



**Public Meeting**

**Thursday January 18, 2018**

**Auditorium – Police Headquarters  
1:00 PM**

**PUBLIC MEETING - AGENDA**  
**Thursday, January 18, 2018 at 1:00 PM**  
**Auditorium, 40 College Street, 2<sup>nd</sup> Floor**  
**Toronto, Ontario**

[www.tpsb.ca](http://www.tpsb.ca)

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1. Call to Order
2. Declarations of Interest under the *Municipal Conflict of Interest Act*.
3. Election of the Chair and Vice-Chair

In accordance with sections 28(1) and (2) of the Police Services Act, which provides that the Board is required to elect a Chair and Vice Chair at its first meeting in each year, the Board members will elect a Chair of the Toronto Police Services Board and will also elect a Vice Chair of the Toronto Police Services Board.

4. Confirmation of the Minutes from the meeting held on held on December 14, 2017.

Presentation

5. December 20, 2017 from Mark Saunders, Chief of Police  
**Re: The Toronto Police Service Core Values and Competency Framework**

*Deputy Chief Barbara McLean, Human Resources Command, will deliver a presentation with regard to this report.*

Consent Agenda

6. January 4, 2018 from Andy Pringle, Chair  
**Re: City Council: 2018 Shelter Infrastructure Plan and Progress Report**
7. January 4, 2018 from Andy Pringle, Chair  
**Re: City Council: Toronto Police Transformational Task Force Report and Impacts on City Divisions**

8. January 4, 2018 from Andy Pringle, Chair  
**Re: City Council Motion: Operating Variance Report for the Nine Month Period Ended September 30, 2017**

Items for Consideration

9. December 20, 2017 from Andy Pringle, Chair  
**Re: Contribution to OAPSB's Review of Bill 175, The Safer Ontario Act**
  
10. November 27, 2017 from Mark Saunders, Chief of Police  
**Re: Request for a Review of a Complaint Investigation Pertaining to a Policy of the Toronto Police Service: Professional Standards Case Number PRS-067173**
  
11. December 8, 2017 from Mark Saunders, Chief of Police  
**Re: The Supply and Delivery of Goodyear Automotive Tires**
  
12. December 27, 2017 from Mark Saunders, Chief of Police  
**Re: Special Constable Appointments Toronto Community Housing Corporation**
  
13. November 7, 2017 from Mark Saunders, Chief of Police  
**Re: Teknion Limited – Furniture Vendor of Record**
  
14. November 21, 2017 from Mark Saunders, Chief of Police  
**Re: Facility Security Professional Services - Vendor of Record**
  
15. January 9, 2018 from Mark Saunders, Chief of Police  
**Re: Site Selection for a Consolidated 54/55 District Facility**

Adjournment

Next Meeting

Date: Thursday, February 22, 2018 at 1:00 PM

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**Members of the Toronto Police Services Board**

Andy Pringle, Chair  
Chin Lee, Councillor & Vice-Chair  
Shelley Carroll, Councillor & Member  
Uppala Chandrasekera, Member

Marie Moliner, Member  
John Tory, Mayor & Member  
Ken Jeffers, Member

<https://www.ontario.ca/laws/statute/90m50>



## Toronto Police Services Board Report

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December 20, 2017

To: Chair and Members  
Toronto Police Services Board

From: Mark Saunders  
Chief of Police

**Subject: The Toronto Police Service Core Values and Competency Framework**

### **Recommendation(s):**

It is recommended that the Board receive the following report and presentation on the Toronto Police Service's (T.P.S.) Core Values refresh and new Competency Framework.

### **Financial Implications:**

There are no financial implications related to the recommendation contained within this report.

### **Background / Purpose:**

As was reported at the January 2017 meeting, the Board and the T.P.S. agreed that the current business model of policing in Toronto was outdated and no longer sustainable (Min. No. P02/17 refers). In response to the challenges and pressures facing the organization, the Board and the T.P.S. established the Transformational Task Force (T.T.F.) to explore opportunities to find sustainable efficiencies in the delivery of policing to the City of Toronto.

The T.T.F. was mandated to look beyond the way policing is currently done in Toronto, and to propose a modernized policing model for the City of Toronto. It is to be a model that is innovative, sustainable and affordable, and be one that will place communities at its core. It will be intelligence led, and will optimize the use of resources and technology, while embracing partnerships as a means of enhancing capability and capacity. This information is detailed in the report entitled *Action Plan: The Way Forward*, which was approved by the Board and adopted as the Toronto Police Services Board Business Plan for 2017 to 2019 at the February 2017 meeting (Min. No. P19/17 refers).

At the October 2017 Board meeting, in response to Recommendation #30 contained within *Action Plan: The Way Forward*, Human Resources Command presented a new Human Resources structure and three year strategy to support the modernization of the T.P.S. (Min. No. P228/17 refers).

**Discussion:**

The purpose of this report is to showcase two initiatives within the Human Resources strategy that are foundational to the enablement of change and transformation within the T.P.S. This presentation will outline the core values refresh and new competency framework of the T.P.S., the inclusive method in which they were developed (through the participation of both the members of the T.P.S. and the communities they serve), as well as how these core values and competencies will support the modernization efforts already underway.

**Conclusion:**

It is recommended that the Board receive this report and presentation on the Service's new Core Values and Competency Framework.

