



# The Regional Municipality of York Police Services Board

To Make a Difference in Our Community

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## AGENDA PUBLIC SESSION

Wednesday, January 22, 2020, 9:00 a.m.

COMMITTEE ROOM "A"

YORK REGION ADMINISTRATIVE CENTRE

17250 YONGE STREET

NEWMARKET, ONTARIO

Pages

1. **Disclosure of Interest**

2. **2020 Election of Board Chair and Vice Chair**

In accordance with Section 28 of the *Police Services Act* and the Board's procedural bylaw, the Board is required to elect a Chair at its first public meeting in each year. The Board will also elect its Vice Chair in accordance with the Board's procedural bylaw.

3. **Confirmation of Public Minutes of December 4, 2019 Board Meeting**

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4. **Presentations**

5. **Deputations**

6. **Communications**

6.1 **Correspondence from Marc Bedard, Assistant Deputy Minister, Ministry of the Solicitor General, dated December 11, 2019, regarding Data Sources to support Community Safety and Well-Being Planning.**

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6.2 **Reply letter from Sylvia Jones, Ontario Solicitor General, dated December 12, 2019, regarding funding to reduce gun violence and gang**

13

activity in Ontario.

- 6.3 Correspondence from Ann Watson, Executive Director, Inn From the Cold, dated January 3, 2020, regarding Board sponsorship for the Sponsor a Night Program. 19

7. Items for Consideration - Reports of the Chief of Police

- 7.1 Scope Change for Retail Fuel Services 21

RECOMMENDATIONS

1. That the Board authorize that the agreement between The Board and Imperial Oil for retail fuel services be amended to increase the contract price from \$2,300,000 to a total contract cost not to exceed \$4,500,000 over the remaining 22 months of the five year contract; and
2. That the Chief of Police be authorized to execute the amendment, subject to the approval of The Regional Municipality of York's Regional Solicitor, or designate, as to form and content.

- 7.2 Quality Service Standards Audit - 2019 25

RECOMMENDATION

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

- 7.3 Quality Assurance Process 33

RECOMMENDATION

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

- 7.4 Secondary Activities 37

RECOMMENDATION

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

- 7.5 Proposal for Use of Public Relations Reserve Funds 39

RECOMMENDATION

1. That the Board approve a disbursement from the Public Relations Reserve Fund to the 2020 First Responders Day luncheon for \$10,000.

<b>7.6</b>	<b>Annual Report on Freedom of Information Access Requests</b>	<b>41</b>
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RECOMMENDATION

1. That the Board receive this report in accordance with its By-Law No. 09-15, a By-Law to Establish Administration Policies for *Municipal Freedom of Information and Protection of Privacy Act* Access Requests.

<b>7.7</b>	<b>Annual Report on Equity and Inclusion Strategy</b>	<b>45</b>
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RECOMMENDATION

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

<b>7.8</b>	<b>Annual Report on Auxiliaries and Volunteers</b>	<b>53</b>
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RECOMMENDATION

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

<b>7.9</b>	<b>Accessibility for Ontarians with Disabilities Act, 2005 Accessibility for Ontarians with AODA Compliance and Public Feedback on Accessible Customer Service</b>	<b>59</b>
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RECOMMENDATION

1. That the Board receive this report pursuant to the Police Services Board Governance Accessibility Policy 01/13 and the Police Services Board Accessible Customer Service Policy 04/09.

**8. Items for Consideration - Reports of the Executive Director**

<b>8.1</b>	<b>Public Relations Reserve Fund Requests for Funding</b>	<b>75</b>
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RECOMMENDATIONS

1. That the Board approve an expenditure in the amount of \$3,300 from the Board's Public Relations Fund to support the request from the Cedar Centre.
2. That the Board approve an expenditure in the amount of \$2,200 from the Board's Public Relations Fund to support the request from Clarico Place of York Region.

<b>8.2</b>	<b>Monitoring Requirements Annual Status Report</b>	<b>91</b>
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RECOMMENDATION

1. That the Board receive the Monitoring Requirements Status Report attached as Appendix A.

**8.3 Freedom of Information Access Requests - 2019**

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RECOMMENDATION

1. That the Board receive this report in accordance with its Bylaw No. 09-15, a bylaw to establish administration policies for *Municipal Freedom of Information and Protection of Privacy Act* Access Requests.

**9. Unfinished Business**

**10. Other Business**

**11. Private Session**

RECOMMENDATION

That the Board move into Private Session.

**12. Reconvene in Public Meeting**

**13. Consideration of Private Item**

- a. Re-Appointment of Special Constables (Recommendation 1)

**14. Confirmatory Bylaw**

101

**15. Adjournment**

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

**DRAFT MINUTES OF THE PUBLIC MEETING  
Subject to Board Approval**

**December 4, 2019**

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**The Board commenced its meeting of December 4, 2019 in Committee Room A, York Region Administrative Centre, 17250 Yonge Street, Newmarket, Ontario on the above-noted date at 1:00 p.m. in public session.**

The following were also in attendance:

**Board Members Present:**

V. Hackson, Chair; J. Molyneaux, Vice Chair; W. Emmerson, M. Bevilacqua, J. Cooper, J. Fang (via audio)

**Absent:** R. Doobay

**Board Staff:**

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

**York Regional Police Staff:**

E. Jolliffe, Chief of Police; A. Crawford, Deputy Chief of Police; R. Rouse, Deputy Chief of Police; B. Bigras, Deputy Chief of Police; J. MacSween, Deputy Chief of Police; G. Turl, Superintendent, Executive Officer to the Chief of Police; J. Channell, Manager, Financial Services; J. Fraser, General Counsel, Legal Services

**York Region Staff:**

J. Hulton, Regional Solicitor, Region Legal and Court Services

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**326 DISCLOSURE OF INTEREST**

None

**327 CONFIRMATION OF PUBLIC MINUTES OF OCTOBER 23, 2019 BOARD MEETING**

It was moved by Chairman Emmerson, seconded by Mr. Cooper that the Board confirm the minutes of the public session of the meeting held on October 23, 2019 in the form supplied to the members.

***CARRIED***

**328 DEPUTATION**

It was moved by Vice Chair Molyneaux, seconded by Chairman Emmerson that the deputation be brought forward and that deputant status be granted.

And further, it was moved by Vice Chair Molyneaux, seconded by Mr. Cooper that the deputation from Robert Vallée be received and that the Chief provide a response in the form of a report to the Board.

**CARRIED**

**329 PRESENTATION****Presentation on Policing in a Multicultural Community**

It was moved by Vice Chair Molyneaux, seconded by Mr. Cooper that the presentation be received.

**CARRIED**

**COMMUNICATIONS**

- 330 Correspondence from Laura Mirabella, Commissioner of Finance and Regional Treasurer, York Region, dated October 22, 2019, regarding the 2020 - 2022 Budget presentation.

It was moved by Chairman Emmerson, seconded by Mayor Bevilacqua that the Board receive the correspondence from Laura Mirabella, Commissioner of Finance and Regional Treasurer, York Region, dated October 22, 2019.

**CARRIED**

- 331 Correspondence from Marc Bedard, Assistant Deputy Minister, Ministry of the Solicitor General, dated October 29, 2019, regarding the Introduction of the Provincial Animal Welfare Services Act, 2019.

It was moved by Vice Chair Molyneaux, seconded by Mayor Bevilacqua that the Board receive the correspondence from Marc Bedard, Assistant Deputy Minister, Ministry of the Solicitor General, dated October 29, 2019.

**CARRIED**

- 332 Correspondence from Christopher Raynor, Regional Clerk, York Region, dated November 15, 2019, regarding the York Regional Police Services Board Appointment Extension.

It was moved by Chairman Emmerson, seconded by Mayor Bevilacqua that the Board receive the correspondence from Christopher Raynor, Regional Clerk, York Region, dated November 15, 2019.

**CARRIED**

- 333 Correspondence from Christopher Raynor, Regional Clerk, York Region, dated November 22, 2019, regarding Short Term Rental Accommodations.

It was moved by Chairman Emmerson, seconded by Mayor Bevilacqua that the Board receive the correspondence from Christopher Raynor, Regional Clerk, York Region, dated November 22, 2019.

**CARRIED**

- 334 Correspondence from Marc Bedard, Assistant Deputy Minister, Ministry of the Solicitor General, dated November 28, 2019, regarding Race Data Collection in Use of Force.

It was moved by Mayor Bevilacqua, seconded by Mr. Cooper that the Board receive the correspondence from Marc Bedard, Assistant Deputy Minister, Ministry of the Solicitor General, dated November 28, 2019, and that the correspondence be brought back at the next meeting of the Board.

**CARRIED**

- 335 Correspondence Christopher Raynor, Regional Clerk, York Region, dated November 22, 2019, regarding the development of the Community Safety and Well- Being Plan.

It was moved by Chairman Emmerson, seconded by Vice Chair Molyneaux that the Board receive the correspondence from Christopher Raynor, Regional Clerk, York Region, dated November 22, 2019.

**CARRIED**

#### **ITEMS FOR CONSIDERATION – REPORTS OF THE CHIEF OF POLICE**

- 336 **Interim Financial Reporting for the Period Ending September 30, 2019**

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

1. That the Board receive the unaudited interim financial reports for the nine-month period ending September 30, 2019, pursuant to Financial Management Board Policy No. 01/05.

**CARRIED**

- 337 **Direct Purchases for Printer Toner and Services Beyond Five Years**

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

1. That the Board authorize the extension of agreements for printer toner and services with the contractors listed in Appendix 1, effective October 1, 2019, for up to one additional term of one year at a total cost of \$204,100 plus applicable taxes, provided that the contractors have performed satisfactorily and that sufficient funds have been provided in the annual budget; and
2. That the Chief be authorized to execute the agreements on behalf of the Board.

**CARRIED**

**338 Scope Change for Helicopter Capital Repairs**

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

1. That the Board authorize a scope change to the contract between the Board and Canadian Helicopters Limited to increase the contract price from \$1,946,582 to \$2,950,582 to cover all major equipment replacement and an engine overhaul; and
2. That the Chief of Police be authorized to execute the purchase, subject to the approval of The Regional Municipality of York's Regional Solicitor, or designate, as to form and content.

**CARRIED**

**339 Purchasing Bylaw Quarterly Report**

It was moved by Mr. Cooper, seconded by Vice Chair Molyneaux 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 Purchasing Bylaw 10-17 quarterly reporting requirements.

**CARRIED**

**340 Recovery of Policing Costs Associated with the Dismantling Properties Used in the Illegal Production of Controlled Substances**

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

1. That the Board request local municipal governments within The Regional Municipality of York to enact a bylaw that enables the recovery of costs incurred by police and municipalities as a result of dismantling illegal laboratory facilities used for the production and distribution of controlled substances as detailed in this report.

**CARRIED**

**ITEMS FOR CONSIDERATION – REPORTS OF THE EXECUTIVE DIRECTOR****341 Public Relations Reserve Fund - Request for Funding**

It was moved by Mayor Bevilacqua, seconded by Vice Chair Molyneaux that the Board adopt the following recommendation contained in the Report of the Executive Director:

1. That the Board approve an expenditure in the amount of \$5,000 from the Board's Public Relations Fund to support the request from Inn from the Cold.

**CARRIED**



**342 Report of the Expert Panel on Police Officer Deaths by Suicide**

It was moved by Mr. Cooper, seconded by Mayor Bevilacqua that the Board adopt the following recommendation contained in the Report of the Executive Director:

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

**CARRIED**

**343 Delegation Bylaw**

It was moved by Mayor Bevilacqua, seconded by Chairman Emmerson that the Board adopt the following recommendations contained in the Report of the Executive Director:

- 1. That the Board adopt the recommendations set out in this report.
- 2. That the Board enact Delegation Bylaw No. 12-19 (Appendix A).
- 3. That the Board repeal Execution of Documents Bylaw 08-15, as amended.

**CARRIED**

**344 UNFINISHED BUSINESS**

None

**345 OTHER BUSINESS**

None

**PRIVATE SESSION**

346 It was moved by Mayor Bevilacqua, seconded by Mr. Cooper 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) of the *Police Services Act*.

**CARRIED**

The Board met in Private Session at 2:25 p.m. and reconvened in the Public Session at 3:24 p.m.

**CARRIED**

**CONSIDERATION OF MOTION TO MOVE INTO PUBLIC MEETING**

347 It was moved by Vice Chair Molyneaux, seconded by Chairman Emmerson that the Board rise and report from the Private Session.

**CARRIED**

**CONSIDERATION OF PRIVATE ITEMS**

348 It was moved by Vice Chair Molyneaux, seconded by Mr. Cooper that the Board adopt the following recommendations contained in the Reports of the Chief of Police:

**Human Resources**

1. That the Board reclassify 26 officers pursuant to the 2016 – 2019 Uniform Working Agreement; and
2. That the Board appoint seven civilians, pursuant to Section 31(1)(a) of the *Police Services Act*.

**Staff Sergeant and Detective Sergeant Promotions**

1. That the Board approve the promotion of the officers listed in the report.

**Inspector Promotion**

1. That the Board approve the promotion of the officer listed in the report.

**Appointment of Experienced Police Officers**

1. That the Board appoint three experienced Officers, effective November 25, 2019, pursuant to Section 31(1)(a) of the *Police Services Act*.

**Appointments of York Region Transit Special Constables**

1. That the Board authorize the appointments of three York Region Transit Special Constables for a five year period, effective November 27, 2019 pursuant to Section 53(1) of the *Police Services Act*.

**CARRIED**349 **CONFIRMATORY BYLAW**

The Board had before it Bylaw No. 11-19. The Bylaw is necessary to confirm the proceedings of the Board at this meeting.

It was moved by Vice Chair Molyneaux, seconded by Mr. Cooper that Bylaw No. 11-19, being “a Bylaw confirming the proceedings of the Board at this meeting,” be read and enacted.

Bylaw No. 11-19 was read and enacted as follows:

“To confirm the proceedings of the Board at this meeting.”

**CARRIED**350 **ADJOURNMENT**

It was moved by Mr. Cooper, seconded by Vice Chair Molyneaux that the meeting be adjourned.

**CARRIED**

The meeting adjourned at 3:24 p.m.

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Mafalda Avellino  
Executive Director

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Mayor Virginia Hackson  
Chair

Minutes to be confirmed and adopted at the next regular meeting of the Board to be held on January 22, 2020.

Accessible formats or communication supports are available upon request.



**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner Thomas Carrique  
Chairs, Police Services Boards

**FROM:** Marc Bedard  
Assistant Deputy Minister  
Public Safety Division and Public Safety Training Division

**SUBJECT:** **Data Sources to Support Community Safety and Well-Being Planning**

<b>DATE OF ISSUE:</b>	<b>December 11, 2019</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>Indefinite</b>
<b>INDEX NO.:</b>	<b>19-0088</b>
<b>PRIORITY:</b>	<b>Normal</b>

As you know, on January 1, 2019, new legislative amendments to the *Police Services Act* came into force, which mandate municipalities to prepare and adopt community safety and well-being (CSWB) plans in collaboration with their multi-sectoral partners, including police services and boards. As part of the planning process, partners must utilize data from multiple sources and conduct community consultations to identify local priority risks to safety and well-being. Data plays an important role in the planning process, as it ensures that partners are identifying risks that are most prevalent in the community in order to truly address the needs of vulnerable groups and ultimately, save lives and prevent crime, victimization and suicide.

In response to feedback received from our stakeholders, the Ministry of the Solicitor General (ministry) has developed a resource document, which outlines examples of data sources available to support the planning process. This resource document was developed in collaboration with the ministry’s Inter-Ministerial Community Safety and Well-Being Working Group, which consists of representatives from nine Ontario ministries and the Federal government. Specifically, the document highlights examples of sector-specific data that is available at the provincial, regional or local level, which can be leveraged to assist in the identification of local priority risks in the community.

We know that communities are already doing a lot of great work to enhance the safety and well-being of Ontarians, and this resource document is meant to further support our local partners as they continue to develop and implement local CSWB plans.

I encourage you to share this resource document with your staff as well as with your municipal and community partners. As we move forward with CSWB planning in Ontario, the ministry is continuing to explore ways to support communities as they undertake the planning process and implement programs and strategies identified in their local plans.

If you have any questions regarding the CSWB planning process, please contact Steffie Anastasopoulos, Community Safety Analyst at [Steffie.Anastasopoulos@ontario.ca](mailto:Steffie.Anastasopoulos@ontario.ca) or Tiana Biordi, Community Safety Analyst at [Tiana.Biordi@ontario.ca](mailto:Tiana.Biordi@ontario.ca).

Sincerely,

A handwritten signature in black ink that reads "Marc Bedard". The signature is written in a cursive, slightly slanted style.

