

**BRANTFORD POLICE SERVICES BOARD
AGENDA
THURSDAY, MAY 28, 2026 – 9:00 A.M.
BOARDROOM, 344 ELGIN STREET, BRANTFORD**

Councillor Mandy Samwell in the Chair

ROLL CALL

1. PRESENTATIONS/DELEGATIONS

2. DECLARATIONS OF CONFLICT OF INTEREST
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3. ITEMS FOR CONSIDERATION

3.1 Issues Update – Deputy Chief Reports

Attached (2) Reports

3.1.1 Monthly Statistical Analysis

THAT the report from Deputy Chief Davies dated May 4, 2026 regarding Monthly Statistical Analysis (up to April 30, 2026) , including Downtown Core Statistical Report – April 2026 BE RECEIVED.

3.1.2 Police Station Renovation Project Update

THAT the report from Deputy Chief Paolini dated May 20, 2026 regarding 344 Elgin Street Construction Update BE RECEIVED.

3.2 Issues Updates – Chief Saunders

Attached (4) Reports

3.2.1 Real Time Operations Centre (RTOC) – Staffing Request

THAT the report prepared by Insp. M. Sciberras dated May 14, 2026 regarding Re BE RECEIVED; and

THAT the costs associated with the hiring of additional (2) Cadets BE OFFSET by the Police Admin Civilian budget for remaining of 2026 and incorporated into future Police budgeting moving forward.

3.2.2 Strategic Plan Update

THAT the report prepared by V. Kitchen-Janzen dated May 28, 2026 regarding Strategic Plan Update BE RECEIVED.

3.2.3 YES Program – March Update

THAT the report prepared by Insp. M. Sciberras dated April 14, YES Program - March Update BE RECEIVED.

3.2.4 YES Program – April Update

THAT the report prepared by Insp. M. Sciberras May 13, YES Program - April Update BE RECEIVED.

3.3 Financial Reports

3.3.1 Monthly Financial Reports

THAT the following Financial Reports from Insp. K. Bell-Samson dated May 13, 2026 BE RECEIVED:

- 2026 Actual vs Budget Comparison Summary – current to May 9, 2026
- Monthly Overtime Report - current to April 30, 2026.

3.3.2 May 2026 Financial Report – Income Services Fee Schedule

THAT the report prepared by Insp. K. Bell-Samson dated May 14, 2026 regarding Income Services Fee Schedule BE RECEIVED; and

THAT, the Brantford Police Services Board APPROVE revisions to the Income Services Fee Schedule to remove the following items:

1. Motor Vehicle Accident Reports
2. Photographic Images, Video Tapes, and Audio Tapes
3. Individual components of the Accident Reconstruction Reports.
4. Civil Fingerprints (Immigration, Record Suspension, US Waivers etc); and

THAT the fees associated with the remaining items in Income Services Fee Schedule REMAIN UNCHANGED as detailed in Schedule “B” to the Report.

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

3.4.1 SIU Investigation 25-OCI-525

THAT the report prepared by Inspector Kevin Reeder dated May 7, 2026 regarding SIU Investigation 25-OCI-525 (December 21, 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.

3.4.2 SIU Investigation 26-OCI-147

THAT the report prepared by Inspector Kevin Reeder dated May 6, 2026 regarding SIU Investigation 25-OCI-525 (March 27, 2026 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.

4. CONSENT ITEMS

4.1 Minutes

THAT the April 23, 2026 Regular Police Services Board Minutes BE APPROVED.

4.3 Information Items

THAT the following Information Items BE RECEIVED:

4.3.1 Letter from Inspector General Of Policing, Ryan Teschner dated April 23, 2026 regarding Province-Wide Inspection of Police Integrity and Anti-Corruption Practices Update.

5. NEW BUSINESS

5.1 Chair Update on Activities on behalf of Board – (no copy)

5.2 New Business Matters from Members of the Board (no copy)

6. RESOLUTIONS

7. NOTICES OF MOTION

8. NEXT MEETING DATE

June 25, 2026

9. ADJOURNMENT



BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Grant Davies
Deputy Chief – Operations

Date: May 4, 2026

Subject: Monthly Statistical Analysis

RECOMMENDATION:

Receive the Monthly Statistical Analysis Report.

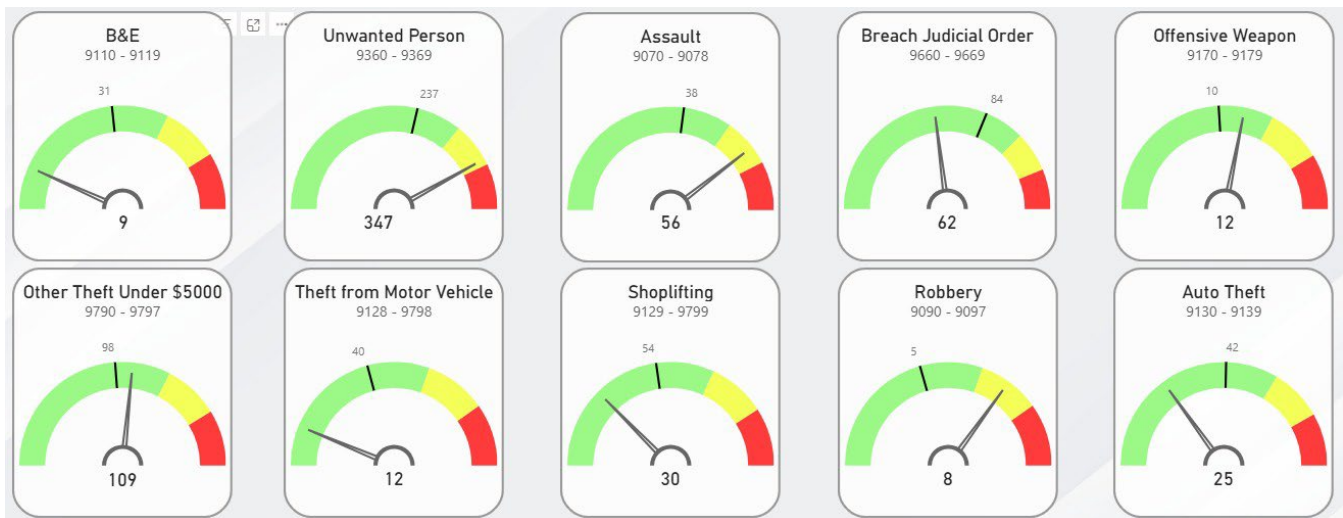
PURPOSE:

To provide the Brantford Police Services Board with a high-level statistical report on the activities of the Service up to April 30, 2026.

BACKGROUND:

30-Day Crime Comparison Overview

This data is collected with Niche Dashboards Power BI tools. The gauges show 30-day occurrence counts compared to the five-year average for the same period.



Guide to Reading Gauges

Bottom Number - Occurrence Count of last 30 days in this Category

Black Dividing Line - The 5 year average over the same 30 days

Green Range - Occurrence Count of last 30 days is less than the 5 year average + 1 Standard Deviation

Yellow Range - Two Standard Deviations above the 5 year average

Red Range - Three Standard Deviations above the 5 year average

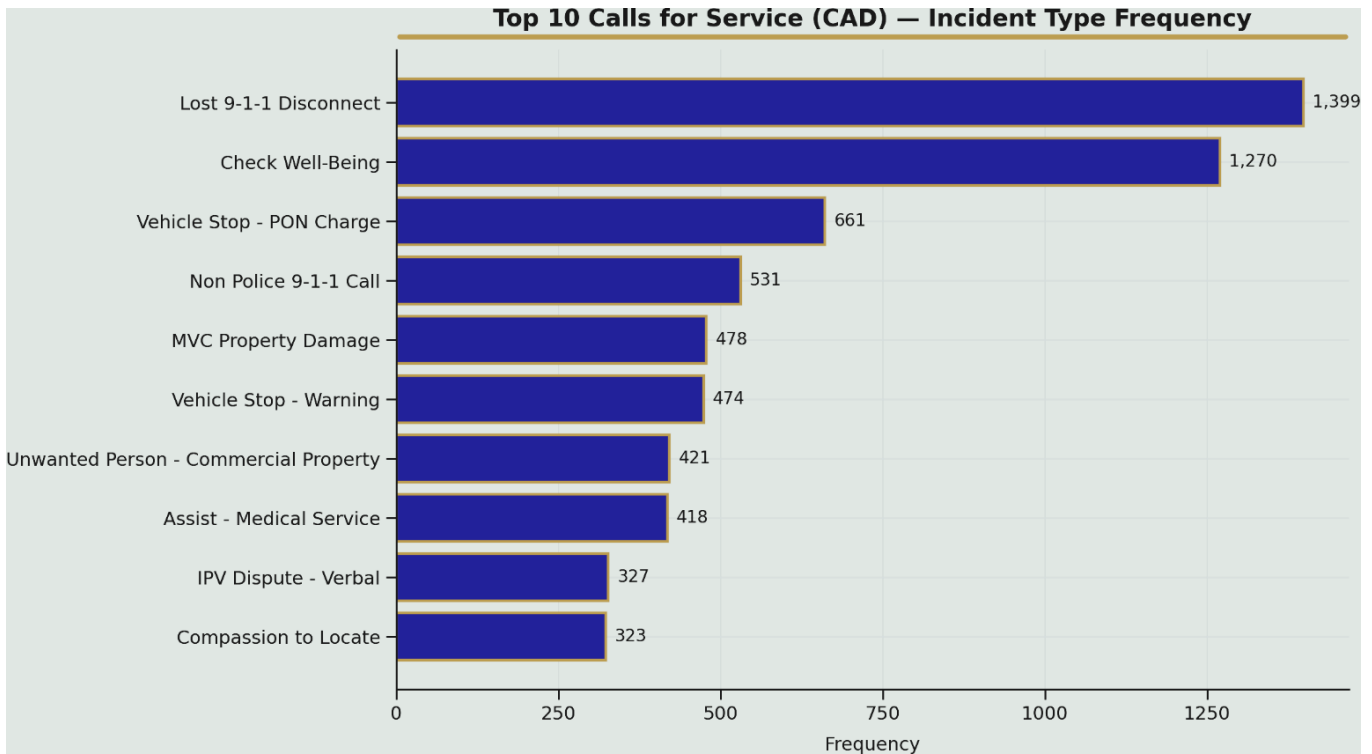
Calls For Service – Year to Date

YEAR	CALLS FOR SERVICE - YTD	YEAR OVER YEAR CHANGE
2022	16,837	-
2023	18,623	+10.6%
2024	17,878	-4.0%
2025	16,741	-6.4%
2026	16,573	-1.0%

Source: ESCO Power BI (YTD as of May 4 of each year)

We continue to track calls for service by hour, day, and location to make sure our frontline staff and specialized resources match the current demand. At the same time, it is essential to maintain and grow alternative response options for less urgent and repeat cases by working with community partners as needed to help ensure patrol teams are available for high-priority calls.

The Real Time Operational Center is expected to be operational in June 2026, adding capacity to prioritize calls and improve response times.



