

**BRANTFORD POLICE SERVICES BOARD
AGENDA
THURSDAY, NOVEMBER 27, 2025 – 9:00 A.M.
BOARDROOM, 344 ELGIN STREET, BRANTFORD**

Councillor Mandy Samwell, Vice-Chair 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 Police Station Renovation Project Update

THAT the report from Deputy Chief Paolini dated November 18, 2025 regarding 344 Elgin Street Construction Update BE RECEIVED.

3.1.2 Monthly Statistical Analysis

THAT the report from Deputy Chief Davies dated November 6, 2025 regarding Monthly Statistical Analysis (up to October 31, 2025) BE RECEIVED.

3.2 Issues Updates – Chief Saunders

Attached (3) Reports

3.2.1 Project Bright Future for Lansdowne Children’s Centre

THAT the report from Chief Saunders dated November 5, 2025 regarding Project Bright Future for Lansdowne Children’s Centre BE RECEIVED; and

THAT the Brantford Police Services Board APPROVE officers to provide information on Project Bright Future to members of the community from December 8, 2025 to January 2, 2026.

3.2.2 Privacy Impact Assessments

THAT the report from Chief Saunders dated November 17, 2025 regarding Privacy Impact Assessments BE RECEIVED.

3.2.3 Implementation and Distribution of Body Worn Cameras

THAT the report from Acting Inspector Dave Disher dated November 4, 2025 regarding Implementation and Distribution of Body Worn Cameras BE RECEIVED.

3.3 Financial Reports

3.3.1 Monthly Financial Reports

THAT the following Financial Reports from Insp. K. Bell-Samson dated November 18, 2025 BE RECEIVED:

- Auction Proceeds Trust Account – current to November 14, 2025;
- Police Seized Currency Trust account – current to November 14, 2025;
- Year to Date Variance Report – estimated to November 12, 2025
- Monthly Overtime Report - current to October 31, 2025.

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

Attached (1) Reports

3.4.1 SIU Investigation 25-OFP-261

THAT the report prepared by Inspector Kevin Reeder dated November 18, 2025 regarding SIU Investigation 25-OFP-261 (July 1, 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.

4. CONSENT ITEMS

4.1 Minutes

THAT the October 23, 2025 Regular Police Services Board Minutes BE APPROVED.

4.2 2026 Meeting Dates (no copy)

THAT the 2026 Board Meeting dates BE APPROVED:

- Thursday, January 22, 2026
- Thursday, February 26, 2026
- Thursday, March 26, 2026
- Thursday, April 23, 2026
- Thursday, May 28, 2026
- Thursday, June 25, 2026
(July and August – Call of Chair)

- Thursday, September 24, 2026
- Thursday, October 22, 2026
- Thursday, November 26, 2026
(December – Call of Chair)

Regular Public Board meetings will commence at 9:00 a.m., immediately followed by In-Camera Board meetings in the Boardroom at the Brantford Police Station, 344 Elgin Street, Brantford.

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

January 22, 2026

9. ADJOURNMENT



BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Deputy Chief Rich Paolini

Date: November 18, 2025

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 current handover date for Block A is now the start of March 2026. This will most likely change depending on outstanding information as well as timing for the completion of Mechanical Systems. Timing may also change depending on what areas need to be occupied first and what levels of "partial" occupancy can be achieved (specifically regarding the 911 Communication Centre or other critical areas). Block B (garage area) should be available sooner, however Phases 2 & 3 will be delayed until Phase 1 is complete.

The anticipated delays will translate into longer than expected use of off-site facilities to house employees displaced by construction activities. Off-site expenses incurred by the BPS total \$5400 per month during construction. The BPS will continue to work closely with Melloul-Blamey and other stakeholders to coordinate completion of the most critical areas and mitigate any time needed at other facilities.

Employee Parking

The Service will continue to meet challenges concerning restrictions on staff parking due to construction activities. Construction activities on existing parking have been completed. Off-site parking is no longer required and the number of public parking spots has returned to approximately pre-construction numbers. Parking restrictions will occur again as per the existing construction plan.

Communications Centre

The installation of new communications equipment and the implementation of NG911 will begin November 21, 2025. Despite delays in the completion of Block A (tower), disruptions to the normal operation of the Service are not expected. This part of the project requires coordination between several stakeholders and is being overseen by Inspector Bell-Samson – Administrative Support, Mike Potter – IT Manager, Acting Inspector Dave Disher – Operational Support and Nicole Ensell – Communications Manager.

Melloul-Blamey reported the following information on October 27, 2025:

Construction Activities Week October 27 – October 31, 2025.

- Miscellaneous guard rails.
- Miscellaneous fire stopping Block A and B along with finish caulking at Block B Cell Area and Shop Area.
- Working, grouting stairwell door frames.
- Roughing in Block B Existing Shop Area panel feeders and distribution for Block A Level 1-4.
- Working on Generator Building rough-ins and hanging fire rated plywood for electrical panels in Pulling wire in Block A and B. Working on lighting Block B.
- Installing washroom partition reinforcing and vanity supports.
- Working on seismic block B, working on water main block A, heating mains block A and washroom rough in Block A.
- Mechanical room heating and cooling piping Block A.
- Working on stainless steel duct in Block A Labs, transfers airs 2nd and 3rd floor.
- Working on Block A east wall brick removal.
- Working on building shafts block A 2nd and 3rd floor.
- Boarding West wall exterior wall in atrium along with furring out columns. Framing Atrium ceiling, Tapping floors 1-3.
- Framing interior walls B2.4.
- Working on re-roof block of existing building.
- Working on aluminum composite panels Block A North elevation and East elevations.
- Installing vapour barrier and insulation installing siding at generator building.
- Working on installing glazing on the East elevation back caulking and sealing all units.
- Installing atrium glazing on 2nd and third floors.
- Working on priming Block A stairwell walls. Start to prime and paint 2nd/3rd Floor Block A, painting atrium decking above wood slat ceiling.
- Paving northeast parking lot entrance base coat.
- Working on Block A and B building's rough in and pulling cables.
- Working on hanging and installing door hardware block A and B.