Marc Bedard  
Assistant Deputy Minister  
Public Safety Division and Public Safety Training Division

Attachment

## Data Sources to Support Community Safety and Well-Being (CSWB) Planning

### Provincial Data Sources

- **Ontario Government's Open Data Catalogue** includes various data on existing services and health/wellness indicators available at local, regional and/or provincial levels (e.g., Early Development Instrument, Ontario Victim Services, Crime Severity, Violent/Property Crime, etc.): <https://www.ontario.ca/page/open-government>

### Education

- **School Board Progress Reports** with data on ten (10) education indicators available by school board: <https://www.app.edu.gov.on.ca/eng/bpr/index.html>
- **Suspension/Expulsion Rates** available by school board: <http://www.edu.gov.on.ca/eng/safeschools/statistics.html>

### Community and Social Services

- **Children's Aid Societies (CAS) data**, including number of children in care, referrals, and families served. Data is available for each CAS site location, regional and provincial level. Contact your Regional Office to obtain local data. For the appropriate Regional Office, please visit: <https://www.mcsc.gov.on.ca/en/mcsc/regionalMap/regional.aspx>
- **CAS data on five performance indicators** that reflect the safety, permanency and well-being of children and youth in care. Data is available for each CAS site location, regional and provincial level: <http://www.children.gov.on.ca/htdocs/English/professionals/childwelfare/societies/publicreporting.aspx>
- **Poverty Reduction Strategy Annual Report (2018)** includes data on eleven (11) poverty indicators at the provincial level: <https://www.ontario.ca/page/poverty-reduction-strategy-annual-report-2018>
- **Towards a Better Understanding of NEET Youth in Ontario Report (2018)** provides an analysis of data to estimate the number, characteristics, and labour market status of youth not in education, employment or training (NEET) available at the provincial and census metropolitan area level: <https://blueprint-ade.ca/wp-content/uploads/2018/12/NEET-Youth-Research-Initiative.pdf>
- **Violence Against Women (VAW) Service Provider Survey** highlights feedback on service delivery in the VAW sector available at the regional and provincial levels. For data, please email [REU@ontario.ca](mailto:REU@ontario.ca)
- **Employment Ontario Geo-Hub** contains datasets related to social assistance, including data on Ontario Works (OW) and Ontario Disability Support Program recipients. Some datasets are available by Consolidated Municipal Service Manager or District Social Services Administration Board: <http://www.eo-geohub.com/>

### Justice

- **Risk-driven Tracking Database (RTD)**: Communities that have been on-boarded to the RTD have access to their own local data. For a copy of the RTD Annual Reports (which outlines regional and provincial data), please email [SafetyPlanning@ontario.ca](mailto:SafetyPlanning@ontario.ca)
- **Ontario Provincial Police (OPP) Community Satisfaction Survey**: Contact your local Detachment Commander for local detachment data. 2018 provincial report available online: [http://www.opp.ca/tms/entrydata.php?fnc=3&\\_id=5afae17aaf4f9348be57b7c4](http://www.opp.ca/tms/entrydata.php?fnc=3&_id=5afae17aaf4f9348be57b7c4)
- **OPP Statistical Crime and Traffic data**: Contact your local Detachment Commander for local detachment data. 2018 provincial report available online: <https://www.opp.ca/index.php?&lng=en&id=115&entryid=5d0bdebf241f6e18586f0913>
- **Ontario Court of Justice Criminal Justice Modernization Committee Dashboard** outlines statistical information for various types of metrics, including offence-based statistics available at local court, regional and provincial levels: <http://www.ontariocourts.ca/ocj/stats-crim-mod/>
- **Ontario Court of Justice Criminal Court Offence-Based Statistics** outlines the number of new criminal cases filed available at local court, regional and provincial levels: <http://www.ontariocourts.ca/ocj/stats-crim/>
- **Inmate Data**, including reviews of inmates in segregation with possible mental health conditions available at the institutional and regional levels: <https://www.mcscs.jus.gov.on.ca/english/Corrections/JahnSettlement/CSDatainmatesOntario.html>

### Health

- **Health data**: For regional or provincial level health data/requests, please email [IMsupport@ontario.ca](mailto:IMsupport@ontario.ca)

## Data Sources to Support Community Safety and Well-Being (CSWB) Planning

### Municipal Affairs and Housing

- **Financial Information Return** outlines municipal financial data, including expenses, revenues and debt per municipality: <https://efis.fma.csc.gov.on.ca/fir/Welcome.htm>
- **Homeless Enumeration** outlines data on the number of people experiencing homelessness over a specific time period available at the Service Manager level. Contact your local Service Managers to obtain local data. To determine the appropriate Service Manager, please visit: <http://www.mah.gov.on.ca/page1202.aspx>
- **Affordable House Price and Rent Tables** highlight data on house/rent affordability for different household incomes available at the Service Manager and provincial levels. For data, please email [Housing.Research@ontario.ca](mailto:Housing.Research@ontario.ca)

### Additional Data Sources

#### Statistics Canada and Other National Sources

- **Census Profile 2016:** <https://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/index.cfm?Lang=E>
  - Examples of CSWB indicators include educational attainment, low income and unemployment
  - Canadian Socio-Economic Information Management System (CANSIM) tables (customized data tables by Ontario regions/communities for specific indicators)
- **Crime/Justice related statistics** through various surveys including:
  - Uniform Crime Reporting Survey: <http://www23.statcan.gc.ca/imdb/p2SV.pl?Function=getSurvey&SDDS=3302>
  - Homicide Survey: <http://www23.statcan.gc.ca/imdb/p2SV.pl?Function=getSurvey&SDDS=3315>
  - Adult Correctional Services Survey: <http://www23.statcan.gc.ca/imdb/p2SV.pl?Function=getSurvey&SDDS=3306>
- **Socio-economic/Health statistics** through various surveys including:
  - Labour Force Survey: <http://www23.statcan.gc.ca/imdb/p2SV.pl?Function=getSurvey&SDDS=3701>
  - Canadian Community Health Survey: <http://www23.statcan.gc.ca/imdb/p2SV.pl?Function=getSurvey&SDDS=3226>
  - Aboriginal Peoples Survey: <http://www23.statcan.gc.ca/imdb/p2SV.pl?Function=getSurvey&SDDS=3250>
  - General Social Survey (Canadian's Safety): <http://www23.statcan.gc.ca/imdb/p2SV.pl?Function=getSurvey&SDDS=4504>
- **Visualization tools** such as the Census Program Data Viewer which allows for the visualization of data by provinces/territories, and census metropolitan areas/subdivision: <https://www.statcan.gc.ca/eng/interact/datavis>
- **Government of Canada - Open Government's Portal:** <https://open.canada.ca/en/open-data>
- **Canadian Institute for Health Information**, including Ontario Mental Health Reporting System, Discharge Abstract Database, National Ambulatory Care Reporting System, etc.: <https://www.cihi.ca/en/access-data-and-reports>
- **First Nations Information Governance Centre**, including the First Nations Regional Health Survey and First Nations Regional Early Childhood, Education and Employment Survey: <http://fnigc.ca/dataonline/>
- **First Nation Profiles** (available through Indigenous and Northern Affairs Canada): <https://open.canada.ca/en/suggested-datasets/indigenous-and-northern-affairs-canada-first-nation-profiles>
- **Community Well-being Index** (available through Indigenous Services Canada): <https://open.canada.ca/data/en/dataset/56578f58-a775-44ea-9cc5-9bf7c78410e6>

#### Local Sector-Specific Data Sources

- Police services (e.g., data on calls for service, offence occurrences)
- Municipal offices (e.g., data on economic development, services available)
- Local non-profit organizations and/or service providers (e.g., Vital Signs Report)
- School boards (e.g., truancy rates, graduation rates, school violence incidences)
- Hospitals (e.g., ER visits, waitlists for mental health/addictions services)
- Community-wide strategies or reports (e.g., Mental Health and Addictions, Drugs, Homelessness)
- Multi-sectoral tables (e.g., Situation Tables, Local Developmental Services System Planning Tables)

**Note:** This document includes examples of available data sources and does not represent an exhaustive list.



**Solicitor General**

Office of the Solicitor General

25 Grosvenor Street, 18<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416 325-0408  
MCSCS.Feedback@Ontario.ca

**Solliciteur général**

Bureau de la solliciteure générale

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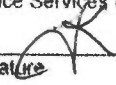


132-2019-2873

**RECEIVED**

**DEC 24 2019**

York Regional Police Services Board:

Signature 

December 12, 2019

Her Worship Virginia Hackson  
Mayor of the Town of East Gwillimbury  
Chair, The Regional Municipality of York Police Services Board  
17250 Yonge Street  
Newmarket ON L3Y 6Z1

Dear Mayor Hackson:

Thank you for your letter regarding the provincial and federal government's announcements to fund initiatives aimed at reducing gun violence and gang activity in Ontario.

Ensuring public safety is a key priority for our government and we are committed to working with our policing partners to provide them with the resources and tools they need to keep Ontario's communities safe and resilient.

Our announcement on August 26, 2019, builds on Ontario's Guns, Gangs and Violence Reduction Strategy (GGVRS) and further supports police services, municipalities, community organizations and families at the frontline of gun and gang violence by delivering new initiatives, and providing additional funding for existing initiatives established under Ontario's GGVRS. This investment is part of a five-year commitment to address guns and gangs in Ontario. This investment will begin in 2020 and will conclude in 2022-2023.

Building on initiatives announced earlier this year and in summer 2018, the province is extending government-wide efforts to curb gun crime and reduce gang activity by investing in new initiatives to:

- **Combat human trafficking**, including enhancements to survivor supports, investments in dedicated prosecution resources and future enhancements to the Safer and Vital Communities Grant Program;
- Create a new **Intensive Firearm Bail Team in Peel** to support bail hearings and proceedings for gun related offences in the Greater Toronto Area (GTA);
- Create a new **Eastern Ontario Gun and Gang Team** that will work closely with the **Ottawa Police Service**. The East Region team is staffed with four Assistant Crown Attorneys, who will provide prosecutorial support for complex investigative projects and an intensive firearms and gang specific bail strategy; and

.../2

- Establish a **GTA/Greater Golden Horseshoe (GGH) Gun and Gang Fund**, focused on supporting projects and partnerships in the GTA and GGH.

RECEIVED  
Police services located in the GTA and GGH will be eligible to apply for the GTA/GGH Gun and Gang Fund starting in April 2020. This is an application-based program available through the Criminal Intelligence Service Ontario (CISO) and eligible police services are strongly encouraged to apply. In addition to this fund, the Ministry of the Solicitor General, through CISO, will continue to offer the Gun and Gang Specialized Investigations Fund which provides provincewide support for targeted investigations through an application-based process.

It is also important to note that the ministry offers a number of grant programs available to police services, in collaboration with municipal and community partners, to support community safety and well-being initiatives. This includes, for example, the Community Safety and Policing (CSP) Grant, which is a separate investment to Ontario's GGVRs. The CSP Grant is a new, outcomes-based grant program that supports police services in combatting crime on a more sustainable basis and keeping Ontario communities safe. It offers two funding streams – one focused on local priorities and the other focused on provincial priorities. Projects funded under the Local Priorities Funding Stream must focus on addressing locally-identified risks to safety and well-being that are most prevalent in the community. Under the Provincial Priorities Funding Stream, projects must focus on addressing at least one of the following: gun and gang related violence, sexual violence and harassment and/or human trafficking.

Under the Local Priorities Funding Stream, the Regional Municipality of York Police Services Board was allocated approximately \$14 million over three years to address top priorities such as road safety, property crime, drug enforcement, mental health, senior safety and youth engagement. In addition, under the Provincial Priorities Funding Stream, the ministry has allocated approximately \$2 million to support Project Tourmaline, which focuses on addressing all three provincial priorities, including gun and gang violence in York Region.

As you may know, the ministry is now accepting applications under the Proceeds of Crime (POC) Front-Line Policing (FLP) Grant for 2020-21, 2021-22 and 2022-23. POC FLP reinvests assets seized by the provincial and federal governments during criminal prosecutions to support frontline policing efforts. The POC-FLP Grant is available to municipal and First Nations police services as well as the Ontario Provincial Police, for projects that focus on at least one of the following priorities: Gun and Gang Violence; Sexual Violence and Harassment; and/or Human Trafficking.

The deadline to submit applications under POC FLP is December 16, 2019. If you have any questions regarding POC FLP please contact Mr. Ramanan Thanabalasingam at [Ramanan.Thanabalasingam@Ontario.ca](mailto:Ramanan.Thanabalasingam@Ontario.ca) or Ms. Silvana Burke at [Silvana.Burke@Ontario.ca](mailto:Silvana.Burke@Ontario.ca).

Thank you again for your letter.

Sincerely,



Sylvia Jones  
Solicitor General

c: The Honourable Doug Ford  
Premier of Ontario





# The Regional Municipality of York Police Services Board

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To Make a Difference in Our Community

17250 Yonge Street, Newmarket,  
Ontario, Canada L3Y 6Z1

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September 18, 2019

The Honourable Ralph Goodale  
Minister of Public Safety and Emergency Preparedness  
Public Safety Canada  
269 Laurier Avenue West  
Ottawa, ON K1A 0P8

The Honourable Bill Blair  
Minister of Border Security and Organized Crime Reduction  
Public Safety Canada  
269 Laurier Avenue West  
Ottawa, ON K1A 0P8

The Honourable Sylvia Jones  
Minister of the Solicitor General  
25 Grosvenor Street, 18<sup>th</sup> Floor  
Toronto, ON M7A 1Y6

Dear Ministers Ralph Goodale, Bill Blair and Sylvia Jones:

I am writing to thank you for the recent federal and provincial government announcements to fund anti-gun and gang initiatives. The federal commitment of \$54 million over three years for the Gun and Gang Violence Action Fund and the Ontario Guns, Gangs and Violence Reduction Strategy (OGGVRS) will help us address a growing concern in our communities. I welcome the extension of normally Toronto-centred funding to Greater Toronto Area police services, acknowledging that organized criminal activity has no borders.

Funding is urgently needed to respond to the increase in organized criminal activity including gang activity and the resulting victimization of individuals in our communities and across Ontario. As you are aware, the Canadian Centre for Justice Statistics has reported a six percent increase to Ontario's crime severity index, including 69 more homicides in 2018 than 2017. From a York Region perspective, crimes against persons per 100,000 show five-year increases of 32 percent. In comparison, crimes against persons increased by 9 percent in the City of Toronto over the same five year period.

Recent announcements referred to a multi-pronged approach including the judiciary, provincial and municipal police services. There are several important details that we hope to clarify in short order, specifically:

- (i) the amounts to be directed to municipal police services;
- (ii) if the OGGVRS funding is incremental to, or part of, the Community Safety and Policing grant;

- (iii) the timing of the allocation decisions given that municipal budgets for 2020 are established on a calendar year basis; and,
- (iv) the status of fiscal year April 2019 to March 2020 grant allocations to York Region.

We strongly encourage the province to adopt a transparent allocation methodology, such as per capita and/or per household, to avoid or minimize otherwise complex legal and administrative requirements.

Existing funding of approximately four percent of policing expenditures or \$12 per capita in 2018, is insufficient to address the costs of a growing crime problem. Our Board is following with interest the recent decision by the British Columbia government to allow the City of Surrey to transition from the Royal Canadian Mounted Police to a municipal police service. From the transitional costing prepared for Surrey, a key provision is a loss of federal funding totaling \$15.6 million, or \$28 per capita, representing ten percent of uniform police expenditures.

There is clearly inequality of federal funding of policing in Canada. Our Board would also welcome a partnership with the federal government that includes a subsidy of ten percent of uniform police expenditures.

York Region's property taxpayers incur a disproportionately high percentage of policing costs - approximately ninety percent. This contributes to rankings from the Organisation of Economic Cooperation and Development showing Canada as having the second highest property taxes as a percentage of gross domestic product, among comparable countries.

The disruption of organized criminal groups and underlying crimes including guns, drugs and human trafficking will require a renewed financial partnership among governments. Working together, we can make a difference in protecting our communities.



Chair Virginia Hackson  
The Regional Municipality of York Police Services Board  
Mayor of the Town of East Gwillimbury

Copy: Local Members of Parliament for York Region  
Local Members of Provincial Parliament for York Region  
Chief Eric Jolliffe, York Regional Police

/jc



January 3, 2020

Dear Regional Municipality of York Police Services Board,

Thank you for your very generous donation to Inn From the Cold. As requested, the funds donated have been designated for our Sponsor a Night Program. Each shelter season we endeavour to sponsor all 154 nights that we are open. Sponsoring a night costs \$450 and we have sponsors from every walk of life in York Region, including families, businesses, sport teams, etc. Your \$5000 donation has sponsored 11 nights (Feb. 20-Mar. 1 inclusive), which translates into 957 meals prepared and served, and 396 stays in the shelter. Your generosity has helped sustained the lives of some very vulnerable and grateful people. Your contribution is recognized on our website at <http://www.innfromthecold.ca/Sponsorship-nights>.

