NOTICE AND AGENDA

BROCKVILLE POLICE SERVICES BOARD

2026 10 27
1:30 pm

BROCKVILLE POLICE BOARDROOM

REGULAR AGENDA

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1. Call Meeting to Order
2. Adoption of Minutes
   - September 22, 2026 Pg. 1 - 2
3. Correspondence
   - Email from Robin T. Ward Pg. 3
   - Letter from Clayton Dunnington, Senior Director, Brockville Police Assoc. Pg. 4
4. Appointments
5. New Business
   - 2026 Auction Report Pg. 5
6. Unfinished Business / Outstanding Items
7. Reports
   - Chief's Report Page 6
   - Deputy Chief's Report Page 7 - 8
   - Statistical Reports Page 9 - 12
8. Adjournment

Minutes of the Committee Meeting of the Brockville Police Services Board Held on September 22, 2026

PRESENT: Chief M. Noonan, Deputy Chief A. Harvie, K. Yee (Chair), M. Kalivas, L. Journal, J. Earle, Inspector D. Boyd, Inspector L. Bennett, Jen Winmill, Michelle Merpaw, John Lawless Reporter, Graham Wight

ABSENT: S. Jodoin

CALL TO ORDER:

The Chair called the Open Meeting to order at 1:32 pm.

Moved by Member Earle
Seconded by Member Larry

That the minutes of June 23, 2026 Police Services Board meeting be approved.

CARRIED

CORRESPONDENCE:

Chief Noonan reviewed the correspondence from the residents of Victoria Road, response from Emily Wood, City of Brockville Procurement, Contracting and Risk Management Coordinator, regarding Member Journal's questions regarding indemnify for Board Members and from the Inspectorate of Policing.

Discussion regarding the replacement of Members Kalivas and Earle who will no longer be Council Members as of November 14, 2026.

Member Journal suggested that BPS Board send a letter to the Belleville Police Services board to lend support regarding the recent incident in Belleville.

Chair Yee noted that the Police Governance Ontario will utilize future meetings for training of Board Members.

APPOINTMENTS:

None

NEW BUSINESS:

Chief Noonan introduced the 2026 – 2030 Strategic Plan.

Moved by Member Earle
Seconded by Member Larry

That the 2026 – 20230 Strategic Plan be approved.

CARRIED

Member Journal inquired if anything needed to be done in preparation for the new Board Members. Chair Yee suggested that new members will be provided with the credentials to ensure that the required training is completed. Graham noted that the Roles and Responsibility training is mandatory to be completed before the November meeting and that the Thematic training must be completed within six months. Member Journal suggested that the end dates of Board Members be staggered. There was discussion that this may not be possible due to legislation. Mr. Wright suggested that the City Clerk be asked if the current Council Members on the board be required to stay on the board until they are replaced. Member Kalivas offered to have those discussions with the City Manager and City Clerk and report back.

UNFINISHED BUSINESS/OUTSTANDING ITEMS:

Chief Noonan reminded the Board about Facility Sub Committee and Record Check Sub Committee and hoped for activity within both committees. BPS participated in Open Doors and over 100 attended. Chief Yee hoped that the Facility Sub Committee keep championing the new Facility. Council has approved the future site of the station to be Employment Lands location. Chief Yee suggested that other locations be explored. Chief Yee believes that these sub committees can be comprised of citizens that are not Board Members and that should be considered. Member Earle suggested that Trillium be consulted to determine if they would consider leasing space to temporarily expand the parking lot. And that temporary office space could be rented. Chief Noonan suggested that the Board continue to advocate for a new building in a future City budget.

Lesley to remind board members of the member composition of both committees.

REPORTS:

Moved by Member Journal
Seconded by Member Kalivas

That the Chief's Report, Deputy Chief's report and Statistical Reports be received with the future reports to show the Criminal Record Check costs on a separate line.

CARRIED

Meeting adjourned at 2:30 pm

K. Yee (Chair)

L. White (Secretary)

From:
Sent: Friday, September 25, 2026 3:18 PM
To: Brockville Police Service <info@brockvillepolice.com>
Subject: THANK YOU :)

I called today about a fella who seemed to be struggling outside my office on Broad/Water street to ask BPD to check on him. He wasn't doing anything wrong he just seemed unwell and I didn't feel comfortable checking on him alone, I saw ppl walk past him but I think they all just thought he was a vagrant, but he did have a pretty fancy bike with him and was clean cut and well dressed. ANYWAY, your officers showed up within 10 or so minutes, treated the man with extreme kindness and dignity helped him lock up his bike as it was too large to fit in their vehicle, helped him get his belongings from the bike bag pockets and took him where he needed to be to get whatever help he needed.

