

**BRANTFORD POLICE SERVICES BOARD
MINUTES
THURSDAY, SEPTEMBER 18, 2025 – 9:00 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: Chief Jason Saunders
Deputy Chief Rich Paolini
Police Staff – Insp. M. Sciberras, A/Insp. D. Disher, R. Matthews-
Osmond, T. Fischer, A. Lin, N. Ensall
Virginia Kershaw, Executive Assistant

1. PRESENTATIONS/DELEGATIONS

None

2. DECLARATIONS OF CONFLICT OF INTEREST
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None

3. ITEMS FOR CONSIDERATION

Items 3.1 and 3.2, 3.3 were separated for discussion purposes prior to calling the vote on all Items for Consideration and Consent Items.

3.1 Issues Update – Deputy Chief Reports

Deputy Chief Paolini addressed the Board and provided all Deputy Chief reports. Questions of clarification were answered by Staff.

3.1.1 Police Station Renovation Project Update

Moved by D. Houssar
Seconded by M. Samwell

THAT the report from Deputy Chief Paolini dated September 10, 2025 regarding 344 Elgin Street Construction Update BE RECEIVED.

CARRIED

3.1.2 5-Year Statistical Analysis

Moved by D. Houssar
Seconded by M. Samwell

THAT the report from Deputy Chief Davies dated September 3, 2025 5-Year Statistical Analysis BE RECEIVED.

CARRIED

3.1.3 Long Service Recognition for Brantford Police Service Members

Moved by D. Houssar
Seconded by M. Samwell

THAT the report from Deputy Chief Paolini dated September 9, 2025 regarding Long Service Recognition for Brantford Police Service Members BE RECEIVED; and

THAT the Board AUTHORIZE the purchase of outstanding long service recognition gifts from 2023 and 2024 budget years using funds raised from the sale of property at auction as per Section 258(2) *Community Safety and Policing Act, 2019*.

CARRIED

3.2 Issues Updates – Chief Saunders

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

3.2.1 Auction Proceeds Account - Request for Funds – Ride to Remember 2025 / Police Memorial Event – September 24-28, 2025 (\$250 donation recommendation)

Moved by D. Houssar
Seconded by M. Samwell

THAT the Brantford Police Services Board approves the transfer of \$250.00 from the Auction Fund Account to the Special Projects Account #132016 to provide a donation to the Ride to Remember 2025/Police Memorial Event being held on September 24-28, 2025.

CARRIED

3.3 Financial Reports

3.3.1 Monthly Financial Reports

Moved by D. Houssar
Seconded by M. Samwell

THAT the following Financial Reports dated September 8, 2025 BE RECEIVED:

- Auction Proceeds Trust Account – current to September 3, 2025;
- Police Seized Currency Trust account – current to September 3, 2025;
- Year to Date Variance Report – estimated to August 31, 2025
- Monthly Overtime Report - current to August 31, 2025.

CARRIED

3.3.2 2026 Capital Budget Request

Chief Saunders and staff reviewed the current draft 2026 budget. A powerpoint presentation made to the Board is included in the original minute file folder. Board member requested staff to provide more detailed spreadsheet that outlines budget versus actuals in the past year. Staff reviewed various larger increases being faced in the 2026 budget. Current suggested unmet needs were reviewed in detail. The need to provide a fiscally responsible budget for the citizens is paramount, while balancing the need to provide for a safe community with a properly supported Police Services. Staff will review this draft budget and bring back a revised budget for the October meeting.

Moved by D. Houssar
Seconded by M. Samwell

THAT the report from Inspector K. Bell-Samson dated September 9, 2025 regarding 2026 Capital Budget Request BE RECEIVED.

CARRIED

3.3.2 2026 Operating Budget Submission and Unmet Needs

Moved by D. Houssar
Seconded by M. Samwell

THAT the report from Inspector K. Bell-Samson dated September 9, 2025 regarding 2026 Operating Budget Submission and Unmet Needs BE RECEIVED.

CARRIED

3.4 Report on Section 81(1) Investigations (SIU)

Moved by D. Houssar
Seconded by M. Samwell

3.4.1 SIU Investigation 25-0SA-118

THAT the report prepared by Inspector Kevin Reeder dated July 7, 2025 regarding SIU Investigation 25-OSA-118 (February 24, 2020 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.

3.4.2 SIU Investigation 25-OCI-117

THAT the report prepared by Inspector Kevin Reeder dated August 11, 2025 regarding SIU Investigation 25-OCI-117 (March 25, 2025 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.

3.4.3 SIU Investigation 25-OCI-133

THAT the report prepared by Inspector Kevin Reeder dated August 11, 2025 regarding SIU Investigation 25-OCI-133 (February 19, 2025 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.

3.4.4 SIU Investigation 25-OCI-135

THAT the report prepared by Inspector Kevin Reeder dated August 27, 2025 regarding SIU Investigation 25-OCI-135 (February 7, 2025 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

3.5 Ontario Association of Police Services Boards – 2025 Labour Conference - November 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).

Moved by D. Houssar
Seconded by M. Samwell

THAT Dan Houssar and Allan Lovett BE AUTHORIZED to attend the November 25-26, 2025 Ontario Association of Police Services Boards – 2025 Labour Conference being held in Toronto, Ontario.

CARRIED

4. CONSENT ITEMS

4.1 Minutes

Moved by D. Houssar
Seconded by M. Samwell

THAT the June 26, 2025 Regular Police Services Board Minutes BE APPROVED.
CARRIED

4.2 Quarterly Report – Q2 - 2025 – Public Complaints Against Police

Moved by D. Houssar
Seconded by M. Samwell

THAT the Second Quarter Report 2025 - Public Complaints Against Police Report dated July 7, 2025 BE RECEIVED.
CARRIED

4.3 Biannual Report – Disciplinary Measures Imposed

Moved by D. Houssar
Seconded by M. Samwell

THAT the report prepared by Inspector Kevin Reeder dated June 1, 2025 regarding Disciplinary Measures Imposed – Biannual Report (January 1st to June 1st, 2025) BE ACCEPTED as required under the Community Safety & Policing Act, Section 215(1); and

THAT the Board DIRECTS the Chief of Police to post this Report on the internet within 30 days of receiving the Report and forwarded to the Law Enforcement Complaints Agency (LECA) on behalf of the Board.

CARRIED

4.4 Information Items

Moved by D. Houssar
Seconded by M. Samwell

THAT the following Information Items BE RECEIVED:

4.4.1 Correspondence dated June 24, 2025 regarding Incidents of Violence and Harassment in Condominium Communities – Improved Police Presence, Responsiveness and Intervention Required.

4.4.2 All Chiefs Memo dated re. Proposed Amendments to O'Reg 521/01 (Collection of Personal Information) under the Education Act regarding Police Record Checks

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

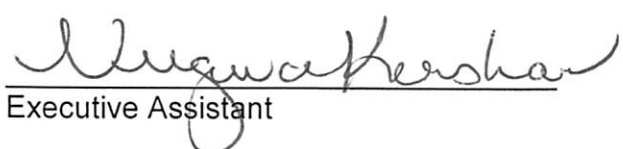
October 23, 2025

9. ADJOURNMENT

The meeting adjourned at 10:00 a.m.

The minutes of this meeting were adopted on October 23, 2025.


Chair


Executive Assistant