Your support of our work is very much appreciated. We share a common concern for these very vulnerable people in our community. As we strive to serve them with empathy and a desire to help them move on to more stability, knowing that we have built strong supportive partnerships and relationships in the community is very encouraging.

If you at any time would like to know more about what we do I would be happy to answer any questions you may have. Wishing you all the best in 2020!

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ann', enclosed in a light grey rectangular box.

Ann Watson  
Executive Director  
annwatson@innfromthecold.ca





THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

JANUARY 22, 2020

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**Scope Change for Retail Fuel Services**

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**RECOMMENDATIONS**

1. That the Board authorize that the agreement between The Board and Imperial Oil for retail fuel services be amended to increase the contract price from \$2,300,000 to a total contract cost not to exceed \$4,500,000 over the remaining 22 months of the five year contract; and
2. That the Chief of Police be authorized to execute the amendment, subject to the approval of The Regional Municipality of York's Regional Solicitor, or designate, as to form and content.

**SYNOPSIS**

This report requests the Board's approval for a scope change in excess of 20 percent to an existing contract with Imperial Oil (Esso) for additional spending on retail fuel for York Regional Police fleet of vehicles. The fuel contract was drafted and released by the Region of York and York Regional Police following the results of a Request for Proposal (P-16-06) process. The primary objective of the contract was to improve the control of retail fuel expenditures through one main service provider at a discounted rate. The request to increase the retail fuel expenditure is attributed mainly to fuel forecasting for years four and five of the contract, increased fuel costs, vehicle car washes and vehicle fluids (oil, windshield washer fluid).

The Purchasing Bylaw 10-17, Section 12.2 requires Board approval for scope changes where the cost of the additional deliverables exceeds 20 percent of the total cost of the contract.

## FINANCIAL IMPLICATIONS

Funds in the amount of \$3,158,300 are included in the 2020 Operating Budget for fuel purchases including \$900,000 for retail fuel spending.

## BACKGROUND

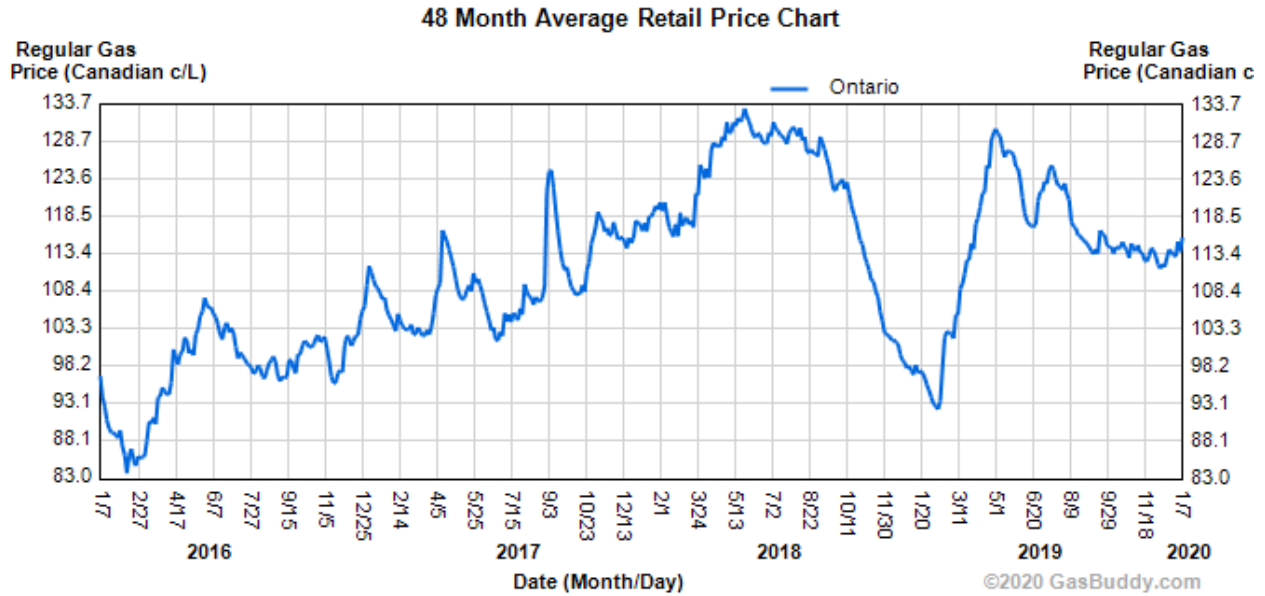
In 2016, The Region of York released a co-operative Request for Proposal (P-16-06) for Retail Fuel Services. A subsequent report to the Board on November 23, 2016 was presented for approval to enter into a five year contract (if all option years were exercised) with Imperial Oil (Esso). This report was for an approved spend of \$2,300,000 over five years, distributed as follows:

Year 1	\$650,000.00
Year 2	\$650,000.00
Year 3	\$650,000.00
Year 4	\$175,000.00
Year 5	<u>\$175,000.00</u>
	<u>\$2,300,000.00</u>

York Regional Police currently has four bulk fuel storage tanks that are located at District locations in Richmond Hill, Georgina, Markham and at Headquarters in Aurora. York Regional Police also has contracts with the City of Vaughan and York Region for the supply of fuel at select locations within the Region. Although these tanks are the primary source of fuel for approximately 400 police vehicles or 60 percent of the fleet, the remaining vehicles utilize retail fuel services. Currently, fuel and purchase cards are used at various retail locations across the Region at a discounted rate from retail pricing. The Region and York Regional Police partnered together in a competitive procurement in order to obtain a more favourable fuel discount rate based upon combined fuel volumes.

It was forecasted at the time of the initial contract, that there would be a lesser demand for retail fuel in the last two years of the contract as it was envisioned that the new 1 District Headquarters would be completed and transitioned to its own bulk fuel supply. This factor alone accounts for the largest portion of the requested increase.

An approximate five percent increase in vehicle utilization (mileage) and a modest increase in vehicle deployments has also attributed to the increase in fuel volume, but the second largest factor to the increase in spending is the retail fuel cost itself. Although the contract includes both a discount on fuel and car washes, the retail fuel costs have risen 15 percent since the initial contract inception in November 2016.



These factors, plus the expected continued trend for the immediate future in the rise of fossil fuel prices are the major factors for this scope request.

The Purchasing Bylaw No. 10-17 section 12.2 requires the Board's approval to increase the total cost of a contract that exceeds 20 percent of the total contract cost. It is therefore recommended that the Board approve the request to increase the total cost of the fuel contract with Imperial Oil from \$2,300,000 to \$4,500,000 for the remainder of the contract.

Robertson Rouse, BA  
Deputy Chief, Administrative Branch

RR:mm

Accessible formats or communication supports are available upon request



THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

JANUARY 22, 2020

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**Quality Service Standards Audit - 2019**

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**RECOMMENDATION**

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

**SYNOPSIS**

In accordance with section 4.2 of the Accessible Customer Service Board Policy No. 04/09, the Quality Assurance Unit completed a Quality Service Standards (QSS) audit. The purpose of the audit was to verify the level of compliance with the 13 identified Quality Service Standards and to identify areas of potential improvement in order to ensure York Regional Police continues to provide the highest quality of service to members of our community.

The results of the audit are provided to Managers and Commanders for review, feedback and implementation of the recommendations.

**FINANCIAL IMPLICATIONS**

There are no financial implications.

## **BACKGROUND**

The Quality Service Standards prescribe the expected level of service that York Regional Police provides in the following categories:

1. Accessible Facilities
2. Complaint Areas
3. Courteous and Respectful Service
4. External Correspondence
5. Freedom of Information (FOI)
6. Front Desk Reception and Complaint Management
7. Investigative Follow-up
8. Investigative Reporting
9. Paid Duties
10. Persons in Crisis
11. Telephone Enquiries
12. Training and Awareness
13. Victims of Crime

### **Accessible Facilities**

STANDARD:

*All York Regional Police facilities accessed by members of the public will be accessible in accordance with the Accessibility for Ontarians with Disabilities Act.*

The *Accessibility for Ontarians with Disabilities Act* (AODA) requires the Ontario Government to lead Ontario to full accessibility for 1.8 million people with a physical, mental, sensory, intellectual or learning disability by 2025.

The York Regional Police Services Board approved Accessibility Policy No. 01/13 on January 1, 2013. It was amended on October 21, 2015, to incorporate the *Design of Public Spaces Standards* (DOPS). In accordance with the Board's Accessibility Policy, the Board and York Regional Police (YRP) will incorporate accessibility features when building new or making planned significant alterations to existing public spaces in accordance with the *Design of Public Spaces Standards* under the *Integrated Accessibility Standards Regulation* (IASR). All YRP contracts further require that consultants and contractors comply with the AODA.

York Region established Accessible Customer Service Guidelines in March 2018. These guidelines are for employees to ensure they best serve customers with disabilities and meet the mandatory requirements set out in the Customer Service Standards under the AODA. York Regional Police has already created training for all members on the customer service requirements of AODA. The Accessible Customer Service – AODA course on the YRP Learning Management System is required training for all YRP members. In 2019, York Regional Police Diversity, Equity and Inclusion Bureau and Corporate Communications produced the Manual “How may I best help you? Accessible Customer Service Guidelines”.

To ensure we continue to meet compliance, there are monthly preventative-maintenance site visits that include reviewing accessible elements. Requests are made available to Capital Projects and Facilities Management to correct any deficiencies reported.

## **Complaint Areas**

### **STANDARD:**

*The Officer-in-Charge of the District Community Oriented Response Unit shall provide a file number to a complainant within five business days of receiving a complaint from a citizen regarding activity of concern.*

*The Officer-in-Charge of the District Community Oriented Response Unit shall update the complainant regarding any action taken within 15 days of receiving the complaint.*

Citizens are able to register a complaint regarding activity of concern in their community by telephone, e-mail or in person. These complaints are directed to the Community Oriented Response (COR) Sergeant who reviews the complaint and if approved, enters it into the Complaint Entry Database within the Versadex records management system.

In cases where the complaint is not received in person or by telephone, the COR Sergeant is required to contact the reporting citizen and provide them with the assigned file number within five business days. Within 15 days of receiving the complaint, they are to contact the citizen and advise them of any action undertaken in relation to the complaint.

The Quality Assurance Unit reviewed a random selection of occurrences generated for Complaint Areas from the five Districts between January and June 2019. Ninety-three percent of Complaint Area occurrences complied with this Standard. This high level of compliance has resulted from Community Oriented Response (COR) Sergeants effectively using the CopLogic and Versadex tracking systems.

## **Courteous and Respectful Service**

### **STANDARD:**

*Officers will provide courteous and respectful service.*

The Quality Service Standard of Courteous and Respectful Service was approved for inclusion in the Quality Service Standards by the Board on January 20, 2016. The Audit Team reviewed In-Car Camera System (ICCS) recordings of 88 randomly selected traffic stops from across all of the York Regional Police Districts and the Traffic Unit. Officers conducting traffic stops were found to be courteous and respectful in 100 percent of the ICCS recordings viewed.

## **External Correspondence**

### **STANDARD:**

*All correspondence requiring a response shall be responded to within 15 working days.*

The Auditors reviewed letter log files of the three Executive Command Team offices for correspondence that was received from January to June 2019. The compliance rate for this Standard was 100 percent.

## **Freedom of Information (FOI)**

### **STANDARD:**

*Freedom of Information requests will be responded to in accordance with the Freedom of Information and Protection of Privacy Act.*

Responses to Freedom of Information (FOI) requests were approved for inclusion in the Quality Service Standards by the Board on January 20, 2016. The FOI Unit provides a monthly report to the Deputy Chief of Operations on the status of FOI requests. They also provide an annual report to the provincial Information and Privacy Commissioner (IPC) on the status of FOI requests.

The IPC investigates complaints with respect to personal information held by government and resolves access to information appeals and complaints. The Freedom of Information Office is in compliance with the *Freedom of Information and Protection of Privacy Act* (FIPPA) pertaining to York Regional Police's response to FOI requests. Despite significant increases in the volume and complexity of requests, there have been no complaints or investigations involving York Regional Police launched by the Information and Privacy Commissioner.

### **Front Desk Reception and Complaint Management**

STANDARD:

*Members of the public attending a police district will be greeted in a timely, courteous and professional manner. All reasonable efforts will be made to satisfy any enquiries. All public complaints will be responded to in accordance with the Police Services Act, O.Reg 263/09 Public Complaints – Local Complaints.*

The Quality Assurance Unit utilizes a summer student as a "secret shopper" to conduct the front desk visitations. The student attended every District, all platoons, the Community Resource Centre, the Whitchurch-Stouffville Community and King City Substations, the Recruiting Office and the Training Facility in order to determine if front desk personnel address members of the public in accordance with the Front Desk Reception Standard.

Out of 21 visits in total, the students rated 17 as excellent and 4 as good. For the 17 excellent responses, front desk personnel were found to: respond in a timely manner and attend the front counter, offer a pleasant greeting, act in a courteous and professional manner and provide a satisfactory response to the student's inquiry.

In all cases, the Front Desk areas of Districts and Customer Service areas were stocked with Office of the Independent Police Review Director (OIPRD) pamphlets, and an OIPRD poster was posted and visible.

### **Investigative Follow-up**

STANDARD:

*All cases assigned to a Criminal Investigation Bureau for review shall receive, at minimum, one investigative call-back.*

Compliance with Investigative Follow-up requirement continues to display a high level of compliance. Investigative call-backs for Assault occurrences and Residential Break and Enter occurrences were reviewed from January 1st to June 30th, 2019. Investigators made call-backs to victims or reporting parties in 100 percent of Assault occurrences and 100 percent of Break and Enter occurrences that were assigned to a Criminal Investigation Bureau (CIB) officer.



## **Investigative Reporting**

### **STANDARD:**

*York Regional Police will strive to produce investigative reports that are free from errors or omissions and will include appropriate case clearance and Uniform Crime Reporting (UCR) coding.*

This was the fourth year Investigative Reporting was reviewed as part of the Quality Service Standards audit. The audit focused on writing quality, completeness, UCR coding and case clearance. This audit continued the methodology of last year's audit. UCR coding and case clearance accuracy is reviewed with the assistance of the UCR Auditors and their monthly statistics. Writing quality is evaluated on the basis of readability, grammar and spelling. The process for reviewing reports; including approval, validation and submission of UCR statistics, results in a high degree of accuracy for proper UCR coding and case closure. Eighty-three percent of cases reviewed contained no errors or omissions and 97 percent of cases reviewed were cleared accurately.

## **Paid Duties**

### **STANDARD:**

*Satisfaction surveys shall be conducted for all new paid duty customers and random sampling shall take place throughout the year for ongoing customers. All surveys will be reviewed to ensure York Regional Police is providing the highest quality service.*

The YRP Paid Duty Quality Assurance Survey is sent to customers electronically, following the completion of a paid duty to evaluate customer satisfaction levels. There were 85 surveys returned between January 1st, 2019, and June 30th, 2019. In 94 percent of responses, customers were satisfied with the service provided by paid duty officers and categorized the service as "excellent" or "good".

## **Persons in Crisis**

### **STANDARD:**

*The Community Services Mental Health Support Unit will triage every occurrence involving a person in mental health crisis within five business days for the appropriateness of follow-up based on risk and severity with subjects and/or caregivers and support organizations.*

This Quality Service Standard was revised in 2018 to conform with the Iacobucci report "*Police Encounters with People in Crisis*". The metric for measuring the standard was also revised to properly reflect the mandate and practices of the Community Services' Mental Health Resources Unit.

The implementation of the Co-Responder Crisis Workers (CRCWs) Project commenced in September 2015 in One District and Three District to assist police in supporting individuals in crisis. The CRCW's operate independently of a police officer partner. If requested by police, the CRCWs will assist officers when dealing with a Person in Crisis (PIC) occurrence.

With the implementation of the CRCWs, hospitals increase their resources when dealing with Mental Health treatment, and our working relationship with York Support Services Network (YSSN) improved. The Mental Health Support Team (MHST) personnel were able to achieve 100 percent follow-up of PIC occurrences.

## **Telephone Inquiries**

### **STANDARD:**

*With the exception of a call received by a switchboard operator, a caller shall not be transferred more than once and every effort shall be made to satisfy any inquiries. All voice mail shall identify the name and assignment of the member and shall further indicate how a caller can obtain immediate assistance.*

### **Voice Mail**

A list of members who were scheduled to be off-duty on a randomly selected day was created. These members' extensions were called to determine if their out-of-office assistant for voice mail was properly activated in order to determine compliance levels with this Standard.

In 22 of 46 calls, members had their voicemail engaged according to the Standard identifying the member, their Unit and how to obtain assistance. The majority of members who failed to meet the Standard for their voicemail were deficient with only one or two elements of the Standard. Most extensions identified the member by name and provided guidance for obtaining immediate assistance. No recommendations were made to address the minor deficiency, as the Audit Team observed that most members utilized the email Out of Office function, which addressed the required information for the Standard.