I just want to thank you for being so quick to check on him and get him help. Even if he was intoxicated, he was struggling and he needed someone to help him … so big thank you to you and the officers today for helping him out and being so quick to follow through on my request. Have a great weekend!

Robin T. Ward

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Brockville Police Association

April Muldoon
President

Patti Murphy
Vice-President

Jeff Hepburn
Secretary

Dan Hall
Treasurer

Clayton Dunnington
Senior Director

Cameron Young
Senior Director

Delaney Hunter
Junior Director

Tyler Harrison
Junior Director

October 1st, 2026

Dear King Yee Jr. and Members of the Police Services Board,

It's that time of the year and the Brockville Police Association is once again hosting the Annual Kid's Christmas Party. As always, we extend the invitation to the members of the Police Services Board to attend the party and meet new members and their family in an informal and fun setting.

This year's party is hosted this coming Saturday, November 28th, from 9:30am-12:00pm at the Bethel Christian Reformed Church at 117 Windsor Drive. Our theme this year is "Brunch with Santa", and we have requested the Big Man attend between 10:00 and 11:00am to give gifts to our members' children, play in the gym space, as well as enjoy a hot and fresh brunch and invite you to do the same. The Association is asking the Board to donate a contribution to assist in offsetting the cost of the party. In years past, the Board has graciously donated $350, however we are accepting of any amount that is offered to cover the cost of the venue, gifts, and supplies for both a craft space as well as the brunch itself.

We appreciate your continued support to the Brockville Police Association, and to our children. We thank you in advance and wish you all a happy holiday season.

Sincerely,

Clayton Dunnington

Brockville Police Association

Senior Director

INTERNAL CORRESPONDENCE

To: Chief Noonan From: Brenda Herbison, Support Services

Date: June 19th, 2026

RE: 2026 POLICE AUCTION REPORT

The following articles were sold at the Brockville Police Auction held online through Marshall's Auction Services in Spencerville, during the week of June 11th – 16th, 2024.

Approximately 39 bicycles
Approximately 12 miscellaneous items

Advertisement: Brockville Recorder & Times press release, Brockville Police Service website and social media accounts, Lyndon Marshall Auction Service website/social media accounts and the Auction Fever website.

Total of Sales:	$1341.00
Expenses:	
Commission of 15%	$ 174.33
Labour	$ 294.38
Advertising	$ 15.00
Pick up fee	$ 120.00
Software Rental	$ 150.00
Total Expenses:	$ 753.71
Total Revenue	**$ 587.29**

This year was the 7th year the auction was held out of the City. I suggest we continue with Lyndon Auction Marshall Services for future, it is much more efficient, whether it is online or in person.

Respectfully submitted,

Brenda Herbison
Support Services Coordinator

INTERNAL CORRESPONDENCE

To: Chair King Yee
Brockville Police Services Board

From: Chief Mark Noonan

Date: Oct 19th, 2026

Chair and Members of the Police Services Board,

I am pleased to submit this report for your consideration regarding activities and initiatives of the Brockville Polic Services. The purpose of this report is to provide the Board with an overview of such activities and outline key findings and developments.

Over the preceding month, our senior team has continued to work on 2027 budget priorities, to present as efficient a budget as possible while ensuring adequate and effective policing.

Our Finance Department, along with the SMT and our grants consultant continue to pursue multiple grant opportunities to address various community policing challenges and mitigate budgetary pressures. These include Community Safety and Policing Grants, School Resource Officer Grant, Bail Compliance Grant, and a Border Integrity Grant. These grants offer some wage relief and capital purchasing opportunities.

Our Human Resources Manager and senior members have continued to run an on-going recruitment process for sworn and civilian positions as we plan for retirements in the new year. Staff have been busy with interviews and testing throughout the month.

Operationally, the Service has continued to experience a high volume of calls for service and challenges in addressing mental health and addictions in our community. These incidents can be resource intensive and time consuming. One recent intervention involved resources that included our MCRT Team, Emergency Response Team, negotiators, and the OPP TRU Team. We continue to address these matters as best we can and are currently exploring grant opportunities to enhance our responses to those suffering addictions and mental health challenges.