Construction Activities Week of November 3 – November 7, 2025.

- Continuing with work from the previous week.
- Washroom rough in 1-3 block A.
- Mechanical room heating and cooling piping block A.
- Working on aluminum composite panels Block A North elevation and East elevations.
- Installing vapour barrier and insulation.

- Installing siding at generator building.
- Working on installing glazing on the East elevation back caulking and sealing all units.
- Installing atrium glazing on 2nd and third floors.
- Working on priming Block A stairwell walls. Start to prime and paint 2nd/3rd Floor Block A, painting Atrium decking above wood slat ceiling.

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: 128

Milestone description	Category	Progress	Start	End	Days
Phase 1	On Schedule	80%	10/06/2024	06/01/2026	575
Preparation of the construction site on the north side of the building. Construction of new generator site.	On Schedule	100%			
Construction of new tower on northwest corner.	On Schedule	55%			
Communications Centre	On Schedule	53%			
Garage addition.	On Schedule	87%			
Abatement of firing range.	On Schedule	100%			
Construction of new cells.	On Schedule	85%			
Phase 2	On 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	On Schedule	0%	10/06/2024	30/11/2026	903
Construction/renovation of classroom, offices and washroom.					

Renovation of existing Administration area.

Richard
Paolini RC (M)

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BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Grant Davies
Deputy Chief - Operations

Date: November 6, 2025

Subject: Monthly statistical analysis.

RECOMMENDATION:

Receive the Monthly Statistical Analysis Report.

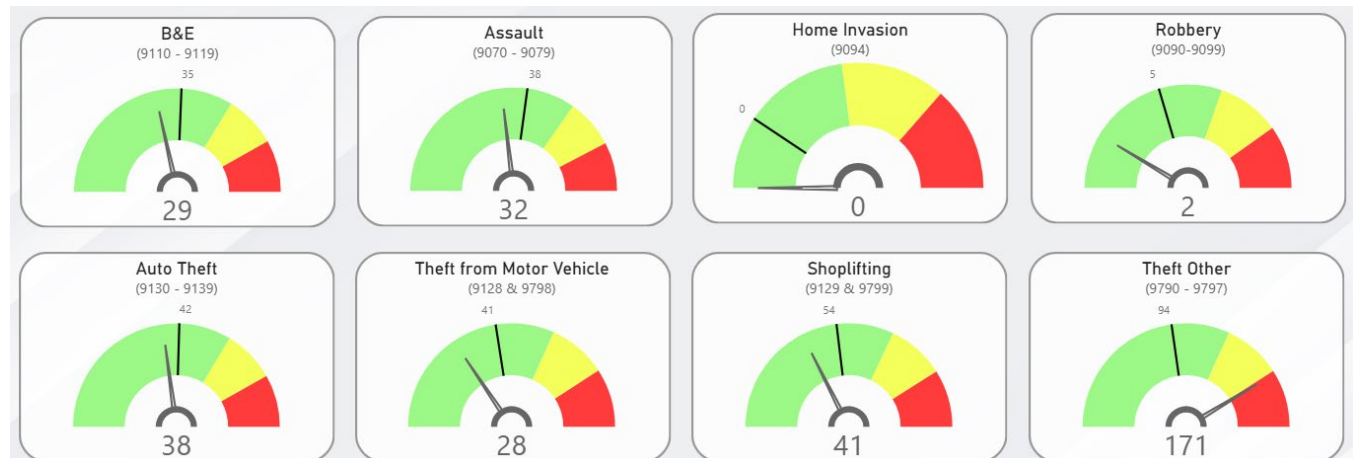
PURPOSE:

To provide the Brantford Police Service Board with a high-level statistical report on the activities of the Service up to October 31, 2025.

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.

