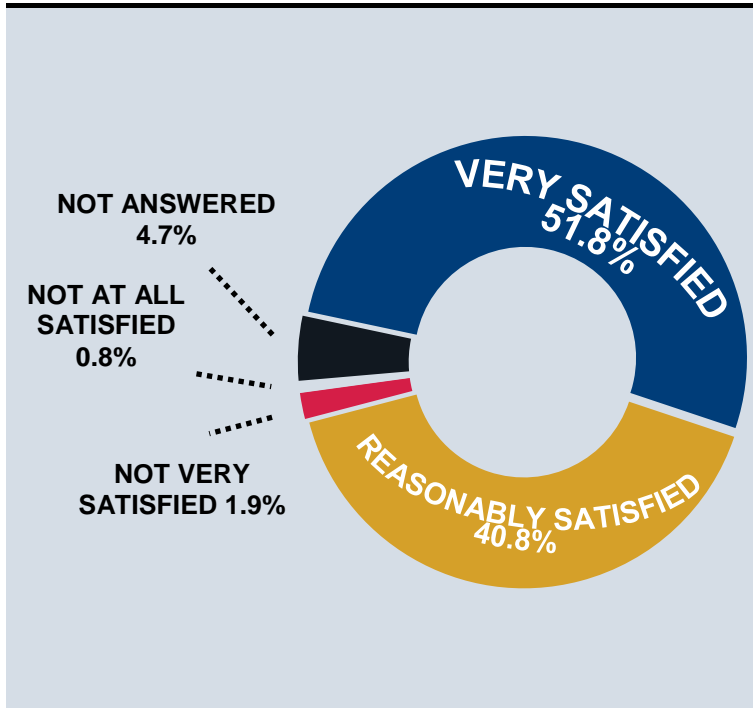
METHODOLOGY

- The first Business and Industry Survey was sent in 2009 to 5,900 randomly selected registered businesses; the second survey was sent in 2012 to 6,500 businesses.
- The 2015 Business Survey used the same methodology as in 2009 and 2012 but many of the questions have changed. Where possible, comparisons between the 2012 and 2015 surveys have been made.
- The randomly selected address list of 6,500 businesses was obtained from the Region of York's 2014 Business Directory, which had 31,542 business listed. A stratified sampling approach was used in order to attempt to create a representative sample from each of the nine municipalities.
- A letter from the Chief of Police was mailed on September 18, 2015 with the survey and a postage-paid return envelope. On October 6, 2015, a follow-up reminder postcard was sent out. The survey deadline was November 6, 2015.
- Respondents could complete the survey by hard copy or online through a link provided. This was the second time the online option was made available to respondents. 24.4% of respondents utilized the online version. This was up slightly (22%) from 2012.
- The survey results are statistically significant 95% of the time with a margin of error of $\pm 3.2\%$. Due to the level of responses received, statistical significance was not achieved at the municipal level.

OVERALL FINDINGS



LEVEL OF SATISFACTION



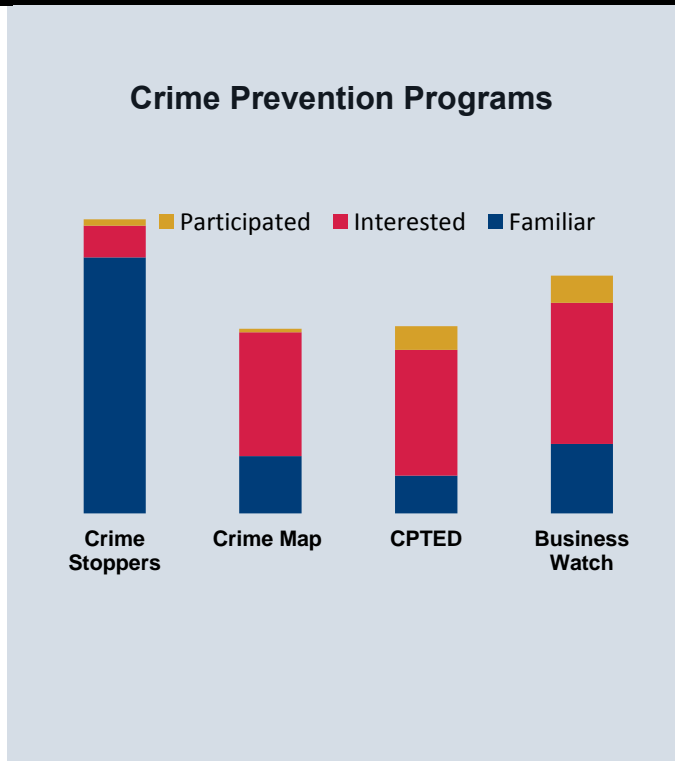
- 92.6% of business respondents were either very satisfied or reasonably satisfied with York Regional Police
- 22% greater satisfaction rate than 2012 survey*
- What are Businesses saying**
 - mostly positive feedback and appreciation
 - increase visibility and patrol
 - traffic safety and response time concerns

*2012 had a neutral category which was not included in the 2015 survey

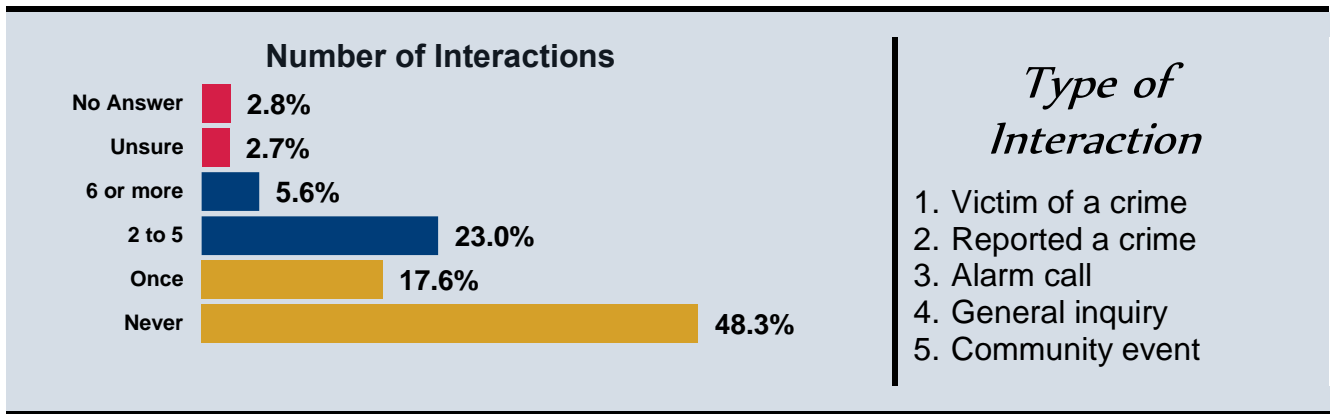
**This is based on feedback provided by 19.5% of respondents who answered question 1. b).

CRIME PREVENTION

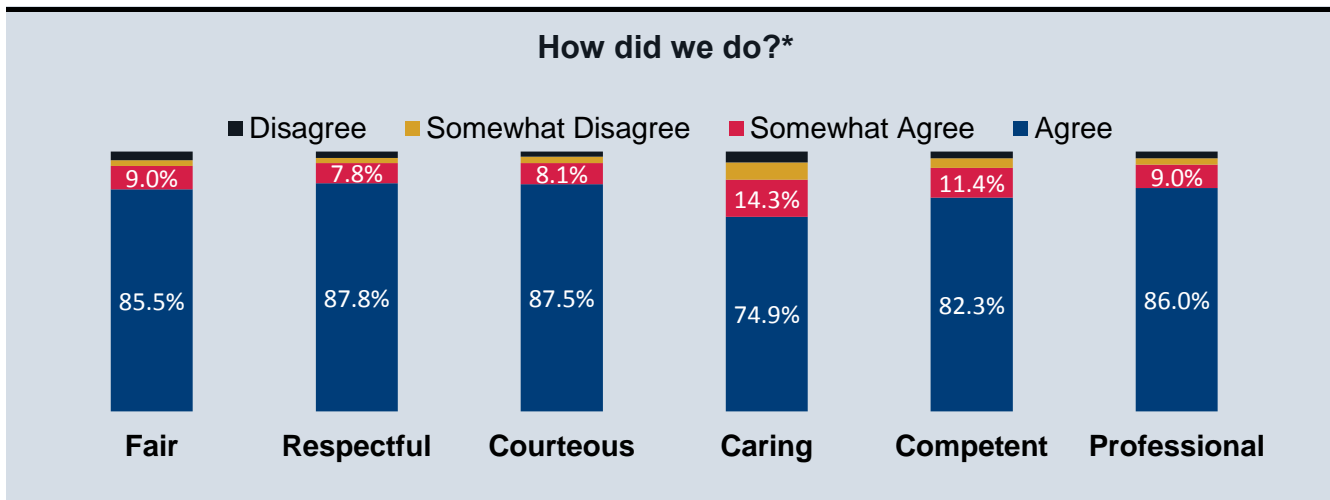
- 75% familiar with the Crime Stoppers program
- Over 40% interested in learning more about Business Watch while only 0.8% participated in the program
- Familiarity with Crime Stoppers, CPTED and Business Watch programs has decreased since 2012
- **Recommendation: Need for better communication and education of our business crime prevention programs, possibly in more languages**



