

**BRANTFORD POLICE SERVICES BOARD
MINUTES
THURSDAY, NOVEMBER 28, 2024 – 9:00 A.M.
BOARDROOM, 344 ELGIN STREET, BRANTFORD**

Allan Lovett in the Chair

ROLL CALL

PRESENT: Allan Lovett, Chair
Councillor Mandy Samwell, Vice-Chair
Mayor Kevin Davis
Dan Houssar
Krupesh Shah

ALSO PRESENT: Interim Chief Jason Saunders
Interim Deputy Chief Rich Paolini
Police Staff – Insp. K. Reeder, Insp. G. Davies, A/Insp. M. Scibberas, T. Fischer
Virginia Kershaw, Executive Assistant

1. PRESENTATIONS/DELEGATIONS

None

2. DECLARATIONS OF CONFLICT OF INTEREST
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None

3. ITEMS FOR CONSIDERATION

Item 3.1, 3.2, 3.3 and 3.4 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
Attached (3) Reports

Interim Chief Saunders presented Interim Deputy Chief Paolini's reports in his absence.

3.1.1 Police Station Renovation Project Update

Moved by D. Houssar
Seconded by M. Samwell

THAT the report from Interim Deputy Chief Paolini dated November 19, 2024 regarding 344 Elgin Street Construction Update BE RECEIVED.

CARRIED

3.1.2 Military Veterans Wellness Program

Moved by D. Houssar
Seconded by M. Samwell

THAT the report from Interim Deputy Chief Paolini dated November 18, 2024 regarding Military Veterans Wellness Program BE RECEIVED.

CARRIED

3.1.3 Monthly Statistical Analysis

Moved by D. Houssar
Seconded by M. Samwell

THAT the report from Interim Deputy Chief Paolini dated November 19, 2024 regarding Monthly Statistical Analysis BE RECEIVED.

CARRIED

**3.2 Issues Updates – Interim Chief Saunders
Attached (1) Report**

Since issuing the agenda last week, the following reports, information and updates have been circulated to Board members. Interim Chief noted that the PROSE Program within Grand Erie District School Board has commenced, with the hopes of expanding this program.

Interim Chief Saunders noted that the resolution relating to Item 3.5 (Transfer to Reserve Request) is no longer required. Additional information was distributed to members of the Board relating to grants being called for the Closed-Circuit Television Grant Program. He noted that an application will be submitted through Insp. Tollar. A MOU between the City, Police and the Board is currently being worked on to provide for the City to become a Special Constable employer with the Board making the appointments for the Special Constables.

3.2.1 Food Bank Donation Request from Auction Proceeds Account

Moved by D. Houssar
Seconded by M. Samwell

THAT the Brantford Police Services Board approves the transfer of \$1,000. from the Auction Fund Account to the Special Projects Account #132016 to provide a donation to the Brantford Food Bank.

CARRIED

3.2.2 Disciplinary Measures Imposed – Biannual Report

Moved by D. Houssar
Seconded by M. Samwell

THAT the Police Services Board ACCEPT this Report dated November 21, 2024, and DIRECT that it be published on the Internet within 30 days of receiving it, and FORWARD to the Law Enforcement Complaints Agency. (LECA)

CARRIED

**3.3 Report on Section 81(1) Investigations (SIU)
Attached (3) Reports**

3.3.1 SIU Investigation 24-OCI-272

Moved by D. Houssar
Seconded by M. Samwell

THAT the report prepared by Inspector Kevin Reeder dated November 20, 2024 regarding SIU Investigation 24-OCI-272 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

3.3.2 SIU Investigation 24-OCD-297

Moved by D. Houssar
Seconded by M. Samwell

THAT the report prepared by Inspector Kevin Reeder dated November 20, 2024 regarding SIU Investigation 24-OCI-297 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

3.3.3 SIU Investigation 24-OCI-300

Moved by D. Houssar
Seconded by M. Samwell

THAT the report prepared by Inspector Kevin Reeder dated November 20, 2024 regarding SIU Investigation 24-OCI-300 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 Financial Reports

Moved by D. Houssar
Seconded by M. Samwell

THAT the following Financial Reports dated November 19, 2024 BE RECEIVED:

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

CARRIED

3.5 Transfer to Reserve Request

Interim Chief Saunders advised that this motion is not required after discussions with the Finance Department. He outlined the financial strategy in place to make the Service become financially self-sufficient in 2025 without transferring the funds. Interim Chief Saunders presented the draft budget presentation being made at the Estimates Committee meeting December 4, 2024.

3.6 Brantford Police Service Board Updated Policies (Policies previously distributed)

Moved by D. Houssar
Seconded by M. Samwell

THAT the report from the Virginia Kershaw, Executive Assistant dated November 28, 2024 regarding Brantford Police Services Board Updated Policies BE RECEIVED; and

THAT the following Brantford Police Services Board Policies 05-01, 05-02, 05-03, 05-04, 92-01, 93-01, 20-01, 91-01, 95-01, 10-01, 10-02, 10-03, 91-05, 02-02, 99-01, 96-02, 02-03 and 16-01 BE RESCINDED as detailed in the Report; and

THAT all updated Brantford Police Services Board Policies, detailed in Appendix “A” to this Report and presented at the November 28, 2024 Board Meeting BE APPROVED.

CARRIED

3.7 Inspectorate of Policing – Data Collection Information Sessions

Moved by D. Houssar
Seconded by M. Samwell

THAT the Data Collection Initiatives for Municipal Police Boards BE RECEIVED; and

THAT the information requested to be provided be reviewed and submitted back to the Inspectorate of Policing by the deadline of January 8, 2025.

CARRIED

4. CONSENT ITEMS

4.1 Minutes

Moved by D. Houssar
Seconded by M. Samwell

THAT the October 24, 2024 Regular Police Services Board Minutes BE APPROVED.

CARRIED

4.2 2025 Police Services Board Meeting Dates (no copy)

Moved by D. Houssar
Seconded by M. Samwell

THAT the 2025 Board Meeting dates BE APPROVED:

Thursday, January 23, 2025
Thursday, February 27, 2025
Thursday, March 27, 2025
Thursday, April 24, 2025
Thursday, May 22, 2025
Thursday, June 26, 2025
(July and August – Call of Chair)
Thursday, September 25, 2025
Thursday, October 23, 2025
Thursday, November 27, 2025
(December – Call of the Chair)

Regular Public Board meetings will commence at 9:00 a.m., immediately followed by In-Camera Board meetings in the Boardroom at the Brantford Police Station, 344 Elgin Street, Brantford.

CARRIED

4.3 Information Items

Moved by D. Houssar
Seconded by M. Samwell

THAT the following Information Items BE RECEIVED:

- 4.3.1 Letter from City Clerk dated November 1, 2024 regarding changed date for Brantford Police Service presentation of 2025 Budget to Estimates Committee (December 2, 2024)
- 4.3.2 Ontario Association of Police Service Boards – 2025 OAPSB Spring Conference & Annual General Meeting – June 3 to 5, 2024.

CARRIED

5. NEW BUSINESS

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

None

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

January 23, 2025

9. ADJOURNMENT

The meeting adjourned at 9:47 a.m.

The minutes of this meeting were adopted on January 23, 2025.


Chair


Executive Assistant