Respectfully submitted,

Mark Noonan
Chief

INTERNAL CORRESPONDENCE

To: Chair King Yee Jr.
Brockville Police Services Board

From: Deputy Chief Andrew Harvie

Date: September 11 – October 16, 2026

RE: Deputy Chief's Report to the Brockville Police Services Board

Overview

The reporting period from **September 11, 2026, to October 16, 2026** focused on recruitment, training, emergency preparedness, data reporting, and organizational planning. Significant attention was dedicated to the ongoing constable recruitment process, participation in training and professional development initiatives, and collaboration with municipal and policing partners on community safety and emergency management priorities.

September 11, 2026 – October 16, 2026

September 2026

- Participated in carbine training to maintain and enhance operational readiness and firearms proficiency.
- Continued Uniform Crime Reporting (UCR) coding, reporting, and quality assurance activities.
- Participated in Anti-Stigma Strategy Pilot Working Group meetings, supporting initiatives focused on mental health awareness and workplace wellness.
- Attended Senior Management Team meetings and contributed to discussions on organizational priorities and service delivery.
- Participated in Police Learning and Development Group meetings regarding training, professional development.
- Conducted interviews as part of the ongoing constable recruitment process.
- Participated in the Open Doors City Initiative and associated community engagement activities.
- Spoke at a community meeting, providing information on policing priorities and community safety initiatives.
- Attended a Brockville Police Services Board meeting and provided operational updates.
- The month concluded with annual leave.

October 2026

- Continued participation in the constable recruitment process through candidate interviews and selection activities.
- Participated in an emergency management exercise with City senior management, focused on strengthening coordinated response capabilities and organizational preparedness.
- Continued Uniform Crime Reporting (UCR) coding, reporting, and quality assurance activities.
- Attended the monthly Variance Meeting and reviewed organizational financial and operational performance.
- Participated in a Rotary Club meeting and engaged with community stakeholders regarding policing and community safety initiatives.
- Attended the Ontario Association of Chiefs of Police (OACP) Zone 2 meeting in Smiths Falls, participating in discussions on regional policing priorities, emerging issues, and collaborative initiatives.

Ongoing Priorities

- 2027 Budget development and approval process.
- Constable recruitment and selection process.
- Civilian staffing and succession planning initiatives.
- Community Safety and Policing Act preparedness and policy review.

Closing

This reporting period reflected continued progress toward the Service's operational and strategic priorities. Key activities included advancing recruitment efforts, participating in training and emergency management initiatives, maintaining reporting and compliance responsibilities, and strengthening relationships through community and policing sector engagement. These efforts support the Service's commitment to operational excellence, accountability, and community safety as we continue to address current and future organizational priorities.