### **Attended Phone Extensions**

The Auditor completed 50 telephone calls at various times (between 8:00 am and 4:00 pm) to all five Districts. These telephone calls were answered promptly and professionally and callers were not unnecessarily transferred.

During regular business hours non-emergency telephone calls are answered by the Switchboard Operators. Outside of regular business hours incoming telephone calls are received by Communications.

## **Training & Awareness**

### **STANDARD:**

*Quality Service Standards shall be posted on the York Regional Police website and on the YRPNet. All new members shall receive training in relation to Quality Service Standards.*

The Quality Service Standards were revised in 2018. The revised Quality Service Standards are posted on the YRPNet and the York Regional Police external website. New members are advised during initial training of the existence and importance of these Standards.

In addition, an e-learning component relating to the Quality Service Standards was implemented for newly hired personnel in the spring of 2011. Information from the Training and Education Bureau confirmed that 100 percent of all new members have been enrolled in the program.

## **Victims of Crime**

### **STANDARD:**

*When an officer takes a report from a victim, they shall fill out a YRP384 Victim Information Pamphlet, explain the contents and include the officer's name, badge number, contact information and incident number, before leaving it with the victim.*

There were high levels of compliance observed in the response to victims of crime by front-line officers. Victims of crime received a YRP384 Victim Information Pamphlet in 100 percent of Assault occurrences reviewed and 100 percent of Break and Enter occurrences reviewed. This high level of compliance with the Quality Service Standard is attributable to the Supervisor Notification (SN) text page which requires officers to provide an explanation when a YRP384 Victim Information Pamphlet was not issued to a victim of crime.

### **Conclusion**

The 13 Quality Service Standards implemented by York Regional Police demonstrate the commitment to both transparency and providing excellent service. The results of the Quality Service Standards audit demonstrates that York Regional Police continues to provide a high standard of customer service to the communities it serves.

RR:cj

Robertson Rouse, B.A.  
Deputy Chief, Administration Branch

Accessible formats or communication supports are available upon request.



THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT TO THE CHIEF OF POLICE

JANUARY 22, 2020

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**Quality Assurance Process**

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**RECOMMENDATION**

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

**SYNOPSIS**

The York Regional Police Quality Assurance and Risk Management Unit conducted a series of internal audits and inspections throughout 2019. This report summarizes the results and recommendations in order to ensure compliance with the Adequacy Standards Guidelines.

**FINANCIAL IMPLICATIONS**

None.

**BACKGROUND**

The Quality Assurance Process, Board Policy No. 01/08 was approved on January 23, 2008, and amended on June 25, 2014. This policy outlines the requirement for internal audits based on a risk assessment and regular procedure/regulation reviews, the results of which are to be presented to the Regional Municipality of York Police Services Board.

In order to ensure York Regional Police is in compliance with the requirements of the Adequacy Standards Guidelines made under the *Adequacy and Effectiveness Regulation 3/99*, the Quality Assurance and Risk Management Unit is responsible for conducting audits and procedure/regulation reviews.

In compliance with the aforementioned requirements, the annual Property, Evidence and Records Retention Audit, Quality Service Standards Audit and Street Checks Audit (*Regulation 58/16: Collection of Identifying Information in Certain Circumstances*) and Ministry of Transportation Inquiry Services System Audit were conducted in 2019.

Pursuant to their responsibility for procedure and regulation reviews, the Quality Assurance and Risk Management Unit researched and developed procedures and related practices stemming from legislation changes and leading practices. Chief's Orders and general documents are then developed. External Requests for assistance were also responded to throughout 2019.

The Quality Assurance and Risk Management Unit is committed to improving the operations of York Regional Police by oversight through audits to identify and manage risk. Policy/procedure reviews are also undertaken to ensure accountable and transparent officer conduct. Additionally, the Unit is actively engaged in meeting York Regional Police Business Plan goals by conducting risk management presentations for members throughout the organization, and by serving as a consultant for internal projects and external systemic reviews and inspections. This report summarizes the findings and actions taken to meet these goals and ensure compliance with *Adequacy and Effectiveness Regulation 3/99*.

## **INTERNAL AUDITS**

### **Property, Evidence and Records Retention Audit**

Policing Standards Guidelines, York Regional Police Procedure LE-020 Collection and Preservation of Evidence and Property, and Board Policy 02/00-22 Collection, Preservation and Control of Evidence and Property requires York Regional Police to undertake an annual audit of all property and evidence under the control of the Service and report the results to the Board. There are nine property rooms that are located within York Region, eight are within police facilities and one is within an external storage location.

Representative samples of property from each property room were examined in accordance with the International Standards on Auditing established by the International Auditing and Assurance Standards Board. Only minor administrative errors were identified and reported to the Information Governance and Evidence Management Bureau Supervisors for immediate attention.

As a result of the audit there was one recommendation presented to the Executive Command Team which was administrative in nature. This recommendation is in the process of being implemented by the Property and Evidence Management Bureau and the Information Technology Bureau in an effort to continually improve our property management practices.

### **Quality Service Standards (QSS) Audit**

Board Policy 04/09, Accessible Customer Service Policy, provides that the Chief of Police shall ensure that minimum customer service standards are developed and that community

satisfaction is monitored through a variety of means, and the results must be reported annually to the Board.

York Regional Police has 13 Quality Service Standards which set forth the organizational standards of service that are to be provided to all citizens. The Quality Service Standards Audit was conducted to determine the level of compliance with the Standards and to identify opportunities for ongoing improvement.

There were no recommendations as a result of this year's audit. The audit findings have been further detailed in a separate report to the Board.

### **Ministry of Transportation Inquiry Services System Audit**

As part of our agreement with the Ministry of Transportation (MTO) for use of the Inquiry Services System (ISS), York Regional Police annually audits our compliance with the requirements for authorizing users, confidentiality (including privacy laws and protection of confidential information) and system security.

The audit examines the annual declaration documents, random samples provided by the MTO and random samples provided for exception testing. Responses for the compliance review are also provided.

As a result of the audit there were three recommendations identified, two of which were technological in nature and one of which was administrative. One of the technological recommendations has already been implemented by York Regional Police, the other two recommendations are the responsibility of the MTO to implement.

### **PROCEDURAL REVIEWS AND NEW PROCEDURES**

Procedural reviews are conducted independent of internal audits and incorporate legislative changes, risk management, leading practices, training, or a recognized opportunity to build on the services and response provided by York Regional Police.

The Quality Assurance and Risk Management Unit worked in collaboration with members of various Bureaus and Units in order to develop 116 new Chief's Orders and revise 60 procedures throughout 2019 (up from 50 in 2018). The procedure reviews were conducted to ensure a superior quality of service when responding to the needs of both the organization and the community. Written procedures provide officers with a standard of conduct to ensure consistency of operations reflecting leading practices in policing. The Quality Assurance and Risk Management Unit researches and evaluates trends in policing to ensure York Regional Police is a risk aware organization.

The Quality Assurance and Risk Management Unit worked to complete the research and development of two new procedures to the organization in the areas of accommodation and return to work, and special event planning. In response to legislative changes in 2019, orders were developed and posted to the YRPNet to provide officers with direction concerning associated changes to the *Criminal Code of Canada* and the *Youth Criminal Justice Act (Bill C-75)* and numerous *Highway Traffic Act* changes. A number of orders concerned technological enhancements to the organization designed to assist front-line officers, such as the deployment of Panasonic CF-33 Tablets into front-line vehicles, the Brief Mental Health Screener (BMHS) which supports members who are dealing with persons in crisis and CRIMSS (Criminal Scheduling System) which assist members when making an arrest, scheduling first

appearances and fingerprints. Additionally, 130 forms were revised/developed and posted to the YRPNet.

## **EXTERNAL REQUESTS FOR ASSISTANCE**

York Regional Police is committed to its organizational values of leadership and competence, which are reflected in the external requests for assistance received throughout the year. We frequently field requests concerning our industry leading programs such as our risk management processes, cannabis procedures and a variety of other procedural developments.

The Quality Assurance and Risk Management Unit responded to more than 304 external requests for assistance (a decrease from 370 in 2018 and 325 in 2017). These requests ranged from in-person meetings on organizational/procedure development to minor requests for the sharing of documents or best practices employed at York Regional Police. The requests were received from police services throughout Ontario and across Canada.

## **AUDITS SCHEDULED FOR 2020**

It has been determined by the Chief of Police that internal audits of the following areas will be conducted by the Quality Assurance and Risk Management Unit in 2020:

- Property, Evidence and Records Retention Audit (mandatory audit);
- Quality Service Standards (QSS) Audit (mandatory audit);
- Street Checks – *Regulation 58/16: Collection of Identifying Information in Certain Circumstances* (mandatory audit); and
- Ministry of Transportation Inquiry Services System (mandatory audit).

The Quality Assurance and Risk Management Unit will continue to work to improve the quality of service delivery, accountability and transparency of York Regional Police through effective procedures, evidence based research, risk management processes, critical analysis, audits and inspections. Quality assurance forms an integral part of the management process and is a critical component of good governance and effective policing which assists in meeting business goals and objectives of the police service, and the Chief's responsibilities to the Police Services Board.

RR:cj

Robertson Rouse, B.A.  
Deputy Chief, Administration Branch

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THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

JANUARY 22, 2020

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**Secondary Activities**

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**RECOMMENDATION**

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

**SYNOPSIS**

Section 31(1)(g) of the *Police Services Act* requires the Police Services Board to receive regular reports from the Chief of Police on disclosures and decisions made under Section 49, "Secondary Activities". To comply with this requirement, it is the practice of York Regional Police to report the secondary activities of its members to the Board at the beginning of each year.

**FINANCIAL IMPLICATIONS**

There are no financial implications.

**BACKGROUND**

Section 49(1) of the *Police Services Act* states that a member of a police force shall not engage in any activity, (a) that interferes with or influences adversely the performance of their duties, or is likely to do so; (b) that places them in a position of conflict of interest, or is likely to do so; (c) that would otherwise constitute full-time employment for another person; or (d) in which they have an advantage derived from being a member of a police force.

Section 49(3) of the *Police Services Act* states that a member of a police force who proposes to undertake activity that may contravene any of the foregoing conditions, or who becomes aware that an activity that they have already undertaken may do so, shall disclose full particulars of the situation to the Chief of Police. The Chief of Police shall decide whether the member is permitted to engage in the activity and the member shall comply with that decision.

Members who participate in secondary activities that do not contravene Section 49 of the *Police Services Act* or do not place the member in potential conflict do not require the Chief's approval to undertake the activity and are not required to disclose the activity to York Regional Police. The vast majority of secondary activity submissions for approval do not have a potential conflict. However, members often seek the Chief's approval out of an abundance of caution before undertaking such activities.

In 2019, 99 members engaged in secondary activities for which approval was granted by the Chief of Police. There were ten new secondary activity requests approved and 29 members who resigned from previously approved secondary activities.

A five-year summary of secondary activities and the number of members involved is provided in the chart below:

<b>Secondary Activities</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Instructor/Teaching	24	26	27	35	19
Sales	25	30	32	37	36
Mechanical & Technical Services	4	6	7	9	2
Miscellaneous*	28	35	36	40	26
Residential Services	1	2	5	7	5
Health Services	1	5	5	7	3
Volunteer	3	4	6	2	3
Police Related**	5	6	7	7	5
<b>TOTAL ***</b>	<b>91</b>	<b>114</b>	<b>125</b>	<b>144</b>	<b>99</b>

\*e.g. armed forces, referee. \*\*Part-time Records Clerk, Communications for outside agency \*\*\*Does not include activities that have expired or are in review process.

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Deputy Chief, Administration Branch

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THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

JANUARY 22, 2020

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**Proposal for Use of Public Relations Reserve Funds**

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**RECOMMENDATION**

1. That the Board approve a disbursement from the Public Relations Reserve Fund to the 2020 First Responders Day luncheon for \$10,000.

**SYNOPSIS**

This report requests the Board's approval for a proposed disbursement from the Public Relations Reserve Fund to the First Responders Day luncheon. This initiative was selected based on a review of the criteria outlined in the Board's Governance Public Relations Reserve Fund Policy.

**FINANCIAL IMPLICATIONS**

The Public Relations Reserve Fund balance as of November 30, 2019 was \$167,826.

**BACKGROUND**

In the previous two years, the Board has approved \$10,000 disbursements for the 2018 and 2019 First Responder's Day Luncheons. There are two annual luncheons to celebrate and recognize staff contributions: First Responders Day in May; and, a holiday celebration in December.

Since 2014, the Police Appreciation Night has funded the December holiday celebration. External funding is beneficial to respect the taxpayer and to ensure transparency for spending on staff events.

The Board's Governance Public Relations Reserve Fund Policy outlines criteria for funding proposals including: to recognize the work of members of the Police Services Board and York Regional Police; and, to support co-operative initiatives between York Regional Police and the citizens of York Region that foster community harmony and safety by encouraging people to value and treat each other with respect.

It is therefore recommended that the Board approve a \$10,000 disbursement from the Public Relations Reserve Fund to the First Responders Day luncheon in accordance with the criteria outlined in the Board's Governance Public Relations Reserve Fund Policy.

Robertson Rouse, B.A.  
Deputy Chief, Administrative Branch

RR:jc

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THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

JANUARY 22, 2020

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**Annual Report on Freedom of Information Access Requests**

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**RECOMMENDATION**

1. That the Board receive this report in accordance with its By-Law No. 09-15, a By-Law to Establish Administration Policies for *Municipal Freedom of Information and Protection of Privacy Act* Access Requests.

**SYNOPSIS**

The Freedom of Information (FOI) Unit received 3,271 requests for access to York Regional Police records in 2019. Nine FOI Unit access decisions were appealed to the Information and Privacy Commissioner in 2019.

**FINANCIAL IMPLICATIONS**

Not applicable.

**BACKGROUND**

The *Municipal Freedom of Information and Protection of Privacy Act* (the “Act”) provides a right of access to information under the control of institutions in accordance with the principles that information should be available to the public, necessary exemptions from the right of access should be limited and specific, and decisions on the disclosure of information should be reviewed independently of the institution controlling the information.

The *Act* protects the privacy of individuals with respect to personal information about themselves held by institutions and provides individuals with a right of access to that information.

The Freedom of Information (FOI) Unit processes requests for access to York Regional Police records from members of the public, government agencies and other organizations. The FOI Unit also responds to appeals to the Information and Privacy Commissioner (IPC) and acts as a resource for York Regional Police members with respect to privacy legislation and the sharing of police records.

In accordance with section 5.1 of By-Law No. 09-15, a By-Law to Establish Administration Policies for *Municipal Freedom of Information and Protection of Privacy Act* Access Requests:

*The Chief of Police shall report to the Board annually on access requests under the Act for the York Regional Police and it shall include the following information as it compares with the previous year:*

- *total number of access requests;*
- *total number of appeals; and*
- *outcome of the appeals.*

In 2019, the FOI Unit received 3,271 access requests as compared to 3,214 requests in 2018.

Nine of the FOI Unit's access decisions were appealed to the IPC in 2019 as compared to 22 appeals in 2018. The outcome of these appeals are as follows:

- Two were dismissed at the intake stage by the IPC;
- One was successfully resolved through the IPC's mediation process; and
- Six appeals are pending before the IPC.

Additionally, the IPC rendered three decisions and one reconsideration in 2019 for appeals that were filed in 2018.

#### Appeal Decisions:

Order MO-3783 – June 7, 2019

The appellant requested access to a general occurrence report regarding a matter in which she was involved. The FOI Unit granted partial access to the responsive record but redacted the personal information of other involved parties. On appeal, the appellant sought an unredacted copy of the report. The IPC Adjudicator upheld the FOI Unit's exercise of discretion in redacting the personal information of other involved parties and dismissed the appeal.

Order MO-3822 – August 29, 2019

The appellant took her son to the hospital for a leg injury following his return from an access visit with his father. She reported the matter to the Children's Aid Society (CAS) and it was

investigated by police. The appellant requested access to all of the records relating to the police investigation. The FOI Unit granted access to redacted investigative records. The redactions were not at issue in the appeal.

The appellant appealed the FOI Unit's decision on the basis of her belief that the police had additional records that had not been released. The notes of two additional officers were found during a secondary search and they were provided to the appellant. However, the appellant believed that the police should have CAS records in their possession. The appellant also sought a correction to the police records since they did not refer to her son's leg injury as a confirmed "fracture". As part of her correction request, the appellant enclosed a copy of a letter from her son's orthopaedic surgeon to her lawyer wherein a fracture is referenced.

The IPC Adjudicator accepted that the police did not have a copy of any CAS records and upheld the FOI Unit's search as reasonable in the circumstances. With respect to the correction request, the IPC Adjudicator found that the son had made a number of visits to the hospital and the the existence of a leg fracture was only confirmed after the investigating officer's conversations with the doctor. As such, the police records in question represented an accurate recording of what the doctor told the police officer at the time. The decision to deny the appellant's correction request was upheld.