Deputy Chief Barbara McLean, Human Resources Command, will be in attendance to answer any questions that the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.  
Chief of Police

MS/gp

Filename: Board Report – Competencies and Core Values Presentation.doc



## Toronto Police Services Board Report

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January 4, 2017

To: Members Toronto Police Services Board

From: Andy Pringle  
Chair

**Subject: City Council: 2018 Shelter Infrastructure Plan and Progress Report**

### **Recommendation(s):**

It is recommended that the Board receive the above-noted report and refer it to the Chief of Police for information.

### **Financial Implications:**

There are no financial implications arising from the recommendation in this report.

### **Background / Purpose:**

At its meeting held on December 5, 6 and 7, 2017, City Council considered report from its General Manager, Shelter, Support and Housing Administration with respect to 2018 Shelter Infrastructure Plan Progress report.

The minutes detailing the City's consideration of this item are available at this link:  
<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.CD24.7>

### **Discussion:**

In considering this item, Council approved the following recommendation:

**City Council direct the Director, Real Estate Services and the Transition Lead of the Toronto Realty Agency to work with the General Manager, Shelter Support and Housing Administration, supported by the full cooperation of all Division Heads and Agency Heads, in an immediate review of available buildings, including city/agency-owned sites, to open additional low-barrier winter respite**



**sites as soon as possible, and among these sites, to include dedicated women-only spaces.**

**Conclusion:**

It is my recommendation the Board receive the above-noted report and refer it to the Chief of Police for information.

Respectfully submitted,

Andy Pringle  
Chair



## Toronto Police Services Board Report

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January 4, 2017

To: Members Toronto Police Services Board

From: Andy Pringle  
Chair

**Subject: City Council: Toronto Police Transformational Task Force Report and Impacts on City Divisions**

### **Recommendation(s):**

It is recommended that:

1. the Board forward the Chief's first quarterly report of 2018 on the implementation of the Transformational Task Force to Executive Committee;
2. the Chief of Police report to the Board with respect to the necessary resources to adequately enforce the Highway Traffic Act in Toronto's neighbourhoods as noted in Council motion 3(a) and also report to the Board with respect to Toronto Police Service representation at community meetings initiated by members of Council, that discuss matters regarding the enforcement of traffic regulations as noted in Council motion 3(b); and,
3. in the first quarterly report of 2018 on the implementation of the Transformational Task Force the Chief of Police include any comments or analysis that might be appropriate with respect to Council motions 4, 5, 6, 7,8, 9 and 10 with respect to the status of the transfer to the City of the responsibility for provision of beach lifeguard services and school crossing guards.

### **Financial Implications:**

There are no financial implications arising from the recommendation in this report.

### **Background/Purpose:**

At its meeting held on November 7, 8 and 9, 2017, City Council considered report from its Executive Committee.

The minutes detailing the City's consideration of this motion are available at this link:

**Discussion:**

In considering this item, Council adopted, amongst others, the following recommendations:

1. City Council deem its consideration of this report to be Council's input on the Toronto Police Service's 2017-2019 business plan, to fulfill Ontario Regulation 3/99 made under the Police Services Act.
2. City Council request the Toronto Police Services Board to report to the Executive Committee with a progress update on implementation of the Transformational Task Force recommendations in the second quarter of 2018.
3. City Council request the Toronto Police Services Board to request the Chief of Police to provide:
  - a. necessary resources to adequately enforce the Highway Traffic Act in Toronto's neighbourhoods; and
  - b. Toronto Police Service representation at community meetings initiated by members of Council, that discuss matters regarding the enforcement of traffic regulations.

Transfer of Beach Lifeguard Program

4. City Council direct that:
  - a. the General Manager, Parks, Forestry and Recreation deliver the beach lifeguard program starting November 10, 2017;
  - b. the 2017 City Council Approved Operating Budget for the beach lifeguard program totalling \$1.470 million gross and \$1.415 million net be transferred from the Toronto Police Service to Parks, Forestry and Recreation; and
  - c. the Toronto Police Service budget for Beach Lifeguards be adjusted on a one-time basis for 2017 to facilitate the reimbursement from the City for their delivery of the program from January 1 to November 10, 2017, by increasing the 2017 Operating budget by \$1.415 million gross with full cost recovery from Parks, Forestry and Recreation, resulting in a net zero financial impact to the Toronto Police Services Budget.
5. City Council request the Toronto Police Services Board to direct the Chief of Police to continue providing communication (radio system) support, as well as maintenance, storage and fueling of equipment used by the beach lifeguard program until September 30, 2019 to assist with the program transition, and that the Toronto Police Service be reimbursed on a cost-recovery basis.

6. City Council authorize the General Manager, Parks, Forestry and Recreation to explore and enter into the required agreements with the Toronto Police Service on a cost-recovery basis and/or other service providers, to help support the successful delivery of the beach lifeguard program by Parks, Forestry and Recreation.

7. City Council direct that the 2017 Parks, Forestry and Recreation Operating Budget be increased on a one-time basis by \$0.026 million in 2017 and \$0.077 million in 2018 to fund one temporary position for a duration of eight months to be fully recovered from the Toronto Police Modernization Reserve to support the one-time transition of the beach lifeguard program.

#### Transfer of School Crossing Guard Program

8. City Council direct that:

a. the General Manager, Transportation Services contract with a third-party service provider to deliver the school crossing guard program starting August 1, 2019, with the Toronto Police Service continuing to provide the school crossing guard program until July 31, 2019;

b. the 2017 City Council Approved Operating Budget for the school crossing guard program totalling \$7.525 million (gross and net) be transferred from the Toronto Police Service to Transportation Services to provide oversight and fund program delivery by a third-party service provider; and

c. the Toronto Police Service budget for the delivery of the school crossing guard program be adjusted on a one-time basis for 2017 to facilitate the reimbursement from the City for their delivery of the program for 2017, by increasing the 2017 Operating budget by \$7.525 million gross with full cost recovery from Transportation Services, resulting in a net zero financial impact to the Toronto Police Service Budget.

