



Regional Municipality of York Police Services Board

17250 Yonge Street, Newmarket, Ontario Canada L3Y 4W5

905-895-1231 or Toll Free: 1-877-464-9675 Ext. 7906

Fax: 905-895-5249 Web Site: www.yrpsb.ca

To Make a Difference in Our Community

September 8, 2005

Mr. Denis Kelly
Regional Clerk
The Regional Municipality of York
17250 Yonge Street
Newmarket, Ontario L3Y 6Z1



REGION OF YORK
CLERK'S OFFICE

FILE No. - 103

Chair
David Barrow
Regional Councillor

Vice-Chair
Danny Wheeler
Regional Councillor
and Deputy Mayor

Members
Bill Fisch
Regional Chair

Asad M. Malik
Provincial Appointee

Barbara Munro
Regional Council
Appointee

Joe Persechini
Provincial Appointee

Daisy Wai
Provincial Appointee

Executive Director
Connie Phillipson

Dear Mr. Kelly:

On March 6, 2001, the Regional Municipality of York Police Services Board ('the Board') and the Regional Municipality of York entered into a Protocol for the Sharing of Information in accordance with the requirements of Subsection 32(1) of Ontario Regulation 3/99 made under the *Police Services Act* - Adequacy and Effectiveness of Police Services.

At its meeting on August 31, 2005, the Board received a report from its Executive Director entitled 'Protocol for the Sharing of Information' and adopted recommendations (1) and (2) as follows:

- (1) the Board approve the amended Protocol for the Sharing of Information, subject to amending article (g) to read 'budget updates as required by the Regional Treasurer for submission to Regional Council'; and
- (2) the Board forward the amended Protocol for the Sharing of Information to Regional Council for its review and approval.

The Board reviewed the 2001 Protocol as part of its policy review process and to ensure its currency and usefulness to the Board and Regional Council.

Therefore, in accordance with the Board's resolution, I request that you forward the amended Protocol to Regional Council for its review and approval.

Yours truly,

Connie Phillipson
Executive Director

Attachments



REGIONAL MUNICIPALITY OF YORK POLICE SERVICES BOARD

Report of the Executive Director – August 31, 2005

PROTOCOL FOR THE SHARING OF INFORMATION

RECOMMENDATIONS

1. That the Board approve the amended Protocol for the Sharing of Information; and
2. That the Board forward the amended Protocol for the Sharing of Information to Regional Council for its review and approval.

BACKGROUND

In passing the Adequacy and Effectiveness Regulation, the Province recognized the importance of information sharing between Police Services Boards and their respective Councils as critical to the provision of adequate and effective police services to citizens.

On March 6, 2001, the Regional Municipality of York Police Services Board and the Regional Municipality of York entered into a Protocol for the Sharing of Information in accordance with the requirements of Subsection 32(1) of Ontario Regulation 3/99 made under the *Police Services Act* – Adequacy and Effectiveness of Police Services.

As part of the Board's ongoing policy review process, the Executive Director determined that the 2001 Protocol for the Sharing of Information required amendment. Chief Armand P. La Barge, Joy Hulton, Regional Solicitor, and Elma Stevenson, Committee Coordinator, Office of the Regional Clerk, had an opportunity to review the original Protocol and propose changes.

On July 13, 2005, Mr. Duffield, Police Services Adviser (Zone 3), Quality Assurance Unit, Ministry of Community Safety and Correctional Services, met with the Executive Director at her invitation. Mr. Duffield reviewed the Board's Protocol for the Sharing of Information and suggested that the responsibility for making the Business Plan and Annual Report public be clarified in an updated Protocol as required by Subsection 32(1)(c) of Ontario Regulation 3/99 made under the *Police Services Act* – Adequacy and Effectiveness of Police Services.

PROPOSED CHANGES TO THE 2001 PROTOCOL

The following changes to the 2001 Protocol are proposed by the Police Services Board. Regional Council may also have changes it wishes to make to the 2001 Protocol.