Reconsideration Order MO-3872-R – December 16, 2019

The appellant requested reconsideration of the IPC Adjudicator's finding on the issue of correcting the police records to reflect the fact that her son had sustained a leg fracture. She argued that there were fundamental defects in the adjudication process, jurisdictional defects as well as errors in the Adjudicator's decision. On reconsideration, the IPC Adjudicator was satisfied that the occurrence report accurately conveyed that a suspected fracture to the son's leg was later confirmed. The appellant's reconsideration request was denied.

Order MO-3882 – December 18, 2019

The appellant requested the removal of any reference to his mental health status in five general occurrence reports. The FOI Unit issued a decision denying the request. On appeal, the IPC Adjudicator accepted that the references to the appellant's mental health status were based on the observations made by police officers and third parties of the appellant's behavior during the incidents in question. The records reflected the opinions of the officers and third parties and could not be said to be incorrect, in error or incomplete. The appeal was dismissed.

Robertson Rouse, B.A.  
Deputy Chief, Administration Branch

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THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

JANUARY 22, 2020

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**Annual Report on Equity and Inclusion Strategy**

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**RECOMMENDATION**

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

**SYNOPSIS**

This is being submitted in accordance with the annual reporting requirements of The Regional Municipality of York Police Services Board's (the "Board") Equity and Inclusion Policy No. 04/11 (the "Policy"), which was amended on September 20, 2017.

**FINANCIAL IMPLICATIONS**

Not applicable.

**BACKGROUND**

In accordance with the Policy, the Board and York Regional Police (YRP) are committed to the following principles that govern the equitable and fair treatment of members of the public and members of YRP:

- Developing a police service that respects and adheres to the *Canadian Charter of Rights and Freedoms* (the "Charter"), the *Ontario Human Rights Code* (OHRC) and the *Accessibility for Ontarians with Disabilities Act (AODA)*, 2005;

- Providing police services in a manner that is respectful, equitable and inclusive and without discrimination and harassment because of age, ancestry, colour, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital status (including single status), gender identity, gender expression, sex (including pregnancy), sexual orientation;
- Ensuring that all YRP members and volunteers work in an environment without discrimination and harassment as provided by law; and,
- Work towards a police service that is reflective of the communities it serves.

The Chief of Police is required by the Policy to develop a strategy and procedures which aim to promote equity, inclusion and diversity across the organization and at all levels of leadership and which will aim to prevent discrimination and harassment in the delivery of its services to the public and in the workplace. It is the duty of the Chief of Police to provide the Board with an annual report on the strategy, including the associated performance indicators, as well as programs, initiatives and/or other mechanisms that support the Policy.

## **EQUITY AND INCLUSION STRATEGY**

As reported to the Board on April 17, 2019, York Regional Police has undertaken an organizational transformation, known as Breakthrough. Breakthrough aims to coordinate efforts of several member-focused projects under one strategic umbrella. The vision of Breakthrough is to inspire and perpetuate a versatile culture of conscious awareness, collaboration and opportunity.

Two senior leaders have been assigned to Breakthrough for the next two years. They will oversee and coordinate the associated projects that have organization-wide implications and a workplace culture component that deals directly with equity and inclusion.

## **PROGRAMS, INITIATIVES AND MECHANISMS IN SUPPORT OF THE POLICY**

### **Meta Umbrella/Organizational Evolution**

The organizational evolution and work being done under Breakthrough addresses YRP's obligations under the Policy. Below is a brief description, including the objectives and associated performance indicators for five of the projects under the umbrella. Members represent each of these projects and form part of the Change Leadership Team working on the transformational change.

In Spring 2019, YRP administered an Organizational Culture Index (OCI) to obtain a baseline on the existing culture of YRP. The data resulting from this survey has provided information on the desired culture according to YRP members. This baseline information will support Breakthrough's measure of success.

### *Professionalism Through Ethics in Policing*

The objective of this initiative is the implementation of an institutionalized Ethics Program.

One of the recommendations was to revise YRP's Code of Professional Ethics and Core Values. A committee titled Professionalism Through Ethics in Policing, ("PTEC") was struck to carry out this work.

The Professionalism project will work to sustain public trust, develop a culture of ethical leadership and ensure we are aligning our behaviours, processes and policies with YRP's Code of Ethics and Values.

In June 2019, following consultation with YRP members, PTEC developed and launched a new set of YRP values and code of ethics. The new values are Respect, Fairness, Courage, Compassion and Professionalism. Our values and code of ethics will guide and inspire us, as we uphold the high ethical standards expected of us by the public and our organization.

PTEC will incorporate Civility and Respect in the Workplace, which seeks to create an organizational culture of civility and respect that supports a psychologically healthy workplace free from stigma, harassment and discrimination. This further allows managers to support a psychologically safe and healthy workplace, act effectively when an employee shows signs of distress and ensures employees are accountable for their actions.

### *Project Vanguard*

This initiative examines equity and inclusion through the lens of gender. Project members are examining recruiting, retention and professional development systems and processes. Project leads interviewed all sworn Senior Officers and met with over 300 sworn members of YRP as part of their internal research.

In Spring 2019, the Chief of Police was provided with recommendations based on the results from the research for Project Vanguard. All recommendations were approved.

A Harassment Sub-committee was formed from one of the recommendations, with the intent to research and examine systems and processes related to harassment, civility and respect.

### *Mental Health Strategy*

In recognition of the central role mental health plays in the wellbeing and effectiveness of its members, YRP continues to expand and improve its programs, policies, and services in accordance with its mental health strategy. Based on a biopsychosocial spiritual stepped care model, YRP provides education, support, and intervention for members and their families via a variety of internal and external resources, including the Psychological Services Unit, the Peer Support Unit, and the Chaplaincy service.

YRP's business intelligence platform is undergoing the development of a member wellness dashboard that considers the quality of life for frontline patrol.

York Beyond the Blue, which offers wellness support and resources to members and the families, has relaunched its family support program.

Mental Health Week from May 6 to 12, 2019 saw nearly 50 members who have lived through difficult experiences step up to be part of an active Peer Support Team, ready to assist colleagues facing their own challenges.

#### *Communications and Modernization*

The Communications Modernization team is working to enhance member wellness and retention in the 9-1-1 Call Centre. Specifically, the team is focusing on:

- Staffing
- Supervision
- Member Development
- Work Environment (Culture); and
- Professional Inclusion

#### *Cornerstone*

In November 2019, Cornerstone was established. Cornerstone is focused on finding evidence based, member focused ways of evolving the talent management processes within Staff Development.

This new sub-committee aims to identify opportunities and make recommendations about staff development, the promotional process, and the performance appraisal system.

Feedback forums began in November 2019 as a method for members to identify challenges and needs and then propose solutions regarding the promotion, staff development and performance processes.

## **OTHER INITIATIVES AND MECHANISMS**

#### *Diversity Equity and Inclusion Bureau*

The YRP Diversity Equity and Inclusion Bureau (DEIB) is a 10-member bureau that is comprised of one Inspector, one Staff Sergeant, two Sergeants, five Constables and one Equity and Inclusion Specialist. The Diversity Unit and Hate Crime Unit, which operate under the DEIB, engage in community outreach and relationship building, special initiatives and community events and Hate Crime investigations and prevention.

The DEIB works to identify, network, and initiate contact and engagement with marginalized, vulnerable and diverse communities, as well as ongoing daily interactions with multiple ethnic, cultural and religious stakeholder communities and newcomers at the Region's five Immigrant Welcome Centres.

In May 2019, DEIB along with Police Community Advisory Council (PCAC) hosted its inaugural Social Justice Youth Conference to raise awareness on Human Rights that creates a positive, safe, inclusive and equitable community for all through social justice and leadership. Approximately 130 participants were involved in YRP-led sessions covering hate crimes, social justice, equity and inclusion, and human rights.

#### *Equity and Inclusion Specialist*

York Regional Police employs an Equity and Inclusion Specialist assigned to the DEIB. This individual ensures that equity and inclusion is situated and reflected in York Regional Police's culture, practices and relationships that supports a diverse workforce in achieving their full potential. Several initiatives, described below, were undertaken under the supervision, or in consultation with, the Equity and Inclusion Specialist.

#### *Indigenous Truth and Reconciliation*

In October, the Equity and Inclusion Specialist co-led a Sisters in Spirit Vigil, by joining the Chippewas of Georgina Island community in honouring the lives of missing and murdered Indigenous women and girls.

The Sisters in Spirit campaign was launched in March 2004 by the Native Women's Association of Canada to honour the lives of missing and murdered First Nation, Inuit and Métis women and girls, including LGBTQ+, transgender and two-spirit individuals.

The vigil is one way to shine a spotlight at the alarming rate of death and disappearance of Indigenous women and girls in Canada.

#### *How May I Best Help You? Accessible Customer Service Guidelines – AODA*

York Regional Police is committed to offering its goods, services and facilities in ways that respect the dignity and independence of persons with disabilities, allowing everyone to get the same services, in the same places and in similar ways.

During National Accessibility Week of May 26 to June 1, 2019, the *How May I Best Help You? Accessible Customer Service Guidelines* was launched to provide members with the appropriate tools to communicate in the broader community.

The guide serves as a means to promote awareness, and additionally supports a culture of inclusivity.

#### *Gender Neutral Washrooms*

In an effort to create inclusive facilities, York Regional Police embarked on creating gender neutral washrooms within all our locations.

The first gender neutral washroom at Headquarters is located on the main floor. In 2020, a second washroom will also be renovated within Headquarters.

These new washrooms will provide an inclusive option for all members.

*Police Community Advisory Committee (PCAC) – Youth Leadership in Social Justice Award*

A newly established award was created in partnership with PCAC and YRP to recognize secondary school students who demonstrate leadership in the areas of equity, inclusion and social justice, within their school and/or the broader York Region community.

Four scholarships of \$500 each were awarded to deserving graduating students from York Region secondary schools who have applied to attend a post-secondary institution in a full time capacity that commenced September 2018 or January 2019.

*Internal Support Networks*

Internal Support Networks (ISNs) were established to focus on mutual support for York Regional Police members. This includes education, professional development and mentorship. YRP currently has five ISNs:

1. Women in Leadership;
2. Christian York Regional Police Member;
3. YRP Pride;
4. Afro-Caribbean Canadian; and,
5. Can Be Conquered, providing support to members who are cancer survivors or who have been impacted by cancer.

The objective of the ISNs is to implement internal strategies and initiatives that promote the values of equity, diversity and social inclusion. There are approximately 250 YRP members involved with ISNs.

ISNs are required to submit a year-end report on their activities, initiatives, accomplishments and budget. ISNs were very active in 2019. Members were involved in numerous internal and external events, collaborating with community partners. In 2019, ISN members participated in over 50 ISN-sponsored events, professional development opportunities, community involvement/fundraising efforts and volunteer work.

The accomplishments of the ISNs include:

- Women in Leadership – On June 1, about 100 potential recruits gathered at the Training Facility for YRP's annual Women's Symposium, which also raised \$500 for Sandgate Women's Shelter. The event offered women interested in a policing career the chance to learn more about the recruitment process, tour our state-of-the-art facility, practice their interview skills and hear from an expert panel of female YRP members from across the organization.
- Christian York Regional Police Member – Engaged YRP Chaplain Herbie Kuhn to lead YRP's 3<sup>rd</sup> annual Prayer Breakfast fellowship, attended by 50 YRP members.
- YRP Pride – Launched and delivered Positive Space training to 30 members, in an effort to create a more inclusive workplace by educating members on 2SLGBTQ+ communities, gender diversity and appropriate vocabulary.
- African-Caribbean Canadian (ACC) – In July, members of the Uniform Recruiting Unit and the ACC-ISN teamed up to deliver a recruiting symposium for African-Caribbean Canadian communities. Approximately 80 attendees participated in the event, which featured a tour of the Training and Education facility, demonstrations and a chance for the police hopefuls to connect with YRP members of African-Caribbean Canadian heritage and learn about their experiences at YRP.
- Can Be Conquered – Hosted a lunch and learn for members during Cancer Awareness Month in April.

## **EQUITY AND INCLUSION TRAINING PROGRAMS**

In addition to the programs mentioned above, YRP provided the following training relating to equity and inclusion:

*Human Rights 101* – mandatory training to raise awareness of *Ontario Human Rights Code*.

*Language Matters* – mandatory training regarding importance of the use of inclusive language.

*Creating an Accessible York Region* – mandatory AODA training for new hires and volunteers.

*Hate Crime Investigations/DEIB Cultural Resources* – education for Level 3 Recruits.

*Canadian Centre for Diversity and Inclusion* – various training opportunities provided to YRP by CCDI as part of a partner agreement. Includes free webinars and conferences.

*Walk the Talk of Change* - focuses on conscious leadership and how YRP leaders can best help Breakthrough succeed.

*Conscious Leadership* – delivered to 60 newly promoted Sergeants, Detectives that examines elements of inclusion, skills for an inclusive leader and linking inclusion to leadership.

*Inclusive Leadership* – delivered to 25 newly promoted Staff Sergeants and Detective Sergeants that interprets inclusive leadership models, comprehends inclusive leadership skills and traits, and identifies leadership competencies.

*Leading Transformation* – delivered to all Breakthrough project teams, to increase the ability to lead organizational transformation and learn how to engage others in establishing conscious change leadership practices.

*Internal Support Networks* – various educational opportunities provided to YRP employees by members of the ISNs.

The above-mentioned programs, initiatives and plans are strategically aligned with the objectives of the Board's Equity & Inclusion Policy and will ensure the ongoing development of York Regional Police as a preferred place of employment that provides quality service in a fair, equitable and inclusive manner.

Robertson Rouse, B.A.  
Deputy Chief, Administrative Branch

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Accessible formats or communication supports are available upon request



THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

JANUARY 22, 2020

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**Annual Report on Auxiliaries and Volunteers**

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**RECOMMENDATION**

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

**SYNOPSIS**

In accordance with Section 5.4 of the Auxiliary and Volunteer Program Board Policy No. 03/02, the purpose of this annual report is to outline the contributions made by members of the Auxiliary Unit, the Volunteer Program, the Chaplain Program, the District Community Liaison Committees and the Police Community Advisory Council and to report on highlights and program implementation by the Police Service.

**FINANCIAL IMPLICATIONS**

Funding in the amount of \$2,398,700 was included in the 2019 Operating budget for the Community Engagement and Wellbeing Bureau inclusive of salary and benefit costs of \$381,896 for one Sergeant and two Volunteer Coordinators directly related to Auxiliary and Volunteer initiatives. Additional funds exist in the 2019 Operating budget for Officers to supervise Auxiliary activities as well as costs to equip and train the Auxiliaries and Volunteers.

## BACKGROUND

The Community Engagement and Wellbeing Bureau, within Community Services, administers the Auxiliary Unit and the overall Volunteer Program for York Regional Police.

In addition, Staff Services manages the Chaplain Program and the Diversity, Equity and Inclusion Bureau manages Police Community Advisory Council. All five Districts manage a District Community Liaison Committee and Organized Crime and Intelligence Services manage the Integrated Strategic Community Advisory Committee. There are also three Volunteer Community Groups located in Georgina, King and East Gwillimbury.

## AUXILIARY UNIT

York Regional Police established an Auxiliary Unit in 1980. Section 52(1) of the *Police Services Act* provides the authority for a Police Services Board to appoint members of an auxiliary for a police force. The *Act* states:

*An auxiliary member of a police force has the authority of a police officer if he or she is accompanied or supervised by a police officer and is authorized to perform police duties by the chief of police; and*

*The Chief of Police may authorize an auxiliary member of the police force to perform police duties only in special circumstances, including an emergency, that the police officers of the police force are not sufficiently numerous to deal with.*

Auxiliary members are volunteers who are appointed by the Police Services Board and are governed by the *Police Services Act*. The Auxiliary Unit's function is therefore reported independently from other volunteer groups managed by York Regional Police. The Auxiliary Unit's reporting structure is further reflected on the York Regional Police Organizational Chart.

Auxiliary members are required to commit a minimum of 12 hours per month to the Unit for a total of 144 hours per year. This includes mandatory attendance at monthly meetings. The monthly commitment can include a variety of duties including, but not limited to, training, meetings, special event participation, administrative duties, recruiting information sessions, community canvasses, emergency and disaster response, traffic control, ride-a-longs, parades, funerals of fallen officers and police memorials. The minimum standard of hours is consistent with the expectation of a number of other Police Services, including Toronto, Durham, Halton, Peterborough, London, Hamilton and Barrie Police. Peel and Orangeville Police Services require a greater commitment of 24 hours and 20 hours per month respectively.

At the commencement of 2019, the Auxiliary Unit had 133 members. At the conclusion of the year, the Unit had 100 members. As of January 21, 2020, 24 new recruits will be sworn in, bringing the total unit strength up to 124 members. While there are no provisions under the *Police Services Act* that dictate the number of auxiliary members, York Regional Police has adopted a practice of targeting up to 10 percent of the authorized sworn strength. Currently, the Unit is within 37 members of the targeted strength.