INTERACTIONS WITH POLICE

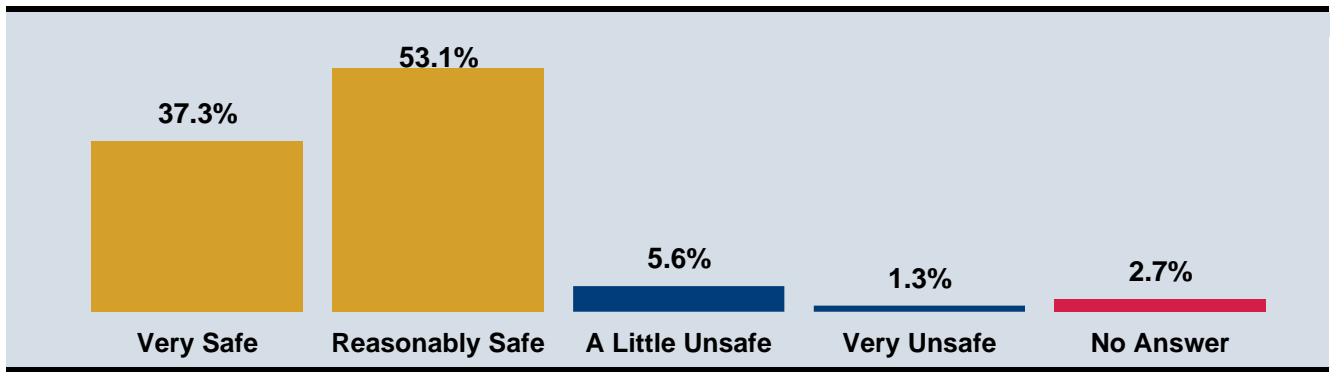


- Just under half of business respondents have not had any interactions with York Regional Police in the last 3 years
- Over 28% have had multiple interactions, most frequently as a victim of crime
- **Possible implication: Lack of positive police interaction could result in businesses forming opinions about York Regional Police based on word of mouth and media coverage**



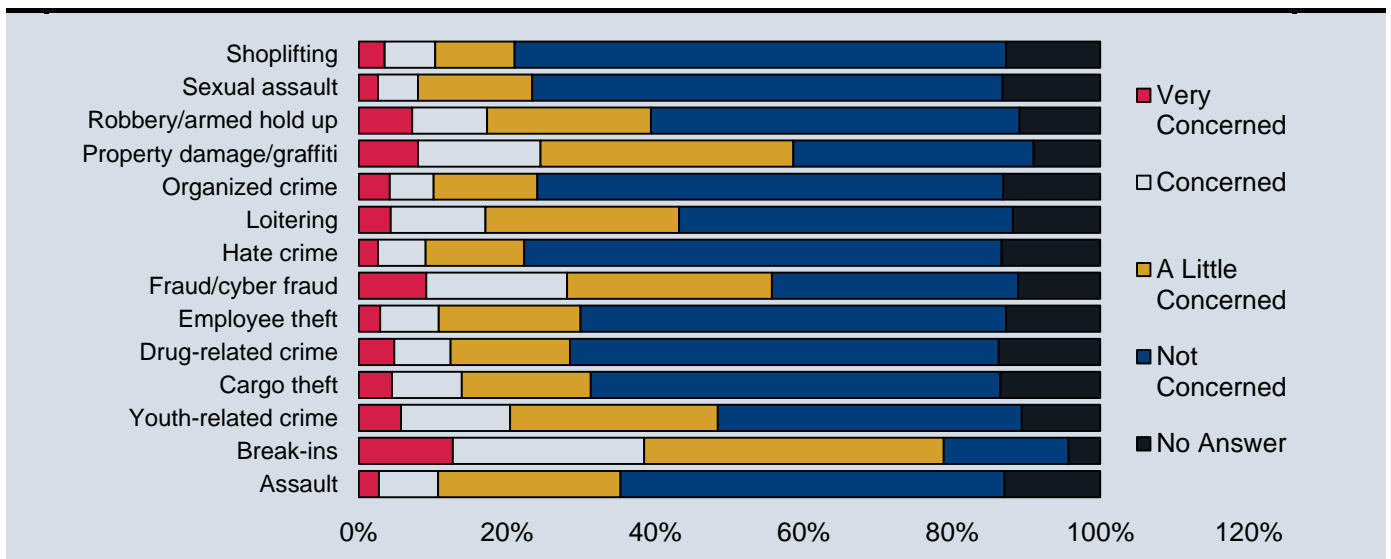
- Over 80% of business respondents agreed or somewhat agreed that York Regional Police were fair, respectful, courteous, caring, competent and professional
- Highest positive ratings (agree and somewhat agree) were for respect, courtesy and being professional
- Our business survey respondents had a very positive outlook about York Regional Police interactions

SAFETY AT YOUR BUSINESS LOCATION



- Over 90% of business respondents felt their business location was either safe or reasonably safe
- Only 6.9% felt their business location was a little or very unsafe

CONCERNS AT YOUR BUSINESS LOCATION



Ranking of Concerns

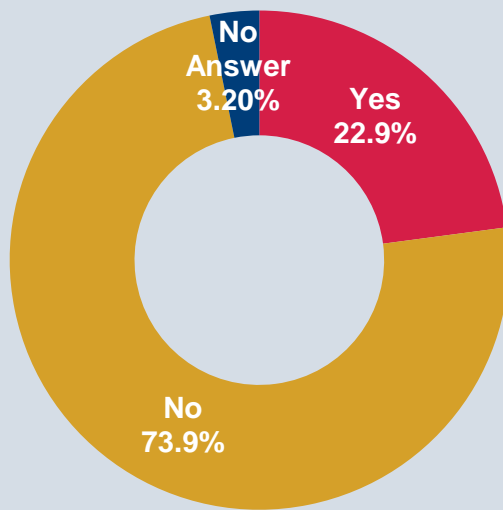
1. Break-ins 38.5%
2. Fraud/Cybercrime 28.1%
3. Property Damage/Graffiti 24.5%

- Increased concern about fraud since the 2012 survey*
- **Recommendation: Important to continue to provide fraud prevention education and awareness to businesses**

*An exact comparison cannot be made to the 2012 survey results as the concerns listed were modified

CRIME AT YOUR BUSINESS LOCATION

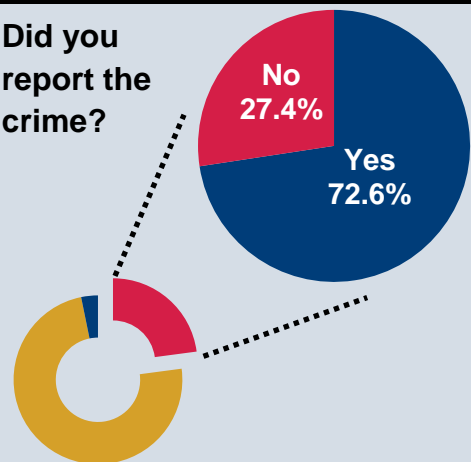
Did a crime occur?



- 22.9% of business respondents stated that a crime took place at their business in the last three years.
- This is a decrease of 10% from the 2012 survey when 31.9% respondents reported a crime had taken place at their business

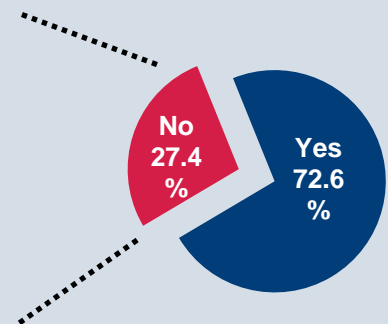
- Of those respondents who experienced a crime at their place of business, 72.6% reported it to police
- **Recommendation: Promote crime reporting methods and the importance of reporting crimes even when the crime is considered minor**

Did you report the crime?



Top reasons why crimes were not reported?

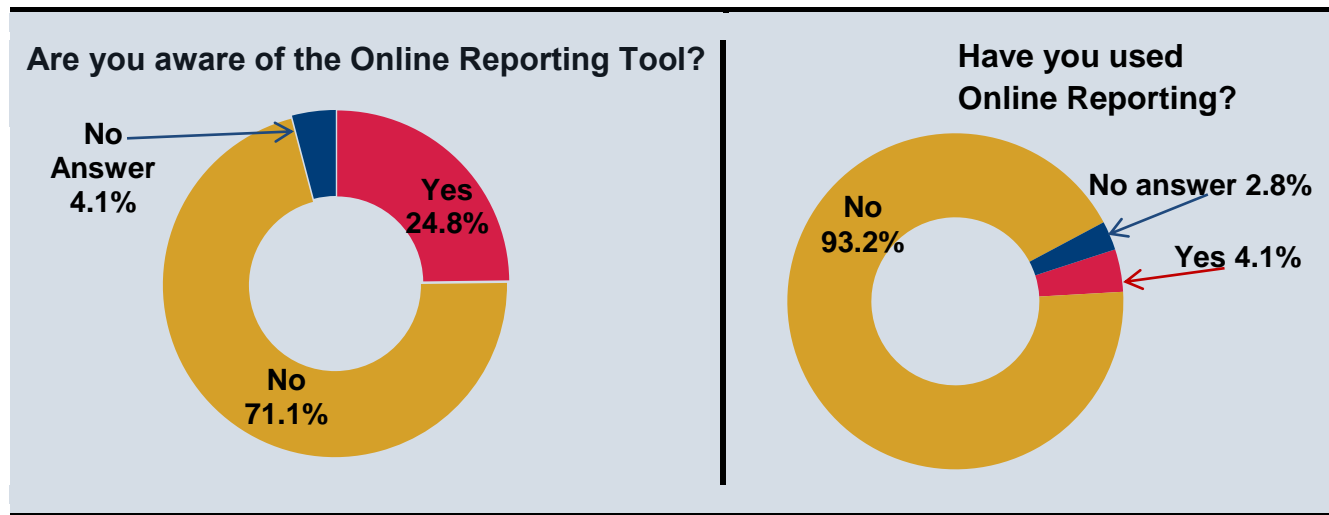
1. Crime was minor and not worth the time to report
2. Police would not have considered the incidents important enough
3. Police would not be able to find/identify property or offender
4. Lack of evidence
5. Did not think offender would be convicted or adequately punished



