

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 3893



The Regional Municipality of Durham Information Report

To: Committee of the Whole
From: Chief Administrative Officer
Report: 2025-COW-7
Date: February 12, 2025

Subject:

Municipal Diversity Plan for the Durham Region Police Service Board

Recommendations:

That the Committee of the Whole recommends to Regional Council:

A) That the Municipal Diversity Plan and Recruitment Policy for the Durham Regional Police Service Board, as set out in Attachment #1, be approved;

B) That the size of the Durham Regional Police Service Board be composed of seven members; and

C) That the Durham Regional Police Services Board Community Member Appointment Recruitment and Selection Policy, adopted by Council in April 2022, be replaced with the new Municipal Diversity Plan and Recruitment Policy, as set out in Attachment #1.

Report:

1. Purpose

1.1 The purpose of this report is to respond to the requirement, under the Community Safety and Policing Act, 2019, for municipalities to develop a Municipal Diversity Plan for appointments to police service boards and confirm the size of the police board.

2. Background

2.1 Effective April 1, 2024, the Police Services Act was repealed and replaced with the Community Safety and Policing Act (CSPA), 2019 to modernize policing and enhance community safety.

2.2 Section 28 of the CSPA requires municipalities to prepare and approve a Municipal Diversity Plan. The responsibility of the development and approval of this plan falls to the relevant municipality:

- CSPA, section 28 (1) “Every municipality that maintains a municipal board shall prepare and, by resolution, approve a diversity plan to ensure that the members of the municipal board appointed by the municipality are representative of the diversity of the population in the municipality.”

2.3 The Region’s first Municipal Diversity Plan must be approved by Regional Council before April 2, 2025.

2.4 Under the CSPA, Regional Council is also required to adopt a resolution determining the size of the police service board prior to the start of the next term of office. Failure to do so results in the police service board defaulting to a size of five members.

3. Municipal Diversity Plan

3.1 A Municipal Diversity Plan for the Durham Region Police Board (DRPSB) is attached as an appendix.

3.2 It prescribes how the Region shall make best efforts to attain diverse representation on the DRPSB through an application process that will result in 42% of the Board consisting of members with diverse identities.

3.3 The 42% target was determined by:

- An analysis of regional socio-demographics and trends. For example, Durham’s immigrant population growth outpaces the provincial growth rate. Ontario’s immigrant population grew from 28.5% in 2011 to 30% in 2021, representing a 1.5% increase in 10 years, whereas Durham’s grew by 6.1% during the same period. In addition, the 2021 Census of Population revealed that visible minorities comprised 36.3% of Durham’s population representing a 9.1% increase from 2016, and a 15.6% increase from 2011.¹
- An analysis of the rationale for the Government of Canada’s 50-30 challenge. This initiative aims to attain gender parity and significant representation (at least 30%) of underrepresented groups on boards and in senior management positions. Regional staff deem the 50-30 target aggressive for the first iteration of this Plan and will revisit this target during the next review cycle.

¹ A Look at Durham: Trends In Immigration And Citizenship,
<https://www.durhamimmigration.ca/en/resources/A-Look-At-Durham---2024---Published.pdf>

- 3.4 The current composition of the DRPSB is already in compliance with this requirement and no changes to the current membership are needed. The 42% target was also chosen because of the relative ease with which it can be adopted and maintained. The Region recommends the DRPSB adopt a similar target when developing its own Diversity Plan to ensure their police service's diversity reflects community diversity.
- 3.5 The Region recommends the Government of Ontario adopt the Plan's guiding principles and a similar target when evaluating candidates for provincial appointment.
- 3.6 The Committee may also adopt additional measures to assist in ensuring that appointments are representative of the diversity of the population of the Region, such as improving content and plain language of recruitment communications to make the recruitment process more accessible to residents with a variety of lived experiences and through the application of an equity lens to the selection process.

4. Size of Durham Region Police Service Board

- 4.1 Regional staff reviewed Durham Region's Police Service Board size in relationship to the size and composition of other municipalities in Ontario and recommends the size of the Durham Regional Police Service Board remain unchanged at seven members.

5. Relationship to Strategic Plan

- 5.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
 - Goal 2: Community Vitality: To foster an exceptional quality of life with services that contribute to strong neighborhoods, vibrant and diverse communities, and influence our safety and well-being.
 - Goal 4: Social Investment: To ensure a range of programs, services and supports are available and accessible to those in need, so that no individual is left behind.

6. Conclusion

- 6.1 The Municipal Diversity Plan prescribes a process for appointments to the Region's police service board to attain members that are representative of the diversity of the population of Durham. A process that is equitable and transparent.
- 6.2 The Region recommends no changes to the DRPSB size.
- 6.3 For additional information, contact: Allison Hector-Alexander, Director, Diversity, Equity, and Inclusion at 905-668-7711, extension 3893.