Throughout the year, 24 new members joined the Unit and 33 members resigned. Fifteen of the members who resigned were hired as Cadets-in-Training with York Regional Police. Three Auxiliary members were hired as constables with the TPS. One Auxiliary member was hired as a constable with OPP and another was hired by Canadian Border Services Agency. The

remainder of the members resigned due to insufficient personal time available to commit to the Unit. The average length of service of an active Auxiliary member is 8.4 years.

The Auxiliary Unit participated in 308 events throughout York Region. These events included municipal Santa Claus parades, special events, recruitment sessions, crime prevention canvassing initiatives, the Holiday Heroes Program, Citizens Academy, Remembrance Day activities, car seat clinics, a variety of initiatives, fundraising events and investigative canvassing for York Regional Police specialty units. See Appendix A for an inclusive list of events attended in 2019. Furthermore, 19 members completed and passed the annual Police Fitness Test.

In addition to providing assistance at events, members of the Unit participated in 4,154 hours of ride-a-longs supporting the work of front line officers throughout the Region.

In total, the Auxiliary Unit contributed 24,158 volunteer hours to the organization in 2019.

### VOLUNTEER PROGRAM

The York Regional Police Volunteer Program is administered separately from the Auxiliary Program. It includes 10 groups, including Special Event Volunteers and Mascots, UNITED & UNITY, the three Community Policing Groups (East Gwillimbury, Georgina, King) the Male Chorus, Pipes and Drums, Venturer/Rover Scouts, the Youth Band, Community Safety Village Classroom Assistants, Field Placement and Co-op Students and the 32 Military Police Army Cadet Corps. The Program provides opportunities for citizens to support the community and York Regional Police through volunteer placements. The use and administration of the Volunteer Program is governed by General Procedure AI-006 and specifically states the following:

Volunteers shall not:

- (a) be considered as strength in the general staffing levels;
- (b) perform any functions or activities that members of York Regional Police perform;
- (c) carry or be equipped with weapons;
- (d) operate a marked general patrol vehicle; or,
- (e) wear police uniforms or insignia with the exception of the assigned uniform or insignia approved by the Chief of Police or designate.

The objective of the Volunteer Program is to provide an opportunity for citizens to support the activities of York Regional Police in the community. The Community Engagement and Wellbeing Bureau strives to ensure that volunteer assignments personify the Organization's Values and Vision of making a difference in the community. The Program provides for mobilization of our citizens and allows them to contribute towards a safer and more inclusive York Region.

York Regional Police volunteers attended 163 special events (see Appendix C for an inclusive list of events attended in 2019). Our volunteers are involved in supporting events hosted by Community Services as well as the community. Volunteers can be seen collecting food for a local food bank, collecting toys for the Holiday Heroes Program and assisting with crime prevention initiatives. The Pipes and Drums and Youth Bands, Community Chorus, mascots, and UNITED & UNITY provide entertainment at events, parades and competitions and facilitate youth engagement. The volunteers also support Community Services programs such as Citizen's Academy, Crime Prevention Academy and Diversity, Equity & Inclusion events such as

Black History Month, Asian Heritage Month and the International Day for the Elimination of Racial Discrimination.

The following table shows each volunteer group, the actual number of members associated to each group, the number of events attended and the total number of hours each group volunteered in 2019.

**VOLUNTEER STATISTICS 2019**

GROUP	NUMBER OF MEMBERS	NUMBER OF EVENTS	NUMBER OF HOURS
32 Military Police Army Cadet Corps	27	25	3,502
Community Safety Village Classroom Assistants	22		1,549
East Gwillimbury Community Policing Centre	9	5	432
Field Placement and Co-op Students	11		4,024
Georgina Community Policing Centre	28	21	2,629
Community Chorus	44	16	6,927
Pipes & Drums Band	35	27	3,286
Special Events including Mascots and Escorts	179	44	2,913
UNITED & UNITY	26	11	140
Venturer Scouts Company and Rover Scouts Crew	38	5	5,576
Ceremonial Mounted Unit	1		58
Youth Band	42	9	5,010
<b>TOTAL</b>	<b>462</b>	<b>163</b>	<b>36,046</b>

In 2019, 188 volunteers resigned due to their inability to continue to commit to the Program. The majority of which resigned due to family or work-related obligations.

In 2019, six York Regional Police members became registered volunteers, totaling 51 full-time members that are also involved with the Volunteer Program. In 2019, five volunteers were hired as police officers.

In 2019, a volunteer received the following award: Annual Chief of Police Volunteer of the Year Award.

In summary, the Volunteer Program contributed 36,046 hours to York Regional Police, plus an additional 24,158 hours from the Auxiliary Unit generating a total contribution of 60,204 hours in support of York Regional Police and the community.

**CHAPLAIN PROGRAM**

The Chaplain Program is administered separately from the Volunteer Program, being administered by the Member Support Bureau under the umbrella of Staff Services.

York Regional Police currently has eight volunteer Chaplains. All of our Chaplains have status within their chosen denomination and a minimum of five years of practice. Upon appointment,

Chaplains take an Oath of Office, Allegiance as well as an Oath of Secrecy. Chaplains are assigned to the honorary rank of Inspector and are permitted to wear the uniform of that position while performing their duties.

The role of the Chaplain is to provide spiritual support and guidance to all members of our organization, and members are encouraged to take advantage of this service. Chaplains also fulfill a spiritual function at ceremonial events, attend the home of next of kin in the event of serious injury or death of a member and visit sick or injured members at their request. In 2019, the Chaplains contributed 60 hours to York Regional Police at a variety of functions.

#### DISTRICT COMMUNITY LIAISON COMMITTEES

The District Community Liaison Committees (DCLC) are administered separately from the Volunteer Program by the corresponding District; and, in the case of the Integrated Strategic Community Advisory Committee, Organized Crime and Intelligence Services. The command staff works with members of these volunteer advisory groups with a focus on addressing local issues by developing suggested solutions and initiatives. The committees are comprised of a diverse group of citizens and community leaders.

The following table provides information pertaining to the actual number of members associated to each of the committees and the number of hours they volunteered in 2019.

#### **DISTRICT COMMUNITY LIAISON COMMITTEES 2019**

LOCATION	NUMBER OF MEMBERS	NUMBER OF HOURS
#1 District	22	566
#2 District	32	128
#3 District	26	71
#4 District	21	80
#5 District	27	148
Organized Crime and Intelligence Services	19	150
TOTAL	147	1143

#### POLICE COMMUNITY ADVISORY COUNCIL

The Police Community Advisory Council is administered separately from the Volunteer Program by the Diversity, Equity & Inclusion Bureau under the umbrella of Community Services. The mission of the Police Community Advisory Council is to promote and foster harmony, dialogue and understanding between members of York Regional Police and the community. This volunteer advisory group is comprised of 17 residents or other stakeholders of York Region representing ethno-cultural, geographical and age diversity.

The Police Community Advisory Council generally meets bi-monthly with the Chief to provide informed advice on a variety of matters which include awareness of race relations, perceptions of social equality, specific initiatives and the delivery of specialized programs.

This initiative is reciprocal in that the Council provides feedback to the community on policing perspectives, facilitating both community awareness programs and community responses to public safety and policing issues. The Council takes every opportunity to remain current with community and policing concerns and is prepared to guide community members on appropriate procedures to follow.

The Police Community Advisory Council, while remaining an independent resource to both the community and to the police, facilitates opportunities to promote ongoing positive public relations on behalf of York Regional Police. In 2019, the Police Community Advisory Council contributed 35 hours to York Regional Police and the community through meetings, special events and initiative planning.

In conclusion, the Auxiliary Unit and the various York Regional Police volunteer groups volunteered a total of 60, 204 hours in 2019. Collectively, the Auxiliary Unit and the volunteer programs make a difference in our community by enhancing the presence of York Regional Police in the community and building trusting relationships with our citizens.

Robertston Rouse, B.A.  
Deputy Chief Administration

RR:jm

Accessible formats or communication supports are available upon request.

THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

JANUARY 22, 2020

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***Accessibility for Ontarians with Disabilities Act, 2005***  
**Accessibility for Ontarians with AODA Compliance and Public**  
**Feedback on Accessible Customer Service**

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**RECOMMENDATION**

1. That the Board receive this report pursuant to the Police Services Board Governance Accessibility Policy 01/13 and the Police Services Board Accessible Customer Service Policy 04/09.

**SYNOPSIS**

This report will provide an overview of the Integrated Accessibility Standard Regulation in accordance with Board Policy 01/13, and the Customer Service Standard's public feedback process including the response and actions taken in accordance with section 9.4 of the Accessible Customer Service Board Policy No. 04/09.

**FINANCIAL IMPLICATIONS**

Not applicable.

## **BACKGROUND**

### ***Accessibility for Ontarians with Disabilities Act Customer Service Regulation***

The Accessibility Standard for Customer Service came into effect on January 1, 2008. Designated public sector organizations, including municipalities, were requested to comply with provisions of the Regulation by January 1, 2010. Police Services are included within the scope of 'municipality' as defined in the Regulation.

The Customer Service Regulation requires that York Regional Police establish and document a process to receive and respond to feedback on how the organization's goods and services are provided to people with disabilities, including actions that the organization would take when a complaint is received.

### **Integrated Accessibility Standards**

The Integrated Accessibility Standard Regulation (IASR) came into effect on July 1, 2011. Effective July 1, 2016, the IASR now incorporates the customer service standard.

In 2017, York Regional Police Procedure AI-345, *Accessibility for Ontarians with Disabilities Act*, was updated to include further provisions for support person and service animal. These updates are incorporated in the Region's annual Accessibility Plan report to the Accessibility Directorate of Ontario.

### **York Region Accessibility Status Report 2019**

The York Region Accessibility Status Report 2019 is the annual update that the Regional Municipality of York (York Region) and York Regional Police provide on the measures taken to improve accessibility, implement the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) and the York Region 2015 – 2021 Multi-Year Accessibility Plan.

The Status Report highlights what we have accomplished since the AODA became law, and includes the strategies and actions that identify, prevent and remove barriers for people with disabilities in Regional programs, services and facilities.

AODA requirements legislate status reports must be made publicly available. The 2019 status report was posted online at yrp.ca by December 31, 2019. The report is added as an attachment.

### **How May I Best Help You? Accessible Customer Service Guidelines – AODA**

York Regional Police is committed to offering its goods, services and facilities in ways that respect the dignity and independence of persons with disabilities, allowing everyone to get the same services, in the same places and in similar ways.

During National Accessibility Week of May 26 to June 1, 2019, the *How May I Best Help You? Accessible Customer Service Guidelines* was launched to provide members with the appropriate tools to communicate in the broader community.

The guide serves as a means to promote awareness, and additionally supports a culture of inclusivity.



## **Feedback Received**

York Regional Police Procedure AI-345, *Accessibility for Ontarians with Disabilities Act*, details the process by which members of the public can provide feedback. Feedback regarding goods and services that are provided by York Regional Police to people with disabilities and accessibility issues are directed to the Equity and Inclusion Specialist of the Diversity, Equity and Inclusion Bureau, by phone, email, in writing or by making an appointment to meet in person. This contact information is available on the York Regional Police website.

During 2019, there was no feedback from the public regarding York Regional Police's provision of goods and services to persons with disabilities.

Robertson Rouse, B.A.  
Deputy Chief, Administrative Branch

RR:al  
Attachment: (1).

Accessible formats or communication supports are available upon request.





# YORK REGION ACCESSIBILITY STATUS REPORT 2019

## CREATING AN ACCESSIBLE YORK REGION

An update on actions by York Region and York Regional Police to prevent and remove barriers for people with disabilities and implement the *York Region 2015 – 2021 Multi-Year Accessibility Plan*



# Table of Contents

- The York Region Accessibility Status Report 2019 ..... 1
- Accessibility Planning Includes Both Legislated and Non-Legislated Actions ..... 3
- The York Region Accessibility Advisory Committee ..... 5
- Let Us Know What You Think ..... 8

Accessible formats or communication supports are available upon request.  
Please email [aoda@york.ca](mailto:aoda@york.ca) or call 1-877-464-9675 ext. 72149 or TTY: 1-866-512-6228  
(for deaf or hard of hearing)

## The York Region Accessibility Status Report 2019

York Region and York Regional Police are committed to creating programs, services and facilities that people of all abilities can enjoy. Accessibility not only helps people with disabilities, it benefits everyone. Creating welcoming and inclusive communities where every person who lives, works or visits can participate makes good sense for all of us.

Accessibility planning supports the Region's vision of strong, caring, safe communities. This report highlights what we have

accomplished since the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) became law and the actions to prevent and remove barriers for people with disabilities. It also provides an update on actions taken to implement the Region's *2015 to 2021 Multi-Year Accessibility Plan*.

An Accessibility Status Report is prepared and posted every year. To review the Plan and previous Status Reports visit [york.ca/accessibility](http://york.ca/accessibility)

### Doing More to Create Accessible Communities in 2019

York Region and York Regional Police continue to implement "beyond compliance" actions to ensure services, programs and facilities are accessible for everyone. This report highlights some of them.

## Statement of Organizational Commitment

"The Regional Municipality of York is committed to meeting the accessibility needs of people with disabilities in a timely and proactive manner and will use reasonable efforts to provide equitable access to Regional programs, goods, services and facilities in a way that respects a person's dignity and independence."

Source: York Region Accessibility Policy 2017

# DOING MORE TO CREATE ACCESSIBLE COMMUNITIES IN 2019

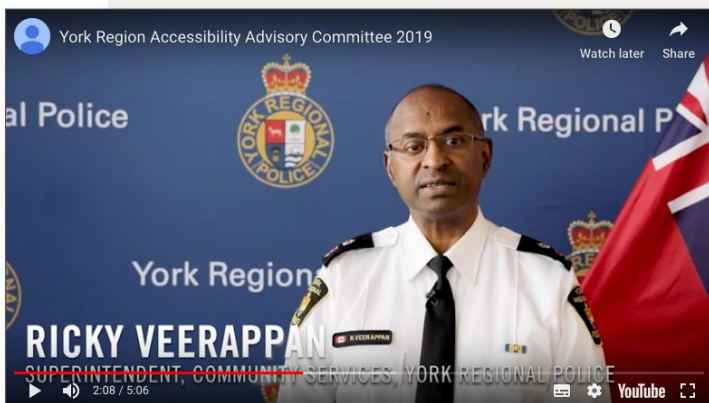
## INCLUSION CHARTER FOR YORK REGION

As of 2019, all 20 community partners of York Region's Municipal Diversity and Inclusion Group have endorsed the Inclusion Charter, including York Region and York Regional Police. This group includes municipalities, police services, hospitals, school boards, conservation authorities, community agencies and the United Way Greater Toronto and was formed to develop an inclusion charter for York Region. By endorsing the Charter, organizations affirm a commitment to welcoming and inclusive communities, including access for people of all abilities. For more information, visit [york.ca/inclusiveYR](http://york.ca/inclusiveYR)



## CELEBRATING THE DIVERSITY OF OUR REGION

York Region recognizes significant accessibility, faith and cultural dates throughout the year on our corporate social media channels. This allows us to celebrate the diversity of our Region while helping to raise awareness around the unique needs and traditions of our residents.



## NATIONAL ACCESSABILITY WEEK

For 2019 National AccessAbility Week, York Region placed a spotlight on the York Region Accessibility Advisory Committee. A video was created to raise staff awareness about the important role the Committee plays in advising York Region and York Regional Police on accessibility actions.

## Accessibility Planning Includes Both Legislated and Non-Legislated Actions

The *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) requires organizations to meet standards of accessibility in the areas of information and communications, employment, transportation, design of public spaces and customer service.

The AODA is ongoing legislation. This at-a-glance summary shows AODA requirements that are completed and continue to be part of York Region and York Regional Police day-to-day operations:

- ✓ Accessible customer service
- ✓ Accessibility policies
- ✓ Accessible purchases
- ✓ Emergency response plans for employees
- ✓ Transportation standards
- ✓ Training
- ✓ Accessible feedback
- ✓ New websites to World Wide Consortium Guidelines (WCAG 2.0) Level A
- ✓ Employment standards
- ✓ Accessible formats and communication supports
- ✓ Design of public spaces standards
- ✓ Compliance monitoring and reporting

### Actions in Progress

**Websites and web content:** Under the AODA, all obligated organization websites must meet Web Content Accessibility Guidelines (WCAG) 2.0 Level AA\* by January 1, 2021.

York Region and York Regional Police have implemented a strategy to ensure all websites – both new and existing sites – owned and maintained by York Region meet this important requirement by the 2021 deadline. Results will be posted in the 2020 Accessibility Status Report.