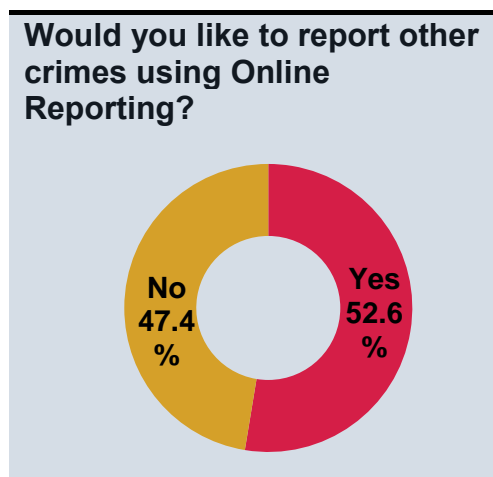
- Business respondents most commonly stated that they had not reported thefts, property damage and some break and enters



ONLINE CRIME REPORTING



- 24.8% of business respondents were aware of Online Reporting
- Only 4.1% of business respondents used Online Reporting tool
- Respondents that have used Online Reporting found it convenient and easy to use
- Others indicated that there was no follow-up, the process was frustrating, the site was too restrictive and it should allow for comments*
- **Recommendations: Major lack of awareness and use of Online Reporting tool by businesses so there is need for increased marketing of the tool**



- 52.6%* would like to be able to report other types of crimes on yrp.ca
- Majority of comments received indicate that respondents prefer face-to-face interaction with an officer to report crime

*Approximately 100 respondents answered this open ended question



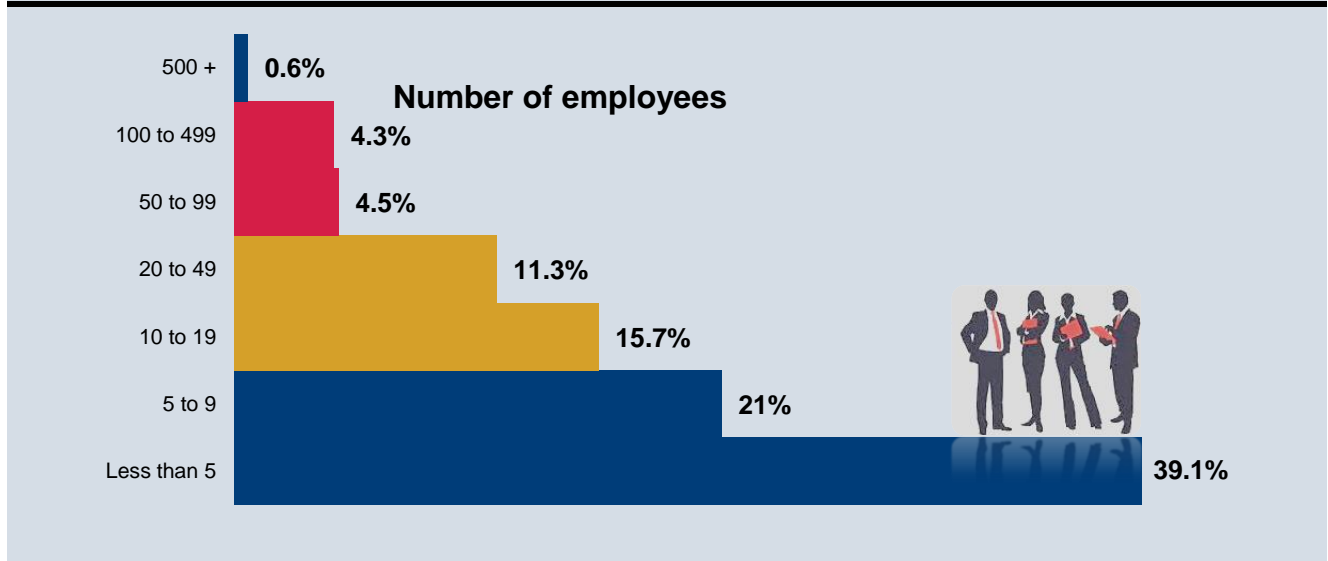
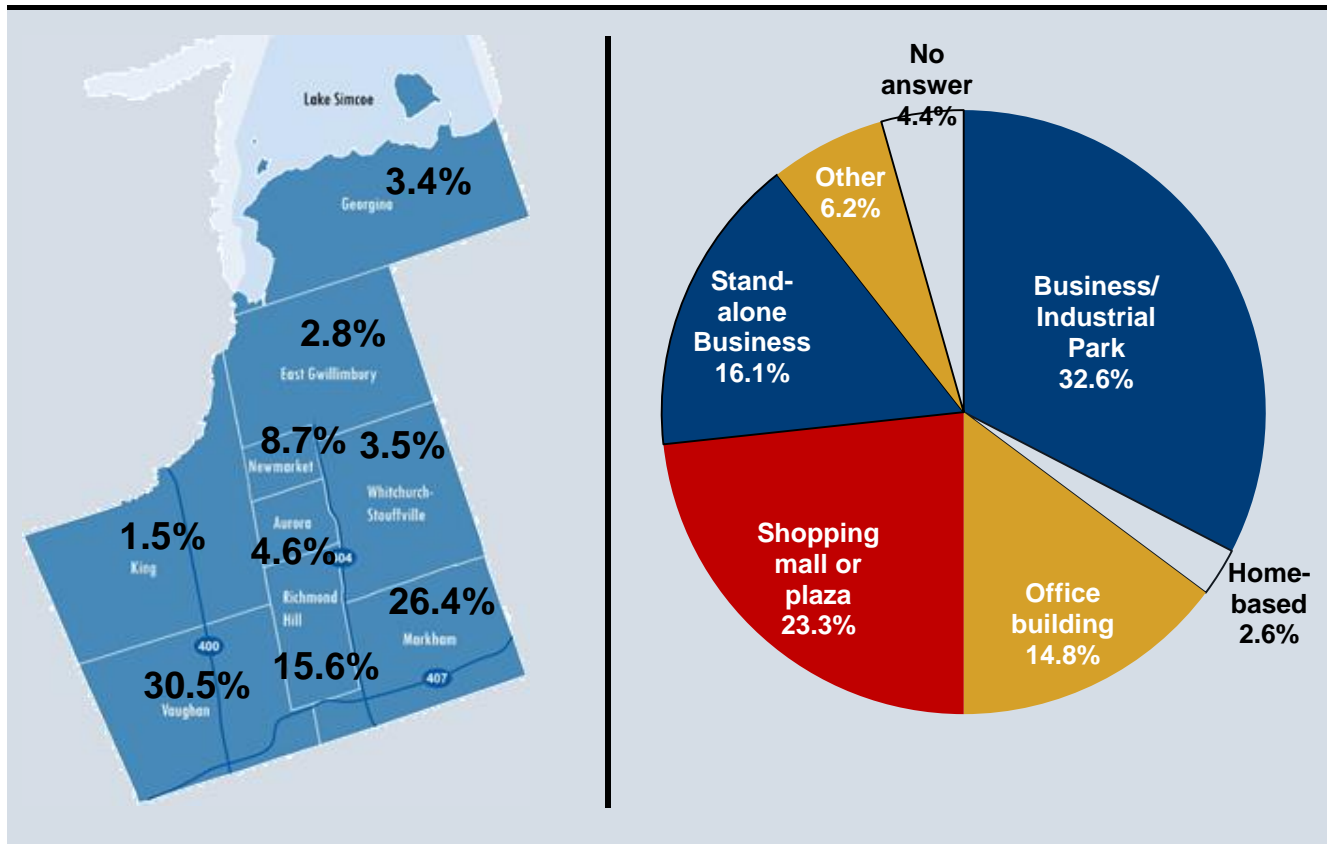
COMMENTS

Response	Ranking
York Regional Police is doing a great job, keep up the good work	1
There needs to be an increase in the level of patrolling/visibility	2
Requests to find out more information about crime prevention programs via email, text, mail or via the website	3
Business owners would like to have more face-to-face interaction with the police.	4
Traffic concerns	5