7. Attachments

Attachment 1: Municipal Diversity Plan and Recruitment Plan for the Durham
Region Police Board

Respectfully submitted,

Original signed by

Elaine C. Baxter-Trahair
Chief Administrative Officer



Regional Municipality of Durham

Municipal Diversity Plan and Recruitment Policy for Durham Regional Police Service Board

Approved by: Durham Regional Council <pending>	
Issued: April 2, 2025	Next Revision: April 2, 2029
Responsibility: Regional Municipality of Durham	
Authority: Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1	

1. Statement

The following statement was developed by the Durham Region Police Service Board in 2011¹. It holds even more relevance today and serves as inspiration for the contents of this Plan:

“An effective and responsive police service must reflect the composition of the communities it serves. The police service must further demonstrate respect and sensitivity to the pluralistic, multiracial and multicultural character of its communities in the delivery of its programs and services.

It is the policy of the Durham Regional Police Services Board that the Durham Regional Police Service shall embrace diversity internally as an employer and externally through the services provided by the DRPS. The values of inclusiveness, tolerance, and respect will be promoted and maintained throughout the organization and the communities served by the DRPS.”

2. Purpose

- 2.1 The Community Safety and Policing Act, 2019 and Municipal Diversity Plan provide direction on ensuring members of Durham Region Police Service Board (DRPSB) are representative of the diversity within Durham’s local municipalities. The Municipal Diversity Plan also includes a set of equity-specific guiding principles and recommendations to serve as a foundation for the DRPSB’s strategies, plans, and practices.
- 2.2 This Municipal Diversity Plan:
 - i) provides direction on improving equity within the DRPSB. It is separate and distinct from the Diversity Plan the Board develops for members of the Durham Regional Police Service. Both Plans are mandated under the Community Safety and Policing Act, 2019 (CSPA).

¹ Community Diversity Policy, Durham Region Police Service Board, January 2011
<https://durhampoliceboard.ca/wp-content/uploads/2024/04/community-diversity-01-Jan-11.pdf>

- ii) replaces the 'Durham Regional Police Services Board Community Member Appointment Recruitment and Selection Policy' issued in April 2022.

3. Definitions

The following definitions should be used when reading this policy:

DEI: an acronym that stands for diversity, equity and inclusion. Interchangeable with EDI, the term refers to the organizational frameworks that seek to promote the fair treatment and full participation of all people, particularly groups who have historically been underrepresented or subject to discrimination on the basis of identity or disability.

Diversity: encompasses acceptance and respect. It means understanding that each individual is unique and recognizes our individual differences. These can be along the dimensions of race, ethnicity, gender, sexual orientation, socio-economic status, age, physical abilities, religious beliefs, political beliefs or other ideologies.

Diverse identities: characteristics associated with historically, persistently, or systemically marginalized groups listed as protected under the Ontario *Human Rights Code*, including individuals who are Indigenous, Black and racialized, women, persons living with one or more disabilities (including invisible and episodic disabilities), 2SLGBTQ+ and/or gender diverse individuals.

Equity: a principle and process that promotes fair conditions for all persons to fully participate in society. It recognizes that while all people have the right to be treated equally, not all experience equal access to resources, opportunities or benefits. Achieving equality does not necessarily mean treating individuals or groups in the same way, but may require the use of specific measures to ensure fairness.

Inclusion: is about acknowledging and valuing people's uniqueness to enrich social planning, decision-making, and quality of life for everyone. In an inclusive municipality, we each have a sense of belonging, acceptance, and are recognized as valued and contributing members of society. Real inclusion takes place when those already included in the "mainstream" learn from those who are excluded and initiate change.

4. Guiding Principles

These guiding principles provide a lens through which the work under this Plan shall be planned, implemented, and assessed.

Respect: Respecting the needs of Durham residents and making decisions that are in the public's best interest and foster trust. This includes ensuring police service board members appointed by the Region take pride in and prioritize providing professional service that respects the inherent human rights and dignity of all community members.

Community Engagement: Acknowledging the importance of knowing and understanding local communities and customizing services to meet diverse needs through engagement and consultation. This includes continuous and transparent communication with diverse collaborators and partners.

Innovation: Applying creative solutions to achieve equitable and sustainable results. This includes an acknowledgement that as society evolves and community needs change, a police service board must encourage the police service to pursue new methods of maintaining public safety and order, enforcing laws, and preventing crime.

Continuous Improvement: Continuing to monitor and assess progress, collect data (including sociodemographic data), and evaluate strategic initiatives. This includes evidence-based planning and decision-making that advances positive outcomes for all Durham residents.