Source: ESCO Power BI

Top 10 Calls for service are led by “Lost 9-1-1 Disconnect” (1,399) and “Check Well-Being” (1,270), which together represent approximately 35.8% of the top 10 in volume of calls. The remaining call types reflect a mix of traffic enforcement, non-police 9-1-1 calls, property-damage collisions, and community support/quality-of-life calls (unwanted persons, medical assists, IPV verbal disputes, and compassion-to-locate).

April Statistics

Category	April 2026	April 2025	2026 % Difference
Domestic Disputes Total	154	125	+23.2%
Domestic Others Total	72	65	+10.8%
Elder Abuse Total	0	1	-100.0%
Mental Health Total	113	60	+88.3%
Mental Health - Apprehended w. Order	7	8	-12.5%
Mental Health - Apprehended w/o Order	43	25	+72.0%
Disturbance Total	8	18	-55.6%
Offensive Weapon	11	11	0.0%

Intoxicated Person Total	11	9	+22.2%
CDSA Total	17	12	+41.7%
Fraud Total	48	43	+11.6%

Source: Niche RMS

Calls for service involving individuals suffering from mental health related illnesses continue to rise. The Police/SOAR partnership pairs a sworn officer with a mental health specialist to support de-escalation, conduct assessments, and facilitate appropriate referrals. At present, we have two officers and four mental health professionals dedicated to the program.

Traffic Safety

Category	Apr 2026	Apr 2025	2026 % Difference
MVC Property Damage	139	155	-10.3%
MVC Personal Injury	8	19	-57.9%
MVC Hit and Run	46	52	-11.5%
MVC Fatality	1	1	0.0%
Impaired Driver	13	9	+44.4%
Driving Complaint - Total	134	149	-10.1%

Source: Niche RMS

The recently appointed STEEP officer supported public safety through a media release on seatbelt use and related legislation. In the first three weeks of April, the officer conducted 168 moving violation traffic stops in designated community safety zones, with enforcement focused on Colborne Street West, Brant Avenue, and Fairview Drive, amongst others.

Zone 488/499 (Downtown)

See Appendix 'A' - authored by Inspector Sciberras.

Community Engagement Highlights

- City of Brantford Operational Services Department Annual Meeting
- Smile Cookie Kick Off Campaign
- Soup and Bingo with a Senior
- Career Day's at BCI & North Park High Schools

The Crime Prevention Officer delivered 12 presentations to community groups reaching over 400 individuals during the month and completed two CPTED assessments.

APPENDIX "A"



BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Inspector M. Sciberras

Date: May 11, 2026

Subject: March Statistical Report- Downtown Core

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RECOMMENDATION:

Acceptance of report.

PURPOSE:

To provide the Brantford Police Service Board with a statistical oversight of police activity in the Downtown Core for April 2026.

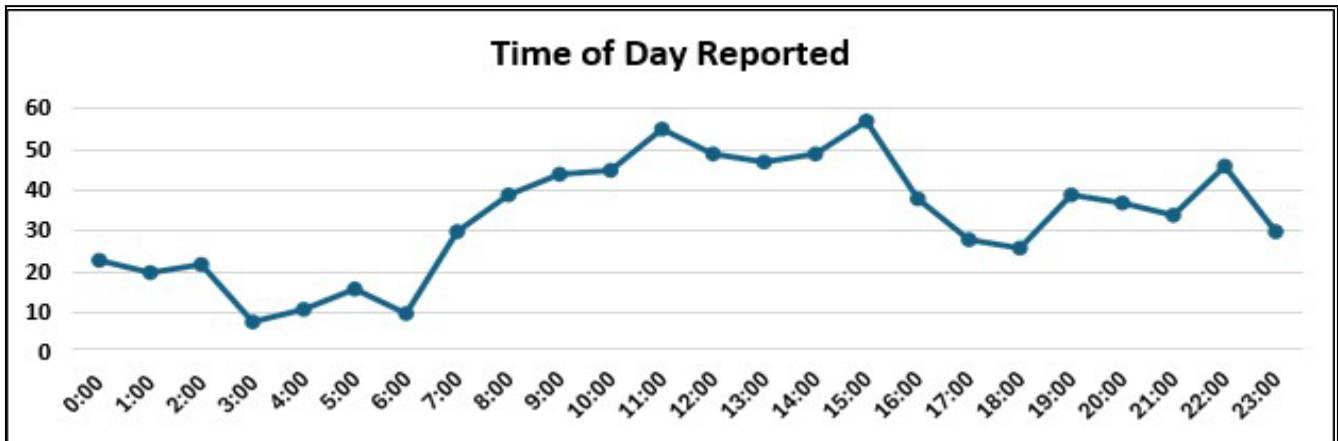
BACKGROUND:

The map below indicates locations with the highest concentration of calls for the month of April, identified by the red and yellow areas.



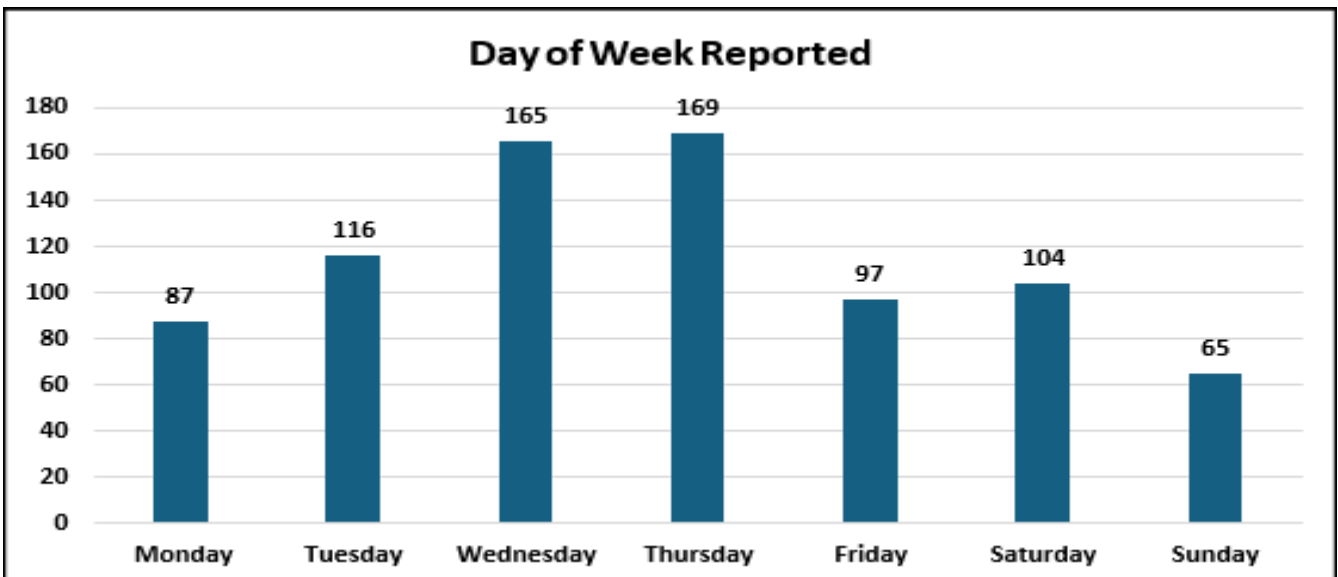
Source: H. Miles

There is some variation in activity hotspots over the last three months. Calls have cooled at 90 Queen Street and 50 Market Street South. There has been an increase in activity at 53 Dalhousie Street, likely due to displacement of people from 90 Queen Street. Mid-afternoon saw the highest number of calls, peaking at 15:00hrs, with just over 55 calls reported on average. This remains consistent with what was observed throughout the winter.



Source: H. Miles

Thursday was the day of the week with the highest volume of calls at 169, followed by Wednesday at 165. Saturday to Monday showed a slight decrease in calls from the previous month.

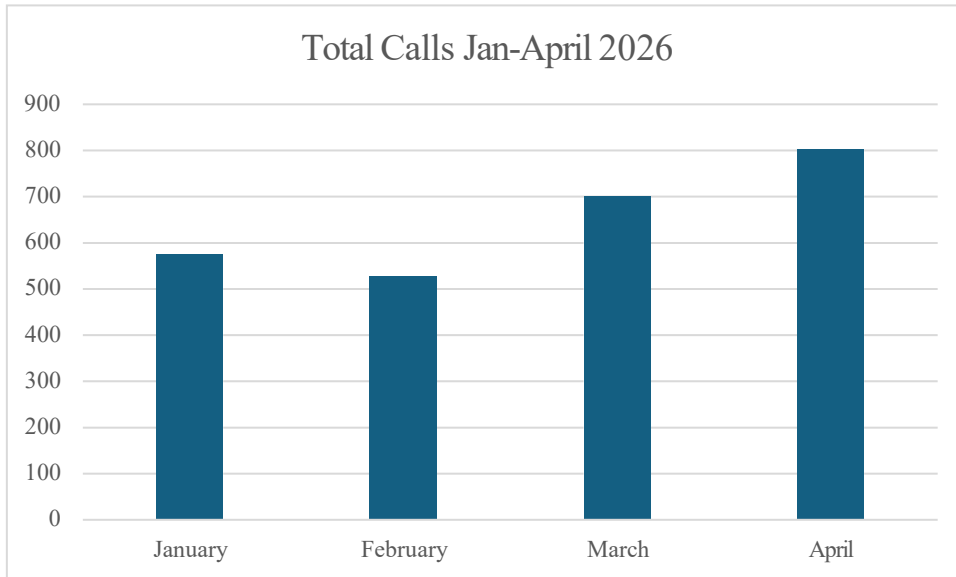


Source: H. Miles

Monthly Crime Comparison

Source: BI TOOL/CoPilot (excludes 50 Market Street South)

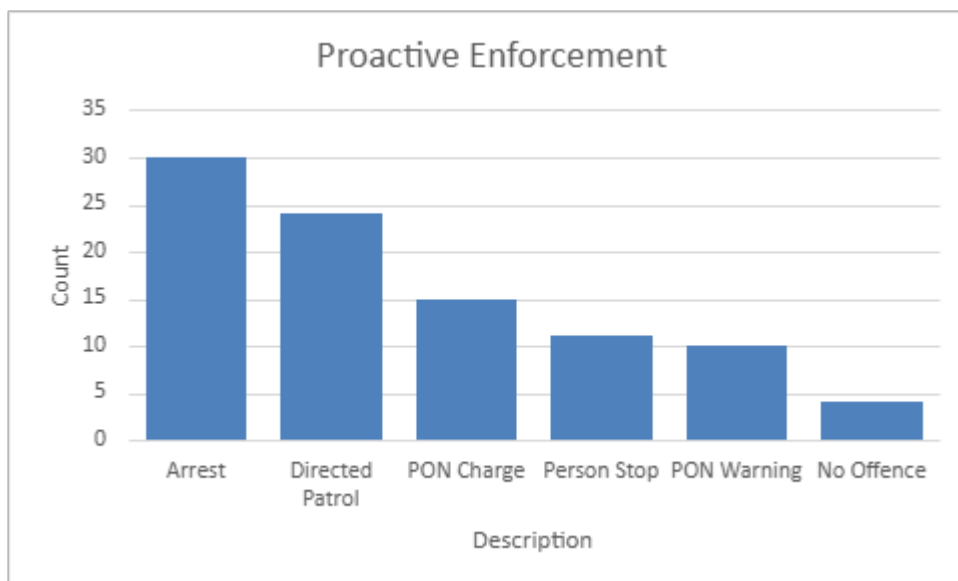
In the month of April 2026, there were 803 calls for service in zones 488, 499, 2 Icomm Drive, 59 Icomm Drive and at 50 Market Street South combined. This is an increase from 701 in March, 527 in February, and 576 calls in January (see table below). Calls were concentrated primarily along the Dalhousie Street and Queen Street corridor. 53 Dalhousie (Tim Horton's) and 109 George (Group Home) continue to demand an increase in police presence.