9. City Council increase the 2017 Transportation Services Operating Budget by one temporary position funded on a one-time basis by \$0.038 million funded from the Toronto Police Modernization Reserve to support one-time program development and procurement activities for the school crossing guard program.

10. City Council direct the General Manager, Transportation Services to develop an implementation plan for the school crossing guards program, such plan to include warrants developed by or in consultation with the Toronto Police Service in accordance with the Highway Traffic Act, and a process for locations to be added and/or removed from the program as necessary, and report to the Public Works and Infrastructure Committee in the second quarter of 2018.

## City Reporting

11. City Council request the City Manager to report to the Executive Committee to provide an update in the second quarter of 2018, as required, on the impacts of implementation of other Transformational Task Force recommendations on City divisions.

### **Conclusion:**

It is my recommendation that that that the Board receive the aforementioned report and refer it to the Chief of Police for the reports noted in my recommendations.

Respectfully submitted,

Andy Pringle  
Chair



## Toronto Police Services Board Report

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January 4, 2017

To: Members Toronto Police Services Board

From: Andy Pringle  
Chair

**Subject: City Council Motion: Operating Variance Report for the Nine Month Period Ended September 30, 2017**

### **Recommendation(s):**

It is recommended that the Board forward this report to the Chief of Police for information and any necessary follow-up.

### **Financial Implications:**

There are no financial implications arising from the recommendation in this report.

### **Background / Purpose:**

At its meeting held on December 5, 6, 7 and 8, 2017, City Council adopted a report from its Executive Committee with respect to 2018 Operating Variance Report for the Nine Month Period Ended September 30, 2017. The report included a recommendation that City Council direct that City Programs and Agencies projecting year-end over-spending continue to identify and undertake mitigation strategies to address projected year-end over-expenditures.

The minutes detailing the City's consideration of this item are available at this link:  
<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.EX29.25>

### **Discussion:**

Council adopted a report that included a recommendation that it direct all City Programs and Agencies projecting year-end over-spending continue to identify and undertake mitigation strategies to address projected year-end over-expenditures.

**Conclusion:**

It is recommended that the Board forward this report to the Chief of Police for information and any necessary follow-up.

Respectfully submitted,

Andy Pringle  
Chair



## Toronto Police Services Board Report

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December 20, 2017

To: Chair and Members  
Toronto Police Services Board

From: Andy Pringle  
Chair

**Subject: Contribution to OAPSB's Review of Bill 175, The Safer Ontario Act**

### **Recommendation(s):**

It is recommended that, as an exception to its Special Fund Policy, the Board contribute \$2,000.00 to the Ontario Association of Police Services Boards (OAPSB) to fund its legal review and communications efforts with respect to Bill 175, the Safer Ontario Act.

### **Financial Implications:**

Funds are available in the Special Fund, the balance of which is \$687,782.05 as of December 19, 2017.

### **Background / Purpose:**

I am in receipt of the appended letter dated December 13, 2017 from Eli El-Chantiry, Chair of the OAPSB.

### **Discussion:**

Mr. El Chantiry has proposed that the Big 12 Boards contribute a minimum of \$2,000.00 to support the OAPSB's efforts to arrange a legal review of Bill 175 and to assist with funding communications in order to strengthen OAPSB's advocacy efforts. The legal review is intended to provide advice and clarity on:

- "1) Board authority and limitations regarding governance of police operations
- 2) Board member attendance in the collective bargaining sessions – mandatory or optional
- 3) Alternate Service Delivery – options and limitations
- 4) What are the limits on the board's ability to delegate or outsource some of its work, such as the strategic plan or elements therein



5) What ability does a board, on the recommendation of management, have to suspend without pay or terminate employment of police, special constables or civilians who do not violate their respective code of conduct, but have shown cause for discipline/termination under general labour law.”

As of the date of this report, the York, Sudbury and Peel Police Services Boards have each approved a \$2,000.00 contribution.

**Conclusion:**

I recommend that the Board contribute to this initiative. This review will assist individual Boards and the OAPSB in responding to Bill 175 at the Committee meetings scheduled for February 22 and March 1, 2018.

Respectfully submitted,

Andy Pringle  
Chair



## Toronto Police Services Board Report

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November 27, 2017

To: Chair and Members  
Toronto Police Services Board

From: Mark Saunders  
Chief of Police

**Subject: Request for a Review of a Complaint Investigation  
Pertaining to a Policy of the Toronto Police Service:  
Professional Standards Case Number PRS-067173**

### **Recommendations:**

It is recommended that:

- (1) the Toronto Police Services Board (Board) receive the following report
- (2) the Board determine whether to concur with the decision that no further action was required with respect to the complaint; and
- (3) the complainant, the Independent Police Review Director and I be advised in writing of the disposition of the complaint, with reasons.

### **Financial Implications:**

There are no financial implications relating to the recommendations contained within this report.

### **Background / Purpose:**

The Board has received a request to review the disposition of a complaint about a policy of the Toronto Police Service (T.P.S.).

### **Legislative Requirements:**

Section 63 of the *Police Services Act* (P.S.A.) directs the Chief of Police to review every complaint about the policies of or services provided by a municipal police force that is referred to him or her by the Independent Police Review Director.