5. Board Composition

- 5.1 The Region shall ensure diverse representation on the DRPSB through the application process identified in section 7 and led by the Guiding Principles identified in section 4. The Region shall make best efforts to attain a forty-two percent composition with diverse identities.
- 5.2 As the Board consists of seven members (three appointed by the Province of Ontario and four chosen by Regional Council, three of whom being members of Regional Council and one being an appointee from the community), the Region shall consider the composition of the entire board when appointing its members. Practically, to attain the 42% target, 3 members out of the 7-member Board shall identify as having one or more identities listed as protected grounds under the Ontario *Human Rights Code*.

6. Promoting Board Appointment Opportunities

- 6.1 Under section 29 (1) of the CSPA, municipalities shall “take reasonable steps to promote the availability of the appointment, having regard to the need to ensure that police service boards are representative of the communities they serve”.
- 6.2 Prior to the start of each new term of Regional Council or when the need arises to appoint one or more new members to the DRPSB, regional staff shall employ a multifaceted approach to promote the opportunity to a broad pool of applicants. This includes, but is not limited to:
 - i) Placing an advertisement with digital newspapers in the Region, posting on social media and sharing with the local area municipalities
 - ii) Leveraging the networks of diverse local community leaders

- iii) Posting flyers in local public institutions (ex. libraries, hospitals, community centres, welcome centres, etc.)
- iv) Employing social media channels- cross posting and exploring the possibility of paid advertising
- v) Posting on the job/recruitment boards of organizations that serve people of diverse identities (ex. HireDiverse, Indigenous Professionals Association of Canada (IPAC), Pride at Work Canada, Jobs Ability, etc.)

- 6.3 The appointment opportunity may also be promoted to diverse groups within associations and organizations as they possess qualifications relevant to their discipline as well as lived experience of being part of an underrepresented group. For example, employee resource groups within professional associations for architects, social workers, planners, and lawyers.
- 6.4 This Diversity Plan will be provided to all members of Council in orientation materials at the beginning of their term of office to ensure they are aware of the opportunity to participate as a DRPSB member when appointments are being considered.

7. Application Process and Selection Criteria

- 7.1 Under the CSPA, the Region is permitted to appoint the following individuals to the DRPSB:
 - i) The Regional Chair, or if the Regional Chair chooses not to be on the board or is ineligible to be a board member, another member of Regional Council appointed by resolution;
 - ii) Two further members of Regional Council appointed by resolution; and
 - iii) One person who is neither a member of council nor an employee of the Region.
- 7.2 To ensure DRPSB member appointments support the Region's commitment to fairness and integrity, a DRPSB Appointments Committee shall be established. This ad hoc committee will convene prior to the start of each new term of Regional Council and again whenever a new Board appointment becomes necessary.
- 7.3 Where the Regional Chair chooses not to be on the board or is ineligible to be a board member, Regional Council shall appoint another member of Regional Council to the board by resolution. The DRPSB Appointments Committee shall recommend for appointment two members of Regional Council and a member who is neither a member of council nor an employee of the region (i.e. individuals described in 7.1 ii) and iii)).
- 7.4 The DRPSB Appointments Committee, in consultation with regional policy development staff, shall develop an application form and eligibility criteria as well as a scoring process to select new members. Eligibility criteria shall include, at minimum, all legislated eligibility requirements in the CSPA, and may include further eligibility requirements identified by the Appointments Committee.

- 7.5 The Committee will also consider whether additional measures may be implemented to assist in ensuring that appointments are representative of the diversity of the population of the Region (language accessibility, application of an equity lens, etc.).
- 7.6 Regional Councillors and members of the public interested in serving on the DRPSB- as one of the two members of Regional Council or the member who is neither a member of council nor an employee of the region- will be required to submit an application
- 7.7 DRPSB Appointments Committee shall include representation from:
- i) The Durham Regional Chair or their designate
 - ii) The Regional Clerk or their designate
 - iii) The Commissioner of Finance or their designate
 - iv) The Commissioner of Social Services or their designate
 - v) One member of the Durham Local Immigration Partnership
 - vi) The Chair of the Durham Region Anti-Racism Taskforce or their designate
 - vii) A senior representative of a local not-for-profit organization specializing in criminal justice, victim services, harm reduction or homelessness supports (e.g. John Howard Society, Durham Community Legal Clinic, Cornerstone, etc.)
- 7.8 The Regional Clerk's Office shall review applications received and identify all applicants that meet the eligibility criteria. After the application window closes, all eligible applications shall be forwarded to the DRPSB Appointments Committee for review.
- 7.9 The DRPSB Appointments Committee shall identify a shortlist of candidates from the eligible applications, from both members of the public and Regional Councillors, and conduct interviews with shortlisted applicants.
- 7.10 In accordance with the CSPA, in deciding which individuals to recommend for appointment to the DRPSB, the Appointments Committee shall consider:
- i) the need to ensure that the police service board is representative of the area it serves, having regard for the diversity of the population in the area;
 - ii) the need for the police service board to have members with the prescribed competencies, if any; and
 - iii) the requirements of this Diversity Plan.
- 7.11 The DRPSB Appointments Committee shall submit a recommendation report to Regional council with a list of their recommended appointees for approval. Report to include eligibility criteria chosen by the committee, details on how and where the appointment opportunity was promoted, number of applications received, number of applications eligible for consideration, number of interviews conducted, and an overview of the scoring process.