Source: BI Tool/CoPilot

Officer Activity in the Core

Brantford Police conducted 94 pro-active enforcements in the core, down from 97 in March, 24 of which were directed patrols. Additionally, platoons have been directed to assign a patrol car in the core for both days and nights on the weekends until the CERT reorganization is complete.



Source: BI Tool

Looking Forward

CERT is scheduled to be fully staffed by early September. Special Constables have assisted with community initiatives during April. This includes the YES program and visits to businesses and city owned properties. Officers continue to monitor activity at 53 Dalhousie and 90 Queen with increased visibility. A more stringent approach is being utilized with open air drug use and the issuance of criminal charges under the CDSA. Sworn CERT officers continue to undertake more protracted criminal investigations targeting drugs and illegal storefronts in the core.

Michael Sciberras
Inspector of Operations



BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Deputy Chief Rich Paolini

Date: May 20, 2026

Subject: Construction Update Report

RECOMMENDATION:

Receive the Construction Update Report.

BACKGROUND:

Construction continues at 344 Elgin Street, and stakeholders meet on a regular basis. The expected occupancy date for Block A is June 2026. Timing may change depending on what areas need to be occupied first and if levels of "partial" occupancy can be achieved (specifically regarding the 911 Communication Centre or other critical areas). Any requests for changes initiated by the Service continue to focus on safety, security, and operational readiness.

The Service has been preparing for Phase 2 of construction since early April 2026. The transition from the existing building to Block A will require organization and cooperation to ensure that police can maintain adequate and effective policing services.

The Service has delayed or deferred repairs to existing infrastructure and technology in anticipation of a completed project. The Service is now feeling the effects of construction delays in the day-to-day operation of the existing building that may lead to increased operating costs until the completion of the project.

Delays in occupancy translate into longer than expected use of off-site facilities to house employees displaced by construction activities. Off-site expenses incurred by the BPS have been \$5400 per month during Phase 1 of construction. This expense will decrease with only two temporary facilities being required upon the completion of this phase. The BPS will continue to collaborate with stakeholders to coordinate completion of the most critical areas and mitigate the need for other facilities.

Melloul-Blamey reported the following information on May 4, 2026:

- Block B2.4 for flooring install.
 - Installing washroom accessories Block A and B.
 - Working on fire alarm and lighting Block A and B.
 - Working on Block B devices and installing lighting Block B.
 - Roughing in sprinkler drops Block B cells.
 - Running pipe for pre-action system to Server Room.
 - Sprinkler main tie.
 - Working on fixtures Block A levels 1-3. Working on installing fixtures in cells.
 - Working on seismic deficiencies Block A and B Ground Floor.
 - Working in Generator Building installing silencers and diffusers.
 - Working on wet bench lab ducting re-work and miscellaneous loose ends on 2nd floor return air duct work.
 - Working on installing ceiling tiles Block A levels 2 and 3 below fan coils,
 - Working on framing entry vestibule ceiling.
 - Working on installing vapour barrier on existing walls.
 - Completing exterior window caulking.
 - Working on Block A and B building's rough in and pulling cable.
 - Working on hanging and installing doors and hardware Block A and B.
 - Installing ceramic tile Block A vestibule.
 - Installing miscellaneous millwork.
 - Installing shelving Block A and B.
- Construction Activities Week of May 11-15th, 2026.
- Working on general clean up on all floors Block A and B.
 - Installing washroom accessories Block A and B.
 - Working on fire alarm and lighting.
 - installing lighting.
 - Working on fixtures Block A.
 - Working on heating lines.
 - Working on seismic deficiencies.
 - Working in Generator Building installing silencers and diffusers.
 - Ducting re-work and miscellaneous loose ends.
 - Working on installing ceiling tiles.
 - Working on framing entry vestibule ceiling.
 - Working on hanging and installing doors and hardware Block A and B.
 - Installing ceramic tile Block A.
 - Installing miscellaneous millwork.

See page 4 – Construction Progress Chart

Construction Update - 344 Elgin Street

Brantford Police Service

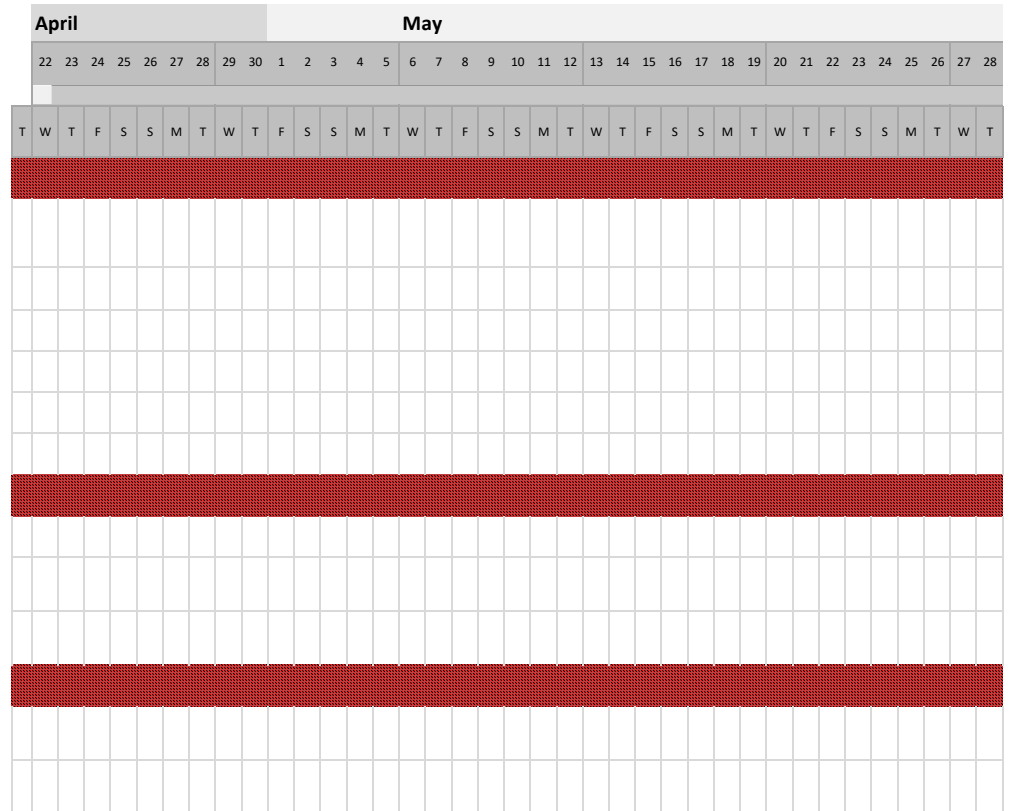
Deputy Chief Rich Paolini

Project start date: 10/06/2024

Scrolling increment: 316

Legend: On Schedule Behind Schedule Complete

Milestone description	Category	Progress	Start	End	Days
Phase 1	Behind Schedule	96%	10/06/2024	06/01/2026	575
Preparation of the construction site on the north side of the building. Construction of new generator site.	Complete	100%			
Construction of new tower on northwest corner.	Behind Schedule	95%			
Communications Centre	Behind Schedule	96%			
Garage addition.	Behind Schedule	99%			
Abatement of firing range.	Complete	100%			
Construction of new cells.	Behind Schedule	91%			
Phase 2	Behind Schedule	0%	10/06/2024	02/06/2026	722
Demolition/renovation cell area.					
Demolition/renovation property section, offices, armoury and parade room and washrooms.					
Demolition/renovation offices, armoury and parade room, and washrooms.					
Phase 3	Behind Schedule	0%	10/06/2024	30/11/2026	903
Construction/renovation of classroom, offices and washroom.					
Renovation of existing Administration area.					





BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Inspector Michael Sciberras

Date: May 14, 2026

Subject: Real Time Operations Centre (RTOC) – Staffing Request

RECOMMENDATION:

That the Brantford Police Services Board approve increasing the Service complement with the hiring of two Cadets on contract to effectively staff the RTOC.

BACKGROUND:

The Brantford Police Service is currently in the final stages of planning for the launch of the Real Time Operations Centre (RTOC), anticipated in Summer 2026. It has been identified that in order to effectively support frontline operations the Service will require the addition of two Cadets beyond the current authorized complement.

A preliminary staffing model has been established, consisting of one Sergeant, one Crime Analyst (through reassignment), and two Constables operating on a shared basis with the Alternate Response Unit. To support the initial implementation phase and ensure adequate operational capacity, it has been determined that the addition of two Cadet positions is necessary. Although these positions are not included in the approved 2026 budget, they are considered essential to extending operational coverage and sustaining core functions as the RTOC progresses toward full operational capability.

Human Resources has confirmed that existing vacancies within the Service can offset the financial impact for 2026. The estimated cost for two Cadets for a six-month period, through to the end of 2026, is approximately \$81,500. The Service will incorporate these positions into future budgets beyond 2026.



BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Chief Jason Saunders

Prepared By: Velika Kitchen-Janzen, Senior Project Manager- Strategic Plan

Date: May 28, 2026

Subject: Strategic Plan Update

RECOMMENDATION:

The Board receives the Strategic Plan Update report.

PURPOSE:

Provide the Brantford Police Services Board with a progress update on the 2027-2031 strategic planning process. The update includes a listing of the consultations with community organizations, service members, councillors, and the public to ensure compliance with the Community Safety and Policing Act.

BACKGROUND:

The Community Safety and Policing Act, 2019, states “In preparing or revising the strategic plan, the police services board shall consult with,

- (a) the chief of police;
- (b) the municipal council of any municipalities in the board’s area of policing responsibility;
- (c) the band councils of any First Nations in the board’s area of policing responsibility;
- (d) groups representing diverse communities in the board’s area of policing responsibility;
- (e) school boards, community organizations, businesses and members of the public in the board’s area of policing responsibility; and
- (f) any other prescribed persons, organizations or groups.”ⁱ

The Act outlines the groups of stakeholders to consult to inform the strategic plan.

The following activities will help fulfill the consultation requirements set out by the Act.

1:1 Consultations

- **Community Organizations**

- 113 individuals from community organizations have been contacted to provide input on the strategic plan to date.
 - Of these,
 - 110 have been scheduled
 - 95 have been conducted

- **Internal Service Members**

- 50+ members consulted
- Approximately 88 platoon members introduced to the process
- 20+ more consultations planned

- **City Council**

- All council members consulted

BPS Community Survey- Strategic Plan Input

- Launched the community survey May 4, 2026
- To date, 551 respondents

BPS Business Survey- Strategic Plan Input

- Launched business survey May 2026
- To date, 5 respondents

Business Engagement

- In May 2026, Senior Project Manager and Crime Prevention Officer dedicated a day engaging 9 businesses where BPS has traditionally recorded high calls for service. Additional dates are planned to continue this activity with other businesses in the community during the month of June.