The Chief of Police shall, within 60 days of the referral of the complaint to him or her, notify the complainant in writing of his or her disposition of the complaint, with reasons, and of the complainant's right to request that the Board review the complaint if the complainant is not satisfied with the disposition. A complainant may, within 30 days after receiving the notice, request that the Board review the complaint by serving a written request to that effect on the Board.

### **Board Review:**

Section 63 of the P.S.A. directs that upon receiving a written request for a review of a complaint previously dealt with by the Chief of Police, the board shall:

- (a) advise the Chief of Police of the request;
- (b) subject to subsection (7), review the complaint and take any action, or no action, in response to the complaint, as it considers appropriate; and
- (c) notify the complainant, the Chief of Police, and the Independent Police Review Director in writing of its disposition of the complaint, with reasons.

### **Complaint:**

On August 15, 2017, the complainant filed a complaint with the Office of the Independent Police Review Director (O.I.P.R.D.) in which she reported the following:

- The T.P.S. refusing her attendance on the Municipal Law Enforcement Officer (M.L.E.O.) course
- The delay in the T.P.S. processing her Freedom of Information request; and
- The T.P.S. failed her on the Canadian Police Information Centre (known as C.P.I.C.) portion of her application to be a special constable with the Toronto Community Housing Corporation (T.C.H.C.).

The O.I.P.R.D. classified this complaint as a complaint about a policy of the T.P.S. and assigned it back to the T.P.S. for investigation.

The investigator concluded the investigation on September 29, 2017, with the disposition that no further action was required as no deficiencies were identified in T.P.S. policy.

On November 2, 2017, the Board received the complainant's request for a review of this matter.

## **The Chief's Decision:**

This complaint arises from several interactions that the complainant has had with the T.P.S. since 2015.

In August 2015, while employed as a security guard for a private company, the complainant applied through her employer to take the M.L.E.O. course which would permit her to issue parking tickets on private property. Her employer informed her that the T.P.S. denied her attendance.

The M.L.E.O. program is managed by the T.P.S. Parking Enforcement Unit. The Parking Enforcement Unit conducted a background check on the complainant and determined that she was not a suitable candidate for the program.

The complainant's employer was informed that two of their other applicants were approved for attendance in the M.L.E.O. program but the complainant was not. The employer inquired as to the reasons why but due to confidentiality requirements, the reason for the complainant not being approved was not provided to the employer.

In September 2015, the complainant submitted a Freedom of Information (F.O.I.) request to investigate why she was not approved for the M.L.E.O. program. The results were not provided to the complainant until December 2016.

In February 2017, the complainant applied for a Special Constable position with the Toronto Community Housing Corporation (T.C.H.C.). This was assigned to the T.P.S. Employment Unit to complete a background check. Based on those results, the T.P.S. did not recommend the complainant for the Special Constable position.

The complainant closed her complaint to the O.I.P.R.D. with the following statement:

*'I feel that Toronto Police has made my progress for advancement stagnant and will continue to undo any positive I have tried within the community.'*

The complainant has made several attempts over the past few years to advance her career through the M.L.E.O. training as well as the Special Constable position with T.C.H.C. In both instances, the T.P.S. background check identified concerns that resulted in the T.P.S. not recommending the complainant for these two opportunities.

The investigator concluded the investigation with the recommendation that no further action was required as the background check policies of the T.P.S. were adhered to.

In this case I am satisfied with the investigator's findings and the review by Professional Standards. Based on the facts available, I concur that the T.P.S. policies are appropriate and that no further action is required.

What is not satisfactory is the complainant's 15 month wait for the results of her F.O.I. request. F.O.I. requests are managed by the T.P.S. Access and Privacy Section. This section has 9 assigned analysts to process all the F.O.I. requests for the T.P.S.

There is a 30-day requirement in law to respond to F.O.I. requests. In 2005, the section received 2521 F.O.I. requests and had an 80.32% compliance rate with the 30-day requirement. In 2015, when the complainant submitted her F.O.I. request, there were 5698 requests received (15.6 requests per day every day of the year), which is a 126% increase in demand over 2005, and as a result the compliance rate that year was 59.8%.

Customer service is a priority in this section of our Records Management Unit and has been discussed in several of their recent staff meetings. The Co-ordinator has also introduced efficiencies, which have improved the 2017 compliance rate (as of November 30, 2017) to 67.29%.

The section will continue to make every effort to improve the compliance rate as each analyst on average works on 180 files at any one time.

### **Conclusion:**

The complaint was classified by the O.I.P.R.D. as a complaint about a T.P.S. policy.

Pursuant to the notice provided; the complainant requested that the Board review my decision. It is the Board's responsibility to review this investigation to determine if they are satisfied that my decision to take no further action was reasonable.

In reviewing a policy or service complaint, subsection 63(7) of the P.S.A. directs that a Board that is composed of more than three members may appoint a committee of not fewer than three members of the Board, two of whom constitute a quorum for the purpose of this subsection, to review a complaint and to make recommendations to the Board after the review and the Board shall consider the recommendations and shall take any action, or no action, in response to the complaint as the Board considers appropriate.

Subsection 63(8) of the P.S.A. directs that in conducting a review under this section, the Board or the committee of the Board may hold a public meeting respecting the complaint.

To assist the Board in reviewing this matter, Board members will receive confidential information in a separate report.

