

**BRANTFORD POLICE SERVICES BOARD
MINUTES
THURSDAY, OCTOBER 23, 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 / Deputy Chief Grant Davies
 Police Staff – Insp. K. Reeder, Insp. M. Sciberras, A/Insp. D. Disher, Insp. K. Tollar, T. Fischer, A. Lin, S. Moore, J. Fotheringham, Sgt. D. Minutillo
 D. Tilley, Zone 4 Advisor
 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, 3.2, 3.3 and 3.4 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 and Deputy Chief Davies addressed the Board and provided their 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 October 8, 2025 regarding 344 Elgin Street Construction Update BE RECEIVED.

CARRIED

3.1.2 Auction Proceeds Account - Request for Funds – Handbags for Hospice – November 13, 2025

Moved by D. Houssar
Seconded by M. Samwell

THAT the Brantford Police Services Board approves the transfer of \$500.00 from the Auction Fund Account to the Special Projects Account #132016 to provide a donation to the Handbags for Hospice Event being held on November 13, 2025.

CARRIED

3.1.3 Monthly Statistical Analysis

Moved by D. Houssar
Seconded by M. Samwell

THAT the report from Deputy Chief Davies dated October 9, 2025 regarding Monthly Statistical Analysis (up to September 30, 2025) BE RECEIVED.

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 Lorne & Elsie Hankinson Foundation - Donation

Moved by D. Houssar
Seconded by M. Samwell

THAT the report from Ins. Keith Tollar dated August 22, 2025 regarding Lorne & Elsie Hankinson Foundation - Donation BE RECEIVED.

CARRIED

3.2.2 Request for Donation to Assist Cancer Patients

Moved by K. Shah
Seconded by D. Houssar

THAT the report from Chief Saunders dated October 14, 2025 regarding Request for Donation to Assist Cancer Patients BE RECEIVED; and

THAT the Brantford Police Services Board approves the transfer of \$500.00 from the Auction Fund Account to the Special Projects Account #132016 to Brandi Franklin to assist with the purchase of parking passes at Juravinski Hospital.

CARRIED

3.3 Financial Reports

3.3.1 Monthly Financial Reports

Moved by D. Houssar
Seconded by M. Samwell

THAT the following Financial Reports from Insp. K. Bell-Samson dated October 9, 2025 BE RECEIVED:

- Auction Proceeds Trust Account – current to September 30, 2025;
- Police Seized Currency Trust account – current to September 30, 2025;
- Year to Date Variance Report – estimated to September 27, 2025
- Monthly Overtime Report - current to September 30, 2025.

CARRIED

3.3.2 2026 Capital Budget Request

3.3.3 2026 Operating Budget Submission and Unmet Needs

Chief Saunders and Staff provided an overview of the current version of the Capital and Operating Budget and Unmet Needs Submissions for 2026. The latest budget figures were disclosed to the Board, but it was noted that additional information must be provided to the Board in-camera as there are implications relating to upcoming negotiations and other human resources matters.

The Board completed the public meeting agenda, received information on budgets during the in-camera meeting, and returned to open session and made the following motion.

Moved by K. Davis
Seconded by M. Samwell

THAT the finalization of 2026 Budgets for Brantford Police Service BE DEFERRED to the November Board meeting to allow for additional staff reports on various matters that may impact the budget totals; and

THAT Staff BE AUTHORIZED to provide the City with the most current draft budget figures for 2026 which are as follows: \$59,229,673 for Operating Budget and Unmet needs and \$2,097,900 for Capital Budget, noting that these may change after our next Board meeting.

CARRIED

3.4 Auction Proceeds Account - Request for Funds – Thank A Vet Luncheon – November 1, 2025 (\$500 donation made in 2024)

Moved by D. Houssar
Seconded by M. Samwell

THAT the Brantford Police Services Board approves the transfer of \$500.00 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 1, 2025.

CARRIED

3.5 Report on Section 81(1) Investigations (SIU)
Attached (1) Report

3.5.1 SIU Investigation 25-OSA-190

Moved by D. Houssar
Seconded by M. Samwell

THAT the report prepared by Inspector Kevin Reeder dated September 22, 2025 regarding SIU Investigation 25-OSA-190 (May 13, 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

4. CONSENT ITEMS

4.1 Minutes

Moved by D. Houssar
Seconded by M. Samwell

THAT the September 18, 2025 Regular Police Services Board Minutes BE APPROVED.

CARRIED

4.2 Quarterly Report – Q3 - 2025 – Public Complaints Against Police

Moved by D. Houssar
Seconded by M. Samwell

THAT the Third Quarter Report 2025 - Public Complaints Against Police Report dated October 1, 2025 BE RECEIVED.

CARRIED

4.3 Information Items

Moved by D. Houssar
Seconded by M. Samwell

THAT the following Information Items BE RECEIVED:

- 4.3.1 Inspectorate of Policing – Advisory Bulletin 2.1 – Board and Committee Meetings
- 4.3.2 Inspectorate of Policing – Inspector General Memo #7: Release of the Inspectorate of Policing's Risk Based Compliance and Enforcement Framework dated September 25, 2025.
- 4.3.3 Inspectorate of Policing dated September 26, 2025 regarding Canadian Police and Peace Officers Memorial Event.

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

November 27, 2025

9. ADJOURNMENT

Moved by D. Houssar
Seconded by M. Samwell

THAT the meeting BE RECESSED to allow for the Board to complete the In-Camera meeting, which includes private and confidential discussions on budget matters at 9:30 a.m.

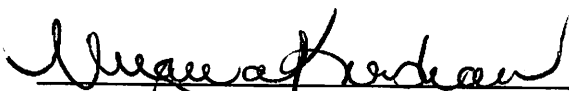
CARRIED

The meeting recessed to handle the Private & Confidential Board agenda, including budget matters and reconvened in open session at 10:15 a.m.

The meeting adjourned at 10:19 a.m.

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


Vice-Chair


Executive Assistant