¹ [Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, s.39 \(3\) | ontario.ca](#); Retrieved: 04/14/2026



BOARD REPORT

Date: April 14, 2026
To: Chair and Members
Brantford Police Services Board
From: Inspector M. Sciberras
Subject: YES Program – March Update Report

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RECOMMENDATION:

Acceptance of report.

PURPOSE:

Review of YES Program, currently between cohorts. Awareness that BPS funding of program begins in the April intake.

BACKGROUND:

See attached report as authored by Sergeant J. Billone.

Michael Sciberras
MM (M)

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Michael Sciberras MM (M)
Date: 2026.04.14 16:57:29
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Michael Sciberras
Inspector of Operations



PREPARED BY: Brantford Police Service & the YMCA of Hamilton / Burlington / Brantford

REPORTING PERIOD: March 25th, 2026 – April 14th, 2026

1. Program Overview

The last intake ended on March 24th, 2026. The next intake is scheduled to begin on April 21st, 2026. Preparation between partners is currently underway. A meeting is planned for April 16th, 2026, to finalize all details before we begin again.

2. Monthly Highlights

No updates

3. Achievements & Positive Outcomes

In the first week of April, former student K.P. reached out to Sp.Cst. Rutledge, reflecting on her positive experiences in the program. After leaving, K.P. faced challenges with depression and substance abuse, which led to time in custody. Despite these difficulties, she wanted to share her gratitude for the support she received and let us know our efforts made a difference. She also shared that since her release, she has been working on herself, created a new plan, and wanted to say thank you and goodbye before moving out west.

4. Challenges & Considerations

With the shift of program ownership to the Brantford Police Service, we are attempting to account for all responsibilities and financial variables. Purchasing for the next cohort's supplies will begin on April 16th, 2026.

In February, the Brantford Police Service was approached by the Brantford Downtown Business Association, which wished to make a charitable donation to the program with funds generated by a Rubber Duck Race held in July. After further review, the YMCA decided to step back from participating as the charitable partner. Other options are currently being explored.

5. Costs

- **Staffing (Police & YMCA):** N/A
- **Program Supplies & Materials:** N/A
- **Transportation Supports:** N/A



- **Facility Usage / YMCA Resources:** N/A
- **Snacks & Refreshments:** N/A
- **Special Events / Guest Contributors:** N/A
- **Total Estimated Monthly Cost:** N/A

So far, the Brantford Police Service has not paid any costs directly. The next monthly report will provide an accurate picture of the costs associated with a single intake.

6. Upcoming Plans & Events

The next 6-week intake is scheduled to begin on April 21st, 2026.

7. Summary

The Y.E.S. program continues to build strong relationships between police and youth. Participants gain skills and confidence that support their well-being. Engagement is positive, and upcoming activities will help the program make an even bigger difference.



BOARD REPORT

Date: May 13, 2026
To: Chair and Members
Brantford Police Services Board
From: Inspector M. Sciberras
Subject: Yes Program - April/May Intake Progress Report

RECOMMENDATION:

Acceptance of report.

PURPOSE:

Review of YES Program, current intake at May 2026.

BACKGROUND:

See attached report as authored by Sergeant J. Billone.

Michael Sciberras
Inspector of Operations



PREPARED BY: Brantford Police Service & the Y.M.C.A. of Hamilton / Burlington / Brantford

REPORTING PERIOD: April 15th, 2026 - May 14th, 2026

1. Program Overview

This month, we began our next six-week cohort, which started on April 28 and will run every Tuesday until June 2, 2026. Our next cohort will begin in the summer on July 7, 2026.

2. Monthly Highlights

After the April 16th meeting with our partners from the Y.M.C.A. and the City of Brantford, we were able to solidify roles and move forward with our next cohort. As this was the first cohort since the B.P.S. took over funding, several tasks were taken on by Special Constable RUTLEDGE, including laying out the schedule and budget for the remainder of the year, purchasing supplies for the program (bus passes, snacks, and swag bag items), purchasing gift cards from downtown businesses and partners (to keep youth in the core) and organizing guest speakers.

All tasks are nearly done.

The first couple of Tuesdays of the current cohort have carried on without issue. There are no foreseeable concerns since the transition of control. The guest speakers who have attended so far in the current cohort have been:

Det. Cst. Johnson – Internet & Child Exploitation Unit

Cst. Sandra Glover - Community Prevention Officer



3. Achievements & Positive Outcomes

Special Constable RUTLEDGE secured three downtown businesses (The Works, Hudson's Public, and From Scratch) to support the YES Program by providing items for the swag bags that youth receive upon completion. The Brantford Police Service will award the gift cards/coupons (purchased by B.P.S.) to intakes on a revolving basis at the end of each cohort. This will provide youth with the opportunity to share a meal with their family or friends at no cost while helping promote businesses in the downtown core. We are actively seeking additional partnerships to demonstrate our connection to downtown Brantford.

Our first formal co-op intake through Wilfrid Laurier University came to a close. Students Jaskirat Virdi and Johann Shepherd-Graham were a fantastic addition to the program, bringing positive energy, a niche experience as university students in Brantford, and bridging the age gap between program youth and officers. Overall, it was a very positive experience that benefited program youth and the W.L.U. student.

Preparations are currently underway for two new W.L.U. co-op students.

4. Challenges & Considerations

The current cohort is smaller than usual, with about 10 youth attending. This was a result of the program's handover and the short notice between solidifying roles and the start of the current cohort. Many youth were on the waitlist; however, only about half of the parents/youth responded within the short timeframe, even after pushing the starting date from April 21 to the 28th. We anticipate that the following summer cohort will return us to normal numbers.

The High School Resource Officers were scheduled for the first week of the cohort, but they were unable to attend. Their presence provides an opportunity to build on established relationships with the youth or to familiarize the youth with the Resource Officers. The program adapted to their absence, carrying on without issue that week.

Special Constable RUTLEDGE has been in contact with the City of Brantford regarding bus passes for the youth. Previously, the City had declined to provide bus passes when the program was in its initial stages. However, they are eager to find a way to remain in partnership with the YES Program, and providing bus passes may be a way to do so. We are currently awaiting a formal response.



5. Costs

	RESOURCE	COST	NOTES
STAFFING	Special Constable x1 (18 hours) Det. Constable x2 (1 hour)	N/A	
	SUBTOTAL	\$0	
PROGRAM SUPPLIES & MATERIALS	Swag for the remaining four cohorts of 2026. There are both B.P.S. and Y.M.C.A. branded items in each. Examples: Crafting supplies, sunglasses, lanyards, keychains and the bag itself.	\$650 x 4	There were minimums for purchasing items. There will be enough purchased to carry into the 2027 programming.
	Gift cards: The Works, From Scratch, Hudson Public	\$15 x 20	Not purchased yet.
	SUBTOTAL	\$2,900	
TRANSPORTATION SUPPORTS	Two-way bus passes	\$6.50 x 100	
	SUBTOTAL	\$650	
FACILITY RENTAL	Use of the Y.M.C.A. gymnasium and classroom.	N/A	
	SUBTOTAL	\$0	
SNACKS & REFRESHMENT	Weekly food and drink	\$200	
	Pizza for the "celebration" – Week 6	\$70	
	SUBTOTAL	\$270	
	GRAND TOTAL	\$3,820	



6. Upcoming Plans & Events

The remaining workshops running from May 19 to June 2 are on the following topics: Drugs, Guns and Gangs, and Mental Health. We are also looking forward to our celebration week on June 2, when the youth engage in an interactive, team-building game that tests the knowledge they have gained throughout the program.

The summer intake is scheduled to begin on July 7, 2026, where we will lengthen the program from six weeks to seven weeks.

We are requesting an extension because, by the sixth week, a strong rapport and effective communication have been established. Feedback from multiple cohorts indicates that youth are interested in a day focused on goal-setting and resume-building. To support this, we have arranged for Service Ontario to participate and deliver a presentation. This partnership directly benefits the youth by expanding community support.

7. Summary

The Y.E.S. program continues to build strong relationships between police and youth. Participants gain skills and confidence that support their well-being. Engagement is positive, and upcoming activities will help the program make an even bigger difference.



BOARD REPORT

Date: May 13, 2026
To: Chair and Members
Brantford Police Services Board
From: Inspector Kristen Bell-Samson, Administration
Subject: May 2026 Financial Report

PURPOSE:

To provide YTD overtime statistics and a 2026 Actual vs Budget funding summary.

BACKGROUND:

Appendix A – Auction Proceeds Trust Account to be provided at end of Q2.
Appendix B – Police Seized Currency Trust Account to be provided at the end of Q2.
Appendix C – 2026 Actual vs Budget Comparison Summary current to May 9, 2026.
Appendix D – Monthly Overtime Report current to April 30, 2026.

RECOMMENDATION:

Report only

Appendix C

Actual to Budget Comparison Summary

Current as of May 9th, 2026

Business Unit	BU Description	2026 Actual	2026 Budget	2026 \$ Remaining	2026 % Remaining
132000	POLICE DEPARTMENT ADMIN	\$5,495,222.73	\$14,863,462.00	\$9,368,239.27	63.03%
132001	PROTECTION & INVESTIGATION	\$11,745,780.64	\$36,146,783.00	\$24,401,002.36	67.51%
132002	CANINE UNIT	\$2,728.25	\$21,100.00	\$18,371.75	87.07%
132003	EMERGENCY RESPONSE TEAM	\$23,445.14	\$66,633.00	\$43,187.86	64.81%
132004	CAREER DEVELOPMENT	\$88,564.52	\$544,121.00	\$455,556.48	83.72%
132005	COMMUNITY SAFETY&CRIME PREVENT	(\$71,212.58)	\$20,700.00	\$91,912.58	444.02%
132006	AUXILIARY POLICE SERVICE	\$4,729.83	\$90,879.00	\$86,149.17	94.80%
132007	INFORMATION TECHNOLOGY SYSTEMS	\$1,073,683.33	\$2,893,211.00	\$1,819,527.67	62.89%
132010	COURT SECURITY	\$947,179.83	\$545,411.00	(\$401,768.83)	-73.66%
132011	PRISONER TRANSPORTATION	(\$294.69)	\$281,785.00	\$282,079.69	100.10%
132013	POLICE SERVICES BOARD	\$15,148.76	\$15,259.00	\$110.24	0.72%
132014	SCHOOL SAFETY PROGRAM	(\$16,706.51)	\$2,865.00	\$19,571.51	683.12%
132016	POLICE BOARD SPECIAL PROJ	(\$8,500.00)	\$0.00	\$8,500.00	n/a
132017	POLICE INVESTIGATIONS	\$4,125.00	\$10,000.00	\$5,875.00	58.75%
132023	POLICE FACILITY MAINTENANCE	\$131,917.10	\$498,786.00	\$366,868.90	73.55%
132024	POLICE FLEET MANAGEMENT	\$250,198.19	\$823,882.00	\$573,683.81	69.63%
132030	CSP PROVINCIAL PRIORITIES	\$117,130.59	\$0.00	(\$117,130.59)	n/a
132036	CSP LOCAL - MCRRT & COAST	\$105,882.34	\$0.00	(\$105,882.34)	n/a
132100	CHIEF	\$3,730.90	\$14,950.00	\$11,219.10	75.04%
132120	CORPORATE COMMUNICATION	\$3,227.46	\$13,701.00	\$10,473.54	76.44%
132130	HUMAN RESOURCES	(\$10,982.64)	\$66,000.00	\$76,982.64	116.64%
132131	RECRUITING	\$44,860.10	\$121,800.00	\$76,939.90	63.17%
132140	BPS SPECIAL PROJECTS	\$65,965.39	\$0.00	(\$65,965.39)	n/a
132310	FINANCE	\$2,813.98	\$49,023.00	\$46,209.02	94.26%
132320	QUARTERMASTER	\$20,231.87	\$94,816.00	\$74,584.13	78.66%
132400	OPERATIONS	\$0.00	\$3,000.00	\$3,000.00	100.00%
132414	CORE ENGAGEMENT RESPONSE TEAM	\$48.80	\$2,750.00	\$2,701.20	98.23%
132416	TRAFFIC	\$2,918.70	\$13,391.00	\$10,472.30	78.20%
132418	UAV	\$1,539.62	\$9,000.00	\$7,460.38	82.89%
132430	TRAINING	\$610,248.67	\$746,185.00	\$135,936.33	18.22%
132500	CRIMINAL INVESTIGATION	\$17,312.18	\$17,600.00	\$287.82	1.64%
132512	FORENSIC IDENTIFICATION	\$1,549.14	\$28,000.00	\$26,450.86	94.47%
132552	INTERNET CHILD EXPLOITATION	\$28,182.38	\$86,063.00	\$57,880.62	67.25%
132553	CRIMINAL INTELLIGENCE UNIT	\$42,264.37	\$72,159.00	\$29,894.63	41.43%
132554	DRUGS FIREARMS ENFORCEMENT UNT	\$279.80	\$5,150.00	\$4,870.20	94.57%
132610	COMMUNICATIONS	\$14,462.08	\$36,293.00	\$21,830.92	60.15%
132630	RECORDS	(\$63,705.44)	(\$388,000.00)	(\$324,294.56)	83.58%
132670	EVIDENCE MANAGEMENT	\$5,690.05	\$6,055.00	\$364.95	6.03%
		\$20,884,944.14	\$58,762,158.00	\$37,877,213.86	64.46%
		\$20,884,944.14	\$58,762,158.00	\$37,877,213.86	64.46%

Appendix D - Monthly Overtime Hours Report April , 2026

Below is an overview of monthly overtime report from January to April 2026. Business units that have been highlighted show an elevated level of overtime hours (4-Month Average) >15 hours/FTE/Month, relative to the number of full-time employees in that business unit.

BU Numb	BU Name	Jan-26	Feb-26	Mar-26	Apr-26	Average	Head Count (FTE)	Average/Head Count
132000	POLICE DEPARTMENT ADMIN	-	-	-	-	-	2	-
132002	CANINE UNIT	63.00	18.00	61.75	62.75	51.38	3	17.13
132003	EMERGENCY RESPONSE TEAM	-	-	-	-	-	-	-
132005	COMMUNITY SAFETY&CRIME PREVENTI	40.13	31.25	58.25	66.75	49.09	8	6.14
132007	INFORMATION TECHNOLOGY SYSTEM	-	-	-	-	-	4	-
132010	COURT SECURITY	144.38	128.00	206.50	62.75	135.41	24	5.64
132023	POLICE FACILITY MAINTENANCE	8.25	8.00	11.25	22.00	12.38	7	1.77
132024	POLICE FLEET MANAGEMENT	-	-	-	6.00	1.50	2	0.75
132120	CORPORATE COMMUNICATION	-	-	3.75	19.00	5.69	1	5.69
132130	HUMAN RESOURCES	-	9.00	15.00	-	6.00	3	2.00
132140	BPS SPECIAL PROJECTS	117.50	74.00	120.25	112.00	105.94	9	11.77
132410	PLATOON A	445.13	369.25	306.13	552.80	418.33	27	15.49
132411	PLATOON B	468.63	478.63	463.63	698.00	527.22	22	23.96
132412	PLATOON C	460.75	260.00	390.25	508.25	404.81	26	15.57
132413	PLATOON D	467.25	263.75	525.75	606.38	465.78	26	17.91
132414	CORE ENFORCEMENT RESPONSE TEAM	34.00	25.75	30.75	26.13	29.16	5	5.83
132415	ALTERNATIVE RESPONSE UNIT(ARU)	5.00	1.50	3.00	6.00	3.88	7	0.55
132416	TRAFFIC	60.88	79.75	70.13	126.75	84.38	7	12.05
132417	OUTWARD FACING	5.00	29.25	4.50	55.25	23.50	5	4.70
132430	TRAINING	167.88	134.00	113.00	68.75	120.91	6	20.15
132500	CRIMINAL INVESTIGATION	101.75	46.00	3.00	139.75	72.63	5	14.53
132510	CHILD ABUSE/SEXUAL ASSAULT	28.50	32.25	9.00	74.00	35.94	5	7.19
132511	DOMESTIC VIOLENCE	149.75	99.75	37.88	132.00	104.84	8	13.11
132512	FORENSIC IDENTIFICATION	43.00	142.07	76.38	289.88	137.83	5	27.57
132513	CRIME ANALYSIS	56.00	48.00	-	60.00	41.00	1	41.00
132550	MAJOR CRIME	25.00	118.83	22.75	269.88	109.11	5	21.82
132551	HIGH RISK/REPEAT OFFENDER	34.00	-	-	34.50	17.13	2	8.56
132552	INTERNET CHILD EXPLOITATION	58.63	8.50	6.38	19.00	23.13	5	4.63
132553	CRIMINAL INTELLIGENCE UNIT	-	48.75	8.25	78.25	33.81	8	4.23
132554	DRUG FIREARMS ENFORCEMENT UNIT	106.00	169.50	129.50	116.00	130.25	10	13.03
132610	COMMUNICATIONS	598.88	808.25	800.50	776.00	745.91	23	32.43
132630	RECORDS	368.00	483.50	615.25	387.88	463.66	35	13.25
132670	EVIDENCE MANAGEMENT	-	76.50	51.25	61.50	47.31	4	11.83
Total - Current Year		4,057.25	3,992.03	4,144.00	5,438.18	4,407.86		
Total - Last Year		4,885.75	4,839.85	5,205.20	5,138.73	5,049.08		
Difference		-828.50	-847.83	-1,061.20	299.45	-641.22		



BOARD REPORT

Date: May 14, 2026

To: Chair and Members
Brantford Police Services Board

From: Inspector Kristen Bell-Samson, Administration

Subject: May 2026 Financial Report – Income Services Fee Schedule

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PURPOSE:

To review the current Income Services Fee Schedule and recommend revisions, as appropriate.

BACKGROUND:

The current Income Services Fee Schedule was implemented in 2023. Since that time there have been numerous operational changes that necessitated an update to this schedule.

- Motor vehicle accident reports are now issued by the Ministry of Transportation.
- Fingerprints – Civil are now referred to Brantford Fingerprinting Services
- Accident reconstruction reports are supplied in their entirety, as opposed to individual components as listed. Agencies requesting these reports require them to be provided in full.

Advances in technology within the Brantford Police Service have made certain services obsolete. For example, photographs are provided electronically eliminating the need to print photographs.

Appendix A – Current Income Services Fee Schedule (2023).

Appendix B – Proposed Income Services Fee Schedule

RECOMMENDATION:

THAT, the Brantford Police Services Board approve revisions to the Income Services Fee Schedule to remove the following items:

1. Motor Vehicle Accident Reports
2. Photographic Images, Video Tapes, and Audio Tapes
3. Individual components of the Accident Reconstruction Reports.
4. Civil Fingerprints (Immigration, Record Suspension, US Waivers etc)

AND THAT, the fees associated with the remaining items in the schedule remain unchanged.

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Schedule A

22-092 Income Services – 2023 Fee Schedule (AMENDMENT)

2022-06-03

1. Listed below is the amended fee schedule for services provided by the Brantford Police Service, effective January 1, 2023:

Occurrence Reports		\$55.00 + HST
Motor Vehicle Accident Reports		\$55.00 + HST
Statements		\$55.00 + HST
Officers' Notes		\$55.00 + HST
Records Checks (Students)	Criminal Record Check (CRC)	\$27.74 (HST Exempt)
	Criminal Record and Judicial Matters Check (CRJMC)	\$33.24 (HST Exempt)
	Vulnerable Sector Checks (VSC)	\$33.24 (HST Exempt)
Records Checks (Volunteers)	Criminal Record Check (PCRC)	\$0.00 NEW 202/04/01
	Criminal Record and Judicial Matters Check (CRJMC)	\$0.00 NEW 2022/04/01
	Vulnerable Sector Checks (VSC)	\$33.24 (HST Exempt)
Records Checks (Employment)	Criminal Record Check (CRC)	\$49.74 (HST Exempt)
	Criminal Record and Judicial Matters Check (CRJMC)	\$55.24 (HST Exempt)
	Vulnerable Sector Check (VSC)	\$60.74 (HST Exempt)
Records Checks (Foster Parents/Kinship)	Criminal Record Check (PCRC)	N/A
	Criminal Record and Judicial Matters Check (CRJMC)	N/A
	Vulnerable Sector Checks (VSC)	\$60.74 (HST Exempt)
Alarm Reduction Fees	Registration	\$30.00 + HST

	False Alarm – Police Response	\$192.00 + HST
	False Alarm – Cancelled Police Response	\$96.00 + HST
	Unregistered Alarm Site Surcharge	\$120.00 + HST
	Reinstatement Fee	\$300.00 + HST
	Appeal Fee	\$120.00 + HST
Additional Copies of Screening Checks (excluding VSC)		\$5.50 (HST Exempt)
Record Suspensions (Pardons)		\$55.00 (HST Exempt)
File Closure		\$40.00 + HST
Photographs (each) 3 x 5		\$6.60 + HST
Photographs (each) 5 x 7		\$11.00 + HST
Photographs (each) 8 x 10		\$22.00 + HST
Photographic CD with first 10 images		\$38.50 + HST
Per Image after 10		\$3.30 + HST
Per Image after 40		\$2.20 + HST
Video Tapes (each)		\$49.50 + HST
Audio Tapes (each)		\$49.50 + HST
DVD's (each)		\$49.50 + HST
Accident Reconstruction Reports		\$2,832.50 + HST
	• Motor Vehicle Accident Report	\$55.00 + HST
	• CAD Scale Document	\$550.00 + HST
	• Field Sketch	\$275.00 + HST