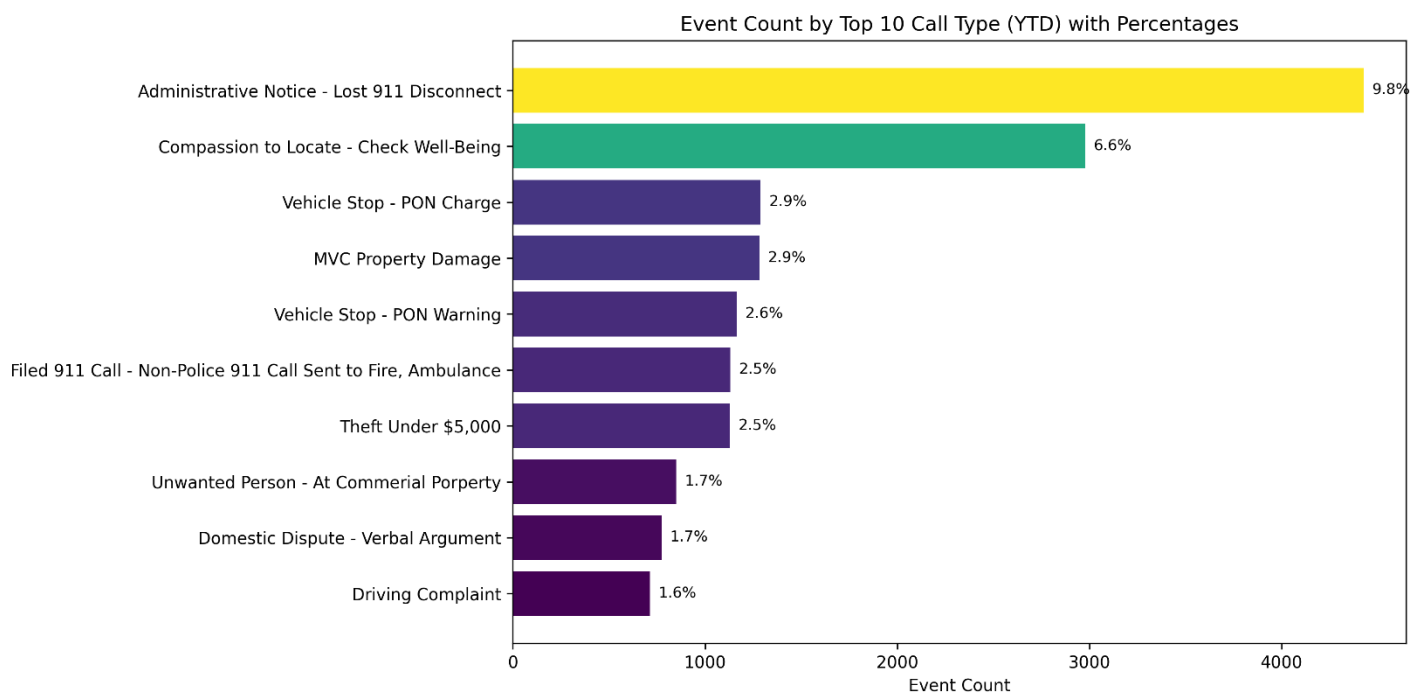


Calls For Service

YEAR	CALLS FOR SERVICE
2021	50,607
2022	52,806
2023	57,174
2024	54,831
2025	52,017 Projected Calls for Service in 2025

Source: ESCO Power BI

Calls for service rose from 50,607 in 2021 to a peak of 57,174 in 2023, then fell to 54,831 in 2024. The decline is expected to continue, with 52,017 calls projected for 2025.



Source: ESCO Power BI

Brantford Police continue to see a significant percentage of 'lost' or 'dropped' phone calls to the 9-1-1 emergency line. The majority of these instances occur when individuals mistakenly dial 9-1-1 and subsequently disconnect the call before speaking to an operator. This pattern is not unique to Brantford, and it reflects a broader trend affecting police services throughout the

province. We will be focusing on an educational campaign aimed at promoting the proper use of 9-1-1 through media channels to ensure community awareness.

Year to Date Statistics

Category	Oct 2025	Oct 2024	2025 YTD	YTD Hist. Avg	YTD % Difference
Break and Enters - Residential	16	9	116	212	-45.28%
Break and Enters - Commercial	5	8	96	121	-20.66%
Theft Under - Shoplifting	47	65	570	475	+20.00%
Theft Under - Theft from Vehicles	35	41	471	446	+5.61%
Theft Motor Vehicle	19	30	209	147	+42.18%
Violent Occurrences	238	270	2497	2485	+0.48%
Robbery Total	4	3	55	51	+7.84%
Assaults Totals	40	46	409	376	+8.78%
Offensive Weapons Total	13	18	90	107	-15.89%
Domestic Disputes Total	112	125	1235	1286	-3.97%
Domestic Others Total	61	70	643	560	+14.82%
Elder Abuse Total	2	1	9	6	+50.00%
Mental Health Total	76	73	729	705	+3.40%
Mental Health - Apprehended w. Order	8	12	87	80	+8.75%
Mental Health - Apprehended w/o Order	37	37	326	287	+13.59%
Unwanted Person Total	216	275	2635	2253	+16.96%
Proactive Occurrences					
Person Stops Total	48	80	648	902	-28.16%
Vehicle Stops Total	439	396	4722	5965	-20.84%

Residential break and enters increased slightly in October 2025 but remain below the historical average, while commercial break and enters are down. Shoplifting incidents dropped this October but are above the historical average for the year. Theft from vehicles and motor vehicle thefts show mixed trends, indicating potential shifts in patterns of local property crime.

The table shows that several categories experienced an increase over the previous period, including unwanted person and mental health related calls seeing percentage rises. Our Service continues to liaise with our partners at the Brantford General Hospital in an effort to minimize the amount of time officers spend at the hospital with individuals apprehended under the *Mental Health Act*.

Analysis of recent crime and incident statistics enables police to strategically adjust operational priorities. By closely monitoring fluctuations in different categories—such as break and enters, shoplifting, thefts, and calls related to unwanted persons or mental health— we are able to allocate resources and personnel more effectively.

Road Safety

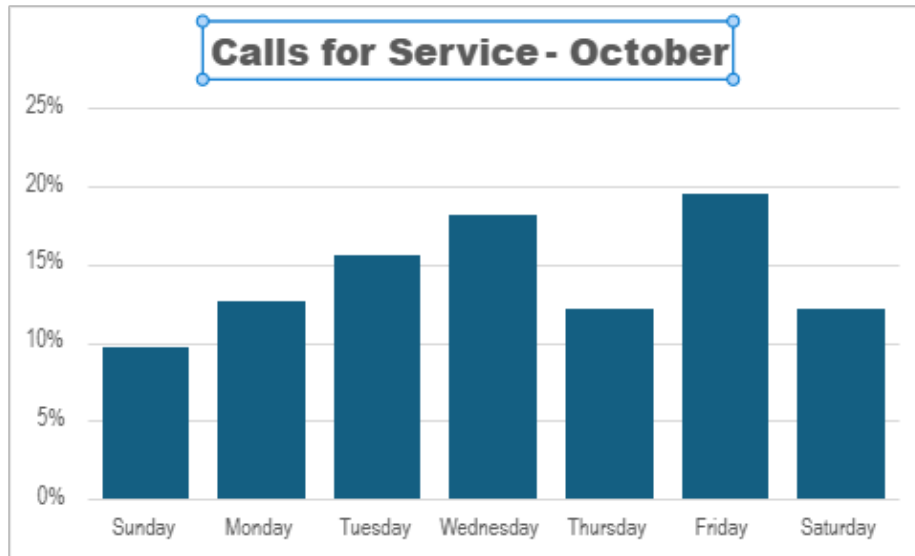
Category	Oct 2025	Oct 2024	2025 YTD	Hist. Avg YTD	YTD % Difference
MVC	268	283	2,490	1,980	25
MVC Property Damage	201	228	1,902	1,465	30
MVC Personal Injury	14	10	159	123	30
MVC Hit and Run	53	45	427	389	10
MVC Fatality	0	0	2	3	-33
Impaired Driver	15	18	192	284	-32
Driving Complaint - Total	127	125	1,292	1,122	15

Source: BI Applications eDashboards

Motor vehicle collisions (MVCs) have increased by 25% YTD compared to the historical average. Both property damage and personal injury MVCs have experienced a 30% increase YTD, highlighting not only the greater frequency of collisions but also the potential for more severe outcomes.