Deputy Chief Barbara McLean, Human Resources Command, will be in attendance to answer any questions that the Board members may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.  
Chief of Police

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## Toronto Police Services Board Report

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December 8, 2017

To: Chair and Members  
Toronto Police Services Board

From: Mark Saunders  
Chief of Police

**Subject: The Supply and Delivery of Goodyear Automotive Tires**

### **Recommendation(s):**

It is recommended that the Toronto Police Services Board:

- (1) approve a three year contract award to Goodyear Canada for the supply and delivery of Goodyear automotive tires, ending December 31, 2020; and
- (2) authorize the Chief of Police to extend this contract for two additional, one year option periods effective January 1, 2021 to December 31, 2022, subject to the Chief of Police's satisfaction with the company's performance.

### **Financial Implications:**

The total cost, including taxes, for the initial three year period is approximately \$1.1 Million (M) and the required funding will be included in the respective annual operating budget requests.

The total cost, including taxes, for the two one year option periods is approximately \$769,000, and funding will be included in the Service's 2021 and 2022 annual operating budget requests for this purpose.

These estimates are based on current Service requirements, and there is no contractual obligation to purchase any minimum quantities.

### **Background / Purpose:**

In the past, in accordance with Purchasing By-Law 147 (By-Law 147), the Service has made purchases utilizing agreements created by a member of the Police Cooperative Purchasing Group (P.C.P.G.), the City of Toronto or Ontario Shared Services. Those purchases, which exceeded \$500,000, were reported to the Board on an annual basis.

Board approval was not sought prior to entering into this type of agreement, as the requests for quotes were, in many cases, based on the estimated overall volumes of participating police services. Although the Service does not anticipate purchasing in excess of \$500,000 in any one year of the contract term, the overall expenditure for tires over the course of the contract exceeds this threshold.

As part of a review of the current financial control By-Law 147, Purchasing Services in conjunction with the City Solicitor, recently made the determination that Board approval is required when the Service piggybacks onto an existing agreement with an anticipated overall value exceeding \$500,000, even in the case of a P.C.P.G., City of Toronto or Ontario Shared Services agreement.

By-Law 147 is in the process of being revised, which will result in recommended changes to this and other provisions for the Board's consideration and approval. However, until that happens, Board approval of these types of purchases is required, which is the purpose of this report.

**Discussion:**

Waterloo Police Service (Waterloo) issued Request for Proposal W.R.P.S.Q.-17-7 in 2017, resulting in a contract award to Goodyear Canada for the supply and delivery of Goodyear automotive tires. The Service requires a vendor for the supply of these items. Purchasing Services has confirmed that the Waterloo process included a valid piggyback clause, thereby allowing the Service to take advantage of the bulk purchasing pricing included within this agreement, and the use of this vendor upon approval.

**Conclusion:**

It is therefore recommended that the Board approve a contract award to Goodyear Canada for the supply and delivery of Goodyear automotive tires for a three year period ending December 31, 2020, as well as the option to extend for two one-year periods, at the Chief's discretion.

Mr. Tony Veneziano, Chief Administrative Officer, will be in attendance to answer any questions the Board may have concerning this report.

Respectfully submitted,

Mark Saunders, O.O.M.  
Chief of Police



File Name: 2018 The Supply and Delivery of Goodyear Automotive Tires



## Toronto Police Services Board Report

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JANUARY 18, 2018

To: Chair and Members  
Toronto Police Services Board

From: Mark Saunders  
Chief of Police

**Subject: Special Constable Appointments**

### **Recommendation:**

It is recommended that the Board approve the appointment of the individuals listed in this report as special constables for the Toronto Community Housing Corporation (T.C.H.C) and the University of Toronto (U of T), subject to the approval of the Minister of Community Safety and Correctional Services.

### **Financial Implications:**

There are no financial implications relating to the recommendation contained within this report.

### **Background / Purpose:**

Under Section 53 of the *Police Services Act of Ontario*, the Board is authorized to appoint and re-appoint special constables, subject to the approval of the Minister of Community Safety and Correctional Services. Pursuant to this authority, the Board now has agreements with the University of Toronto (U of T), Toronto Community Housing Corporation (T.C.H.C.) and Toronto Transit Commission (T.T.C.) governing the administration of special constables (Min. Nos. P571/94, P41/98 and P154/14 refer).

The Service has received a request from the T.C.H.C. and the U of T to appoint the following individuals as special constables:

Table 1 Name of Agency and Special Constable Applicant

| <b>Agency</b>                           | <b>Name</b>                                |
|-----------------------------------------|--------------------------------------------|
| University of Toronto St. George Campus | Antonio GONCALVES (Re- Appointment)        |
| Toronto Community Housing Corporation   | Clayton Takashi MADOKORO (New Appointment) |
| Toronto Community Housing Corporation   | Barry MOY (New Appointment)                |
| University of Toronto St. George Campus | Martin Peter STEWART (Re- Appointment)     |

**Discussion:**

The special constables are appointed to enforce the *Criminal Code of Canada*, *Controlled Drugs and Substances Act*, *Trespass to Property Act*, *Liquor Licence Act* and *Mental Health Act* on their respective properties within the City of Toronto.

The agreements between the Board and each agency require that background investigations be conducted on all of the individuals who are being recommended for appointment or re-appointment as special constables. The Service's Employment Unit completed background investigations on these individuals and there is nothing on file to preclude them from being appointed as special constables for a five year term.

The T.C.H.C and the U of T has advised the Service that the above individuals satisfies all of the appointment criteria as set out in their agreement with the Board. The agency approved strength and current complement is indicated below:

Table 2 Name of Agency, Approved Strength and Current Number of Special Constables

| <b>Agency</b>                            | <b>Approved Strength</b> | <b>Current Complement</b> |
|------------------------------------------|--------------------------|---------------------------|
| Toronto Community Housing Corporation    | 160                      | 106                       |
| University of Toronto, St. George Campus | 50                       | 36                        |

**Conclusion:**

The Service continues to work together in partnership with the agencies to identify individuals who may be appointed as special constables who will contribute positively to the safety and well-being of persons engaged in activities on T.T.C., T.C.H.C. and U of T properties within the City of Toronto.