• Hand-drawn Scale Diagram		\$880.00 + HST
• Officer's Technical Notes	Per Page Minimum Fee	\$14.30 + HST \$82.50 + HST
• Photographs	Per Photograph Minimum Fee	\$11.00 + HST \$55.00 + HST
• Crash Data Retrieval Data Report		\$550.00 + HST
• Vehicle Mechanical Inspection Report		\$165.00 + HST
• Vericom Reports		\$550.00 + HST
Audio/Video Transcription (Per Hour)		\$44.00 + HST
Fingerprints – Civil (Immigration, Record Suspension, US Waivers, etc.)		\$33.00 + HST
Fingerprints – RCMP VS Submissions		\$25.00 (HST Exempt)
Shoulder Flashes		\$5.50 + HST
Special Duty Rate - Officer		One and one-half the hourly pay rate of a first class constable + HST; Twice the hourly rate of a first class constable on New Year's Eves, New Year's Day, Christmas Eve and Christmas Day + HST. NOTE: Special duties are subject to a 15% administration fee applied to the total invoice amount prior to the calculation of the HST, as well as a three-hour minimum, with 48-hour notice of cancellation.
Special Duty Rate - Vehicle		\$30.00 per hour + HST

Schedule B

Income Services – 2026 Fee Schedule

2. Listed below is the amended fee schedule for services provided by the Brantford Police Service, effective June 1, 2026:

Occurrence Reports		\$55.00 + HST
Statements		\$55.00 + HST
Officers' Notes		\$55.00 + HST
Records Checks (Students)	Criminal Record Check (CRC)	\$27.74 (HST Exempt)
	Criminal Record and Judicial Matters Check (CRJMC)	\$33.24 (HST Exempt)
	Vulnerable Sector Checks (VSC)	\$33.24 (HST Exempt)
Records Checks (Volunteers)	Criminal Record Check (PCRC)	\$0.00 NEW 202/04/01
	Criminal Record and Judicial Matters Check (CRJMC)	\$0.00 NEW 2022/04/01
	Vulnerable Sector Checks (VSC)	\$33.24 (HST Exempt)
Records Checks (Employment)	Criminal Record Check (CRC)	\$49.74 (HST Exempt)
	Criminal Record and Judicial Matters Check (CRJMC)	\$55.24 (HST Exempt)
	Vulnerable Sector Check (VSC)	\$60.74 (HST Exempt)
Exempted Records Checks – Broad Sector (Foster Parents/Kinship)	Criminal Record Check (PCRC)	N/A
	Criminal Record and Judicial Matters Check (CRJMC)	N/A
	Vulnerable Sector Checks (VSC)	\$60.74 (HST Exempt)
Alarm Reduction Fees	Registration	\$30.00 + HST
	False Alarm – Police Response	\$192.00 + HST
	False Alarm – Cancelled Police Response	\$96.00 + HST

	Unregistered Alarm Site Surcharge	\$120.00 + HST
	Reinstatement Fee	\$300.00 + HST
	Appeal Fee	\$120.00 + HST
Additional Copies of Screening Checks (excluding VSC)		\$5.50 (HST Exempt)
Record Suspensions (Pardons)		\$55.00 (HST Exempt)
	<ul style="list-style-type: none"> • Vericom Reports 	\$550.00 + HST
Fingerprints – RCMP VS Submissions		\$25.00 (HST Exempt)
Shoulder Flashes		\$5.50 + HST
Special Duty Rate - Officer		<p>One and one-half the hourly pay rate of a first class constable + HST; Twice the hourly rate of a first class constable on New Year's Eves, New Year's Day, Christmas Eve and Christmas Day + HST.</p> <p>NOTE: Special duties are subject to a 15% administration fee applied to the total invoice amount prior to the calculation of the HST, as well as a three-hour minimum, with 48-hour notice of cancellation.</p>
Special Duty Rate - Vehicle		\$30.00 per hour + HST



BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Inspector Kevin Reeder

Date: May 5, 2026

Subject: Report on Section 81(1) Investigation (SIU)
(SIU# 25-OCI-525)

RECOMMENDATION:

THAT the Board accepts this report as required under the *Community Safety and 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.

BACKGROUND:

Section 81(1) of the *Community Safety and Policing Act* directs that if the SIU Director causes an incident to be investigated under Section 15 of the *Special Investigations Unit Act, 2019* involving a member of a police service, other than a Deputy Chief of Police, the Chief of Police of the police service shall investigate:

- (a) the member's conduct in relation to the incident;
- (b) the policing provided by the member in relation to the incident; and
- (c) the procedures established by the chief of police as they related to the incident.

The Chief of Police shall report the findings and any action taken or recommendations based on the findings of the Section 81(1) investigation to the Police Service Board.

Section 8(3) of Ontario Regulation 90/24 directs that a Chief of Police who is required to report on an investigation under Section 81(1) shall give the report to the Police Service Board. If no criminal charges are laid against a member of the police service, the report shall be given within 90 days after the SIU Director publishes a final report.

Section 8(5) of Ontario Regulation 90/24 directs that a Police Service Board shall publish the report on the internet no later than 30 days after receiving the report.

Summary of SIU Incident

On Sunday December 21, 2025, at 3:16 a.m., Brantford Police Officers attended a residence in the area of Murray Street after receiving a call that a domestic dispute was in progress. The caller reported hearing banging, screaming, and items being thrown around the residence by a male and female. Police were familiar with the occupants, including the subject male, who were known historically to be uncooperative with police.

Officers contained the residence and heard arguing and screaming from within. A knock at the door was conducted, at which time the subject male was observed by containment officer exiting a window onto the roof. The subject ran towards a staircase and then jumped off the staircase onto the ground. Containment officers observed this and were able to arrest him quickly and without incident. It was subsequently learned that the subject male had broken his ankle when he jumped off the staircase.

The subject male was taken to the hospital for medical treatment and the SIU was contacted. The SIU investigated the circumstances and the actions by police, naming two officers as Subject Officials and four officers as Witness Officials.

On his assessment of the evidence, SIU Director Joseph Martino determined:

“There are no questions raised in the evidence regarding the lawfulness of the Complainant’s arrest. The evidence indicates that he was present with the subject in violation of a judicial release order.

There are also no concerns in the evidence regarding inappropriate force or a lack of care by police. The Complainant jumped of his own volition, breaking his ankle in the process, and his arrest thereafter was largely uneventful with no strikes or significant force of any kind being brought to bear.

For the foregoing reasons, there is no basis for proceeding with criminal charges in this case. The file is closed.”

As a result, the investigation was closed with no further action being taken by SIU.

Findings of the Section 81 Investigation

The ensuing Section 81(1) investigation looked at the officer’s conduct, the service provided, and any deficiencies or violations of policy and procedure.

The investigator found no deficiencies with the policies and procedures or services provided by members of the Brantford Police Service.

Further, there was no evidence discovered that suggested members committed misconduct or unsatisfactory work performance.

As a result, no further action is recommended to be taken.



BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Inspector Kevin Reeder

Date: May 6, 2026

Subject: Report on Section 81(1) Investigation (SIU)
(SIU# 26-OCI-147)

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RECOMMENDATION:

THAT the Board accepts this report as required under the *Community Safety and 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.

BACKGROUND:

Section 81(1) of the *Community Safety and Policing Act* directs that if the SIU Director causes an incident to be investigated under Section 15 of the *Special Investigations Unit Act, 2019* involving a member of a police service, other than a Deputy Chief of Police, the Chief of Police of the police service shall investigate:

- (a) the member's conduct in relation to the incident;
- (b) the policing provided by the member in relation to the incident; and
- (c) the procedures established by the chief of police as they related to the incident.

The Chief of Police shall report the findings and any action taken or recommendations based on the findings of the Section 81(1) investigation to the Police Service Board.

Section 8(3) of Ontario Regulation 90/24 directs that a Chief of Police who is required to report on an investigation under Section 81(1) shall give the report to the Police Service Board. If no criminal charges are laid against a member of the police service, the report shall be given within 90 days after the SIU Director publishes a final report.

Section 8(5) of Ontario Regulation 90/24 directs that a Police Service Board shall publish the report on the internet no later than 30 days after receiving the report.

Summary of SIU Incident

On March 27, 2026, at 4:16 p.m., the Brantford Police Service received a call that a citizen had been assaulted and robbed by three suspects at gunpoint at an apartment complex in the area of Queen Street. Multiple Brantford police officers responded, set-up containment on the apartment complex, and began calling out occupants.

During the police response, a male subject tried to flee the complex by jumping out a window at the rear of the building. This male was not involved with the robbery. This male fell while exiting the window, landing on his left side. Containment officers were positioned in this area and watched the male subject fall. He was quickly arrested without any force being used as he was cooperative. The subject male's fall and his arrest were captured on body-worn cameras.

The male was transported to the Brantford Police Station on the strength of an outstanding warrant for possession of a prohibited weapon (brass knuckles) and breach of weapons prohibition order. Once at the station, it was learned that the subject had suffered a leg injury. He was transported to the Brantford General Hospital, where it was learned he had suffered a broken left femur from his fall.

The Special Investigations Unit (SIU) was contacted and initiated an investigation.

The SIU terminated the investigation reporting that:

“Based on the SIU’s preliminary inquiries, which included a review of video footage that captured the incident, Deputy Director O’Brien was satisfied that the investigation should be discontinued. The man had had no interaction with police at the time of his fall. It was plain and obvious that the police did nothing that could conceivably attract criminal liability in connection with the man’s serious injury. There being patently nothing to investigate as far as the potential criminal liability of the police is concerned, the file has been closed.”

Findings of the Section 81 Investigation

The ensuing Section 81(1) investigation looked at the officers’ conduct, the service provided and any deficiencies or violations of policy and procedure.

The investigator found no deficiencies with the policies and procedures or services provided by members of the Brantford Police Service.

Further, there was no evidence discovered that suggested members committed misconduct or unsatisfactory work performance.

As a result, no further action is recommended to be taken.

**BRANTFORD POLICE SERVICES BOARD
MINUTES
THURSDAY, APRIL 23, 2026 – 9:00 A.M.
BOARDROOM, 344 ELGIN STREET, BRANTFORD**

Councillor Mandy Samwell in the Chair

ROLL CALL

PRESENT: Councillor Mandy Samwell, Chair
Dan Houssar Vice-Chair
Mayor Kevin Davis
Allan Lovett
Krupesh Shah

ALSO PRESENT: Chief Jason Saunders
Deputy Chief Rich Paolini / Deputy Chief Grant Davies
Police Staff - Insp. K. Bell-Samson, Insp. M. Sciberras, Insp. K. Tollar, A/Insp.
D. Disher, Insp. K. Reeder, T. Fischer, R. Matthews-Osmond, V. Kitchen-
Janzen
Virginia Kershaw, Executive Assistant

1. PRESENTATIONS/DELEGATIONS

None

2. DECLARATIONS OF CONFLICT OF INTEREST

None

3. ITEMS FOR CONSIDERATION

Items 3.1, 3.2, and 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 and Deputy Chief Davies addressed the Board and provided their reports. Questions of clarification were answered by Staff.

Moved by A. Lovett
Seconded by D. Houssar

THAT all Deputy Chiefs Issues Update Reports BE APPROVED:

3.1.1 Monthly Statistical Analysis

THAT the report from Deputy Chief Davies dated April 6, 2026 regarding Monthly Statistical Analysis (up to March 31, 2026) , including Downtown Core Statistical Report – March 2026 BE RECEIVED.

