

**BRANTFORD POLICE SERVICES BOARD
MINUTES
THURSDAY, JANUARY 23, 2025 – 9:00 A.M.
BOARDROOM, 344 ELGIN STREET, BRANTFORD**

ROLL CALL

PRESENT: Allan Lovett
 Councillor Mandy Samwell
 Dan Houssar
 Krupesh Shah

REGRETS: Mayor Kevin Davis

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

ELECTION OF CHAIR AND VICE-CHAIR - 2025
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V. Kershaw, Executive Assistant advised that it is the requirement of the *Community Safety & Policing Act, 2019* that a Chair and Vice Chair must be elected at our first Board meeting of the year.

V. Kershaw requested nominations from the floor for the position of Chair.

K. Shah made the following nomination:

THAT Allan Lovett BE NOMINATED to the position of the Chair of the Brantford Police Services Board for 2025.

Prior to voting on the motion for election of Chair, A. Lovett confirmed that he would accept the nomination for the position of Chair. No further nominations were received.

Allan Lovett was elected Chair of the Brantford Police Services Board for 2025.

The Chair assumed the position and called for nominations to the position of Vice-Chair.

D. Houssar made the following nomination:

THAT Mandy Samwell BE NOMINATED to the position of the Vice-Chair of the Brantford Police Services Board for 2025.

Prior to voting on the motion, Mandy Samwell accepted the nomination for the position of Vice-Chair. No further nominations were received.

Mandy Samwell was elected Vice-Chair of the Brantford Police Services for 2025.

1. PRESENTATIONS/DELEGATIONS

None

2. DECLARATIONS OF CONFLICT OF INTEREST
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None

3. ITEMS FOR CONSIDERATION

Item 3.1, 3.2, 3.4, 3.5, 3.5B and 3.6 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 (2) Reports

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 D. Houssar

Seconded by K. Shah

THAT the report from Interim Deputy Chief Paoloni dated January 10, 2025 regarding 344 Elgin Street Construction Update BE RECEIVED.

CARRIED

3.1.2 Monthly Statistical Analysis

Moved by D. Houssar

Seconded by K. Shah

THAT the report from Interim Deputy Chief Paolini dated January 10, 2025 regarding Monthly Statistical Analysis (December 2024) BE RECEIVED.

CARRIED

3.2 Issues Updates – Interim Chief Saunders

Attached (1) Report

Interim Chief Saunders addressed the Board and provided his report. Questions of clarification were answered by Staff.

3.2.1 Organizational Chart

Moved by D. Houssar
Seconded by K. Shah

THAT the report from Interim Chief Saunders dated January 13, 2025 regarding Organizational Chart BE RECEIVED.

CARRIED

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

3.3.1 SIU Investigation 24-OFP-378

Moved by D. Houssar
Seconded by K. Shah

THAT the report prepared by Inspector Kevin Reeder dated January 9, 2025 regarding SIU Investigation 24-OFP-378 (September 12, 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 Financial Reports

Moved by D. Houssar
Seconded by K. Shah

THAT the following Financial Reports dated January 15, 2025 BE RECEIVED:

- Auction Proceeds Trust Account – current to December 31, 2024.
- Police Seized Currency Trust account – current to December 31, 2024.
- Monthly Overtime Report - current to December 31, 2024.

CARRIED

3.5 Auction Proceeds Account - Request for Funds – 2025 Special Olympics Summer Provincial Games Sponsorship

Moved by K. Shah
Seconded by D. Houssar

THAT the Brantford Police Services Board approves the transfer of \$2,000.00 (plus \$95.77 processing fee) from the Auction Fund Account to the Special Projects Account

#132016 to provide a sponsorship donation to the 2025 Special Olympics Summer Provincial Games.

CARRIED

3.5B BCHS Foundation - 6th Annual Read4BCHS Fundraiser in support of Pediatrics and Infant Care at the Brant Community Healthcare System

Moved by D. Houssar
Seconded by K. Shah

THAT the request from BCHS Foundation seeking a donation towards the 6th Annual Read 4BCHS Fundraiser in Support of Pediatrics and Infant Care BE RECEIVED; and

THAT BCHS Foundation BE INFORMED that no donation would be made to the campaign as it did not meet the criteria of the Auction Proceeds Fund Policy of the Board.

CARRIED

3.6 Auction Proceeds Account – Annual Contribution – Children’s Safety Village
(\$10,000 annual contribution – Board decision during 2025 budget process) (No copy)

Moved by D. Houssar
Seconded by K. Shah

THAT the Brantford Police Services Board approves the transfer of \$10,000 from the Auction Fund Account to the Special Projects Account #132016 to provide funds for the operation of the Children’s Safety Village in 2025.

CARRIED

3.7 Ontario Association of Police Services Board (OAPSB) – 2025 Membership

Moved by D. Houssar
Seconded by K. Shah

THAT the Brantford Police Services Board RENEW their membership for 2025 in the Ontario Association of Police Services Board (OAPSB), at a cost of \$9,605.00 (\$8500. + \$1105. HST).

CARRIED

- 3.8 Police Association of Ontario – Police Employment Conference - February 25-26, 2025** (Authorization of Board required for member to attend as per Brantford Police Services Board Policy #94-01) (Note: D. Houssar and A. Lovett have indicated they would like to attend – registration has been completed).

Moved by D. Houssar
Seconded by K. Shah

THAT Dan Houssar and Allan Lovett BE AUTHORIZED to attend the February 25-26, 2025 Police Employment Conference being held in Toronto, Ontario.

CARRIED

4. CONSENT ITEMS

4.1 Minutes

Moved by D. Houssar
Seconded by K. Shah

THAT the November 28, 2024 Regular Police Services Board Minutes and the December 17, 2024 Special Police Services Board Minutes BE APPROVED.

CARRIED

4.2 Annual Reports

Moved by D. Houssar
Seconded by K. Shah

THAT the following Annual Reports BE RECEIVED:

- 4.2.1 2024 Collection of Identifying Information Analysis Annual Report
- 4.2.2 2024 Public Complaints Annual Report
- 4.2.3 2024 Annual Vehicle Pursuit Report

CARRIED

4.3 Information Items

Moved by D. Houssar
Seconded by K. Shah

THAT the following Information Items BE RECEIVED:

- 4.3.1 Letter from City Clerk dated November 27, 2024 regarding Council appointments to Brantford Police Services Board for term expiring November 14, 2026.

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

February 27, 2025

9. ADJOURNMENT

The meeting adjourned at 9:24 a.m.

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


Chair
Executive Assistant