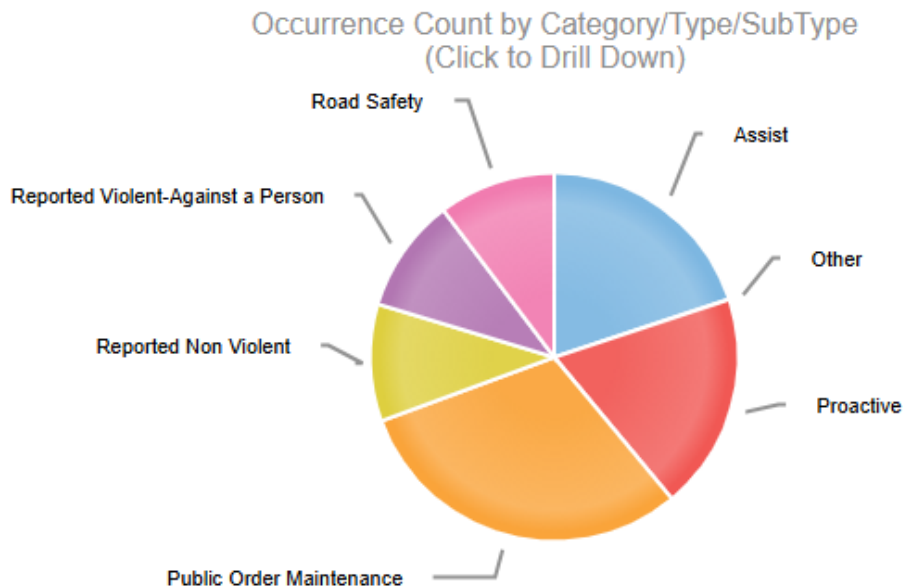
Impaired driving incidents have shown a notable decline, dropping by 32% YTD. This decrease may be attributed to effective enforcement, education initiatives, or shifts in community behaviour regarding impaired driving.

Zone 488/499 (Core Engagement & Response Team - CERT)



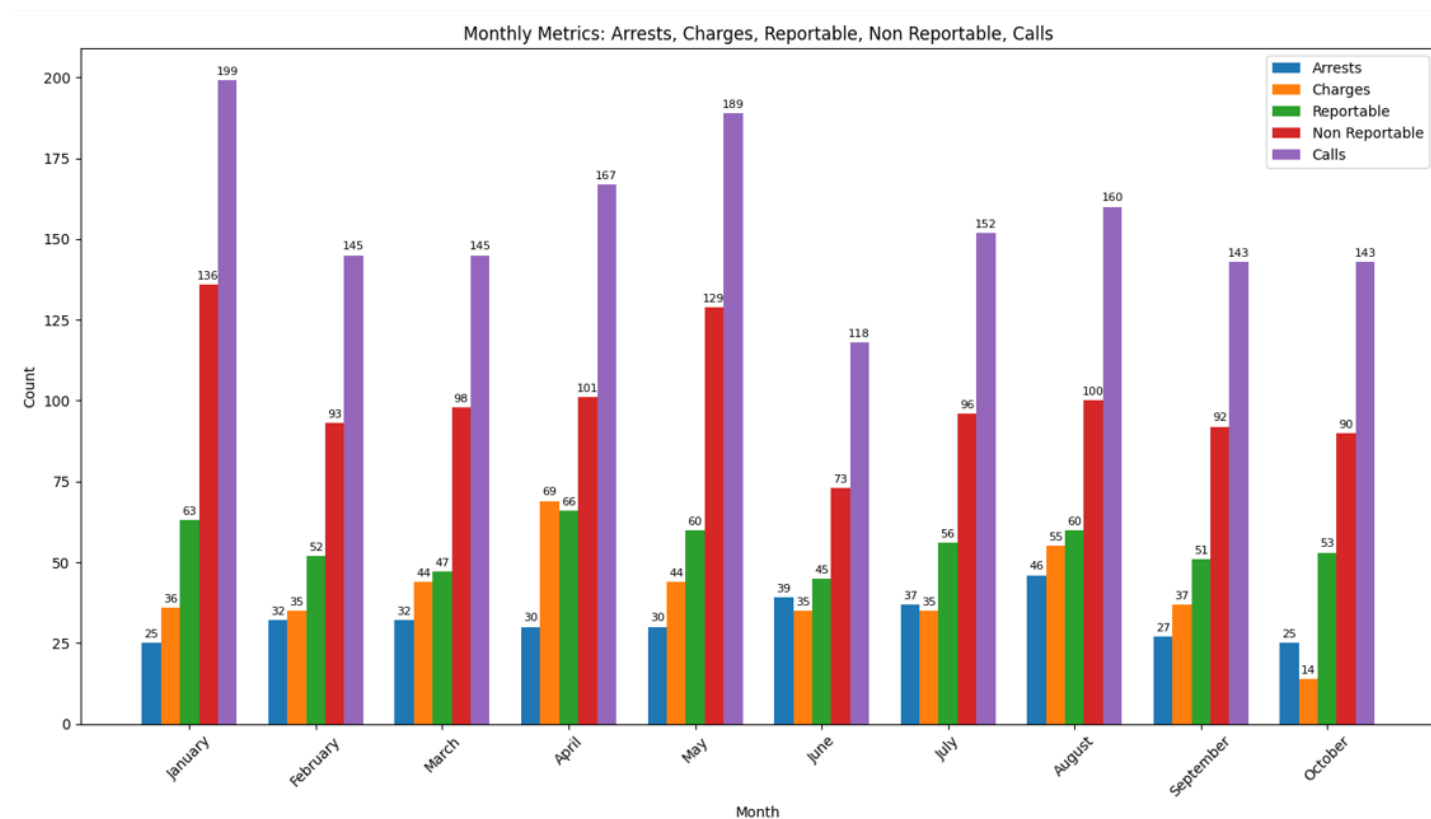
Source: BI Applications eDashboards

The highest number of calls occurs from Wednesday through Friday, with Friday representing the peak. In contrast, weekends, particularly Saturday and Sunday, experience significantly lower call volumes. This trend indicates that staffing should be concentrated during midweek and Friday shifts to match demand. It is important to note that the data does not differentiate between the types or severity of incidents. All calls, whether related to property damage, assaults, or other matters, are combined in the overall counts.