3.1.2 Police Station Renovation Project Update

THAT the report from Deputy Chief Paolini dated April 14, 2026 regarding 344 Elgin Street Construction Update BE RECEIVED.

3.1.3 Research Advisory Committee: The Future Implications of AI for Policing

THAT the report from Deputy Chief Davies dated April 9, 2026 regarding Research Advisory Committee: The Future Implications of AI for Policing BE RECEIVED.

CARRIED

3.2 Issues Updates – Chief Saunders

Chief Saunders addressed the Board and provided his reports. Verbal updates were provided by Chief Saunders on the recent Retirement Banquet held by the Association and potential policy change for “Buy Ontario Products” first. Questions of clarification were answered by Staff.

Moved by A. Lovett

Seconded by D. Houssar

THAT all Chief Saunders Issues Update reports BE APPROVED:

3.2.1 2025 Annual Use of Force Report

THAT the report prepared by Sgt. Chris Grantham dated April 13, 2026 regarding 2025 Annual Use of Force Report BE RECEIVED.

3.2.2 Court Security Grant

THAT the report from Chief Saunders dated March 31, 2026 regarding Court Security Grant BE RECEIVED.

3.2.3 Wilfrid Laurier Special Constable Program Update

THAT the report prepared by Insp. M. Sciberras dated April 9, 2026 regarding Wilfrid Laurier Special Constable Program Update BE RECEIVED.

3.2.4 Strategic Plan Update

THAT the report prepared by V. Kitchen-Janzen dated April 15, 2026 regarding Strategic Plan Update BE RECEIVED.

CARRIED

3.3 Financial Reports

3.3.1 Monthly Financial Reports

Moved by A. Lovett
Seconded by D. Houssar

THAT the following Financial Reports from Insp. K. Bell-Samson dated April 13, 2026 BE RECEIVED:

- Monthly Overtime Report - current to March 31, 2026.

CARRIED

3.3.2 Yearly Comparison of Overtime Usage for High Use Sectors

Moved by A. Lovett
Seconded by D. Houssar

THAT the report from Insp. K. Bell-Samson regarding Yearly Comparison of Overtime Usage for High Use Sectors dated April 13, 2026 BE RECEIVED.

CARRIED

3.4 Auction Proceeds Account - Request for Funds

3.4.2 Auction Proceeds Account - Request for Funds – CAA Safety Patrol Program (Annual request)

Moved by A. Lovett
Seconded by D. Houssar

THAT the Brantford Police Services Board approves the transfer of \$1500 (4 - \$375 awards) from the Auction Fund Account to the Special Projects Account #132016 to provide a donation to the CAA Safety Patrol Program – (4) Awards for Brantford's Patrollers of the Year Recipients.

CARRIED

3.5 Ontario Association of Police Service Boards – 2026 OAPSB Spring Conference – June 1-3, 2026

Moved by A. Lovett
Seconded by D. Houssar

THAT Dan Houssar BE AUTHORIZED to attend the June 1-3, 2026 OAPSB Spring Conference being held in Niagara Falls, Ontario.

CARRIED

4. CONSENT ITEMS

4.1 Minutes

Moved by A. Lovett
Seconded by D. Houssar

THAT the March 26, 2026 Regular Police Services Board Minutes BE APPROVED.

CARRIED

4.2 Quarterly Report – Q1 - 2026 – Public Complaints Against Police

Moved by A. Lovett
Seconded by D. Houssar

THAT the First Quarter Report 2026 - Public Complaints Against Police Report dated April 1, 2026 BE RECEIVED.

CARRIED

4.3 Information Items

Moved by A. Lovett
Seconded by D. Houssar

THAT the following Information Items BE RECEIVED:

- 4.3.1 Communique from Ontario Association of Police Service Boards (OAPSB) dated April 13, 2026 launching new public-facing identity – Police Governance Ontario (PGO).

CARRIED

5. NEW BUSINESS

5.1 Chair Update on Activities on behalf of Board – (no copy)

The Chair reported on the Retirement Banquet she attended on behalf of the Board.

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

May 28, 2026

9. ADJOURNMENT

The meeting adjourned at 9:24 a.m.

The minutes of this meeting were adopted on May 28, 2026.

Chair

Executive Assistant



**Inspectorate
of Policing**

**Service d'inspection
des services policiers**

Office of the Inspector
General of Policing

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des services policiers

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Inspector General of Policing Memorandum

TO: All Chiefs of Police and
Commissioner Thomas Carrique, C.O.M.
Chairs, Police Service Boards

FROM: Ryan Teschner, Inspector General of Policing of Ontario

DATE: **April 23, 2026**

SUBJECT: Inspector General Memo #10: Province-Wide Inspection on Police Integrity and Anti-Corruption Practices Update

I am writing to provide an update on the province-wide inspection on police integrity and anti-corruption practices that I initiated in February 2026.

This afternoon, I will publicly announce the appointment of the **Honourable William Hourigan** as an inspector under the *Community Safety and Policing Act* to lead this inspection. In this role, Mr. Hourigan has the legal authority to obtain all information required to conduct the inspection, which will proceed in accordance with the Terms of Reference I have established (which are attached to this IG Memorandum).

Mr. Hourigan brings extensive experience in law and public service, having served on the Ontario Court of Appeal and the Ontario Superior Court of Justice, and having led significant independent inquiries and statutory reviews for government, including in the area of policing and police governance. I am grateful he has agreed to carry out this inspection.

In addition to the Terms of Reference, enclosed with this IG Memorandum is a letter from Mr. Hourigan that introduces the inspection, explains its system-focused approach, and outlines how he and his team will engage as the inspection unfolds. In the coming weeks, Mr. Hourigan's team will be in contact to begin this engagement, and further information will be shared as the inspection moves forward.

The appointment of Mr. Hourigan to lead this inspection, and the establishment of the Terms of Reference that will guide the work, represent an important next step in advancing the commitment I outlined in February to maintain public confidence in Ontario's policing system.

I appreciate your cooperation and engagement as this work moves forward.

Sincerely,



Ryan Teschner

Inspector General of Policing of Ontario

c: Mario Di Tommaso, O.O.M.

Deputy Solicitor General, Community Safety

Encl. Letter to Sector from The Honourable William Hourigan
Terms of Reference

Hon. William Hourigan

c/o Gowling WLG (Canada) LLP
1 First Canadian Place, 100 King Street West, Suite 1600
Toronto, Ontario
M5X 1G5

April 23, 2026

Dear Chiefs of Police, Commissioner Carrique and Board Chairs,

I write in my capacity as the Inspector appointed by the Inspector General of Policing, Ryan Teschner, under s. 111 of the *Community Safety and Policing Act, 2019* (“CSPA”) to inform you that I am commencing a sector-wide inspection of police services and police service boards across Ontario, focused on police integrity and anti-corruption.

The purpose of this letter is to introduce the inspection and outline its scope and objectives. A formal inspection notice, including detailed information regarding methodology, timelines, and expectations for participation, will follow in the coming weeks. Enclosed with this letter are the Terms of Reference that have been established by Inspector General Teschner, and which set out the full mandate and parameters of the inspection.

By way of introduction, I have spent decades in the Ontario and Canadian justice system, most recently serving as a Justice of the Court of Appeal for Ontario. During my tenure on the Court of Appeal, I acted as a Commissioner of Inquiry in Ontario and completed an investigation for the Government of Alberta under that province’s *Police Act*.

I am supported by Sandra Barton and Adam Bazak of Gowling WLG, who will serve as my Lead Counsel and Associate Lead Counsel, with support from a small team of Gowling WLG litigators. Ms. Barton and Mr. Bazak will both be appointed as inspectors by the Inspector General under the CSPA. Preston Lim, one of the lawyers who worked with me on the investigation for the Government of Alberta, will also be appointed as an inspector. We will approach this work with rigour, focusing on whether the systems designed to protect police integrity are working as intended, and supporting police officers and civilian members in delivering high-quality services that keep communities across Ontario safe.

Purpose and Nature of the Inspection

I want to emphasize at the outset that this inspection is organizational or institutional in nature and will examine issues of anti-corruption and integrity as it relates to police services and boards as organizational actors within Ontario’s policing system. This inspection is not an investigation into the conduct of any individual officer or civilian member. As intended by Inspector General Teschner, this inspection will be system-focused and forward-looking, designed to strengthen the institutional frameworks that support police integrity across Ontario. The inspection will not

interfere with any existing judicial process and will seek not to duplicate any quasi-judicial or regulatory process.

As part of this inspection, the inspection team will be required to:

1. determine how police services and police service boards are meeting statutory and regulatory expectations through governance, oversight, and operational practices in relation to integrity, accountability, and public trust; and
2. examine how police services and police service boards design, implement, and oversee institutional frameworks and operational practices that support police integrity and mitigate corruption risks.

Thematic Areas of the Inspection

In accordance with the Terms of Reference, the inspection will be organized around five thematic areas, while retaining flexibility to examine additional matters as needed:

1. supervision and span of control, including training and practices that enable early identification and management of integrity risks;
2. screening and vetting of officers and civilian members at recruitment and throughout their careers, including progression into higher-risk roles;
3. access to police databases and information systems, including permissions, controls, monitoring, and application of the principle of least privilege;
4. evidence and property management, including chain-of-custody safeguards and controls; and,
5. substance use and fitness for duty, with an emphasis on early identification, evidence-based assessment, and supports that uphold both public trust and member wellness.

Across these themes, the inspection will consider systemic patterns, governance and oversight arrangements, and the sustainability of practices over time, rather than isolated incidents or individual conduct.

These thematic areas will be assessed with reference to the CSPA and regulations enacted pursuant to the CSPA. The inspection may also draw upon recognized best practices in policing and public-sector integrity.

Our objective is to assess operational and governance practices, identify strengths and risks, and develop evidence-informed observations that support sector-wide improvement and continued public confidence in policing. To that end, the inspection team is currently focused on designing the methodology for our review, and establishing a baseline understanding of existing frameworks, practices, and sector-wide considerations across Ontario and, where useful, other jurisdictions. As you know, following the completion of the inspection, I am required to submit my findings reports

to Inspector General Teschner, so that he can determine whether and what legally-binding directions may be required to address my findings.

Cooperation and Engagement

Your cooperation and engagement will be integral to the effectiveness of this inspection. I recognize that an inspection of this scope will place demands on the time and resources of your service and board. My team and I are committed to conducting this work in a fair, respectful, and collaborative manner, that minimizes disruption to your operations, while ensuring a thorough and credible process. We will work with you to coordinate scheduling and to streamline information requests wherever possible.

Next Steps

In the coming weeks, a member of my team will contact your office to arrange an initial introductory conversation. The purpose of that meeting will be to outline the inspection approach, discuss logistics, and answer any preliminary questions you may have. Following that conversation, you will receive a formal inspection notice setting out:

- the specific scope of engagement for your service;
- the inspection methodology and process;
- timelines and key milestones;
- expectations regarding document production and access; and
- confidentiality and information-handling protocols.

