

**BRANTFORD POLICE SERVICES BOARD  
MINUTES  
THURSDAY, JANUARY 14, 2021 – 9:00 A.M.  
BOARDROOM, 344 ELGIN STREET, BRANTFORD**

Please note that due to the COVID-19 Pandemic, this meeting is being held electronically. To view the livestream of Board meeting, please contact the Executive Assistant at [bpsb@police.brantford.on.ca](mailto:bpsb@police.brantford.on.ca) to receive a Microsoft Teams Virtual Meeting invitation.

**ROLL CALL**

**PRESENT:** Mark Littell, Chair  
Councillor Greg Martin, Vice-Chair  
Mayor Kevin Davis  
Tammy Bonner  
Karen George

**ALSO PRESENT:** Chief Rob Davis  
Deputy Chief Jason Saunders  
Virginia Kershaw, Executive Assistant

**ELECTION OF CHAIR AND VICE-CHAIR - 2021**

V. Kershaw called for nominations to the position of Chair of Brantford Police Services Board for the year 2021. Mark Littell was nominated to the position. With no further nominations, and Mark Littell indicating his acceptance for the nomination, Mark Littell was declared Chair of the Board.

Mark Littell took over the Chair position, and conducted the election of Vice-Chair. Mark Littell called for nominations to the position of Vice-Chair of Brantford Police Services Board for the year 2021. Councillor Greg Martin was nominated to the position. With no further nominations, and Councillor Martin indicating his acceptance for the nomination, Councillor Martin was declared Vice-Chair of the Board.

Chair Littell reviewed the procedures which will be followed for the virtual meetings of the Brantford Police Services Board meeting.

**1. PRESENTATIONS/DELEGATIONS**

**1.1 Matthew Granby (speaking to Item 3.1)**

M. Granby appeared before the Committee and spoke to the Towing Process Review. He indicated that he has met with various towing companies in the immediate area and there are concerns that the towing needs of the community are only handled by Kens Towing. He indicated that there is a need for a Towing

Association to handle towing needs in the community, which would provide a more equitable solution. A copy of the presentation made by Mr. Granby is included in the original minute file folder.

Questions of clarification on how the Towing Association would operate and who would be eligible to be considered for towing rights in the community, including staff reviewing and modeling the process from what currently happens in Brant County.

<b>2. DECLARATIONS OF CONFLICT OF INTEREST</b>
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None

<b>3. ITEMS FOR CONSIDERATION</b>
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Items 3.1, 3.2, 3.6 and 3.7 were separated for discussion purposes prior to calling the vote on all Items for Consideration and Consent Items.

**3.1 Towing Process Review**

Moved by Councillor Martin  
Seconded by T. Bonner

**A.** THAT the Report from Deputy Chief Saunders dated January 6, 2021 regarding Towing Process Review BE RECEIVED; and

**B.** THAT the following BE APPROVED:

THAT Police Staff INVESTIGATE the establishment of a Brantford Tow Association, including all requirements necessary for operation (i.e. licencing, by-laws, administration, etc) to operate in the City of Brantford including a review of current practices occurring in Brant County with their *tow operations and REPORT back to the Board.*

CARRIED

Staff provided additional information on the concerns raised by towing operators in the community. The City would need to become involved with this matter to provide for proper licencing of tow companies including tagging of tow company vehicles to ensure they meet all licencing requirements. As this matter will be similar in operation as the Brant County OPP they will be contacted.

**3.2 Issues Update – Chief Davis / Deputy Chief Saunders (no copy)**

Chief Davis provided an update on current issues relating to Service including new hires.

**3.3 Ontario Association of Police Services Boards – 2021 Membership**

Moved by Councillor Martin  
Seconded by T. Bonner

THAT the Brantford Police Services Board RENEW their membership for 2021 in the Ontario Association of Police Services Board, at a cost of \$5,811.13.

CARRIED

**3.4 Collection of Identifying Information Biannual Report**

Moved by Councillor Martin  
Seconded by T. Bonner

THAT the report prepared by Inspector Rich Paolini to Chief Robert A. Davis regarding the Collection of Identifying Information Biannual Report BE RECEIVED.

CARRIED

**3.5 Office of Independent Police Review Directors Annual Report 2019-2020**

Moved by Councillor Martin  
Seconded by T. Bonner

THAT the Office of the Independent Police Review Directors Annual Report 2019-2020 BE RECEIVED.

CARRIED

**3.6 Adult School Crossing Guard Location Review**

Moved by Councillor Martin  
Seconded by T. Bonner

- A. THAT the Report from Inspector Kristen Bell-Samson dated January 6, 2021 regarding Adult School Crossing Location Review BE RECEIVED; and

B. THAT the following BE APPROVED:

- THAT the current method of the Brantford Police Service handling Adult School Guard Program CONTINUE.

CARRIED

### **3.7 2021 Budget Update**

Moved by Councillor Martin  
Seconded by T. Bonner

THAT the following motion approved by Brantford Police Services Board meeting held on December 8, 2020:

THAT the Brantford Police Services Board APPROVES the 2021 Operating Budget of \$39,667,718., a 10.58% increase over the 2020 Operating Budget, including the following Unmet Needs:

1. 1 FTE – Chief Financial Officer (2021 Net Cost - \$164,930);
2. 1 FTE – IT Technician (2021 Net Cost - \$64,636);
3. 1 FTE – Police Clothes Constable (PAFU) (2021 Net Cost - \$109,481).
4. 10 FTE – 4<sup>th</sup> Class Police Constables (2021 Net Cost - \$568,843);
5. 4 FTE – Communicators (2021 Net Cost - \$294,758);
6. 6 FTE – Directed Engagement Special Constables (2021 Net Cost - \$440,730);
7. Conversion of Part-Time Human Resources Generalist to Full-Time (2021 Net Cost - \$2,088).

BE AMENDED to reflect the following budget dollar figures:

THAT the Brantford Police Services Board APPROVES the 2021 Operating Budget of \$39,687,174, a 10.63% increase over the 2020 Operating Budget, including the following Unmet Needs:

1. 1 FTE – Chief Financial Officer (2021 Net Cost - \$132,430);
2. 1 FTE – IT Technician (2021 Net Cost - \$52,021);
3. 1 FTE – Police Clothes Constable (PAFU) (2021 Net Cost - \$97,451).
4. 10 FTE – 4<sup>th</sup> Class Police Constables (2021 Net Cost - \$605,695);
5. 4 FTE – Communicators (2021 Net Cost - \$219,380);
6. 6 FTE – Directed Engagement Special Constables (2021 Net Cost - \$400,481);
7. Conversion of Part-Time Human Resources Generalist to Full-Time (2021 Net Cost - \$2,088).

CARRIED

The motion was tabled pending discussed during the in-camera session.

Committee reconvened in public session at 10:50 a.m. and dealt with this motion.

**4. CONSENT ITEMS**

**4.1 Minutes**

Moved by Councillor Martin  
Seconded by T. Bonner

THAT the November 10, 2020 Regular Police Services Board Minutes and the December 8, 2020 Special Police Services Board Minutes BE APPROVED.

CARRIED

**4.2 Monthly Statistical Reports**

Moved by Councillor Martin  
Seconded by T. Bonner

THAT the following Monthly Statistical Reports BE RECEIVED:

4.2.1 Report ending July 31, 2020.

CARRIED

**5. NEW BUSINESS**

None

**6. NEXT MEETING DATE**

February 11, 2021 – 9 a.m.

**7. ADJOURNMENT**

The meeting adjourned at 10:19 a.m.

The minutes of this meeting were adopted on February 11, 2021.

  
Chair

  
Executive Assistant