Source: ESCO Power BI

Most calls in the downtown area relate to public order maintenance and proactive activities, with fewer calls for violent incidents and road safety. This aligns with broader trends in Brantford, where public disorder calls have increased.



Resource Allocation and Strategic Focus (CERT)

Brantford Police will continue to concentrate CERT and patrol resources on midweek to Friday shifts in the downtown core. This approach aligns staffing levels with observed call volume trends, ensuring that adequate personnel are available during periods of peak demand.

Mental health call volumes remain high. Sustained outreach and support initiatives are crucial for continued responsiveness to mental health concerns throughout the community. Our Service collaborates with our community partners to support individuals experiencing mental health challenges.



BOARD REPORT

Date: November 5, 2025

To: Chair and Members
Brantford Police Services Board

From: Chief Jason Saunders

Subject: Project Bright Future

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PURPOSE:

To request approval from the Board regarding an upcoming holiday fundraising initiative known as "Project Bright Future".

BACKGROUND:

Lansdowne Children's Centre for child development is a highly accredited Children's Treatment Centre connecting families with local services, resources, and support. Their Mission is *Providing safe, accessible and quality family-centred services for infants, children and youth with physical, developmental and communication needs*.

Lansdowne recently announced that they are in the process of planning a new facility that will allow them to expand their services to our community, and they will be required to fundraise a portion of the cost of this facility. As the holiday season approaches, the Brantford Police Service will partner with Lansdowne to raise funds through "Project Bright Future."

From December 8, 2025 to January 2, 2026, when officers encounter members of the community during positive interactions, they will provide a handout that outlines the work of Lansdowne Children's Centre and encourage donations to help with the new facility.

The handouts are clear that citizens are in no way required to make a donation.

CONCLUSION:

Report Only.



BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Chief Jason Saunders

Date: November 17, 2025

Subject: Privacy Impact Assessments

PURPOSE:

To advise the Board of the requirements under the *Freedom of Information and Protection of Privacy Act* (FIPPA) and the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA).

BACKGROUND:

Under the regulations of MFIPPA, the Police Service Board is required to conduct privacy impact assessments (PIAs) whenever private information is collected or disclosed.

PIAs are expressly mandatory for all institutions subject to Part III of FIPPA as of July 1, 2025. Provincial institutions must complete a written PIA before collecting personal information to evaluate privacy and security risks and outline prevention and mitigation steps unless a regulatory exception applies.

The new PIA requirements apply to both recorded and unrecorded personal information. PIAs must be done in writing and contain, at minimum, the mandatory information set out in FIPPA, which includes:

- i. the purpose for collecting, using, or disclosing personal information and an explanation of why the personal information is necessary to achieve that purpose;
- ii. the legal authority that the institution is relying on to collect, use, or disclose the personal information;
- iii. the types of personal information to be collected and, for each type, how it is intended to be used or disclosed;
- iv. the sources of the personal information to be collected;

- v. the position titles of the institutions, officers, employees, consultants, or agents who will have access to the personal information;
- vi. any limitations or restrictions imposed on the collection, use, or disclosure of the personal information;
- vii. the period of time that the personal information will be retained by the institution;
- viii. an explanation of the administrative, technical, and physical safeguards that would be used to protect the personal information and a summary of any risks to individuals in the event of a theft, loss, or unauthorized use or disclosure of the personal information;
- ix. the steps to be taken by the institution to prevent or reduce the likelihood of a theft, loss, or unauthorized use or disclosure of personal information, and to mitigate risks to individuals in the event of such a privacy breach.

The Police Service has partnered with Vayle, a Canadian company specializing in privacy compliance, to ensure that all required PIAs are completed in Q1 of 2026.

CONCLUSION:

Report Only.



BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Acting Inspector Dave Disher

Date: November 04, 2025

Subject: Implementation and Distribution of Body-Worn Cameras

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RECOMMENDATION:

The Board receives this report as information/update only.

BACKGROUND:

In the fall of 2023, the Brantford Police Service initiated a project in partnership with AXON to implement body worn cameras and in-car cameras across our service. This collaborative effort aimed to enhance transparency, accountability, and officer safety by leveraging the latest technology in evidence collection and management.

The first step was creating a digital evidence platform to store all digital evidence for the service including body-worn cameras and in-car cameras. In partnership with the Solicitor General, Evidence.com was created for all police services in Ontario. This is an online portal that secures and stores all digital information in the cloud, ensuring data integrity and accessibility for authorized personnel.

The next step was to create an auto-tagging system specific to the Brantford Police Service that would tag the videos with the proper incident number as the dispatchers created the calls for service through CAD. This auto tagging would also communicate with our records management system, evidence.com, the body-worn cameras and in-car cameras to determine what calls the recordings are saved under by incident number. By integrating these systems, we ensured that video evidence is automatically categorized and linked to the correct case files, streamlining workflows and supporting accurate record-keeping. This approach enhances operational efficiency and reduces the risk of misfiled or missing evidence.

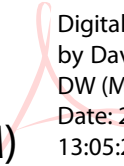
The rollout began with a pilot phase involving select frontline officers, which allowed us to assess operational impacts and gather valuable feedback. Based on the positive outcomes and lessons learned, a phased implementation plan was developed to extend camera deployment to all front-line members. Ongoing training sessions were provided to ensure officers are proficient in camera usage, evidence uploading, and privacy protocols. This approach has facilitated a smooth transition and maximized user acceptance

To date, 130 officers have been issued body worn cameras, and 19 out of 32 vehicles in our fleet have been equipped with in-car cameras. It is anticipated that the remainder of the vehicles will be outfitted as additional funding becomes available, with future grants being pursued to offset the ongoing monthly costs associated with the program.

