

**BRANTFORD POLICE SERVICES BOARD  
MINUTES  
THURSDAY, OCTOBER 24, 2024 – 9:06 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. K. Bell-Samson, Insp. G. Davies,  
Acting Insp. K. Tollar, A. Lin, R. Matthews-Osmond  
David Tilley, Zone 4 Advisor  
Virginia Kershaw, Executive Assistant

**1. PRESENTATIONS/DELEGATIONS**

None

**2. DECLARATIONS OF CONFLICT OF INTEREST**

None

**3. ITEMS FOR CONSIDERATION**

The Chair noted that (1) additional item was added to the agenda for consideration due to the timeliness of the request. The request is noted under Item 3.2.2 (Auction Proceeds Account – Request for Funds – Lansdowne Children’s Centre Foundation – November 16, 2024 Event).

Item 3.1, 3.2, 3.3, 3.4 and 3.7 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**

**3.1.1 Police Station Renovation Project Update**

Moved by D. Houssar  
Seconded by K. Shah

THAT the report from Interim Deputy Chief Paolini dated October 24, 2024 regarding 344 Elgin Street Construction Update BE RECEIVED.

CARRIED

Interim Deputy Chief Paolini advised that a former Police employee has been collecting Police memorabilia since 1973 and would like to donate items for display in the new building. Staff will work out details for this to occur.

### **3.2 Issues Update – Interim Chief Saunders**

Interim Chief Saunders reported that Bobbie-Jo Bietz, an Auxiliary member passed away recently and Board expressed their sympathy. The Memorial Ride recently held to Ottawa was well organized and encouraged all members to participate next year, noting that a donation was made to Special Olympics. Traffic control will be in place for the opening of Costco on November 8<sup>th</sup>. Two new Cadets were sworn in by the Service recently. A new Organizational Chart will be distributed at the November meeting. Kidney Foundation event organizers were met with to discuss concerns they had with their recent charity event. A coffee time event with the Interim Chief and Interim Deputy Chief will be held on October 28<sup>th</sup>, 2024.

#### **3.2.1 Strategic Plan**

Moved by D. Houssar  
Seconded by K. Shah

THAT the Brantford Police Service Board – Final Strategic Plan – October 2024 BE APPROVED.

CARRIED

#### **3.2.2 Auction Proceeds Account - Request for Funds – Lansdowne Children's Centre Foundation – The Eras Gala / November 16, 2024 Event**

Moved by D. Houssar  
Seconded by M. Samwell

THAT the Brantford Police Services Board approves the transfer of \$1000.00 from the Auction Fund Account to the Special Projects Account #132016 to provide a donation to the Lansdowne Children's Centre Foundation Event being held on November 16, 2024.

CARRIED

The Board recessed at 9:49 a.m. and reconvened at 11:11 a.m. to discuss motions relating to the 2025 budget.

### **3.3 Capital Budget Request - 2025**

Moved by D. Houssar  
Seconded by M. Samwell

THAT the report from Inspector Kristen Bell-Samson dated October 16, 2024 regarding Capital Budget Request – 2025 – updated October 16, 2024 BE RECEIVED;

THAT the Brantford Police Services Board APPROVE the proposed 2025 Capital Budget resulting in a total gross request of \$2,504,900.

**CARRIED**

### **3.4 2025 Operating Budget Submission/Unmet Needs**

Moved by D. Houssar  
Seconded by M. Samwell

THAT the report from Inspector Kristen Bell-Samson dated October 16, 2024 regarding 2025 Operating Budget Submission/Unmet Needs – updated October 16, 2024 BE RECEIVED;

THAT the Brantford Police Services Board APPROVE the proposed 2025 Operating Budget in the amount of \$53,009,463 and the Unmet Needs Request of \$206,235, resulting in a total Base Operating Budget for 2025 of \$53,215,699 which equates to an increase of 7.52% from 2024.

**CARRIED**

### **3.5 Financial Reports**

Moved by D. Houssar  
Seconded by K. Shah

THAT the following Financial Reports dated September 30, 2024 BE RECEIVED:

- Auction Proceeds Trust Account – as at September 30, 2024;
- Police Seized Currency Trust account – as at September 30, 2024;
- Monthly Overtime Report - current to September 30, 2024.

**CARRIED**

### **3.6 Overtime Analysis**

Moved by D. Houssar  
Seconded by K. Shah

THAT the report from Inspector Kristen Bell-Samson dated October 16, 2024 regarding Overtime Analysis BE RECEIVED;

**CARRIED**

**3.7 Auction Proceeds Account - Request for Funds – Thank-A-Vet Luncheon /  
November 2, 2024 Event**

Moved by M. Samwell  
Seconded by D. Houssar

THAT the Brantford Police Services Board approves the transfer of \$500 from the Auction Fund Account to the Special Projects Account #132016 to provide a donation to the Thank-A-Vet Luncheon Event being held on November 2, 2024.

**CARRIED**

**3.8 OMERS By-law**

Moved by D. Houssar  
Seconded by K. Shah

THAT the report from Joelle Danels, Commissioner of Corporate Services dated September 9, 2024 BE RECEIVED; and

THAT By-law 2024-01 of Brantford Police Services Board BE APPROVED and signed into passing by the Chair and Executive Assistant effective October 24, 2024.

**CARRIED**

<b>4. CONSENT ITEMS</b>
-------------------------

**4.1 Minutes**

Moved by D. Houssar  
Seconded by K. Shah

THAT the September 12, 2024 Regular Police Services Board Minutes BE APPROVED.

**CARRIED**

**4.2 Sale of Surplus Ammunition**

Moved by D. Houssar  
Seconded by K. Shah

THAT the report from Inspector Kevin Reeder dated October 8, 2024 regarding sale of surplus ammunition BE RECEIVED.

**CARRIED**

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

Moved by D. Houssar  
Seconded by K. Shah

THAT the Third Quarter Report 2024 - Public Complaints Against Police Report dated October 8, 2024 BE RECEIVED.

CARRIED

**4.4 Information Items**

Moved by D. Houssar  
Seconded by K. Shah

THAT the following Information Items BE RECEIVED:

- 4.4.1 Letter from City Clerk dated October 11, 2024 regarding Brantford Police Service presentation of 2025 Budget to Estimates Committee (November 20, 2024)
- 4.4.2 Letter from City Clerk dated September 27, 2024 regarding Police Station Task Force resolution.
- 4.4.3 Letter from Ministry of Solicitor General dated October 2, 2024 regarding Appointment of Associate Minister of Auto Theft and Bail Reform.

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**

Thursday, November 28, 2024

9. ADJOURNMENT

Moved by D. Houssar  
Seconded by M. Samwell

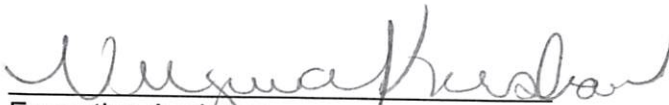
THAT the Public portion of the Board Meeting BE RECESSED at 9:49 a.m. to allow for In-Camera matters relating to the 2025 budget motions to proceed.

CARRIED

The meeting adjourned at 11:20 a.m.

The minutes of this meeting were adopted on November 28, 2024.

  
Chair

  
Executive Assistant