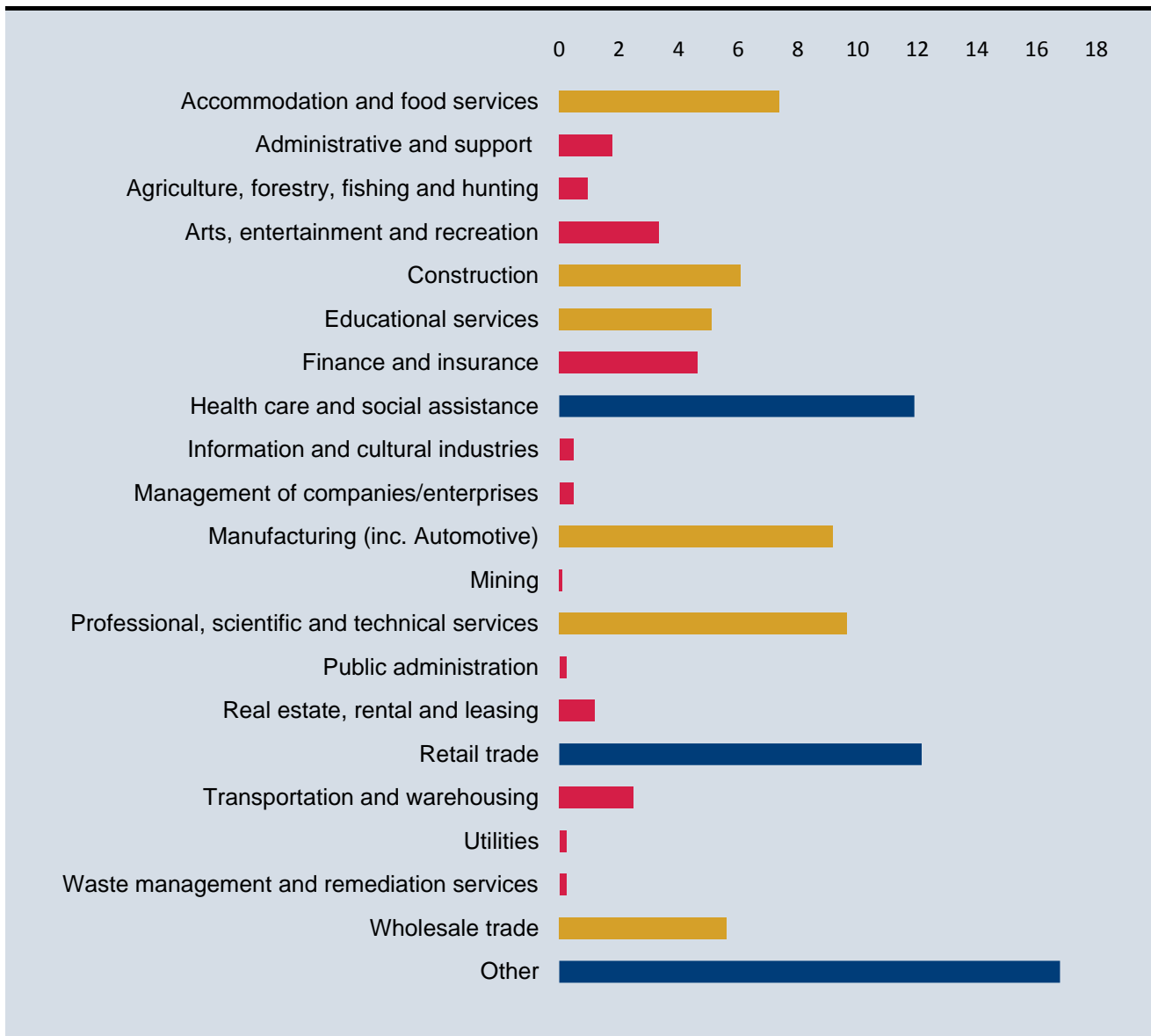
385 respondents answered this open ended question. The most frequently mentioned response fell into the categories shown in the chart above.

- In comparison to 2012 survey, more respondents requested information electronically on crime prevention programs

RESPONDENT PROFILE



- Majority of business respondents are located in a Business/Industrial Park, Shopping Mall/Plaza and Office Building
- 60% of business respondents were small businesses having less than 10 employees



- Respondents were from a variety of sectors with the largest groups of business respondents were from health care and social assistance, retail trade and professional, scientific and technical services

THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

FEBRUARY 17, 2016

Annual Report on Public Complaints

RECOMMENDATION

1. That the Board receive this report pursuant to Section 31(1)(j) of the *Police Services Act*, Board By-Law No. 01-11 respecting the Administration of the Complaints System under Part V of the *Police Services Act*.

SYNOPSIS

Section 31(1)(j) of the *Police Services Act* requires the Board to review the Chief's administration of the complaints system under Part V and receive regular reports from the Chief on the administration of the complaints system.

In accordance with Board Policy and York Regional Police procedures, the Chief is required to provide semi-annual reports to the Board that include cumulative and detailed information and comparative data from the preceding calendar year. The first report each year shall summarize the yearly complaints, including an analysis of frequency, nature and substance of policy and conduct complaints and whether the analysis indicates the need for training or additional resources. In accordance with Section 31(b) of the Adequacy and Effectiveness of Police Services Regulation, the information contained in the attached report will also be included in the 2015 Annual Report.

FINANCIAL IMPLICATIONS

Not applicable.

BACKGROUND

On October 19, 2009, amendments to Part V of the *Police Services Act* came into effect in Ontario, which brought significant change to the manner in which public complaint investigations are administered. The Office of the Independent Police Review Director (OIPRD) was established as an arm's length agency of the Ministry of the Attorney General. Complaints against police are no longer filed with the police service of origin, but instead are filed directly with OIPRD. The Director is responsible for accepting and classifying complaints, and may decide to send the complaint to the originating service or another police service for investigation. In some cases, the Director may opt to have OIPRD investigate the complaint.

The basic guidelines for filing a complaint have remained the same; that a member of the public may complain about the conduct of an officer or officers, or about the policies of or services provided by a police force. The complainant in a public complaint must have been the person who was directly affected by the conduct, policy or service. The complaint must be made within six months of the incident which prompted it, and complaints must not be frivolous, vexatious, or made in bad faith.

Certain exemptions to the above listed stipulations are now in effect. Parties who are indirectly affected by the conduct, but who can demonstrate a personal relationship with the complainant may now make a complaint if they can show that they suffered distress or loss as a result of the conduct. On a case by case basis, the Director may opt to accept complaints that are made outside of the six month time limit.

A complaint must still be made in writing and be signed by the complainant, and complaints may now be e-filed with OIPRD.

The Ontario Civilian Police Commission (OCPC) will maintain carriage of any complaint appeals and reviews that existed prior to October 19, 2009. Moving forward, OCPC will function solely as an appeal body for Hearings conducted under the *Police Services Act*.

The Chief of Police is still responsible for reviewing every complaint that is made about the policies of or services provided by a police force and shall take appropriate action in response to the complaint.

Policy/Service Complaints

The *Police Services Act* requires the Chief of Police to submit a written report to the Board respecting complaints about the policies of or services provided by the police force and the disposition of same. In 2015 there was 17 service complaints assigned by the OIPRD to York Regional Police for review in accordance with section 61(1) of the *Police Services Act*. 12 service complaint were not accepted by the OIPRD as they were deemed not directly affected (bear shooting in Newmarket), 1 was frivolous and 2 not in the public interest. 2 service complaints were investigated by the Professional Standards Bureau, 1 of which is currently ongoing (submitted to OIPRD November 24, 2015) and 1 matter proceeded to a report. They are described below. In 2015 there were no policy complaints.

Service Complaints

On March 30, 2015 the OIPRD accepted a service complaint from a complainant that York Regional Police did not provide adequate and effective police service to her and failed her in that she cannot call the police now for fear of being arrested, she was not cared for adequately in custody for dietary needs, clothing or privacy to use the bathroom facilities. An investigation was conducted and her complaints were not substantiated. There were no inadequacies determined surrounding her care in custody. The complainant chose not to participate in the complaint process after submitting her initial complaint to the OIPRD.

On September 15, 2015 the OIPRD accepted a service complaint from a person who called police to report a protest in a building he is the superintendent for. The protestors had arrived at a business office in the City of Markham, causing a disturbance and blocking the hallways. The complainant had concerns for the occupants of the building and placed a call for assistance to police. Police response was slow and when police did arrive they did not attend inside the building to speak to the complainant but instead left after speaking to protestors who had gone outside the building and were boarding a bus.

The investigation of this matter revealed there was a performance issue with the initial call taker that resulted in a lack of proper information being sent to the dispatcher which created a delayed response to the call for assistance and further that the attending officers failed to provide adequate service to the complainant by not attending inside to investigate the concerns of the complainant. This matter was addressed with performance feedback to the call taker who had been re-assigned to other duties and training for the officers that attended the call so they would comprehend the importance of a thorough investigation and customer service. This was reported to the Board in November 2015.

On May 14, 2015, the OIPRD did not accept a service complaint as it was deemed to be frivolous. The complaint stated that York Regional Police, Peel Regional Police and Toronto Police failed to adequately investigate multiple homicides.

On and about June 22, 2015 the OIPRD received 12 service complaints regarding shooting of a bear in Newmarket. The complaints were not accepted by the OIPRD as the complainants were not directly affected.

On July 14, 2015 the OIPRD did not accept 2 separate complaints regarding the same issues as it was deemed not in the public interest to do so. Briefly, two complainants made complaints that York Regional Police were being manipulated by their siblings to harass the complainants by checking on the status of their elderly mother who was in their care (split time) and they wanted the wellness checks to be stopped as this was not a police matter but an ongoing family matter.

Conduct Complaints

In regard to complaints made about the conduct of a police officer, the Chief may resolve the matter informally if the conduct is not of a serious nature. If at the conclusion of the investigation and on review of the written report, the conduct of the officer constitutes serious misconduct pursuant to the *Police Services Act*, the Chief shall hold a hearing into the matter. The majority of public complaints received in 2015, have been classified as police procedure, followed by complaints of verbal incivility, misuse of authority and physical assault.

During 2015, York Regional Police received 150 public complaints compared to 115 in 2014, 122 in 2013 and 120 in 2012. This represents a 30 percent increase in public complaints from 2014. However, the percentage of complaints being screened in by the OIPRD is consistent with previous years. In 2015, 54 percent of complaints were screened in while in 2014, 45 percent were accepted and in 2013 and 2012 it was a 54 percent acceptance rate.

As the attached chart indicates, 81 public complaints were investigated (combined between OIPRD and Professional Standards Bureau), with 1 resulting in discipline towards the officer, 18 being informally resolved, 22 withdrawn and 9 determined to be unsubstantiated as well as 1 service complaint. 30 complaints were still under investigation as of December 31, 2015. 69 complaints were not accepted by the OIPRD because, in accordance with Section 60 of the *Police Services Act*, they were determined to be either frivolous; vexatious or made in bad faith;

could be more appropriately dealt with under another Act or law; were not in the public interest or were over six months old.