While only frontline officers are currently equipped with body worn cameras, all sworn members of the Brantford Police Service utilize Evidence.com for digital evidence collection and case management. Both the cameras and the Evidence.com platform have proven to be extremely beneficial for officers and supervisors, improving the efficiency of evidence handling and supporting effective oversight of police operations.

In summary, the implementation of body worn and in-car cameras, alongside the Evidence.com platform, marks a significant advancement for the Brantford Police Service in fostering transparency and accountability. As we continue to expand this program and seek additional funding, our commitment to leveraging innovative technology will further enhance public trust, officer safety, and the integrity of our operations. We appreciate the ongoing support from our members and community partners as we move forward with this important initiative.

David
Disher
DW (M)



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BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Inspector Kristen Bell-Samson, Administration

Date: November 18, 2025

Subject: November Financial Report

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RECOMMENDATION:

Report only.

PURPOSE:

To provide the year-to-date financial reports and overtime statistics.

BACKGROUND:

Appendix A – Auction Proceeds Trust Account for the period ending November 14, 2025
Appendix B – Police Seized Currency Trust Account for the period ending November 14, 2025
Appendix C – Variance Report estimated to November 12, 2025.
Appendix D – Monthly Overtime Report current to October 31, 2025

Appendix A - Auction Proceeds Trust Account (TF0706)			
For the period ending November 14, 2025			
2024 ending balance			\$ 76,798.47
Revenue			
Auction Net Proceeds - as per policy #07-01(132016.67590)			
	February	388.98	
	May	1,927.45	
	June	311.72	
	July	243.53	
Total Auction Net Proceeds			2,871.68
Investment Income earned (TF0706.43410) as of Sept			3,090.92
Found money - as per policy #91-04 (132001.43722)			
	February	846.92	
	March	80.05	
	April	122.15	
	May	46.30	
	June	100.00	
	July	140.90	
	August	564.80	
	September	85.80	
	October	255.71	
	November	60.45	
Total Found Money			2,303.08
Total Revenue			8,265.68
Expenditures (132016.45115)			
Date	Sec.	Description	
Approved			
23-Jan-25	3.5	Auction Proceeds Account - Request for Funds – 2025 Special Olympics Summer Provincial Games Sponsorship	2,095.77
23-Jan-25	3.6	Auction Proceeds Account – Annual Contribution – Children’s Safety Village as per 2025 budget	10,000.00
27-Mar-25	3.4.1	Auction Proceeds Account – Request for Funds - Brantford Police Association/Charity Golf Tournament – June 13, 2025	2,000.00
27-Mar-25	3.4.3	Auction Proceeds Account - Request for Funds – CAA Safety Patrol Program	1,500.00
18-Sep-25	3.2.1	Auction Proceeds Account - Request for Funds – Donation to Ride to Remember 2025 / Police Memorial Event – September 24-28, 2025	250.00
18-Sep-25	3.1.3	Auction Proceeds Account - Request for Funds – Long Service Recognition Program Re 2023 & 2024 Budget Year	5,775.00
23-Oct-25	3.1.2	Auction Proceeds Account - Request for Funds – Handbags for Hospice – November 13, 2025	500.00
23-Oct-25	3.2.2	Auction Proceeds Account - Request for Donation to Assist Cancer Patients	500.00
23-Oct-25	3.4	Auction Proceeds Account - Request for Funds – Thank A Vet Luncheon – November 1, 2025	500.00
Total Expenditures as approved by board motion			23,120.77
Balance at November 14, 2025			\$ 61,943.38

Appendix B - Police Seized Currency Trust Account (TF0707)

For the period ending November 14, 2025

2024 ending balance	\$ 61,654.97
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2025 Deposits:

Deposit date:	Incident #	Date Seized	Amount	Notes
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Disbursements:

Total balance as at November 14, 2025	\$ 61,654.97
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Year End Budget Variance Report

Estimated as at November 12th, 2025

Appendix C

YTD Budget % **88%**

Brentford Police Service	Annual		YTD	Available Balance	% Rec'd/Spent	Comments (YTD)	Year End Variance
	Budget	Projected	Budget Actual				
Revenues	A		B	A-B	B/A		
Grants and Subsidies	\$ 3,461,699	\$ 3,596,210	\$ 3,062,272	\$ 1,460,170	58%	The YTD revenue (69%) is less than anticipated (88%) due to most of grants (YTD portion) has not been received yet	\$ 134,511
Fees and Services Charges	\$ 1,128,000	\$ 861,551	\$ 997,846	408,911	64%		-\$ 266,449
Other Operating Recoveries	\$ 1,759,911	\$ 2,238,453	\$ 1,556,844	77,732	96%		\$ 478,542
Total Revenues	6,349,610	6,696,214	5,616,963	1,946,813	69%	Overall, revenues are estimated over the budget targets by \$347K at YE	346,604
Expenses							
Wages and Benefits	50,730,682	\$ 48,149,901	\$ 44,877,142	\$ 9,197,379	82%	The YTD Actual (83%) is slightly less than anticipated (88%) mainly due to wages & benefits saving from YTD vacancies appeared	2,580,781
Overtime Costs	2,006,000	\$ 3,366,125	\$ 1,773,654	83,234	104%		- 1,361,125
Other Labour Costs inc. EAP & Recruitment etc	389,958	\$ 389,958	\$ 344,963	197,377	51%		-
Goods incl. Material, Supplies, Hardware, Equipment & Furniture etc	988,457	\$ 1,436,426	\$ 869,981	120,531	88%		- 452,969
Training - Conference&Courses&Other	409,759	\$ 472,504	\$ 362,479	89,267	78%		- 62,745
ESCO (Emergency Services Cooperative of Ontario, rebranded from PRIDE)	1,262,797	\$ 1,451,231	\$ 1,117,090	204,374	84%		- 188,434
Services - Professional	288,200	\$ 283,200	\$ 250,523	70,577	75%		-
Security Service	354,340	\$ 240,883	\$ 313,455	113,857	68%		113,457
IT - Computer Software & Hardware License, R & M, Internet, Telephone, Cell phones & Other	1,499,789	\$ 1,824,777	\$ 1,326,736	444,505	70%		- 324,988
Facilities & Fleet R & M	808,013	\$ 958,764	\$ 714,781	194,763	76%		- 150,751
Lease & Rent incl. Equipment	721,791	\$ 754,728	\$ 638,507	37,064	95%		- 32,937
Property & Vehicle							
Inter-departmental Charges	16,523	\$ 16,523	\$ 14,617	16,723	-1%		0
Operating Financing	1,300,000	\$ 1,300,000	\$ 1,150,000	-	100%		-
Total Expenses	60,765,309	60,645,018	53,753,927	10,598,182	83%	Overall, expenditures are estimated under budget by \$120K	120,291
Total Net Expenditure	\$ 54,415,699	\$ 53,948,804	\$ 48,136,965	\$ 8,651,369	84%	Net Budget is estimated in a surplus of \$467K at year end	\$ 466,895