Deputy Chief of Police James Ramer, Specialized Operations Command, will be in attendance to answer any questions that the Board may have with respect to this report.

Respectfully submitted,

Mark Saunders, O.O.M.  
Chief of Police

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## Toronto Police Services Board Report

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November 7, 2017

To: Chair and Members  
Toronto Police Services Board

From: Mark Saunders  
Chief of Police

**Subject: Teknion Limited – Furniture Vendor of Record**

### **Recommendations:**

It is recommended that the Toronto Police Services Board (Board):

- 1) approve Teknion Limited as the Vendor of Record (V.O.R.), for the supply and installation of office and related furniture, effective the date of Board approval to July 31, 2018;
- 2) authorize the Chief to exercise the remaining two one-year options on behalf of the Board, subject to the exercise of those options by the Ministry of Government and Consumer Services (Province); and
- 3) authorize the Chair to execute all required agreements and related documents on behalf of the Board, subject to approval by the City Solicitor as to form.

### **Financial Implications:**

The lifecycle replacement of furniture is included in the Service's capital budget program and funded from the Service's Vehicle and Equipment Reserve (Reserve). Funds for furniture associated with the construction of new facilities or a major renovation are included in the respective capital budget for those projects. Any net-new furniture requirements would be requested through the annual operating budget process and obtained based on budget approval.

The estimated annual expenditure for furniture replacement is approximately \$1 Million (M). Any additional requirements would be funded from approved capital projects.

### **Background / Purpose:**

The Facilities Management Unit manages the acquisition, installation and maintenance of all furniture and equipment within the Service.

The purpose of this report is to establish a V.O.R. for the Service's furniture requirements.

## **Discussion:**

### *Provincial Pre-qualified Vendors List Process:*

A list of pre-qualified vendors was established by the Province through the issuance of a Supply, Delivery and Installation of Office Seating and Furniture Request for Bid (R.F.B.). Four vendors were pre-qualified under the V.O.R. pre-qualification arrangement. A Master Agreement (# OSS-00510687) was established with the vendors and is valid until July 2018 with an option to renew for two one-year options.

### *Service Procurement Process:*

The four pre-qualified vendors were invited by the Service as per the Request for Services (R.F.S.) “second stage” selection process. This process was established in accordance with the Province’s procurement guidelines for the supply, delivery and installation of system furniture, case goods & ancillary furniture.

The evaluation criteria for the submission selection were included in the R.F.S., and are as follows:

- Stage 1 – Mandatory Requirements
- Stage 2 – System Furniture Requirements
- Stage 3 – Pricing

As part of the R.F.S. process, submissions had to meet all mandatory requirements and achieve a minimum required score of 80% in stage two in order to proceed to the pricing stage. The “Pricing” envelope would only be opened for those proposals that passed the first two stages.

The R.F.S. closed on October 2, 2017, and a proposal was received from Teknion Ltd.

Purchasing Services reviewed the proposal for submission compliance and then released the submission to the evaluation team.

The submission from Teknion Ltd. was evaluated based on criteria identified in the R.F.S., and passed the first two stages of the process. The pricing envelope was opened and the prices were comparable with Provincial pricing.

## **Conclusion:**

The Service’s procurement strategy includes participating in consolidated procurements with the City and other police services, as well as piggy-backing on existing City and Provincial contracts/processes to acquire goods and or services, as appropriate. This strategy creates efficiencies in the acquisition of goods and services and helps ensure the Service receives value for money from consolidated processes and/or existing contracts.

The establishment of a V.O.R. for the supply and installation of office and related furniture was based on an existing Provincial procurement process that pre-qualified four vendors. The Service requested submissions from these four vendors. The one proposal received from Teknion Ltd. met the Service's requirements and is being recommended for approval.

The initial Provincial contract expires on July 31, 2018. However, there are two additional one-year option years that the Service could exercise, subject to satisfactory performance by the vendor.

Mr. Tony Veneziano, Chief Administrative Officer, will be in attendance to answer any questions the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.

Chief of Police

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## Toronto Police Services Board Report

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November 21, 2017

To: Chair and Members  
Toronto Police Services Board

From: Mark Saunders  
Chief of Police

**Subject: Facility Security Professional Services - Vendor of Record**

### **Recommendations:**

It is recommended that the Toronto Police Services Board (Board):

- (1) approve LOBO Consulting (LOBO) as the vendor of record for the supply of professional facility security services for a period of one year commencing January 1, 2018 to December 31, 2018, with three one-year extension options, at the discretion of the Chief of Police; and
- (2) authorize the Chair to execute all required agreements and related documents on behalf of the Board, subject to approval as to form by the City solicitor.

### **Financial Implications:**

The recommended vendor of record will conduct an initial security assessment of Toronto Police Service (Service) facilities at a cost of approximately \$190,000. This assessment will include a review of the security at select Service facilities to identify any gaps and vulnerabilities in our building security framework, including the various systems, devices and equipment currently in place. The vendor will also make recommendations for required corrective action. The cost of the assessment will be funded from the Service's state of good repair capital program.

The cost to implement recommended action will be dependent on available funding from the Service's operating or capital budgets, and will be completed on a priority basis.