13 complaints were retained by the OIPRD for investigation as a result of their internal efforts to retain a larger number of complaints from each police service. Out of the 13 retained by the OIPRD, 2 were withdrawn, 5 were unsubstantiated and 6 are ongoing.

During 2015, following the notification to the complainants of the disposition of their public complaint, 4 requests were made by complainants to the OIPRD to review the decisions made by the Chief of Police. 3 were upheld by the OIPRD, and 1 remains with the OIPRD awaiting a decision.

The actual strength of the service at the end of 2015, was 1562 sworn officers. The ratio of conduct complaints per officer for the year is .096 and this remains one of the lowest ratios in comparison to other large police services in Ontario.

As the attached charts show, a significant spike in complaints occurred in 2010 due in part to the introduction of the OIPRD complaint process. The numbers then began to decrease in 2011 and remain consistent for 2012 and 2013 before a marked decrease in 2014. A noticeable increase in 2015 can partially be explained by the multiple complaints being received on the same matter; 12 bear complaints, 5 regarding one officer's off duty conduct, and 2 on a family matter described earlier in this report. The low average of complaints per officer ratio and the low number of substantiated complaints can be attributed in part to all members upholding the Values and Code of Ethics of York Regional Police.

The Professional Standards Bureau has maintained an excellent working relationship with the OIPRD in 2015. They continue to participate in an ongoing programs with the OIPRD for Customer Service Resolutions (CSR) and as well a newer program involving mediation for public complaints. Both of these programs aim to assist in the resolution of complaints at an earlier stage to promote understanding between the complainants and the police service as opposed to a more formal investigation for minor complaint issues.

Professional Standards Bureau members continued to deliver presentations to district parades and supervisor classes in 2015. The intention is to familiarize members with the complaint investigation process, as well as to discuss the common themes of complaints in an effort to reduce or eliminate public complaints. York Regional Police is committed to our Values and Code of Professional Ethics both internally and externally.

Eric Jolliffe, O.O.M., MA, BA, CMM III
Chief of Police

EJ: sr
Attachment

Accessible formats or communication supports are available upon request



PROFESSIONAL STANDARDS BUREAU

2015

ANNUAL SUMMARY

PUBLIC COMPLAINT INVESTIGATIONS NATURE OF COMPLAINTS

Year	Police Procedure	Physical Assault	Verbal Abuse	Misuse of Authority	Policy Service	Totals	Staffing
2010	66	15	50	17	6	154	1433
2011	62	13	35	20	7	137	1461
2012	47	13	35	17	8	120	1495
2013	61	11	25	24	1	122	1513
2014	51	11	30	18	5	115	1529
2015	66	16	34	17	17	150	1562

NATURE OF COMPLAINTS

Year	Police Procedure	Physical Assault	Verbal Abuse	Misuse of Authority	Policy Service	Totals
2015	66	16	34	17	17	150
2014	51	11	30	18	5	115
% CHANGE 2014-2015	+29%	+45%	+13%	-.5%	+240%	+30%

ANNUAL PERCENTAGE COMPARISON

Year	Police Procedure	Physical Assault	Verbal Abuse	Misuse of Authority	Policy Service
2010	43%	10%	32%	11%	4%
2011	45%	9%	26%	15%	5%
2012	39%	11%	28%	14%	8%
2013	50%	9%	20%	20%	1%
2014	44%	10%	26%	16%	4%
2015	44%	11%	23%	11%	11%

POLICE SERVICES COMPARISON

Police Service	Durham	Halton	Hamilton	Niagara	Ottawa	Peel	Waterloo	York
2015 Uniform Officers	1192	683	839	714	1377	2028	779	1562
2015 Public Complaints	102	66	92	85	170	167	97	150
Complaints per officer	.09	.10	.11	.12	.12	.08	.12	.10

NATURE OF COMPLAINTS DETAILED

POLICE PROCEDURE

Fail to Identify	0
Neglect of Duty	20
Improper Detention (includes stopping car)	0
Improper Search – person	4
Improper Arrest	5
Improper Charge	21
Improper Entry	3
Improper Use of Discretion	9
Other (parking, provincial offence, keep the peace)	4
Service & Policy	17
TOTAL	83

PHYSICAL ASSAULT

Assault	9
Assault with Injury	1
Sexual Assault	0
Assault while restrained	0
Other Assault	0
Excessive Force	6
Excessive Force with Injury	0
TOTAL	16

VERBAL ABUSE

Verbal Abuse / Incivility	21
Harassment / Threat	5
Implied Harassment /Threat	8
Sexual Harassment	0
Other	0
TOTAL	34

MISUSE OF AUTHORITY

Corruption	0
Theft	1
Fraud	0
Lying Under Oath	1
Deceit	1
Disclose Confidential Information	2
Intoxication	0
Improper Driving	3
Improper Use of Position	6
Misuse of Authority Other –	3
TOTAL	17

TOTAL NUMBER OF COMPLAINTS 2015

150



PUBLIC COMPLAINT DISPOSITIONS

Complaints Investigated by York Regional Police

	2012	2013	2014	2015
Section 64(7) Formal Discipline	0	0	0 (1 from 2012 2 from 2013)	0 (2 from 2013)
Section 66(4) Informal Discipline	5	1 (+1 from 2012)	1 (+2 from 2013)	1 (1 from 2014)
Section 93(1) Informal Resolution	8	13	14	18
Section 66(2) Unsubstantiated	20	12	6	4
Section 56(3) Withdrawn	14	8	11	20
Section 61(2) / Policy / Service	0	0	1	1
Outstanding Files at Year End	16	19	13	24
TOTAL COMPLAINTS INVESTIGATED BY YORK REGIONAL POLICE	63	53	46	68

Complaints Dealt with by OIPRD (screened out and retained)

	2012	2013	2014	2015
Section 60(2) Over 6 Months	7	8	8	5
Section 60(4) Not in public interest, other law etc.	47	48	54	51
Section 60(6) Not Directly Affected	0	0	1	13
Section 72(1) Retained by OIPRD	3	13	6	13
TOTAL COMPLAINTS DEALT WITH BY OIPRD	57	69	69	82

150

Classification of Complaints

	2012	2013	2014	2015
Conduct Complaints	112	121	110	133
Policy/Service Complaints	8	1	5	17
Total Number of Complaints	120	122	115	150

Number of Involved Officers	145	170	179	189
Officers Disciplined	5	1 (+1 from 2012)	1 (+1 from 2012 +4 from 2013)	1 (2 from 2013 1 from 2014)
Reviews Requested	3	6	6	4
Directed Hearings Ordered by OIPRD	0	1	2	1

THE REGIONAL MUNICIPALITY OF YORK POLICE SERVICES BOARD

Report of the Executive Director – February 17, 2016

Reporting and Monitoring Requirements

RECOMMENDATION

1. That the Board receive, for its information, the Monitoring Requirements Status Report attached as Appendix A.

PURPOSE

Section 31(1)(c) of the *Police Services Act* requires a Board to establish policies for the effective management of the police and section 31(1)(e) requires a Board to direct the Chief and monitor his or her performance. The Board is committed to fulfilling its statutory obligations through strong oversight mechanisms and governance practices.

CONSULTATION

The Executive Director consulted with the Chief's Executive Officer and the Regional Solicitor on the Monitoring Requirements Status Report.

SUMMARY

The attached report contains a list of reports that were submitted to the Board in 2015 in order for the Board to fulfill its monitoring responsibilities

The document sets clear expectations with regard to the type of report and the schedule of reporting. It assists the Board in meeting its legislative obligations to monitor and oversee, on a regular basis, aspects of the police service such the police budget and other financial accountabilities, administration of the public complaints system, and the achievement of Business Plan objectives, as well as compliance monitoring required by the Ministry Policing Standards.

Included in the report is a column indicating the reason why each report is required; in most cases they are requirements under the *Police Services Act*, the Province's Adequacy Standards Regulation and/or of Board policies.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

CONCLUSION

The requirements set out in Appendix A are not a final or a complete list of monitoring requirements; however, it largely includes obligations set out in legislation or in Board policy.

