

**BRANTFORD POLICE SERVICES BOARD
SPECIAL MEETING MINUTES
THURSDAY, AUGUST 10, 2017 – 9:00 A.M.
TRAINING ROOM, 344 ELGIN STREET, BRANTFORD**

ROLL CALL

PRESENT: Deb Cockerill, Chair
T. Brendan Ryan, Vice Chair
Vincent Bucci, Member
Councillor Greg Martin, Member

ALSO PRESENT: Chief W. Geoff Nelson
Deputy Chief Rob Dinner
Inspector Kent Pottruff
Marva Usher, Administration Executive Assistant
Margaret Eves, Executive Assistant

REGRETS: Mayor Chris Friel, Member

1. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

2. 2018 POLICE BUDGET

2.1 Introduction and Background

Inspector Kent Pottruff introduced himself and Mrs. Usher and provided a brief background on how the draft budget had been prepared.

2.2 New Minimum Wages for Ontario

Inspector Pottruff reviewed his memorandum dated July 13, 2017, regarding the process to use in determining the Park Patroller's minimum wage increases in January 2018 and future legislated minimum wage increases.

Moved by Vice Chair Brendan Ryan
Seconded by Councillor Greg Martin

THAT the Brantford Police Services Board directs staff to maintain the percentage differential between the Park Patrollers and the Park Patroller Supervisor for minimum wage increases

AND FURTHER that in 2018 and 2019, staff use the new minimum wage in Ontario as the base for calculating any contractual increases as they come into effect

AND FURTHER that a red-circling process be used should any future minimum wage adjustment, due to the rate of inflation, outpace the negotiated collective agreement increases.

CARRIED

2.3 2018 Police Operating Budget Presentation

Inspector Pottruff then presented the draft 2018 Police Operating Budget, totaling \$32,180,154, a 1.98% increase over 2017. He noted that the draft included no increase in staff. The Police Services Board business unit was then reviewed. The total, \$63,400, showed an increase of \$308, which was attributed to an increase in the OAPSB membership dues.

Chief Nelson then provided additional documents, including the Resource Allocation in 2017. He identified current human resource needs in Platoons, Traffic, CASA, Media/Recruiting, and Professional Standards Units. He then reviewed community profile, crime statistics and human resources data documents, as well as police/population comparisons with similar sized Ontario police agencies. He outlined many initiatives and projects, created over the past three to four years, which have been implemented to address call and crime reduction. He asked the Board to consider a proposed recruitment plan, which included the hiring of two police officers in May 2018, two police officers in September 2018, and two police officers for the January 2019 Ontario Police College intake. He indicated the above documents justified the need for these additional sworn officers.

Inspector Pottruff provided a report containing Records Section data, which outlined an increase in workload. He requested the Board consider adding two part-time Records Clerks to address this need. He further spoke to a Human Resources Department issue. He indicated the Service was applying for their own WSIB certificate, which would result in the need for the Service to enter WSIB information into the appropriate software. He recommended hiring a part-time Human Resources assistant to provide clerical support to the Human Resources Manager.

The meeting recessed at 10:45 a.m. and resumed at 11:00 a.m.

Chief Nelson indicated that if the Board supported the addition of the sworn and civilian employees as outlined above, the 2018 Operational Budget would total \$32,435,766, an increase of \$881,612 or 2.79% over the 2017 Operating Budget.

Staff was excused at 11:15 a.m., at which time discussions ensued regarding the additional staff requirements.

Staff rejoined the meeting at 11:30 a.m.

Questions regarding line items in the 2018 Operating Budget Summary document were answered.

2.4 Approval of 2018 Police Operating Budget

Moved by Vice Chair Brendan Ryan
Seconded by Vincent Bucci

THAT the Brantford Police Services Board approves the 2018 Operating Budget of \$32,435,766.00, a 2.79% increase over the 2017 Operating Budget.

CARRIED

3. ADJOURNMENT

The meeting adjourned at 12:20 p.m.

The minutes of this meeting were adopted this 14th day of September, 2017.

Deb Cockerill, Chair

Margaret Eves, Executive Assistant