No action is required on your part at this time.

Closing

My team and I are committed to approaching this work in a fair, respectful, and collaborative manner, grounded in statutory authority and the terms established by the Inspector General, and guided by a shared interest in strengthening public confidence in policing in Ontario.

I look forward to working with you and your service throughout this process. Further information will be shared as the inspection methodology and engagement plan are finalized.

Yours sincerely,



The Honourable William Hourigan
Inspector



**Inspectorate
of Policing**

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Terms of Reference for Province-Wide Inspection on Police Integrity and Anti-Corruption Practices

MANDATE

On February 9, 2026, Ontario's Inspector General of Policing ("**Inspector General**"), Ryan Teschner, announced a province-wide inspection to examine police integrity and anti-corruption practices across Ontario's policing sector. The Inspector General has determined that this sector-wide approach is necessary to identify strengths and opportunities to further fortify Ontario's policing system against corruption and integrity risks. The inspection ("**Inspection**") will consist of several interrelated inspections that will focus on issues within defined areas.

Pursuant to subsection 111(1) of the *Community Safety and Policing Act, 2019*,¹ ("**CSPA**"), the Inspector General has appointed the Honourable William Hourigan as the inspector ("**Inspector**") to conduct this work. With this appointment, Inspector Hourigan possesses all the legal authorities required to conduct this Inspection and will prepare and submit Findings Reports that can lead to the Inspector General issuing legally-binding directions ("**Directions**").

The purpose of the Inspection is to conduct a comprehensive, independent and transparent examination of police integrity and anti-corruption practices within the province's policing and police governance sector. The Inspection will gather evidence: to assess any non-compliance with the CSPA and its regulations; to identify any systemic issues, shortcomings and areas for improvement; and to inform any Direction(s) that the Inspector General may issue to improve the performance of police services and boards in preventing, detecting and responding to corruption.

The Inspection is established in recognition of the fact that: (i) all aspects of policing are conducted on behalf of the public and in the public interest; (ii) effective policing requires public confidence in Ontario's police services; (iii) public confidence is primarily built and maintained by police services and boards, and (iv) the policing system is interconnected and has interdependencies, including the sharing of information between organizations, the movement of personnel from one police service to another, and investigations or other matters that involve multiple police services.

The Inspection will cover all of Ontario's police services and police service boards as defined by the CSPA. The sector-wide Inspection will focus on five defined areas, with the ability to examine additional areas as the need arises during the Inspection:

¹ *Community Safety and Policing Act, 2019*, S.O. 2019, c.1, Sched. 1.

1. Supervision and span of control, including a review of the methods and effectiveness of officer supervision

- Primary objectives include:
 - Determine how supervisors are trained to identify areas of vulnerability, early warning signs of corruption and performance deficiencies to address issues before they escalate or propagate;
 - Understand how corruption can progress from individual to systemic corruption within police services; and
 - Determine what practices and approaches ensure the appropriate level of risk-management and supervisory engagement, including by examining best practices from other jurisdictions and sectors.

2. Screening and vetting of police officers and civilian members both at recruitment and on an ongoing basis

- Primary objectives include:
 - Define “corruption” and “corruption risks”;
 - Understand the causes or risk factors that create opportunities for corruption at both the recruitment stage and throughout a policing career;
 - Identify proven practices for preventing and detecting corruption; and
 - Identify effective, evidence-based practices for screening new police service members and active members throughout their career, including when progressing into more senior or high-risk roles, for integrity, suitability, and ability to meet service standards, including by examining best practices from other jurisdictions.

3. Access to police databases and information systems, including permissions, controls and clearances

- Primary objectives include:
 - Identify how police database and information systems can be proactively and reactively monitored, including through the use of Information and Information Technology solutions, to prevent misuse and detect early warning signs of corruption or potentially corrupt activity; and
 - Review role-based access permissions to determine effective approaches for applying the principle of least privilege to ensure police service members only have access to information necessary for their current duties, including by examining best practices from other jurisdictions.

4. Evidence and property management practices

- Primary objectives include:
 - Identify best practices for evidence and property management that comply with regulatory requirements and the *Canadian Charter of Rights and Freedoms*;²
 - Determine how police services can maintain a process to ensure a rigorous, unbroken chain of custody for all physical and digital evidence from the point of seizure through to final disposition; and
 - Understand how to manage the risks of theft and evidence tampering to implement effective precautionary measures, including by examining best practices from other jurisdictions.

² *Canadian Charter of Rights and Freedoms*, Part I of the *Constitution Act, 1982*, being Schedule B to the *Canada Act 1982* (U.K.), 1982, c. 11.

5. Substance abuse and fitness for duty

- Primary objectives include:
 - Understand how police services can identify officers who may be struggling with substance abuse or other wellness issues before these issues affect their fitness for duty;
 - Identify evidence-based criteria for prompting and conducting fitness for duty assessments; and
 - Determine how police services can support members' wellness and rehabilitation while maintaining public trust, including by examining best practices from other jurisdictions.

LEGAL FRAMEWORK FOR THIS INSPECTION

The Inspector General is appointed through Order-in-Council under the CSPA and is mandated to ensure compliance with the CSPA and its regulations through inspections, investigations, monitoring and advisory services.

This Inspection will be conducted pursuant to Ontario's CSPA and shall operate with the full powers, protections, and immunities afforded thereunder.

The Inspector shall carry out the Inspection in accordance with these terms of reference ("**Terms of Reference**"), the Inspector General's direction, the CSPA and its regulations, and all other applicable legislation and regulations.

The Inspector will have all the authorities and powers of an inspector under Part VII of the CSPA and will conduct the Inspection in accordance with all requirements of the CSPA, including the privilege and confidentiality requirements under sections 118 and 119 of the CSPA. Additionally, the Inspection and any Findings Reports generated will comply with the CSPA, its regulations and other applicable legislation, such as the *Freedom of Information and Protection of Privacy Act* ("**FIPPA**").³

INSPECTION AUTHORITIES, POWERS AND PROCESS

The Inspector will manage the Inspection in a manner that is efficient, reasonable, and proportionate to fulfil these Terms of Reference, which includes obtaining meaningful information necessary to inform the Inspector in the execution of his duties. The Inspection will be conducted using a combination of the following methods, as appropriate:

- a) review and analysis of policies, procedures, directives, data, reports, and governance frameworks maintained by police services and boards;
- b) interviews and consultations with police chiefs, board members, senior officers, front-line personnel, and other relevant stakeholders, including representatives of police associations;
- c) benchmarking against leading practices in policing and other sectors (where applicable), academic research, and comparable jurisdictions;
- d) site visits and on-site inspections;

³ *Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, Chapter F. 31.

- e) consultation with individual experts and/or panels of experts as deemed necessary by the Inspector from time to time; and
- f) any other investigative or analytical techniques, including surveys, focus group or innovative engagement approaches, deemed appropriate by the Inspector and consistent with this mandate and relevant authorizations.

In accordance with subsection 111(4) of the CSPA, the Inspector shall not conduct the Inspection for the purpose of determining whether a particular individual's conduct constitutes misconduct under the CSPA. To the extent reasonably possible, activities conducted under the Inspection must not compromise any ongoing police investigation, public prosecution, or misconduct investigation. The Inspector may defer or pause examination of specific matters if the Inspector is satisfied that proceeding would prejudice ongoing or pending criminal investigations, prosecutions, or misconduct investigations. The Inspector may consult with relevant prosecutorial authorities or with the Law Enforcement Complaints Agency regarding any such concerns.

The Inspector will notify the Inspector General if, during the Inspection, they become aware of conduct that may constitute a criminal offence, misconduct, or a matter that otherwise requires notification to the Inspector General pursuant to section 120 of the CSPA. The Inspector General or the Inspector may disclose information obtained as may be required for any law enforcement purpose pursuant to section 119 of the CSPA.

As required by the CSPA, all police services, police services boards and the Ontario Provincial Police shall cooperate fully with the Inspection, including by providing timely and unrestricted access to requested information, records, data, personnel and premises. The Inspector shall notify the Inspector General if the lack of cooperation of an entity or individual involved in the Inspection may affect the Inspector's ability to conduct the Inspection. If the entity or individual identified by the Inspector fails to cooperate with this Inspection within a reasonable time as determined by the Inspector General, the Inspector General may issue such Direction as deemed necessary and as permitted by law to ensure the integrity of the Inspection and the effective fulfilment of these Terms of Reference. For clarity, offences in relation to the conduct of the Inspection pursuant to section 129 of the CSPA apply.

Costs of the Inspection will be borne by the Province of Ontario through the Office of the Inspector General and shall be paid and incurred in accordance with applicable Government of Ontario guidelines and requirements.

The Inspector will provide a financial report on the costs of the Inspection to the Inspector General on an annual basis and as otherwise required, and the Inspector General shall make that information publicly available in the appropriate form.

INSPECTION COUNSEL AND STAFF

The Inspection shall be supported by counsel who may be appointed as inspectors pursuant to subsection 111(1) of the CSPA ("**Inspection Counsel**"). Inspection Counsel shall be responsible for assisting the Inspector in the conduct of the Inspection, including by gathering information, interviewing individuals, engaging experts, and conducting research and analysis. Inspection Counsel shall act at the direction, and on behalf of the Inspector, and shall not act as advocates for any party or special interest.

The Inspection shall be supported by such administrative staff, researchers, investigators, experts, and other personnel as the Inspector considers necessary to carry out the mandate. The Inspector and Inspection Counsel shall have the authority to form retained expert panels as deemed necessary throughout the course of the Inspection to assist in the execution of these Terms of Reference.

TIMING AND REPORTING

The Inspection will be conducted in a timely and thorough manner, reflecting the urgency and importance of the issues under review.

Following the appointment of the Inspector, the Inspector will provide progress updates on the Inspection to the Inspector General at least every six months. The Inspector General shall publish the progress updates on the internet in a manner consistent with applicable legislation, such as the FIPPA. Notwithstanding this timeline, the Inspector, in agreement with the Inspector General, may amend the frequency for which progress updates are provided if the Inspector and Inspector General agree that amending the timeline would better fulfil these Terms of Reference, including the objectives of promoting transparency and public trust.

The Inspector will provide Findings Report(s) to the Inspector General when,

- the Inspector is satisfied that inspection of one of the defined areas under the Inspection is complete and the Findings Report can support the issuing of any Directions by the Inspector General;
- at the conclusion of the entire Inspection; and/or
- at any other time as deemed necessary by the Inspector.

The Inspector General shall independently review all Findings Reports and may, where the report discloses evidence of non-compliance with the CSPA or its regulations, or that an act or omission will likely result in such non-compliance, issue legally-binding Directions to police service(s), police boards(s), and/or chief(s) of police. The Inspector General will publish all Findings Reports and any Directions on the internet, in a manner that complies with the CSPA and its regulations.

AMENDMENT OF TERMS OF REFERENCE

These Terms of Reference may be amended by the Inspector General should such amendment become necessary to clarify the mandate, address unforeseen circumstances, or otherwise ensure the effective operation of the Inspection.

Signed this 23rd day of April, 2026



Ryan Teschner
**Inspector General of Policing
of the Province of Ontario**