Mafalda Avellino
Executive Director

/Attachment

Monitoring Requirements Status Report
January 1, 2015 – December 31, 2015

APPENDIX A

REPORT	Reporting Timeline	REQUIREMENT/ LEGISLATION	RESPONSIBILITY	STATUS
Updates to the Multi-Year Accessibility Plan	As updates are made	Board's Accessibility Policy No. 01/13; Accessibility for Ontarians with Disability Act, 2005	Chief of Police/ Executive Director	Received
Accessible Customer Service	Annually	Board's Accessible Customer Service Policy No. 04/09; Accessibility for Ontarians with Disability Act, 2005	Chief of Police/ Executive Director	Received
Air Support Policing	As required	Board's Air Support Policy No. 02/08; Ministry Standard	Chief of Police	N/A
Annual Property and Evidence Audit	Annually	Board's Policy No. 02/00-22 - Collection, Preservation and Control of Evidence and Property Policy; Ministry Standard/ Audit Policy No.01/08	Chief of Police	Received
Annual Solicitations and Donations	Annually	Board's Public Donations Policy No. 02/01	Chief of Police	Received
Application for Approval of Legal Counsel	The Regional Solicitor will review all legal accounts prior to their submission to the Board for approval	Pursuant to section 3.A.1 of the Police Services Act Board Policy No. 05/01 Article 30.4 of the 2013-2015 Uniform Working Agreement	Regional Solicitor	N/A
Appointment of Auxiliary Members	As required	Pursuant to section 52(1) of the Police Services Act	Chief of Police	Received
Appointment of Experienced Police Officers	As required	Pursuant to section 31(1)(a) of the Police Services Act	Chief of Police	Received
Appointment of New Police Officers	As required	Pursuant to section 31(1) of the Police Services Act	Chief of Police	Received

REPORT	Reporting Timeline	REQUIREMENT/ LEGISLATION	RESPONSIBILITY	STATUS
Appointment of Special Constables	As required	Pursuant to section 53(1) of the Police Services Act	Chief of Police	Received
Appointments Made Under the Interprovincial Policing Act	As required	Interprovincial Policing Act	Chief of Police	N/A
Approval of Matters During Summer Recess	Annually	Delegated Authority to Chair and Chief	Executive Director	Received
Audit of Financial Statements	Annually	Financial Accountability Policy No. 01/05	Chief of Police	Received
Auxiliary Program Status Report	Annually	Board's Auxiliary and Volunteers Policy No. 03/02; Ministry Standard	Chief of Police	Received
Board Commendation (Citizen/Member of YRP)	As required	Board requirement	Chief of Police	N/A
Business Plan Status Updates	Annually	Framework for Business Planning Policy 07/01; Ministry Standard	Chief of Police	Received
Child Pornography Policy (Internet Child Exploitation)	YRP Annual Report	Board's Child Pornography Policy No. 03/08; Ministry Standard	Chief of Police	Received
Conference Attendance and Travel Expense	As required	Board's Conference Attendance and Travel Expense Policy 02/11	Executive Director/ Board Member	Received
Course Reimbursement	As Required	Board's Course Reimbursement Policy 04/05	Chief of Police	Received
Crime Statistics	Annually and Semi-annually	Crime, Call and Public Disorder Analysis Policy No. 02/00 - 5; Ministry Standard	Chief of Police	Received
Criminal Investigation Management and Procedures	Review and report back periodically	Board's Criminal Investigation Management and Procedures Policy No. LE-006 Ministry Standards	Chief of Police	N/A

REPORT	Reporting Timeline	REQUIREMENT/ LEGISLATION	RESPONSIBILITY	STATUS
Delay Applications	As required	Board Procedures 01/14 and 02/14 Section 83(17) of the Police Services Act	Chief of Police	Received
Delegation of Authority (Private and Public)	Quarterly	Board's Delegation of Authority Policy No. 03/11	Chief of Police	Received
Disposition of Hearings under Part V of the PSA	Annually	Board's Complaints By Law 01-11 Part V - Police Services Act	Chief of Police	Received
Diversity Policy	Annually	Board's Diversity Policy No. 04/11	Chief of Police	Received
Financial Statements	Monthly	Board's Financial Accountability Policy No. 01/05	Chief of Police	Received
Forfeited Offence-Related Property/Proceeds of Crime/Civil Remedies for Illicit Activities	Annually	Board's Proceeds of Crime Policy No. 01/04; Ministry Standard	Chief of Police	Received
Framework for Business Planning Policy	Once every business cycle	Board's Framework for Business Planning Policy No. 07/01; Ministry Standard	Chief of Police	Received
Freedom of Information By-Law	Annually	Board's By-Law No.09-15	Chief of Police Executive Director	Report in 2016
Hate Crimes	Based on the occurrence of an incident or if any exceptional activity or increase in hate crimes occurs	Board's Hate Propaganda and Hate Crimes Policy No. 02/00-9 & 10; Ministry Standard; Board's Diversity Policy No. 04/11	Chief of Police	Received in Statistical report
Human Resources	Monthly	Pursuant to section 31(1)(a) of the Police Services Act	Chief of Police	Received

REPORT	Reporting Timeline	REQUIREMENT/ LEGISLATION	RESPONSIBILITY	STATUS
Human Rights Complaints	As required/ Annually	Board requirement	Regional Solicitor	Received
Human Rights Tribunal Application	As required	Board requirement	Regional Solicitor	Received
Labour Relations Update	Quarterly	Board's Labour Relation Policy No. 01/02	Regional Solicitor	Received
Legal Indemnification	As Required	Board's Legal Indemnification Policy No. 05/01 and Article 30.6 of the 2013-2015 Uniform Working Agreement and Article 29.6 of the 2013-2015 Civilian Working Agreement; Sections 31 (h) and 50 of the Police Services Act	Chief of Police	Received
Legal Retainer	Within 15 days of receipt of file	Legal Retainer Policy No. 06/01	Regional Solicitor	Received
Notice of Civil Suit	As required	Pursuant to YRP Regulation 5.3.1 Section 30 of the Police Services Act	Chief of Police	Received
Older and Vulnerable Adult Abuse	YRP Annual Report	Board's Older and Vulnerable Adult Abuse Policy No. 05/08; Ministry Standard	Chief of Police	Received
Police Services Budget and Board Budget	Annually	Financial Accountability Policy No. 01/05; Section 39 of the Police Services Act	Chief of Police/ Executive Director	Received
Procurement	As required	Board's Purchasing By-law No. 06-14	Chief of Police	Received
Promotions	As required	Pursuant to section 31(1)(a) of the Police Services Act	Chief of Police	Received
Protocol for Sharing of Information	Annually	Board's Framework for Annual Reporting by Chief of Police policy No. 04/01 and Protocol for Sharing of Information; Ministry Standard	Chief of Police	Received

REPORT	Reporting Timeline	REQUIREMENT/ LEGISLATION	RESPONSIBILITY	STATUS
Public Complaints	Semi-Annual	Board's Complaints By Law 01-11	Chief of Police	Received
Public Donations	Annually/As required	Board's Public Donations Policy No.01/15	Chief of Police	Received
Public Relations Fund Report	Semi-Annually	Board's Public Relations Reserve Fund Policy No. 08/08	Executive Director	Received
Quality Service Standards	Annually	Board's Accessible Customer Service Policy No. 04/09	Chief of Police	Received
Radio Communications Tower	Annually in 1st Quarter	Board's Policy Installation of Radio Communications Towers No. 02/09	Chief of Police	Received
Renewal of Lease	As required	Board requirement	Chief of Police	Received
Report on York Regional Police Civil Litigation	As required/Annually	Board requirement	Regional Solicitor	Received
Resignation of Auxiliary Members	As required	Pursuant to Section 52(2) of the Police Services Act	Chief of Police	Received
Respect in the Workplace	Annually	Board's Respect in the Workplace Policy No. 02/10	Chief of Police	Received
Schedule of Board Meetings	Annually	Board's Procedural By-law 06-02	Executive Director	Received
Schedule of Internal Audit and Workplan	Annually	Audit Policy No. 01/08	Chief of Police	Received
Secondary Activities	Annually	Pursuant to Sections 31 (1)(g), 31(7), 49(3), 49(4) of the <i>Police Services Act</i>	Chief of Police	Received

REPORT	Reporting Timeline	REQUIREMENT/ LEGISLATION	RESPONSIBILITY	STATUS
Section 11 Review	As required	Pursuant to Section 11(4) of Ontario Regulation 267/10 made under the Police Services Act	Chief of Police	Received
Section 13 Review	As required	Pursuant to Section 13 of Ontario Regulation 926/90 made under the Police Services Act	Chief of Police	Received
Service/Policy Complaints	As required	Board's Complaints By Law 01-11	Chief of Police	Received
Statistics Canada Crime Index	Annually	Crime, Call and Public Disorder Analysis Policy No. 02/00 - 5; Ministry Standard	Chief of Police	Received
Status of Rewards	Annually	Board's Rewards Policy No.03/00	Chief of Police	Received
Termination of Members	As required	Pursuant to Sections 31, 44(3), 52 and 53 of the Police Services Act	Chief of Police	Received
Traffic Management, Enforcement and Road Safety	YRP Annual Report	Board's Traffic Management, Enforcement and Road Safety Policy No. 06/08; Ministry Standard	Chief of Police	Received
Use of Force	Annually	Board's Use of Force Policy No. 01/14; Ministry Standard	Chief of Police	Received
Use of York Regional Police Crest	As required	Pursuant to Procedure AI-020	Chief of Police	N/A
Volunteer of the Year	Annually	Board Policy 03/02	Chief of Police	Received
York Region Transit Annual Report/ Special Constables	Annually	Section 52 of Agreement with YRPSB and York Region	Chief of Police	Received
Youth Crime	Statistical Report, Annual Report	Board's Youth Crime Policy No. 04/08; Ministry Standard	Chief of Police	Received

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THE REGIONAL MUNICIPALITY OF YORK POLICE SERVICES BOARD

Report of the Executive Director – February 17, 2016

Update on Board Compliance with *Accessibility for Ontarians with Disabilities Act, 2005*

RECOMMENDATION

1. That the Board receive this report for its information.

BACKGROUND

The *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) came into force in June 2005 to ensure that all Ontarians with disabilities have full access to goods, services, facilities, accommodation, employment, building structures and premises by January 1, 2025. This goal will be achieved through the provincial accessibility standards which have staggered implementation dates.

The first standard, under the AODA, is the Accessibility Standard for Customer Service which came into effect on January 1, 2008. The purpose of this standard is to find the best way to make goods and services available to people with disabilities. The Board amended its Accessible Customer Services Policy in November 2009 and trains its staff and members to ensure compliance with this standard. The Board's amended Accessibility policy is an overarching policy which identifies how the Board achieves and maintains accessibility by meeting the requirements of the accessibility standards of the:

- (1) *Accessibility for Ontarians with Disabilities Act, 2005* ("AODA");
- (2) *the Accessibility Standards for Customer Service, Ontario Regulation 429/07* ("ASCS");
- (3) *the Integrated Accessibility Standards Regulation, Ontario Regulation 191/11* ("IASR");
and
- (4) future regulations as amended.