Appendix D - Monthly Overtime Hours Report October, 2025

Below is an overview of monthly overtime report from January to October 2025. Business units that have been highlighted show an elevated level of overtime hours (10-Month Average) >15 hours/FTE/Month, relative to the number of full-time employees in that business unit.

BU Numb	BU Name	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Average (10-Month)	Head Count (FTE)	Average/ Head Count
132000	POLICE DEPARTMENT ADMIN													
132002	CANINE UNIT	66.50	44.25	32.45	-	62.25	111.75	76.50	164.88	33.00	17.25	64.31	3.00	21.44
132003	EMERGENCY RESPONSE TEAM					-		-				-	6.00	13.69
132005	COMMUNITY SAFETY&CRIME PREVENT	46.75	80.00	66.38	76.25	202.50	132.25	7.50	108.38	76.50	25.75	82.13	4.00	0.94
132007	INFORMATION TECHNOLOGY SYSTEMS				-	6.00		6.00	12.00	-	13.50	3.75	4.00	7.23
132010	COURT SECURITY	183.00	256.13	201.13	225.00	184.88	206.46	100.50	153.63	117.13	108.00	173.58	24.00	
132014	SCHOOL SAFETY PROGRAM				-	-		-	-	-	-	-	1.00	-
132023	POLICE FACILITY MAINTENANCE	12.00	20.00	3.75	26.50	8.00	3.75	15.50	9.25	20.00	8.00	12.68	4.00	3.17
132024	POLICE FLEET MANAGEMENT				-	-	1.50	-	-	-	6.38	0.79	1.00	0.79
132120	CORPORATE COMMUNICATION	20.50		2.63	14.63	4.88	9.75	1.50	6.00	-	-	5.99	1.00	5.99
132130	HUMAN RESOURCES				-	-		-	-	-	-	-	2.00	-
132131	RECRUITING		3.00		-	-	4.50	3.00	15.00	-	15.00	4.95	2.00	2.48
132140	BPS SPECIAL PROJECTS	245.50	296.50	262.25	280.25	255.25	189.75	138.25	356.25	278.75	323.75	262.65	8.00	32.83
132200	DEPUTY CHIEF				-	-		-	-	-	-	-	2.00	-
132300	INSPECTOR - ADMIN				-	-		-	-	-	-	-	1.00	-
132310	FINANCE				-	-		-	-	-	-	-	3.00	-
132400	OPERATIONS												1.00	-
132410	PLATOON A	531.75	452.50	379.88	551.88	582.88	694.88	551.75	743.63	361.88	355.29	520.63	28.00	18.59
132411	PLATOON B	581.88	697.63	647.88	487.63	604.50	950.50	739.13	1,175.58	605.50	759.50	724.97	27.00	26.85
132412	PLATOON C	429.25	406.48	352.88	565.88	384.88	573.13	610.13	743.50	426.38	491.88	498.44	28.00	17.19
132413	PLATOON D	521.38	502.25	596.50	586.25	694.50	668.00	426.75	653.63	380.38	518.83	553.87	28.00	19.78
132414	CORE ENFORCEMENT RESPONSE TEAM	48.50	35.13	15.75	64.75	23.75	14.25	12.38	108.00	65.75	47.25	43.55	4.00	10.89
132415	ALTERNATIVE RESPONSE UNIT (ARU)	6.00		1.50	16.50	4.00		-	1.50	1.50	5.00	3.60	8.00	0.45
132416	TRAFFIC	184.50	150.25	172.25	88.25	142.75	139.00	219.75	104.00	81.00	107.75	138.95	7.00	19.85
132417	OUTWARD FACING	56.50	35.88	61.50	98.23	71.25	18.75	68.13	77.50	50.00	22.25	56.00	8.00	7.00
132430	TRAINING	175.75	139.50	149.25	81.75	132.25	53.63	165.00	200.50	112.50	179.00	178.91	6.00	23.15
132510	CRIMINAL INVESTIGATION	51.50	7.75	75.00	49.00	32.25	18.00	26.25	13.00	-	3.00	27.58	3.00	9.19
132510	CHILD ABUSE/SEXUAL ASSAULT	114.50	76.00	35.25	100.00	162.00	193.50	202.04	98.00	24.00	61.75	106.70	6.00	17.78
132511	DOMESTIC VIOLENCE	72.50	56.38	67.00	119.38	325.50	274.88	252.50	223.25	44.25	165.92	160.15	8.00	20.02
132512	FORENSIC IDENTIFICATION	100.00	144.38	138.75	120.50	123.48	84.09	128.88	186.88	42.50	111.45	111.45	5.00	22.29
132513	CRIME ANALYSIS	63.00	36.00	73.50	12.00	75.00	35.25	45.00	86.00	12.00	37.00	47.48	1.00	47.48
132514	FRAUD	117.50	31.00	29.00	-	6.75		31.50	19.50			23.53	1.00	23.53
132550	MAJOR CRIME	146.75	106.13	189.50	225.75	173.75	119.75	148.75	214.00	19.00	127.25	147.06	5.00	29.41
132551	HIGH RISK/REPEAT OFFENDER	32.00	36.00	5.63	18.75	2.50	42.00	12.00	38.00	-	-	18.69	2.00	9.34
132552	INTERNET CHILD EXPLOITATION	9.50	12.00	32.75	18.75	9.00	34.75	10.50	88.97	60.50	-	27.67	6.00	4.61
132553	CRIMINAL INTELLIGENCE UNIT	68.25	82.50	137.00	166.75	79.25	1.50	102.50	339.75	53.00	22.50	105.30	9.00	11.70
132554	DRUG FIREARMS ENFORCEMENT UNIT	48.75	108.00	214.75	69.75	152.75	48.00	170.00	641.25	170.75	204.25	182.83	7.00	26.12
132600	QUALITY ASSURANCE				-	-		-	-	-	-	-	1.00	-
132610	COMMUNICATIONS	851.00	811.25	888.63	724.63	669.38	811.25	1,004.25	663.00	642.50	610.63	767.65	22.00	34.89
132640	PROFESSIONAL STANDARDS				-	-		-	-	-	-	-	2.00	-
132650	RECORDS	100.75	213.00	373.50	315.50	199.00	341.50	294.00	266.00	71.25	99.50	227.40	32.00	7.11
132670	EVIDENCE MANAGEMENT				-	-		-	6.00	-	-	0.60	3.00	0.20
Total - Current Year		4,885.75	4,839.65	5,205.20	5,138.73	5,384.11	5,766.30	5,569.92	7,516.80	3,750.21	4,381.17	5,243.80		
Total - Last Year		4,842.63	5,485.00	3,638.63	4,036.75	4,716.29	4,586.00	6,022.53	4,125.48	5,161.48	6,779.75	4,939.45		
Difference		43.12	-645.15	1,566.58	1,101.98	667.82	1,180.30	-452.62	3,391.33	-1,411.28	-2,398.58	304.35		