\*Web Content Accessibility Guidelines (WCAG) 2.0 defines how to make web content more accessible to people with disabilities. Accessibility involves a wide range of disabilities, including visual, auditory, physical, speech, cognitive, language, learning and neurological disabilities.

# DOING MORE TO CREATE ACCESSIBLE COMMUNITIES IN 2019



## ACCESSIBLE TRAIL RECONSTRUCTION

York Region maintains three accessible trails in the York Regional Forest. In 2019, the Hollidge Tract was reconstructed to incorporate all design features of the *Accessibility Design Guidelines for York Regional Forest Trails*. The newly reconstructed trail ensures the natural beauty and health benefits of the York Regional Forest will continue to be accessible to all visitors for years to come.

## HEALTHY COMMUNITIES START WITH KIDS

York Region is responsible for planning, overseeing and managing the system of services for children 12 years of age and under. The *2020 to 2023 Child Care and Early Years Service System Plan* is the community blueprint to offer high-quality services that are accessible, affordable, responsive and welcoming to all York Region children and families, including children with special needs.



## ACCESSIBILITY TRAINING REFRESH

A refresh of York Region's accessibility training module is in progress. The module explains the principles of accessibility and describes actions the Region is taking to meet the requirements of the AODA. It also highlights the role of Ontario's Human Rights Code as it relates to people with disabilities and is mandatory for employees, volunteers and contractors who serve the public on our behalf.

Training on the importance of accessibility and implementing the AODA

AODA requires:

- ✓ Accessible Customer Service Training
- ✓ Integrated Accessibility Standards Regulation and Human Rights Code Training
- Applies to employees, volunteers and suppliers





## The York Region Accessibility Advisory Committee

The York Region Accessibility Advisory Committee (YRAAC) advises York Regional Council and York Regional Police on what can be done to make it easier for people with disabilities to use the Region's programs and services. Members come from different backgrounds and most are people with disabilities. Meetings are open to the public and are held at the York Region Administrative Centre. Visit [york.ca](http://york.ca) to see upcoming meeting dates and times.

In 2019, York Regional Council appointed twelve citizen members to the York Region Accessibility Advisory Committee for the 2019-2022 committee term.

### Members of the 2019-2022 York Region Accessibility Advisory Committee



**Front row (left to right):** Scott Wollin, David Hingsburger, Astley Dennis

**Middle row (left to right):** Vito Spatafora, Laurie Fortnum, Town of Newmarket Regional Councillor Tom Vegh, Lindsey Gold, Barry Martin, Joann Simmons (Vice-Chair), City of Markham Deputy Mayor and Regional Councillor Don Hamilton (Chair)

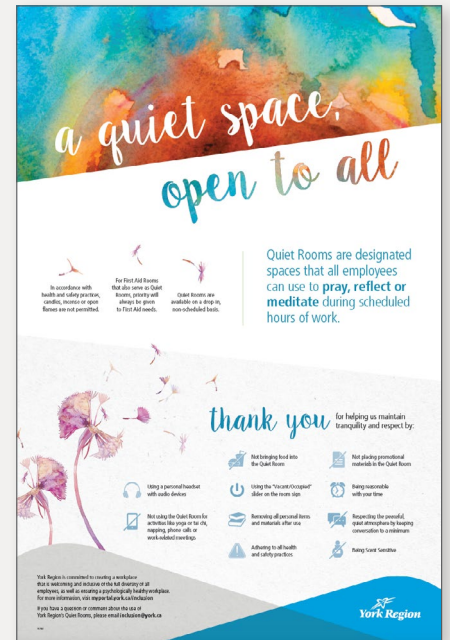
**Back row (left to right):** Angelo Tocco, Cheryl Davies, Kirsten Hill

**Not pictured:** York Region Chairman and CEO Wayne Emmerson (Ex-Officio), Sandy Palombo

# DOING MORE TO CREATE ACCESSIBLE COMMUNITIES IN 2019

## QUIET ROOMS

York Region established quiet rooms in thirteen Regional buildings in 2019. A Quiet Room is a designated space in the workplace reserved for prayer, reflection and meditation and is available to all employees during work hours. These rooms support York Region’s corporate commitment to supporting good mental health and an inclusive work environment for everyone.

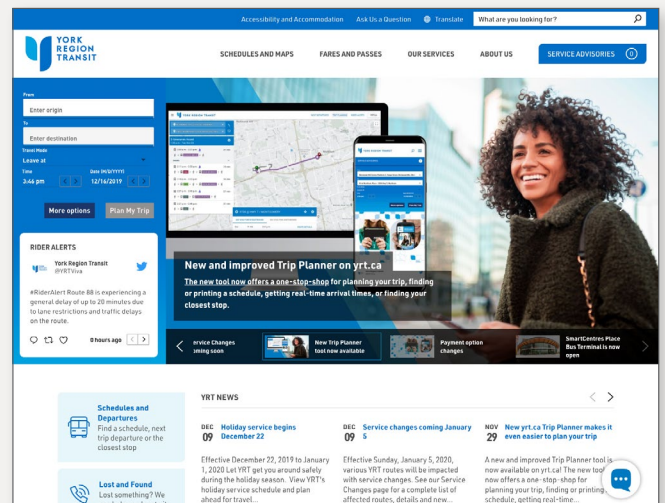


## YORK REGIONAL POLICE INCLUSION STRATEGY

York Regional Police is in the process of developing an ongoing strategy to promote equity, inclusion and diversity across the organization and at all levels of leadership. This strategy is aimed at protecting human rights in York Regional Police’s delivery of services to the public and the workplace.

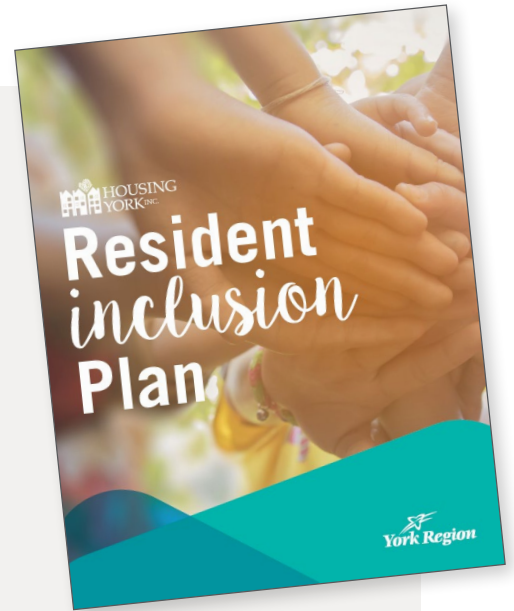
## YORK REGION TRANSIT WEBSITE

The York Region Transit (YRT) refreshed website provides an accessible and enhanced user experience to customers. The YRT website is on track to meet the WCAG 2.0 Level AA standards well before the legislated compliance date of January 1, 2021. It has been rated as 98% compliant with WCAG 2.0 Level AAA, the next level of website accessibility. Visit [yrt.ca](http://yrt.ca)



## HOUSING YORK INC. RESIDENT INCLUSION PLAN

Housing York Inc., York Region’s housing company, provides affordable townhouses and apartments in 35 properties across the Region. In 2019, Housing York Inc. developed a Resident Inclusion Plan to enhance existing operational practices to help achieve inclusive social housing communities. As a commitment to its residents, the plan highlights four key action areas: enhancing the accessibility of its buildings, providing inclusive communications, ensuring business processes respect diversity and providing programs and services of value to residents.

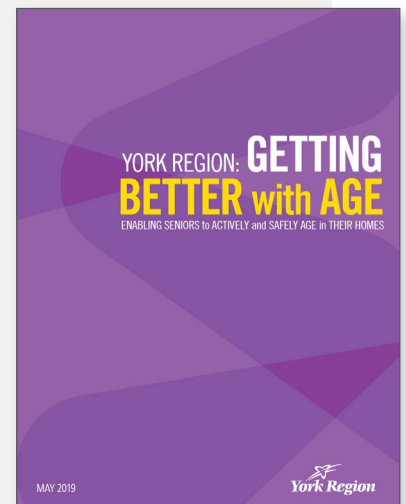


## PSYCHOLOGICAL HEALTH AND SAFETY IN THE WORKPLACE

Throughout 2019 York Region continued to implement the National Standard for Psychological Health and Safety in the Workplace. Efforts included training front line employees and managers about mental health in the workplace, anti- stigma efforts such as Bell Let’s Talk, Mental Health Awareness Week and Mental Illness Awareness Week, and completing the 13 Factors for Psychological Health and Safety awareness campaign.

## SENIORS STRATEGY

The York Region Seniors Strategy looks at the changing senior population, defines our role in serving seniors and sets the course for action to best support the aging population over the next 10 to 20 years, including supporting age-friendly complete communities. The *York Region: Getting Better with Age* education document was developed in 2019 to build awareness of senior friendly housing. Seniors need housing options and communities that help them remain independent.



## Let Us Know What You Think

We welcome your feedback. Let us know if you have any questions or feedback about the programs highlighted in this 2019 Status Report, the *York Region 2015 – 2021 Multi-Year Accessibility Plan* and accessibility matters in general.

To view previous Status Reports visit [york.ca/accessibility](http://york.ca/accessibility)

To request a copy in another format or to send us your comments or questions, please contact us at:

### **The Regional Municipality of York**

Email: [AODA@york.ca](mailto:AODA@york.ca)

Mail: Accessibility Unit  
The Regional Municipality of York  
17250 Yonge Street  
Newmarket, Ontario L3Y 6Z1

Phone: 1-877-464-9675 ext. 72149  
TTY: 905-762-0401

Fax: 905-895-6616

### **York Regional Police**

Email: [accessibility@yrp.ca](mailto:accessibility@yrp.ca)

Mail: Diversity, Equity and Inclusion Bureau  
York Regional Police  
47 Don Hillock Drive  
Aurora, Ontario L4G 0S7

Phone: 1-866-876-5423 ext. 7643  
TTY: 1-800-668-0398



The Regional Municipality of York  
17250 Yonge Street  
Newmarket, Ontario L3Y 6Z1

1-877-464-9675  
TTY: 1-866-512-6228



THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT OF THE EXECUTIVE DIRECTOR

January 22, 2020

**Public Relations Reserve Fund  
Requests for Funding**

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**RECOMMENDATIONS**

1. That the Board approve an expenditure in the amount of \$3,300 from the Board's Public Relations Fund to support the request from the Cedar Centre.
2. That the Board approve an expenditure in the amount of \$2,200 from the Board's Public Relations Fund to support the request from Clarico Place of York Region.

**BACKGROUND**

The Public Relations Reserve Fund Policy No. 08/08 outlines the use of unused monies in the Public Relations Reserve Fund. The monies from this fund are from proceeds from the sale of unclaimed personal property and money found and seized by the police service and can be used for any purpose that the Board considers in the public interest in accordance with Sections 132 (2) and 133 (3) of the *Police Services Act*.

The Executive Director monitors expenditures and reports to the Board semi-annually on the Public Relations Reserve Fund.

**FINANCIAL IMPLICATIONS**

The closing balance of the reserve fund on November 30, 2019 was \$167,826.

**REQUEST FOR SPONSORSHIP**

Cedar Centre

Cedar Centre is requesting support for its Hand in Hand Gala taking place on May 9, 2020. Cedar Centre offers a trauma-focused model of recovery to clients suffering from severe symptoms of Post-Traumatic Stress.

In 2019, the Board purchased a corporate table sponsor in the amount of \$3,000. The same sponsorship in the amount of \$3,300 is recommended for the 2020 Gala.

Clarico Place of York Region

Clarico Place of York Region is requesting support for its Annual Gala taking place March 7, 2020. Clarico Place of York Region supports integration of youths and adults with developmental disabilities in York Region through educational, life skills, and recreational programming.

In 2019 the Board provided sponsorship in the amount of \$2,200 for the purchase of two tables. Clarico Place of York Region is requesting sponsorship in the amount of \$2,200 to cover the cost of two tables at this year's Gala.

## **CONCLUSION**

The Board has made significant investments from its Public Relations Fund in recent years in accordance with its Public Relations Reserve Fund policy. The funds help support community safety initiatives and help build partnerships with policing and community stakeholders.

Mafalda Avellino  
Executive Director

/jk

Attach: Cedar Centre Sponsorship Request  
Clarico Place of York Region Request





Therapeutic services for  
those affected by trauma

Thursday, November 28, 2019

**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 2020 Gala Committee of Cedar Centre. As you know, our Agency is located in York Region and is a one-of-a-kind service provider in Canada, offering an intense, trauma-focussed model of recovery to people who are suffering from severe symptoms of Post-Traumatic Stress, the youngest of whom are between 3 and 12 years of age.

Each year, Cedar Centre relies very heavily on its fundraising efforts. This year's 23rd annual signature gala will take place on Saturday, May 9<sup>th</sup>, 2020 at the beautiful Royal Venetian Mansion in Aurora. 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 other forms of interpersonal violence.

We are so grateful for your strong history of support of our work in community. It would be our honour and pleasure to have you attend on the evening of May 9th. To that end, please find attached some additional information that I hope you might find helpful. I look forward to hearing from your office and welcome you to call me directly, should you have any questions.

With gratitude.

My best and warm regards,

**Alison L. Peck, B.Sc., M.A.**  
Executive Director, Cedar Centre  
905.853.3040 ext. 305

17705 Leslie St., Unit 12  
Newmarket, ON L3Y 3E3  
t 905.853.3040 1.800.263.2240  
f 905.853.1023  
e cedar@cedarcentre.ca  
www.cedarcentre.ca

Charitable Registration No. 10668 0952 RR0001





# HAND in HAND Gala

Celebrating Over 30 Years of Service



cedar  
CENTRE  
Therapeutic services for  
those affected by trauma

***“Unless someone like you  
cares a whole awful lot,  
nothing is going to get better.  
It’s not.”***

**– The Lorax Dr. Seuss**



For an extravagant evening in support of Cedar Centre

## Saturday, May 9th, 2020

At Royal Venetian Mansion,  
400 Industrial Parkway South, Aurora

Cocktails 5:30 pm

Dinner 7:00 pm

Live Auction and Silent Auction

### SPONSORSHIP PACKAGE

# THE CAUSE

Cedar Centre is a non-profit charitable organization dedicated to eliminating the effects of childhood trauma. The Centre provides a variety of services that are free of charge to residents of York Region and some surrounding areas without similar services. The Programs include intensive trauma-specific therapy for children, youth, adults and seniors who have experienced all forms of child abuse including, but not limited to, childhood sexual abuse. Cedar Centre also provides educational support for caregivers, group programming for youth and adults, as well as outreach and prevention programs.

# THE FACTS

- Your support helps Cedar Centre reduce the waitlist of those children and adults needing Cedar Centre's very specific type of trauma based therapy.
- Funds raised through the Gala go toward direct therapy hours and additional programming.
- Cedar Centre offers hope and healing to people of all ages and identities.
- The services of Cedar Centre are free.
- The services are founded on a belief that the community must work together.
- Cedar Centre works to eradicate the barriers associated with childhood trauma and childhood sexual abuse.
- Cedar Centre would not be able to accomplish what they do without the generosity of donors like you.