The vendor of record will also provide ad hoc facility security assessment and related services, as required. These services will be funded from the Service's operating or capital budget.

### **Background / Purpose:**

The Service is undergoing a modernization of its facilities and in light of recent world events and the potential threat to staff and the public, it requires the services of a professional security consultant to:



1. perform threat and risk assessments of front line facilities of the Service, as well as Headquarters (H.Q.) and the Toronto Police College, and recommend required corrective action;
2. assist, as required, in the development of a generic specification and procurement document for the acquisition of a new security vendor of record to maintain, replace, and install security devices and systems for all Service facilities;
3. provide consulting services that include the review and development/enhancement of policies and procedures, as required, associated with the Service's physical security and access control; and
4. develop security design drawings and specifications, as required, for the retrofit of Service facilities and existing security controls, such as access control card readers, magnetic locking devices, C.C.T.V., etc.

The Security Consultant has significant subject matter expertise combined with up-to-date technological knowledge of applications, devices and equipment, as well as security industry standards and best practices. The expertise and experience is necessary to perform a holistic review of the Service's facility security framework.

#### **Discussion:**

On July 13, 2017, the Service's Purchasing Services (Purchasing) unit issued Request for Proposal (R.F.P.) #1228254-17 for the provision of professional security consulting services. The R.F.P. was advertised on MERX, an electronic tendering service. The R.F.P. closed on August 4, 2017, and eight responses were received.

The R.F.P. indicated that only security consulting service submissions with a technical score of 75% in Stage One would proceed to Stage Two of the process. Stage Two of the process included interviews and presentations, if required. Stage Three included the price submission evaluation where a formula was used to calculate the scores.

The R.F.P. indicated that the two highest scoring submissions will proceed to the subsequent stages. However, the Service decided to waive stage two, due to the fact that the top two highest scoring submissions are well known and experienced security consulting firms.

The overall score was determined by combining the technical score and price points. The responses received were reviewed and evaluated using the following weighted criteria:

- statement of understanding (10 points)
- client expectations (10 points)
- demonstrated experience/qualifications of proponents (20 points)
- project profile and client references (5 points)
- project methodology (20 points)

- price (35 points)

**Conclusion:**

Based on the results of the evaluation process, LOBO Consulting is recommended as the vendor of record for security professional services, for a one year period commencing January 1 2018, and ending December 31, 2018, plus three one-year extension options, at the discretion of the Chief and subject to satisfactory performance.

LOBO was the highest scoring proponent and also submitted the lowest price.

The award of security consulting services to LOBO allows the Service to begin a detailed and holistic risk assessment of its facilities.

The recommendations stemming from the threat risk assessment will be implemented based on priority and available funding within the Service's operating and capital budgets.

Mr. Tony Veneziano, Chief Administrative Officer, will be in attendance to answer any questions the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.  
Chief of Police

Filename: security consulting services VOR LOBO



## Toronto Police Services Board Report

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January 9, 2018

To: Chair and Members  
Toronto Police Services Board

From: Mark Saunders  
Chief of Police

**Subject: Site Selection for a Consolidated 54/55 District Facility**

### **Recommendation(s):**

It is recommended that the Toronto Police Services Board (Board):

- 1) endorse the selection of the Toronto Transit Commission's Danforth Garage property, as the site for a new consolidated 54/55 district facility; and
- 2) forward this report to the City of Toronto's Executive Committee for information.

### **Financial Implications:**

The Toronto Police Service's (Service) 2018 to 2027 Board approved Capital Program request includes \$39.8 Million (M) for the replacement of the existing 54 and 55 divisional facilities with a consolidated 54/55 district facility.

Once the new district facility is built, the current plan is for the existing properties that 54 and 55 divisions occupy, be returned to the City of Toronto (City). The fair market value of these two properties is estimated at \$9.65M.

The consolidation of the two facilities into one will also help reduce/contain the costs to maintain and operate the facilities in the longer-term. The next steps in the process include a master planning exercise that will commence in 2018 and will be led by City Planning. The project timeline will depend on the completion and results from the master planning process. Service staff will work with City Finance staff to adjust the cost estimates and cash flows for the 54/55 consolidated facility project, accordingly.

The cost of the master planning process is estimated at \$0.25M and will cover the completion of technical studies to assess environmental, noise and traffic impacts, etc.

### **Background / Purpose:**

The Service's 54 and 55 divisional facilities are located at 41 Cranfield Road and 101 Coxwell Avenue, respectively.

The replacement of the 54 Division facility has been in the Service's plans since 2012. The renovation of the 55 Division facility has also been in the Service's facilities plan.

The Transformational Task Force (T.T.F.) final report entitled, "Action Plan: The Way Forward" (Way Forward Report) was approved by the Board at its February 2017 meeting (Min. No. P19/17 refers), and contains 32 recommendations to modernize the public safety delivery model for the City of Toronto in a manner that is innovative, sustainable, and affordable.

Included in the Way Forward Report is recommendation #16 (City-wide divisional boundaries and facilities realignment), outlining the need to adopt a phased redesign of the Service's divisional structure and a realignment of geographical boundaries that will allow the Service to optimize service delivery.

The consolidation of the 54/55 divisional facilities into one district facility operation has been deemed feasible by the Service, and is the first major undertaking in the Service's strategy to realign and shrink its facilities footprint. It recognizes the need for a more modern, up-to-date and economical facility footprint, and enables the implementation of recommendation #16 in the Way Forward Report.

A report recommending the site for the construction of a new consolidated 54/55 district facility will be considered by the City's Executive Committee at its January 24, 2018 meeting, and will subsequently be considered by City Council for approval.