The Integrated Accessibility Standards Regulation came into effect on July 1, 2011. The IASR has requirements for policies and practices and seeks to ensure accessibility in communication and information, sets deadlines for technological barriers on websites to be addressed, requires additional awareness training for employees and outlines the support that employers must build into their human resources practices to support their employees.

BOARD COMPLIANCE WITH IASR

A compliance report outlining activities taken to date to meet the requirements of the IASR was filed with the Province by December 31, 2015. York Region, York Regional Police and the Police Services Board submitted one combined accessibility report by the deadline.

Listed below are the requirements of the IASR and Customer Service Standard.

IASR REQUIREMENT	Completed Activities
<p>Is your organization complying with the requirements of the Customer Service Standard and are you implementing the customer service training policy by continuing to train staff on an ongoing basis? [ACSR s.3]</p>	<p>Our newest Board members in 2015 and 2016 were provided with the Accessibility in Customer Service DVD and Creating an Accessible York Region DVD in accordance with the Board's Accessibility policy. All our Board members and Board staff have received the required training.</p>
<p>Does your organization have written accessibility policies and a statement of commitment? [IASR s.3]</p>	<p>The Board amended the Accessible Customer Services Policy No. 04/09 in November 2009 to include the requirements of the Accessibility Standards for Customer Service.</p> <p>The Board adopted its Accessibility Policy No. 01/13 which is an overall policy which includes all accessibility standards developed under the AODA. This policy identifies how the Board achieves and maintains accessibility by meeting the requirements of the accessibility standards of the:</p> <ul style="list-style-type: none"> • Accessibility for Ontarians with Disabilities Act, 2005 • Accessibility Standards for Customer Service, Ontario Regulation 429/07 • Integrated Accessibility Standards Regulation, Ontario Regulation 191/11, and • Future regulations as amended <p>The Board amended its Accessibility Policy in October 2015. The amendments reflect updates to include Procurement and Design of Public Spaces standard. The Design of Public Spaces standard will apply to new buildings or when making planned significant alterations to public spaces as of January 1, 2016.</p> <p>This policy also requires that the Chief of Police takes steps to ensure that York Regional Police policies, practices and procedures are compliant with the requirements of Ontario Regulation 191/11 under the Accessibility for Ontarians with Disabilities Act, 2005 .</p>
<p>Has your organization established, implemented, maintained and posted a multi-year accessibility plan? [IASR s.4]</p>	<p>The Board is governed by the Multi-Year Accessibility Plan as adopted by The Regional Municipality of York pursuant to the Board's Accessibility Policy No.01/13. The Board posts the Plan on its website www.yrpsb.ca</p>
<p>Does your organization include accessibility design, criteria and</p>	<p>The Police Services directs the Chief through its policy including the Accessibility Policy which directs the Chief to ensure that: All requirements of the ASCS, O. Reg. 429/07 under the AODA</p>

IASR REQUIREMENT	Completed Activities
<p>features when procuring or acquiring goods, services, facilities and self-service kiosks, if practicable? [IASR s.5 and s.6]</p>	<p>are met on an ongoing basis All requirements of the IASR, O. Reg. 191/11 under the AODA are met on an ongoing basis in accordance with the timelines set out in the regulation Policies, practices and procedures are aligned with all requirements of the IASR, O. Reg. 191/11 under the AODA Accessibility requirements related to the implementation of this policy are part of the annual budget and planning processes Any procurement process initiated by the Board includes accessibility design, criteria and features.</p>
<p>Does your organization provide its emergency procedures, plans or public safety information that it makes available to the public, in an accessible format upon request? [IASR s.13]</p>	<p>The Board does not disseminate public safety information and does not have an individual emergency plan. The responsibilities of the Board are captured within Regional and municipal emergency plans. The Region and municipalities would make those emergency plans available to the public in alternate formats upon request. The Board does make information available to the public in accessible formats upon request.</p>
<p>Does your organization provide individualized emergency response information for employees that require it and does it review the information in accordance with the Employment Standard? [IASR s.27]</p>	<p>Board Members or new Board staff can request an individualized workplace emergency plan from the Health and Wellness Unit, Human Resources Bureau of York Regional Police. This is arranged through communication from the Board's Executive Director. It is the responsibility of the Executive Director to liaise with the individual that requires the individualized workplace emergency response information and it is the responsibility of the Health and Wellness Unit, Human Resources Bureau to review the member's needs and prepare the individualized workplace emergency response information as soon as practical.</p>
<p>Does your organization have a written accessibility policy that governs how the Employment Standards will be achieved?</p>	<p>The Board's Accessibility Policy No. 01/13 (amended in October 2015) is an overarching policy which includes all accessibility standards developed under the AODA, including the Employment Standards requirements.</p> <p>The Police Services Board will create an accessible work environment for its employees and Board members for all across the employment and membership life cycle, in accordance with the requirements and time lines set out in the existing requirements under the Ontario Human Rights Code to accommodate people with disabilities.</p>
<p>Does your organization notify its employees and the public about the availability of accommodation for applicants with disabilities in its recruitment process?</p>	<p>The Police Services Board follows Regional policies and procedures. Job postings from the Police Services Board are posted on the Region's website.</p>

IASR REQUIREMENT	Completed Activities
[IASR s.22]	
<p>Does your organization notify job applicants who are invited to an interview or selection process that accommodations are available on request and consult with job applicants to identify the supports they might need? [IASR s.23]</p>	<p>The Police Services Board follows Regional policies and procedures. As a long-standing recruitment practice, selected candidates are asked at the time of interview scheduling if they have any special needs for which they require accommodation during the interview process. This question is also asked at the time of scheduling any applicant testing.</p> <p>If a selected applicant requests an accommodation, York Region Human Resource Services and the Board's Executive Director will work with the applicant to provide or arrange for suitable accommodation that takes into account the applicant's accessibility needs due to a disability.</p>
<p>When making offers of employment does your organization notify the successful applicant of its policies for accommodating employees with disabilities? [IASR s.24]</p>	<p>The Police Services Board follows the Region's policies and procedures. York Region HR Services informs prospective employees of York Region's accommodation process by incorporating the following language into the offer letter template:</p> <p>"York Region has an accommodation process in place and provides accommodations for employees with disabilities. If you require a specific accommodation because of a disability or a medical need, please contact Workplace Health, Safety and Wellness at 905-830-4444 ext. 75716 and you will be directed to the appropriate Health and Disability Management Consultant. They will make arrangements to have the appropriate accommodations in place before you begin your employment."</p>
<p>Does your organization inform its employees of its policies used to support its employees with disabilities? [IASR s.25]</p>	<p>The Police Services Board follows the Region's policies and procedures</p>
<p>Does your organization provide or arrange for the provision of accessible formats or communication supports to employees upon request? [IASR s.26]</p>	<p>The Police Services Board follows the Region's policies and procedures.</p>
<p>Does your organization have in place a written process for the development of documented individual accommodation plans for</p>	<p>The Police Services Board follows the Region's policies and procedures.</p>

IASR REQUIREMENT	Completed Activities
employees with disabilities? [IASR s.28]	
Does your organization have a return to work process for its employees who have been absent from work due to a disability? [IASR s.29]	The Police Services Board follows the Region's policies and procedures.
Does your organization take into account the accessibility needs of employees with disabilities in performance management? [IASR s.30]	<p>The Police Services Board follows the Region's policies and procedures. The Executive Director follows the Region's</p> <p><i>Tips for Managers</i> – How to provide performance feedback to an employee with a disability is available in the online Managers Resource Centre on the corporate intranet site. The tips are designed to support managers through the performance appraisal process to ensure employees with disabilities that report to them have the supports they need to do their job and help identify challenges that may be disability related. The review may result in a new or updated individualized accommodation plan to ensure the employee has all the tools in place to be successful in the workplace.</p>
Does your organization take into account the accessibility needs of their employees who have disabilities in career development and advancement opportunities [IASR s.31]	<p>The Police Services Board follows the Region's policies and procedures. York Region has a comprehensive professional development program through Corporate Learning. The program includes online and in-person learning opportunities and a learning library of self-directed resources.</p> <p>Tips for Managers – How to support an employee with a disability with career development and advancement is available in the online Managers Resource Centre on the corporate intranet site. Tips relate to:</p> <ul style="list-style-type: none"> • Accessible Professional Development including accessible Corporate Learning opportunities, taking into account different learning styles and needs, and tailoring programs to meet the needs addressed in individual accommodation plans <p>Career Opportunities including accessible recruitment practices, the transfer and update of accommodation plans upon reassignment</p>