BOARD REPORT

To: Chair and Members
Brantford Police Services Board

From: Inspector Kevin Reeder

Date: November 18, 2025

Subject: Report on Section 81(1) Investigation (SIU)
(SIU# 25-OFP-261)

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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 July 1, 2025, at 6:54AM, the Brantford Police Service received a report of a male with a knife waving it at citizens at the corner of Henry Street and Wayne Gretzky Parkway, in the City of Brantford.

Brantford Police Officers arrived on scene and were able to locate the subject walking away from the area. The two officers exited their police cruisers and began callouts to the suspect ordering him stop. The suspect was non-compliant and kept walking southbound. Due to the threat of the suspect having a knife, one officer drew a service firearm and kept it in a safe and ready position while in pursuit of the suspect. A second officer unholstered his CEW (conducted energy weapon) and pointed it in the direction of the suspect.

After trailing the suspect approximately 50 feet, he stopped and turned around to face the officers. One officer pointed a service firearm at the suspect and issued a police command to get on the ground with his hands outward. The second officer had a CEW aimed at the suspect issuing the same command, informing the suspect that he would be tasered if he did not comply.

The suspect was uncooperative with police and he had an aggressive, unfazed, 1000 yard stare directed at the officers. He had a bladed stance, as if he was ready to engage physically with police. There was no indication that the suspect was going to comply with their orders.

A third officer arrived and was a member of the Emergency Response Team. He exited his cruiser armed with an ARWEN (Anti-Riot Weapon Enfield), a less-lethal use of force option. The suspect took a step towards the officers and the ARWEN was deployed, striking the suspect in the midsection area with a rubber baton. Upon impact of the ARWEN deployment, the suspect bent over at the waist and officers were able to gain control of the suspect.

The suspect was searched incident to arrest, and officer's located a foldable knife in his right front pocket. Nothing else of consequence was found on his person. The suspect was given medical attention from Paramedics on scene and was transported to the hospital. The suspect was eventually cleared medically and transported to the Brantford Police Station to be held for a bail hearing.

The SIU was contacted due to the ARWEN deployment and invoked their mandate to investigate the incident.

On his assessment of the evidence, SIU Director Joseph Martino determined that the force used by police was legally justified stating:

"The officer had reason to believe that the Complainant was armed with a knife and was prepared to use it. A hands-on engagement was off the table as it would unduly imperil the officers' lives and safety. In the circumstances, the use of a less-lethal weapon to temporarily distract the Complainant, allowing a safe opportunity for the officers to approach and take him into custody, was a reasonable option. In fact, the weapon had the intended effect, permitting the officers to arrest the Complainant without the infliction of serious injury. For the foregoing reasons, there is no basis for proceeding with criminal charges in this case."

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 issues or deficiencies with the force used by the officers or their response to this dynamic incident. However, the investigator found two violations involving policy and the *Special Investigation Unit Act*, after the subject was in custody.

First, following the notification to SIU, the officers continued to investigate the criminal offences relating to the subject waving a knife around. The officers seized surveillance video from a nearby business and interviewed witnesses. While the evidence collected by the officers did not directly relate or capture the ARWEN deployment on the subject itself, the actions did contravene section 18 of the *Special Investigations Unit Act* and Brantford Police Service policy designating the SIU as the lead investigative body. This authority gives the SIU investigators priority to interview witnesses and seize evidence before police. The intention of the officers was not to skirt the SIU investigation but rather to gain evidence to support the original criminal charges against the accused. Although their intentions were in good faith, they still violated the Act and policy. This appears to be a gap in training for frontline members and supervisors.

Secondly, one of the officers involved did not complete a use of force reports which was required by policy. Again, this appeared to be an oversight by relatively junior officers and supervisors and not an intentional act to mislead the SIU.

As a result, the Section 81 investigator recommended additional training for frontline officers and supervisors to ensure they understand their responsibilities involving use of force and SIU investigations. Informal corrective discipline will also be used to ensure compliance with policy and resolve misconduct.

**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.

Chair

Executive Assistant