The recommended site for the new district facility was selected based on extensive work undertaken by the Service's Facilities Management Unit (F.C.M.), the Strategy Management Unit (S.T.M.), City of Toronto Real Estate Services and City Planning, in collaboration with the Toronto Transit Commission (T.T.C.).

The purpose of this report is to obtain the Board's endorsement of the site selected for a new 54/55 consolidated district facility, so the Service and the City can move forward with the next stage in the process.

### **Discussion:**

The Service's F.C.M. Unit contacted City Real Estate in the first quarter of 2017 to begin the process for the consolidation of the 54 and 55 divisional facilities, and requested that City Real Estate conduct a search of properties in the catchment area of the existing divisional boundaries. Staff from the Service's F.C.M. and S.T.M. Units, City

Planning and City Real Estate developed guiding principles for the selection process. In particular, the preferred site was required to meet the following criteria:

- 1) Meet the Service's core site requirement to allow for effective community policing;
- 2) Reflect a strategic approach to the use of City properties; and
- 3) Be informed by a community vision.

A list of all City-owned properties and several privately owned properties within the catchment area was created. Over 500 identified properties were filtered down to five sites that had the potential to accommodate the consolidated divisional facilities, based on the following specifications:

- Minimum property size to fit the Service's building program, including two vehicle entry/exit points, sufficient parking spaces, and the potential for an on-site fuel pump for police vehicles;
- Property type: unsuitable properties such as reserve strips, railway land, and parks were removed from the list; and
- Site's ability to accommodate both the Service and the requirements of existing City agencies, boards, commissions, or divisions.

The Service and City Real Estate, in consultation with City Planning, developed an evaluation framework to objectively assess the five remaining properties. Senior Service and City staff consulted with the local councillors, who were also provided with the evaluation framework for review.

The development and use of this type of evaluation framework is consistent and aligned with other Council-approved real estate projects, including the Etobicoke Civic Centre relocation.

The evaluation framework was designed to determine which sites are the most suitable for the new consolidated 54/55 district facility, and that are most in line with the project's guiding principles.

The evaluation framework included 15 measures to assess the four major categories below:

1. T.P.S. service delivery (20%)
  - Travel time for officers on duty
  - Proximity to residents served
2. Ability to meet functional requirements (30%)
  - Site security
  - Entry/exit points for vehicles
  - Overlooking buildings
  - Size

3. Community presence (30%)
  - Transit accessibility
  - Cycling and walking accessibility
  - Opportunities for community engagement
  - Proximity to community/institutional uses
  
4. Affordability/sustainability of acquiring and developing potential sites (20%)
  - Net building costs
  - Land acquisition costs
  - Impact of previous uses
  - Ease of acquisition

From the potential five sites identified, a short-list of the three highest scoring sites was developed and included the:

- 1) East York Civic Centre at 850 Coxwell Avenue (score of 76%);
- 2) Existing 55 Division at 101 Coxwell Avenue (score of 78%); and
- 3) T.T.C.'s Danforth Garage at 1627 Danforth Avenue (score of 81%).

A third-party facilitation consultant was engaged to assist with the preparation of a consultation plan and to facilitate public meetings. Key objectives of the public consultations were developed to achieve the following:

- Present and seek feedback on the criteria used to evaluate the three short-listed sites;
- Understand the community's vision for a modern police station; and
- Understand how the short-listed sites fit with the community's vision.

The public consultations included two meetings held in October 2017 and included representatives from the Service, the City and the T.T.C., along with the local councillors. A total of 135 people attended the meetings and 109 individual responses were received through an on-line survey.

Further to the October 2017 meetings, an additional meeting was held on December 4, 2017, to respond to community groups who submitted a joint list of questions pertaining to the T.T.C. Danforth garage site; and focussing on the ability of a police station to co-locate with a mix of uses, should this site be chosen. The meeting was attended by staff from the Service, City Real Estate, City Planning, Heritage Preservation Services, the T.T.C., the new Toronto Realty Agency (T.R.A.), as well as local City councillors.

At the December meeting, all the questions posed by the community groups were answered and much of the discussion focused on the T.T.C. garage site. Attendees were generally satisfied with the answers provided by staff. Responses to the on-line survey identified the T.T.C. Danforth Garage property as the preferred site for a new police facility, when compared to the other two short-listed sites.

## **Conclusion:**

Through an open and transparent consultative process, the Service, in collaboration with City Real Estate, City Planning and the T.T.C., has determined that the best location for a new consolidated 54/55 district facility is the T.T.C. Danforth Garage located at 1627 Danforth Avenue (South east corner of Danforth and Coxwell).

The site already includes a public library and the T.T.C., which has existing essential operations on, and planned future uses for, this site. The site is close to five acres in size and can, therefore, accommodate other community programs, even with the T.T.C. operations and the Service's 54/55 district facility on the site.

A report to the City's Executive Committee, scheduled for January 24, 2018, will recommend the T.T.C. Danforth Garage as the preferred location for the consolidated 54/55 district facility.

City Council approval of the recommended site is the first critical milestone that will enable the Service to change and enhance its processes and modernize the delivery of public safety services, by commencing the transition from the current 17 division structure to a 10 district model.

The City and the Service will hold community and stakeholder consultations and continue to work collaboratively with T.T.C., City Real Estate, City Planning, the T.R.A. Heritage Preservation Services and other potentially affected groups, as the Service's facilities realignment initiative progresses.

Mr. Tony Veneziano, Chief Administrative Officer, will be in attendance to answer any questions the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.  
Chief of Police

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