IASR REQUIREMENT	Completed Activities
<p>Does your organization have a written accessibility policy that governs how the Training Standard will be achieved? [IASR s.3]</p>	<p>The Board's Accessibility Policy No. 01/13 is an overarching policy which includes all accessibility standards developed under the AODA, including the Training Standard requirements.</p>
<p>Does your organization ensure that training is provided on the requirements of the IASR accessibility standards and on the Human Rights Code as it pertains to people with disabilities? [IASR s.7]</p>	<p>The Board uses York Region's training module - "Creating an Accessible York Region" (or AODA Training) e-learning module to train its Board members, Board staff and agents who provide goods or services on the Board's behalf.</p> <p>The e-learning module features the requirements of the IASR and the training developed by the Ontario Human Rights Commission to meet the Human Rights Code training requirement.</p> <p>To date, the Executive Director and Administrative Assistant and all seven Board members have completed the training. The training record of Board members and staff is recorded in the Board records to ensure compliance.</p>
<p>Does your organization have a written accessibility policy that governs how the Feedback Standard will be achieved? [IASR s.3]</p>	<p>The Board's Accessibility Policy No. 01/13 (amended in October 2015) is an overarching policy which includes all accessibility standards developed under the AODA, including the Feedback process requirements.</p>
<p>Does your organization ensure that the processes for receiving and responding to feedback are accessible to people with disabilities by providing or arranging for the provision of accessible formats and communication supports, upon request? [IASR s.11]</p>	<p>The Board will collect and respond to feedback on how it provides services to people with disabilities. Feedback from the public can be submitted to the Board via the Executive Director by email, by telephone, in person (the Executive Director is available to meet with people with disabilities to receive feedback on the quality of services provided), by mail, by fax, and by the Board's online form. The Executive Director will record this feedback and prepare a report to the Board. The Board's response and action will be determined at the public Board meeting and will be included in its record of minutes and posted on the Board's website.</p> <p>The Board has not received any feedback in 2015.</p> <p>The public is notified on the Board's website that they may request accessible formats or communication supports by contacting the Executive Director. Contact information includes mail, email and telephone as well as TTY (or Text Telephone) for the deaf or hard of hearing.</p> <p>If a communication support is required, such as an American Sign Language interpreter, to participate in a York Regional Police event, the public is notified to contact the Executive Director</p>

IASR REQUIREMENT	Completed Activities
	<p>directly.</p> <p>When fulfilling a request for an accessible format or communication support, the Executive Director will work with the individual requesting same to produce the format or communication support in a timely manner which takes into account the individual's needs. The request will be fulfilled at a cost that is no more than the regular cost charged to other persons.</p>
<p>Does your organization have a written accessibility policy that governs how the accessible websites and web content requirements will be achieved? [IASR s.3]</p>	<p>The Board's Accessibility Policy No. 01/13 (amended in October 2015) is an overarching policy which includes all accessibility standards developed under the AODA.</p> <p>As directed by the Accessibility Policy, Board internet websites and web content controlled by YRP and Board staff or through a contractual relationship that allows for modification of the product will conform to the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, at Level A and AA in accordance with the schedule set out in the Information and Communications Standards.</p>
<p>Does your organization make its internet website and web content conform to the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, at Level A and AA in accordance with the schedule set out in the regulation? [IASR s.14]</p>	<p>As a designated public sector organization, the Police Services Board makes its internet website and web content conform to the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, initially at Level A and increasing to Level AA in accordance with the schedule set out in the regulation. [IASR s.14(2)]</p> <p>The Board is currently redesigning its website and web content to conform to WCAG 2.0 Level AA. The new website will be available in the spring 2016.</p> <p>Accessible formats: The Board indicates on its website that: Upon request, the Police Services Board is pleased to provide Board policies and public documentation in a format that is mutually-agreed upon and that considers the person's disability including providing copies in larger print and/or on a CD-ROM.</p> <p>Members of the public who require information from the website in an alternate format are directed to contact the Board's Executive Director for assistance.</p> <p>Procurement of web-based applications: As directed by the IASR, where practicable, the Board incorporates accessibility design, criteria and features when procuring or acquiring web-based applications. [IASR s.5 and s.14(5)(a)]</p>

MONITORING

The Board's Executive Director monitors the Board's compliance with AODA and provides updates to the Region on Board activities undertaken to comply with requirements of the AODA. The Region's Commissioner of Community and Health Services provides regular compliance updates to the Board and to Regional Council on compliance activities by the Region, York Regional Police and the Police Services Board.

CONCLUSION

The Police Services Board remains committed to not only meeting, but exceeding the requirements of the AODA. The Board will continue to support all persons with disabilities and ensure they receive equitable and high quality services. The Board has been fully compliant with AODA and provides regular updates to the Region of York.

Mafalda Avellino
Executive Director

THE REGIONAL MUNICIPALITY OF YORK POLICE SERVICES BOARD

Report of the Executive Director – February 17, 2016

Highlights of Privacy and Public Safety Seminar

RECOMMENDATION

1. That the Board receive this report for its information.

BACKGROUND

The Information and Privacy Commissioner of Ontario (IPC) held a seminar in January on Privacy and Public Safety. The Privacy Commissioner presented a progress report on Police Records Checks, Assisting Victims of Crime, CPIC Disclosure, Body-Worn Cameras and Street Checks among other issues.

A panel of experts consisting of the Deputy Minister of Community Safety and Correctional Services (MCSCS), the Chief Commissioner of the Ontario Human Rights Commission, the Waterloo Regional Police Chief/Vice President of OACP and the Deputy Commissioner of the IPC in British Columbia also weighed in on the topics summarized below.

I have included highlights of the presentation made by Commissioner Brian Beamish¹ in the paragraphs below.

SUMMARY

The role of the Information and Privacy Commission is to oversee the compliance with the *Freedom of Information and Protection of Privacy Act (FIPPA)*, *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)* and *Personal Health Information Protection Act (PHIPA)*. The legislation protects the right to informational privacy and allows for special latitude for law enforcement purposes. However, policing activities must be consistent with fundamental *Charter* values.

Police Record Checks

On December 1, 2015, the Ontario government passed the *Police Record Checks Reform Act, 2015* (the "Act"), which has not yet come into force. The Act will apply to searches used to screen individuals for both employment and volunteer positions. Once in force, the Act will impact the information that can be released by police record checks.

¹ Commissioner Brian Beamish, IPC, Presentation on "Privacy and Public Safety: A Progress Report"

Previously, Ontario did not have a standardized framework for conducting police record checks. The information collected and disclosed by police varied considerably across the province. Police record checks sometimes revealed information about an individual's mental health or personal circumstances. This gave rise to complaints and privacy concerns.

The Act clarifies limits and controls the scope of police record check disclosures and provides for three types of police record checks:

1. Criminal record check
2. Criminal record and judicial matters check
3. Vulnerable sector check for someone working with children or seniors.

The Act schedule sets out the type of information that is permitted to be disclosed in each check. Non-conviction information can only be disclosed in a vulnerable sector check and only if it meets the test for “exceptional disclosure”.

Assisting Victims of Crime

A core legislated responsibility of police services is to provide services to victims of crime. In 2014, victim services organizations indicated that the provision of services to victims suffered because of difficulty in obtaining victims' contact information from police.

Proactive disclosure of information such as name, address, contact number and language spoken was seen as critical to providing appropriate and timely assistance to victims of crime

IPC worked with the Ontario Association of Chiefs of Police (OACP) to develop an agency template agreement to facilitate proactive disclosure of private information by police to service organizations. In December 2015, MCSCS accepted the template agreement and sent out an All Chiefs Memorandum encouraging OPP and municipal services to use template.

Privacy legislation in Ontario allows professionals working with children including police to share information with the Children's Aid Society if the child is at risk.

CPIC Disclosures

A few years ago, a Toronto resident was denied entry to the U.S. by border officials on the basis of a previous suicide attempt. U.S. border officials have access to the Canadian Police Information Centre (CPIC) and are relying on information in CPIC to deny entry. Some police services automatically upload information about attempted suicide to CPIC, while others exercise discretion before doing so.

The IPC found that the routine and automatic uploading of attempted suicide information to CPIC is an unauthorized disclosure of personal information and recommended that all police in Ontario:

- Cease the practice of automatically uploading personal information relating to attempted suicide to CPIC
- Exercise discretion using IPC's Mental Health Disclosure Test
- Develop a transparent process to enable individuals to seek the removal of their personal information related to attempted suicide from CPIC.

Police Street Checks

The IPC recommendations on the Ministry's draft street check regulation include:

The regulation should apply to a broader range of street check-related encounters, including when an officer is investigating a particular offence; enhance the requirement for timely and clear notice of right not to answer questions and to leave, and reasons for the street check; stricter limits on data retention, including legacy data, that is, data that was collected in the past that was acknowledged as being in violation of the *Charter*.

Body Worn Cameras

Body Worn Cameras present different challenges from CCTV and dashboard camera systems. As mobile devices, they have the potential to capture information in various settings, including private places like residences, hospitals and places of worship.

A comprehensive framework should be in place to address privacy and security issues including:

- When recording will be permitted, required, prohibited (e.g. on/off protocols)
- The retention, use, disclosure and destruction of recordings
- Privacy and security safeguards for cameras, servers, and other systems (e.g. encryption, role-based access, audit processes)
- Responding to access requests (e.g. redaction)
- Specific requirements regarding notifying individuals of the collection of their personal information.

CONCLUSION

It is important for police boards and police services to consider privacy concerns and *Charter* rights whenever implementing a new technology, a new investigative technique or new public safety program. The Office of the Information and Privacy Commission is involved in the consultation process with the Province and other policing stakeholders when these issues arise.

Mafalda Avellino
Executive Director

**THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD**

BY LAW NO. 02-16

**A By Law to Confirm
the Proceedings of the Board at its Meeting
held on February 17, 2016**

The Regional Municipality of York Police Services Board HEREBY ENACTS as follows:

1. The action of the Board in respect of each motion, resolution and other action passed and taken by the Board at its meeting is hereby adopted, ratified and confirmed.
2. The Chairman of the Board, the Chief of Police and Deputy Chiefs of Police are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and, except where otherwise provided, the Chairman and Executive Director are hereby directed to execute all documents necessary in that behalf.

ENACTED AND PASSED this 17th day of February, 2016

Mafalda Avellino, Executive Director

Mayor Frank Scarpitti, Chair