

**BRANTFORD POLICE SERVICES BOARD  
MINUTES  
THURSDAY, FEBRUARY 27, 2025 – 9:00 A.M.  
BOARDROOM, 344 ELGIN STREET, BRANTFORD**

Allan Lovett in the Chair

**ROLL CALL**

**PRESENT:** Allan Lovett  
Councillor Mandy Samwell  
Mayor Kevin Davis  
Dan Houssar  
Krupesh Shah

**ALSO PRESENT:** Interim Chief Jason Saunders  
Interim Deputy Chief Rich Paolini  
Police Staff – Insp. K. Bell-Samson, Insp. K. Tollar, A/Insp. G. Davies,  
A/Insp. M. Sciberras, R. Matthews-Osmond, T. Fischer  
Kelly Dzuba, Executive Assistant to Chief of Police

**1. PRESENTATIONS/DELEGATIONS**

None

**2. DECLARATIONS OF CONFLICT OF INTEREST**

None

**3. ITEMS FOR CONSIDERATION**

Item 3.1, 3.2 and 3.3 were separated for discussion purposes prior to calling the vote on all Items for Consideration and Consent Items.

**3.1 Issues Update – Interim Deputy Chief Paolini**

Interim Deputy Chief Paolini addressed the Board and provided his reports. Questions of clarification on the various reports made were answered by Staff.

**3.1.1 Police Station Renovation Project Update**

Moved by Dan Houssar  
Seconded by Mandy Samwell

THAT the report from Interim Deputy Chief Paolini dated February 18, 2025, regarding 344 Elgin Street Construction Update BE RECEIVED.

CARRIED

**3.1.2 Monthly Statistical Analysis**

Moved by Dan Houssar  
Seconded by Mandy Samwell

THAT the report from Interim Deputy Chief Paolini dated February 17, 2025, regarding Monthly Statistical Analysis (January 2025) BE RECEIVED.

**CARRIED**

**3.2 Issues Updates – Interim Chief Saunders**

Interim Chief Saunders addressed the Board and provided his reports. Questions of clarification on the various reports made were answered by Staff.

**3.2.1 Community Events**

Moved by Dan Houssar  
Seconded by Mandy Samwell

THAT the report from Interim Chief Saunders dated February 10, 2025, regarding Community Events BE RECEIVED.

**CARRIED**

**3.3 Financial Reports**

Interim Chief Saunders addressed the Board and provided details regarding the Financial Reports. Questions of clarification on the various reports made were answered by Staff.

**3.3.1 Monthly Financial Reports**

Moved by Dan Houssar  
Seconded by Krupesh Shah

THAT the following Financial Reports dated February 17, 2025 BE RECEIVED:

- Auction Proceeds Trust Account – current to February 28, 2025;
- Police Seized Currency Trust account – current to February 28, 2025;
- 2024 Year End Budget Variance Report – current to December 31, 2024
- Monthly Overtime Report - current to January 31, 2025.

**CARRIED**

**3.3.2 2024 Deficit/Surplus**

Moved by Dan Houssar  
Seconded by Krupesh Shah

THAT the preliminary 2024 surplus report dated February 17, 2025 BE RECEIVED;  
and

THAT upon completion of the audited 2024 Financial Statements the final 2024 Police  
Operating Surplus BE TRANSFERRED to the Police Reserve (RF0490)

**CARRIED**

**3.4 Report on Section 81(1) Investigations (SIU)  
Attached (4) Reports**

**3.4.1 SIU Investigation 24-OCI-429**

Moved by Dan Houssar  
Seconded by Mandy Samwell

THAT the report prepared by Inspector Kevin Reeder dated February 11, 2025  
regarding SIU Investigation 24-OCI-429 (November 8, 2022 Incident) BE ACCEPTED  
as required under the Community Safety & Policing Act; and

THAT the Board DIRECTS the Chief of Police to post this Report on the internet within  
30 days of receiving the Report.

**CARRIED**

**3.4.2 SIU Investigation 24-OCI-443**

Moved by Dan Houssar  
Seconded by Mandy Samwell

THAT the report prepared by Inspector Kevin Reeder dated February 11, 2025  
regarding SIU Investigation 24-OCI-443 (October 16, 2024 Incident) BE ACCEPTED  
as required under the Community Safety & Policing Act; and

THAT the Board DIRECTS the Chief of Police to post this Report on the internet within  
30 days of receiving the Report.

**CARRIED**

**3.4.3 SIU Investigation 24-OCI-433**

Moved by Dan Houssar  
Seconded by Mandy Samwell

THAT the report prepared by Inspector Kevin Reeder dated February 11, 2025  
regarding SIU Investigation 24-OCI-433 (October 10, 2024 Incident) BE ACCEPTED  
as required under the Community Safety & Policing Act; and

THAT the Board DIRECTS the Chief of Police to post this Report on the internet within 30 days of receiving the Report.

**CARRIED**

**3.4.4 SIU Investigation 24-OCI-425**

Moved by Dan Houssar  
Seconded by Mandy Samwell

THAT the report prepared by Inspector Kevin Reeder dated February 11, 2025 regarding SIU Investigation 24-OCI-425 (October 4, 2024 Incident) BE ACCEPTED as required under the Community Safety & Policing Act; and

THAT the Board DIRECTS the Chief of Police to post this Report on the internet within 30 days of receiving the Report.

**CARRIED**

**3.5 Ontario Association of Police Service Boards – 2025 OAPSB Spring Conference – June 3-5, 2025**

Moved by Dan Houssar  
Seconded by Mandy Samwell

THAT Krupesh Shah BE AUTHORIZED to attend the June 3 to 5, 2025 OAAPSB Spring Conference being held in London, Ontario.

**CARRIED**

**4. CONSENT ITEMS**

**4.1 Minutes**

Moved by Dan Houssar  
Seconded by Kupresh Shah

THAT the January 23, 2025 Regular Police Services Board Minutes BE APPROVED.

**CARRIED**

**4.2 Annual Reports**

Moved by Dan Houssar  
Seconded by Kupresh Shah

THAT the following Annual Reports BE RECEIVED:

**4.2.1 2024 BEAT/Outward Facing Special Constables Report**

**CARRIED**

**4.3 Fourth Quarter Report 2024 – Public Complaints Against Police**

Moved by Dan Houssar  
Seconded by Mandy Samwell

THAT the Fourth Quarter Report 2024 - Public Complaints Against Police Report dated February 5, 2025 BE RECEIVED.

**CARRIED**

**5. NEW BUSINESS**

**5.1 Chair Update on Activities on behalf of Board – (no copy)**

Chair Lovett reported on the recent PAO Conference which he and Dan Houssar attended. He noted that Krupesh Shah will be attending the upcoming Spring Conference. Board representation at these conferences is important.

**5.2 New Business Matters from Members of the Board (no copy)**

None

**6. RESOLUTIONS**

None

**7. NOTICES OF MOTION**

None

**8. NEXT MEETING DATE**

March 27, 2025

**9. ADJOURNMENT**


The meeting adjourned at 9:23 a.m.

The minutes of this meeting were adopted on March 27, 2025.



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Chair



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Executive Assistant