- 1) Reference to the quarterly publication of the York Regional Police, *The Blueprint*, which included highlights of Police Services Board meetings, has been deleted. The Blueprint was replaced with an in-house publication called *The Notebook*. The focus of this new publication is on staff and their achievements. Highlights of Board Meetings are now distributed via a media release the morning following each Board Meeting.
- 2) Electronic access to the public agenda and the minutes of public meetings is available through the Board's updated internet address:
www.yrpsb.ca.
- 3) Responsibility for making the Business Plan and Annual Report public has been clarified. Under the new Article 5, both the Board and the York Regional Police will share this responsibility by posting each document on their respective internet sites.

SUMMARY

In accordance with the Adequacy and Effectiveness Regulation, the Board entered into a Protocol for the Sharing of Information with the Regional Municipality of York on March 6, 2001.

As part of the Board's policy review process, the Executive Director identified a need to amend the 2001 Protocol.

Sufficient time has passed to warrant a review of this Protocol both by the Board and Regional Council to ensure that it remains current and useful to both parties and satisfies the informational needs of our citizens.



Connie Phillipson
Executive Director

Attachments

PROTOCOL FOR THE SHARING OF INFORMATION

Between

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

- and -

THE REGIONAL MUNICIPALITY OF YORK

WHEREAS pursuant to Subsection 31(1) of the *Police Services Act*, as amended, the Regional Municipality of York Police Services Board is responsible for the provision of adequate and effective police services in the Regional Municipality of York;

AND WHEREAS pursuant to Subsection 4(1) of the *Police Services Act*, the Regional Municipality of York is required to provide adequate and effective police services in accordance with its needs;

AND WHEREAS pursuant to Subsection 32(1) of Ontario Regulation 3/99 made under the *Police Services Act - Adequacy and Effectiveness of Police Services*, the Regional Municipality of York Police Services Board is required to enter into a protocol with Regional Council for the Regional Municipality of York that addresses:

- (a) the sharing of information with municipal council, including the type of information to be shared and the frequency for sharing such information;
- (b) the dates by which the business plan and annual report shall be provided to municipal council;
- (c) the responsibility for making public the business plan and annual report, and the dates by which the business plan and report must be made public; and
- (d) if the municipal council chooses, jointly determining, and participating in, the consultation processes for the development of the business plan.

AND WHEREAS the March 6, 2001 Protocol for the Sharing of Information between The Regional Municipality of York Police Services Board and the Regional Municipality of York requires updating;

THEREFORE THE PARTIES HEREBY AGREE THAT:

1. The Regional Municipality of York Police Services Board shall provide Members of Regional Council of the Regional Municipality of York with the following:
 - (a) in January each year, notice of the dates, times and locations of the Police Services Board's scheduled monthly meetings, and advance notice of the dates, times and locations of other public meetings;
 - (b) the public agenda prior to the Police Services Board's scheduled monthly meetings;
 - (c) the minutes of the monthly public meetings;
 - (d) electronic access to (b) and (c) through the Regional Municipality of York Police Services Board's internet site at www.yrpsb.ca;
 - (e) notice of other public consultation processes scheduled by the Police Services Board for the development of a York Regional Police Business Plan;
 - (f) in November 2001, and in accordance with Ontario Regulation 3/99 at a minimum every three years thereafter, a copy of the York Regional Police Business Plan following its acceptance at a Police Services Board meeting;
 - (g) budget updates as required by the Regional Treasurer for submission to Regional Council;
 - (h) York Regional Police Annual Report that shall be made available to the public by the 30th of June each year; and
 - (i) any other reports or information as determined by the Police Services Board.
2. In accordance with Section 39 of the *Police Services Act*, Regional Council shall provide the Regional Municipality of York Police Services Board with its annual budget in accordance with the timetable and format established by Regional Council.

3. Additional information shall be requested by resolution of Regional Council to the Regional Municipality of York Police Services Board, and the Police Services Board shall consider such request at its next scheduled meeting.
4. Each year, the Police Services Board and the Chief of Police will host a number of community consultation sessions throughout York Region to outline service delivery methods, and to receive input and hear the concerns of citizens, business owners and elected officials. The planning of these community consultation sessions will be co-ordinated with the Mayor in each community.
5. The Regional Municipality of York Police Services Board and the York Regional Police shall make the Business Plan and the Annual Report public on their respective internet sites.

Dated this day of September 2005.

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

**THE REGIONAL MUNICIPALITY
OF YORK**

David Barrow, Chair

Bill Fisch, Regional Chair

Connie Phillipson, Executive Director

Denis Kelly, Regional Clerk