# SPONSORSHIP OPPORTUNITIES

## PRESENTING SPONSOR 10F1 \$20,000

- 20 Gala tickets (2 tables in premier location)
- Opportunity to deliver welcoming remarks to guests
- Double page centre spread advertisement in the Gala program and logo on the front page of the program
- Tier 1 logo recognition at entrance of the Royal Venetian Mansion
- Listed as the Presenting Sponsor with Tier 1 logo recognition on all marketing materials, tickets, letterhead, including the Gala website, social media, program, on-site signage and video loop
- Thank You ad published in a StarMetroland 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 with hyperlinked logo to corporate website

## DIAMOND SPONSOR 10F2 \$15,000

- 10 Gala tickets (1 table in premier location)
- Back page advertisement in the Gala program
- Tier 2 logo recognition at entrance of the Royal Venetian Mansion
- Listed as a Diamond Sponsor with Tier 2 logo recognition on all marketing materials, including the Gala website, program, social media, on-site signage and video loop
- Thank You ad published in a StarMetroland Community Newspaper (York Region)
- Name recognition in all media releases and media advisories
- Name recognition on Gala website sponsor page
- Corporate profile on Gala event web page with hyperlinked logo to corporate website

## PLATINUM SPONSOR 10F2 \$10,000

- 10 Gala tickets (1 table in premier location)
- Advertisement in premium position in the Gala program
- Tier 3 logo recognition at entrance the Royal Venetian Mansion
- Tier 3 logo recognition on all marketing materials, including the Gala website, social media, program, and on-site signage and video loop
- Listed as a Platinum Sponsor with Tier 3 logo recognition in the Gala Thank You ad published in a Metroland Community Newspaper (York Region)
- Name recognition in all media releases and media advisories
- Corporate profile on Gala event web page with hyperlinked logo to corporate website

## COCKTAIL RECEPTION SPONSOR \$7,500

- 10 Gala tickets (1 table)
- Exclusive cocktail sponsorship logo and recognition signage in cocktail areas
- Half-page advertisement listed as a Cocktail Reception Sponsor in the Gala program
- Tier 4 logo recognition at entrance of the Royal Venetian Mansion
- Tier 4 logo recognition on all marketing materials, including the Gala website, social media, program, and on-site signage and video loop
- Listed as a Cocktail Reception Sponsor with name recognition in the Gala Thank You ad published in a StarMetroland Community Newspaper (York Region)
- Tier 4 logo recognition on the Gala website with hyperlinked logo to corporate website

## GOLD SPONSOR \$7,500

- 10 Gala tickets (1 table)
- Half page advertisement in the Gala program
- Tier 4 logo recognition at entrance of the Royal Venetian Mansion
- Tier 4 logo recognition on all marketing materials, including the Gala website, social media, program, and on-site signage and video loop
- Listed as a Gold Sponsor with name recognition in the Gala Thank You ad published in a StarMetroland Community Newspaper (York Region)
- Tier 4 logo recognition on the Gala website with hyperlinked logo to corporate website

## DÉCOR SPONSOR \$5,000

- 10 Gala tickets (1 table)
- Listed as a Décor Sponsor in the Gala program
- Tier 5 logo recognition at entrance of the Royal Venetian Mansion
- Tier 5 logo recognition on all marketing materials, including the Gala website, social media, program, and on-site signage and video loop
- Listed as a Décor Sponsor with name recognition in the Gala Thank You ad published in a StarMetroland Community Newspaper (York Region)
- Tier 5 logo recognition on the Gala website with hyperlinked logo to corporate website

## CORPORATE TABLE SPONSOR \$3,300

- 10 Gala tickets (1 table)
- Listed as Corporate Table Sponsor in the Gala program
- Tier 6 logo recognition on all marketing materials, including the Gala website, social media, program, and on-site signage and video loop
- Tier 6 logo recognition at entrance of the Royal Venetian Mansion
- Listed as a Corporate Table Sponsor with name recognition in the Gala Thank You ad published in a StarMetroland Community Newspaper (York Region)
- Tier 6 logo recognition on the Gala website

For more information, contact Claire Shave  
905.853.3040 ext. 302  
c.shave@cedarcentre.ca

January 13th, 2020

Dear Police Services Board,

For 24 years, Clarico Place of York Region (formally known as Vaughan in Action) has supported the integration of youths and adults with developmental disabilities into the York Region Community through valuable educational, life skills, and recreational programming.

For the past several years, Clarico Place and York Regional Police have enjoyed a mutually beneficial, very positive partnership which has included, but is not limited to the following:

- YRP Staff Sergeant Kelly Chester sits on our Board of Directors
- For the past four years under the direction of the YRP Training Bureau, every new YRP Recruit has attended a session at our program which focuses on learning how to become comfortable working with individuals with disabilities within a community setting
- The YIPI youth (Youth in Policing Initiative youth) and their coresponding YRP officers attend our centre in Vaughan on Wednesdays during the summer months of their program in order to learn about, and train on, how to work with individuals with identified disabilities
- Our participants and staff attend bi-weekly educational workshops at the YRP Community Safety Village
- Our staff and participants volunteer their time at both the Annual Police Week Open House and Halloween in the Village events at the Safety Village
- YRP staff and our partnership is featured in our promotional video

Furthermore, I am delighted to announce that this year YRP is being awarded the "Community Partner of the Year" Award at our Gala.

As a not-for-profit charitable organization, Clarico Place relies on the generous support of partners, businesses and individuals from within our communities. Charitable support ensures we continue to offer relevant and customized educational resources, equipment and technology tools for use in the delivery of our daily programs. We encourage you to support our efforts to ensure the Clarico Place program will be enhanced for all of its current and future members. This being said, we would be delighted if the Police Services Board could sponsor \$2200 which would cover the cost of two tables for this year's upcoming Gala on Saturday, March 7th.

We look forward to many more years of a positive, enriching partnership with York Regional Police.

Thank you for your continued support!



Megan Thomas, Executive Director

Clarico Place of York Region





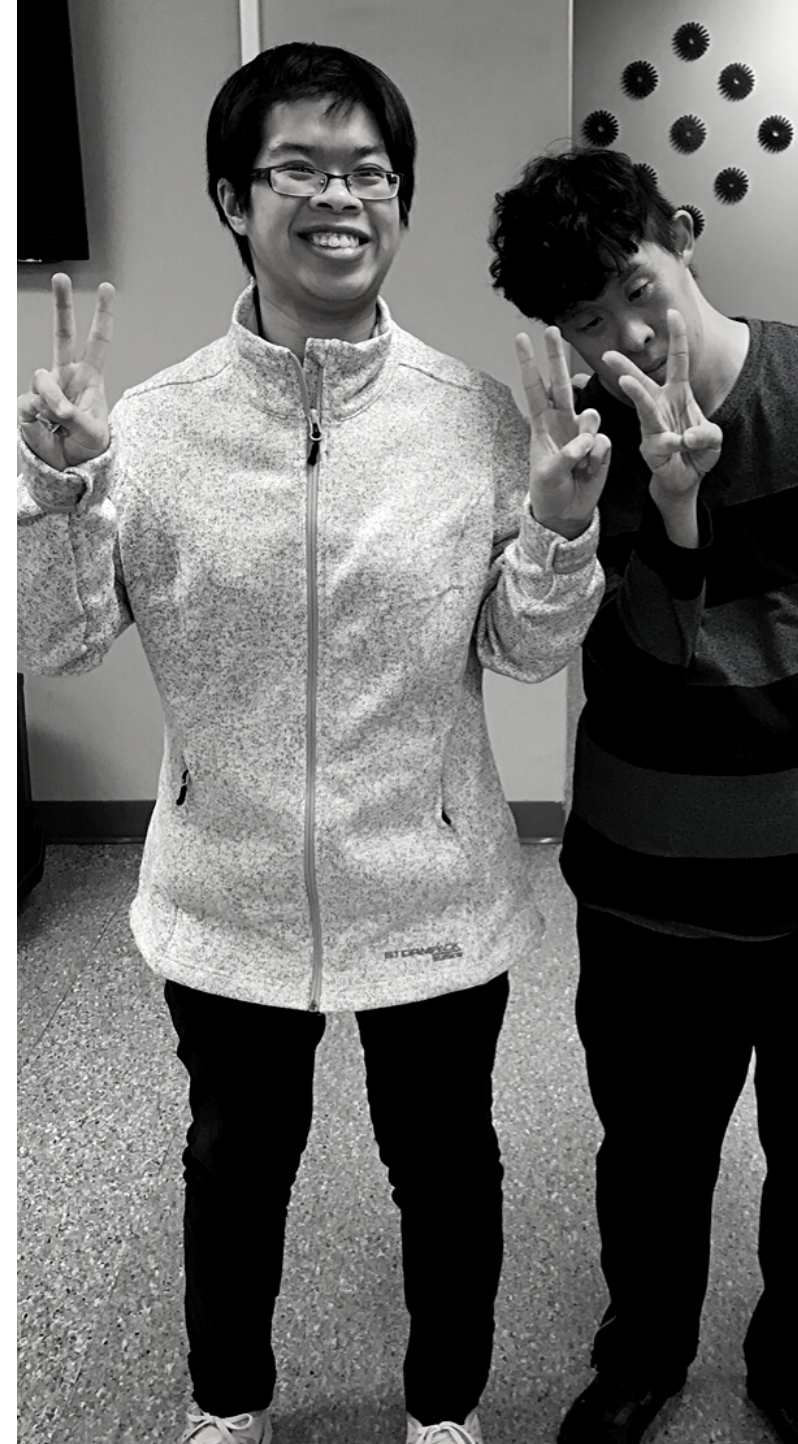
2020 SPONSORSHIP PACKAGE

# CLARICO PLACE OF YORK REGION

# WHO ARE WE?

Clarico Place is uniquely positioned as a non-government charitable organization with the flexibility to respond to the unique needs of our participants with developmental disabilities, as well as supporting families and caregivers, with individualized attention.

Clarico Place is a home-away-from-home for adults living with developmental disabilities, where they can learn and practice everyday skills, socialize, make friends, and thrive from new experiences through inclusive activities in the community.





# SPONSOR US!

Join us in celebrating our 3rd Annual Gala on Saturday, March 7th, 2020. This year's exciting event will take place at the Terrace Banquet Centre in Woodbridge. We encourage you to support our efforts to ensure that our programming will be enhanced for all of its current and future members...

This year's goal is:

# \$50,000

Please consider becoming a Clarico Place event sponsor and/or donating items to our silent auction and raffle. Read on for more information on the benefits offered to our sponsors and for event ticket information!

# SPONSORSHIP LEVELS

## Table Sponsor

- Signage on table
- Tax Receipt

**\$300.00**

## Community Sponsorship

- Logo in Slide show at event
- Logo on event marketing
- Logo on Website
- Tax receipt

**\$500.00**

## Silver Sponsorship

- Logo in slide show at event
- Logo on event marketing
- Free ad in our annual year book
- Tax receipt

**\$1,000.00**

## Gold Sponsorship

- Logo in slide show at event
- Logo on event marketing
- Free ad in our annual year book
- Logo on each table
- Tax receipt

**\$1,500.00**

## Presenting Sponsor

- Logo in slide show at event
- Logo on event marketing
- Free add in our annual year book
- Logo on each table
- Speaking opportunity at event
- Tax receipt

**\$2,500.00**

# SPONSORSHIP FORM

We wish to be recognized as a:

Table Sponsor (\$300.00)

Community Sponsorship (\$500.00)

Silver Sponsorship (\$1,000.00)

Gold Sponsorship (\$1,500.00)

Presenting Sponsor (\$2,500.00)

Other \$ \_\_\_\_\_



# COMPANY INFORMATION

Please mail your cheque to:  
**Clarico Place of York Region**  
**10 Planchet Road, Unit 19**  
**Concord, ON, L4K 2C8**

Company Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Tax Receipt Yes: \_\_\_\_\_ No: \_\_\_\_\_

# TICKET FORM

Terrace Banquet Centre  
1680 Creditstone Rd, Concord, ON  
**5:00pm Reception**  
**5:30pm-1:00am Dinner & Open Bar**

Please mail your cheque to:  
**Clarico Place of York Region**  
**10 Planchet Road, Unit 19**  
**Concord, ON, L4K 2C8**

Type of Ticket	Price of Ticket	# of Tickets
Table of 10 Adults	\$1,100.00	
Adult per Person	\$120.00	
Participant of Clarico Place	\$65.00	
Child (0-12)	\$65.00	
Special Meals: (include name of person)		

**\*\*Please include names of all guests attending below\*\***

# THANK YOU FOR YOUR CONSIDERATION!



@CLARICOPPLACEOFYORKREGION



CLARICO PLACE OF YORK REGION



INFO@CLARICOPPLACE.COM

THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT OF THE EXECUTIVE DIRECTOR

January 22, 2020

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**Monitoring Requirements Annual Status Report**

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**RECOMMENDATION**

1. That the Board receive 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.

**SUMMARY**

The attached report contains a list of reports that were submitted to the Board in 2019 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 as 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 under the Adequacy Standards Regulation.

Included in the report is a column indicating the reason why each report is required - in most cases they are legislative requirements.

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

**CONCLUSION**

The requirements set out in Appendix A include obligations set out in legislation or in Board policy.

Mafalda Avellino  
Executive Director

/jk

Attach. (1): Appendix A – Monitoring Requirements Status Report



**Monitoring Requirements Status Report**  
January 1, 2019 – December 31, 2019

APPENDIX A

<b>REPORT TO THE BOARD</b>	<b>REPORTING TIMELINE TO THE BOARD</b>	<b>LEGISLATIVE/BOARD REQUIREMENT</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>
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 in the Quality Assurance Process Report	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
Applications to the Board under Section 83 (17) of the PSA.	As required	Board Procedures 01/14 and 02/14 Section 83(17) of the Police Services Act	Chief of Police	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
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 as per Board resolution	Executive Director	Received

REPORT TO THE BOARD	REPORTING TIMELINE TO THE BOARD	LEGISLATIVE/BOARD REQUIREMENT	RESPONSIBILITY	STATUS
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)	PTSD Prevention Plan or the YRP Annual Report	Board's Child Pornography Policy No. 03/08; Ministry Standard	Chief of Police	Received in Annual Report
Conference Attendance and Travel Expense	As required	Board's Conference Attendance and Travel Expense Policy 02/11	Executive Director/ Board Member	N/A
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
Collection of Identifying Information in Certain Circumstances	Report in 1 <sup>st</sup> quarter and in YRP Annual Report	Board Policy 01/16 Collection of <i>Identifying Information in Certain Circumstances – Prohibition and Duties</i>	Chief of Police	Received
Delegation of Authority (Private and Public)	Quarterly	Board's Delegation of Authority Policy No. 03/11	Chief of Police Executive Director	Received
Disposition of Hearings under Part V of the PSA	Semi-annually	Board's Complaints By Law 01-11 Part V - Police Services Act	Chief of Police	Received

<b>REPORT TO THE BOARD</b>	<b>REPORTING TIMELINE TO THE BOARD</b>	<b>LEGISLATIVE/BOARD REQUIREMENT</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>
Equity and Inclusion Policy	Annually	Board's Equity and Inclusion Policy No. 04/11	Chief of Police	Received
Financial Statements	Quarterly	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 Bylaw	Annually	Board's Bylaw No. 09-15	Chief of Police Executive Director	Received
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
Human Resources	Monthly	Pursuant to section 31(1)(a) of the Police Services Act	Chief of Police	Received
Human Rights Tribunal Application/ Human Rights Complaints	As required	Board requirement	Regional Solicitor	Received
Labour Relations Update	Quarterly	Board's Labour Relation Policy No. 01/02	Regional Solicitor	Received

REPORT TO THE BOARD	REPORTING TIMELINE TO THE BOARD	LEGISLATIVE/BOARD REQUIREMENT	RESPONSIBILITY	STATUS
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
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 in Annual Report
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. 10-17	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
Public Complaints	Semi-Annual	Board's Complaints By Law 01-11	Chief of Police	Received
Public Solicitations and Donations	Annually/As required	Board's Public Donations Policy No.02/01	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

REPORT TO THE BOARD	REPORTING TIMELINE TO THE BOARD	LEGISLATIVE/BOARD REQUIREMENT	RESPONSIBILITY	STATUS
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 (Quality Assurance)	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
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	N/A
Service/Policy Complaints	As required	Board's Complaints By Law 01-11	Chief of Police	N/A
Statistics Canada Crime Index	Annually	Crime, Call and Public Disorder Analysis Policy No. 02/00 - 5; Ministry Standard	Chief of Police	Received

<b>REPORT TO THE BOARD</b>	<b>REPORTING TIMELINE TO THE BOARD</b>	<b>LEGISLATIVE/BOARD REQUIREMENT</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>
Status of Rewards	Annually	Board's Rewards Policy No.03/00	Chief of Police	N/A
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 in Annual Report
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	Received
Volunteer of the Year	Annually	Board Policy 03/02	Chief of Police	N/A
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 in Annual Report

THE REGIONAL MUNICIPALITY OF YORK  
POLICE SERVICES BOARD

REPORT OF THE EXECUTIVE DIRECTOR

January 22, 2020

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**Freedom of Information Access Requests - 2019**

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**RECOMMENDATION**

1. That the Board receive this report in accordance with its Bylaw No. 09-15, a bylaw to establish administration policies for *Municipal Freedom of Information and Protection of Privacy Act* Access Requests.

**PURPOSE**

The Board recognizes the purpose of the *Municipal Freedom of Information and Protection of Privacy Act* (the “Act”) is to provide access to information under the control of institutions and to protect the privacy of individuals’ personal information held by institutions. The Board is committed to compliance with the *Act* and for access to information and personal privacy issues to be determined in accordance with the *Act* and the Board’s By-Law No. 09-15.

Section 5.2 of the Board’s Bylaw states that the Executive Director shall report to the Board annually on access requests for Board information, and it shall include the following information as it compares with previous years.

1. Total number of access requests
2. Total number of appeals
3. Outcome of the appeals.

**2019 ACCESS REQUESTS AND OUTCOMES**

No requests were received by the Board in 2019.

**CONCLUSION**

This report is submitted in compliance with Section 5 of the Board’s Bylaw No. 09-15.

Mafalda Avellino  
Executive Director

/jk





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

**BY LAW NO. 02-20**

**A By Law to Confirm  
the Proceedings of the Board at its Meeting  
held on January 22, 2020**

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 Chair 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 Chair and Executive Director are hereby directed to execute all documents necessary in that behalf.

**ENACTED AND PASSED this 22nd day of January, 2020**

\_\_\_\_\_  
**Mafalda Avellino, Executive Director**

\_\_\_\_\_  
**Mayor Virginia Hackson, Chair**