- 7.12 Selected applicants shall be required to provide a police record check prepared in the last 12 months. They may be required to pass an additional background check and a social media background check, conducted by a third-party vendor, prior to their formal appointment for the purpose of verifying details and revealing any discrepancies between their online presence and their application.
- 7.13 The DRPSB Appointments Committee to complete their selection process and recommend an individual or individuals for appointment to Regional Council for approval as soon as possible upon the start of a new term of Regional Council or an announcement of a vacancy.
- 7.14 The DRPSB Appointments Committee shall return all applications and related confidential material in their possession (including any lists of applicants) to the Regional Clerk once all appointments have been approved by Regional Council.

8. Term of Office

- 8.1 The term of office shall be set out by the Regional Council for the appointment but shall not exceed the term of Regional Council that appointed the member. The member may continue to sit until the earlier of six months after the expiry of his or her term, or the day the member's successor is appointed by the Regional Council.

9. Equity-Specific Recommendations for All Members of the DRPSB

- 9.1 DEI-competence will be assessed by the DRPSB Appointment Committee when reviewing applications. The Region views DEI knowledge, a commitment to reconciliation, and the modeling of anti-racist and anti-oppressive practices to be core competencies for members of the DRPSB for the following reasons:
 - i) The Code of Conduct for Police Service Board Members Regulation (O. Reg. 408/23 under the CSPA) sets out the code of conduct with which every member of a police service board must comply. Under section 9(1) of this Regulation, members of the DRPSB "shall not, in the course of their duties, treat any person in a manner that the member, at the time, knows or reasonably ought to know would contravene the Human Rights Code."
 - ii) The CSPA requires members of police boards to complete mandatory human rights, systemic racism, diversity, and Indigenous training (standardized and virtual training made available by the Ministry of the Solicitor General) demonstrating a commitment by the Province to meeting the policing needs of diverse communities.
 - iii) DRPSB decisions impact all Durham families and communities. The level of impact may be felt differently by different communities but, ultimately, the Board demonstrates accountability to residents through their governance and what is prioritized. It is essential

- 9.2 Led by the Guiding Principles identified in section 4, the Region invites, but cannot prescribe, that all DRPSB members affirm human rights and the spirit of the Ontario Human Rights Code by:
- i) Ensuring equitable, not necessarily equal, service provision when approving new or revised DRPS initiatives.
 - ii) Reporting to Regional Council and/or members of the public on their progress on equity-specific work.
 - iii) Ensuring complaints of discrimination from members of the public and members of the police service are dealt with promptly and effectively and by appropriate and impartial parties.
 - iv) Addressing inequities by ensuring diverse groups are appropriately engaged and represented at DRPS decision-making tables.
 - v) Directing DRPS leaders and policy development staff to collaborate with local DEI subject matter experts (equity-focused staff from Durham region, school boards, healthcare, settlement agencies, etc.) on the development or revision of strategies, plans, and initiatives.
 - vi) Ensuring the Board's Diversity Plan includes direction to conduct a member census and survey at least once every 5 years and publish a report of the findings online. The census should examine the demographic composition of DRPS and include questions for both sworn officers and civilian professionals that explore their perceptions and experiences of equity and inclusion within their workplaces in order to develop strategic solutions for a more inclusive police service.
 - vii) Ensuring and monitoring the collection, analysis and reporting of race-based and other socio-demographic data.

10. Application

- 10.1 This Plan applies to all Council appointments and reappointments to the DRPSB, members of the DRPSB, Regional Council, and select regional staff as outlined in sections 5-7.

11. Review Schedule

- 11.1 As required by the CSPA, section 28(3), regional staff shall review and, if appropriate, amend this Municipal Diversity Plan every 4 years.

12. Information Sharing

- 12.1 As required by the CSPA, section 28(4), regional staff shall ensure the Municipal Diversity Plan and any resulting reports are made available to the public on the Regional website, in accordance with the regulations made by the Minister, if any.
- 12.2 The DRPSB may post the Municipal Board Diversity Plan on their own website alongside their Diversity Plan for members of the police service.

13. Inquiries

- 13.1 For further information regarding this Plan, please contact Legislative Services at clerks@durham.ca