

**BRANTFORD POLICE SERVICES BOARD
SPECIAL BOARD MEETING MINUTES
THURSDAY, DECEMBER 18, 2025 – 9:04 A.M.
BOARDROOM, 344 ELGIN STREET, BRANTFORD**

Allan Lovett in the Chair

ROLL CALL

PRESENT: Allan Lovett, Chair
Councillor Mandy Samwell, Vice-Chair
Dan Houssar

REGRETS: Mayor Kevin Davis
Krupesh Shah

ALSO PRESENT: Chief Jason Saunders
Deputy Chief Rich Paolini / Deputy Chief Grant Davies
Police Staff – Insp. K. Reeder, Insp. M. Sciberras, A/Insp. D. Disher, Insp. K. Tollar, Insp. K. Bell-Samson
Virginia Kershaw, Executive Assistant

1. PRESENTATIONS/DELEGATIONS

None

2. DECLARATIONS OF CONFLICT OF INTEREST

None

3. ITEMS FOR CONSIDERATION

3.1 2026 Operating Budget Submission and Additional Budget Investment/Unmet Needs

Moved by D. Houssar
Seconded by M. Samwell

THAT the Brantford Police Services Board APPROVES the 2026 Operating Base Budget of \$58,165,960 and the additional budget investment (unmet needs) of \$596,199 – resulting in a total Operating Budget of \$58,762,158 for 2026 (7.99% increase from 2025).

CARRIED

3.2 2026 Capital Budget Request

Moved by D. Houssar
Seconded by M. Samwell

That the Brantford Police Services Board APPROVES the proposed 2026 Capital Budget resulting in a total request of \$1,915,000.

CARRIED

3.3 Closure of Capital Accounts

Moved by D. Houssar

Seconded by M. Samwell

The Brantford Police Services Board AUTHORIZE closing several capital accounts, allocating \$326,419 to Police Reserves and return of \$219,651 to the City from closed capital plans and that the Board recommends the funds are transferred to the Police Facility Renovation Project.

CARRIED

3.4 Transfer of Funding in Capital Accounts

Moved by D. Houssar

Seconded by M. Samwell

The Brantford Police Services Board AUTHORIZE the transfer of the capital funding balance in the First Aid Kit account (PD2513) to the Breaching Equipment account (PD2514)

CARRIED

3.5 Creation of New Position

Moved by D. Houssar

Seconded by M. Samwell

THAT the report from Chief Saunders dated December 9, 2025 regarding creation of new position BE RECEIVED.

CARRIED

3.6 Monthly Financial Reports

Moved by D. Houssar

Seconded by M. Samwell

THAT the following Financial Reports from Insp. K. Bell-Samson dated December 10, 2025 BE RECEIVED:

- Auction Proceeds Trust Account – current to December 14, 2025;
- Police Seized Currency Trust account – current to December 14, 2025;
- Monthly Overtime Report - current to November 30, 2025.

CARRIED

3.7 2025 Ontario Association of Police Services Board (OAPSB) Zone 4 Membership Dues

Moved by D. Houssar
Seconded by M. Samwell

THAT the Brantford Police Services Board APPROVE payment of their OASPB Membership for 2025, at a cost of \$50.00.

CARRIED

4. ADJOURNMENT

The meeting adjourned at 9:16 a.m.

The minutes of this meeting were adopted on January 22, 2026.



Chair



Executive Assistant