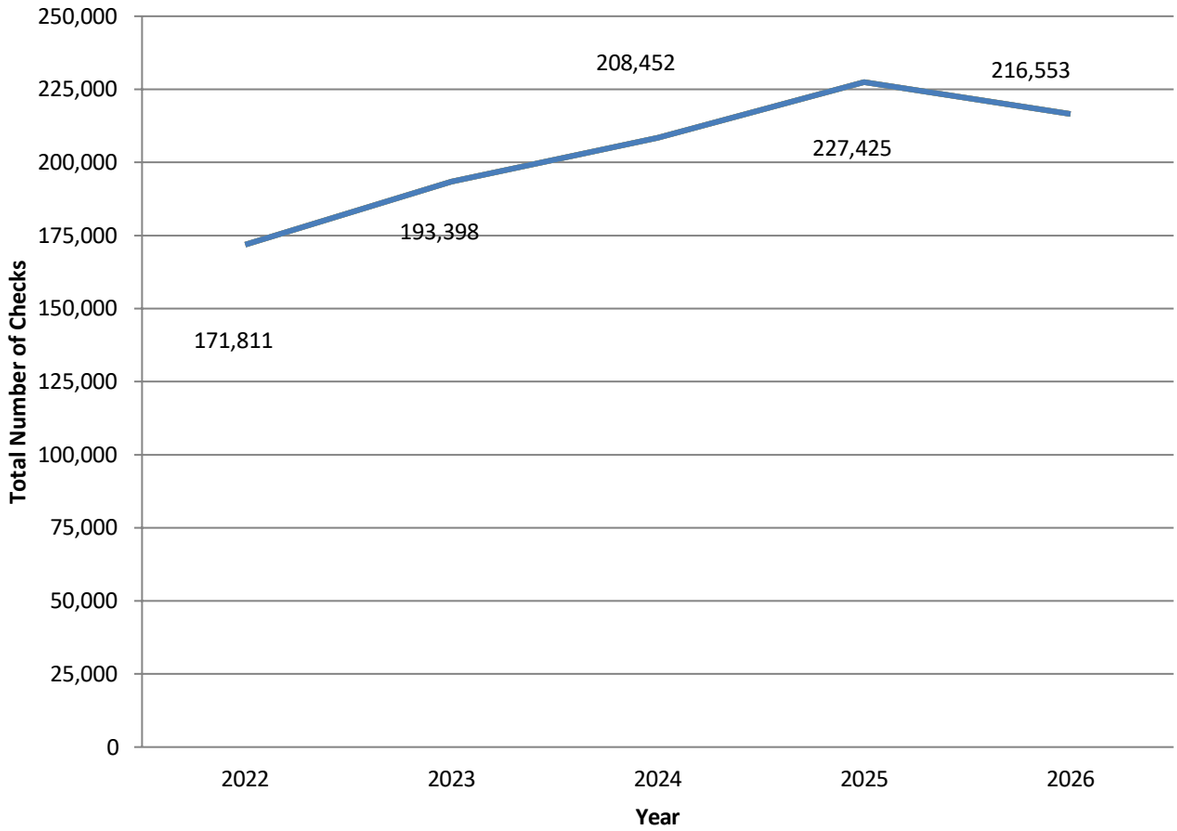
Respectfully submitted,

Andrew Harvie

Andrew Harvie

Criminal Record Check Department
Brockville Police Service
2026

Criminal Record Checks
January - September



Prepared by: Jennifer Winmill
Date: October 14, 2026

HUMAN RESOURCES - TRAINING AND LOSS TIME
September, 2026

Scheduled Hours	Training	Stats and 'Red' Time	Vacation
September	610	927	651
2026 Y-T-D	5097	8121	7138
2025 Y-T-D	6214	7727	7651

Unscheduled Hours - Illness / Injury	Uniform Sick	Civilian Sick	Uniform STD	Civilian STD	Long Term Disability	Modified Duties	WSIB
September	32	51	84	160	0	238	312
2026 Y-T-D	558	312	1840	320	0	1003	1654
2025 Y-T-D	717	313	404	14	0	248	0

Other Hours - Miscellaneous	Maternity / Parental	Bereavement	Other
September	180	14	45
2026 Y-T-D	230	164	197
2025 Y-T-D	0	229	397

	Total Hours
September	3,303
2026 Y-T-D	26,633
2025 Y-T-D	23,913

Prepared By: Michelle Merpaw
Date: October 15, 2026
Source: 2026 OSL Timekeeping & 2025 BPS Loss Time Report

Approved By:

OVERTIME ANALYSIS
2025 vs 2026
September

Division	2025			2026			Variance
	Total Overtime Hours Worked	Overtime Hours Paid Out	Banked Overtime Hours	Total Overtime Hours Worked	Overtime Hours Paid Out	Banked Overtime Hours	Total Hours Worked
Service Duties							
Administration	40	5	35	42.25	10.75	31.5	2
Support Services	400.5	147	253.5	685	479	206	285
Patrol Services	3319.5	2552	767.5	4142.5	3197.5	945	823
Investigations	696	545	151	870.75	635.75	235	175
Community Service	29	0	29	65	0	65	36
Court Duties							
Patrol Services	125	104	21	165	157	8	40
Court Services	106	68	38	155.75	79.75	76	50
Total	4,716.00	3,421.00	1,295.00	6,126.25	4,559.75	1,566.50	1,410.25

Overtime Budget

Budget Analysis	2025			2026			Variance
	Budget	Actual	% Expended	Budget	Actual	% Expended	
Service Duties	$227,000	$290,965	128.2%	$227,000	$394,722	173.9%	$103,756
Court Duties	30,000	9,060	30.2%	30,000	13,621	45.4%	4,561
Court Services	6,600	5,292	80.2%	6,600	9,507	144.0%	4,215
Recovery of Expense	-25,000	-37,638	150.6%	-25,000	-11,337	45.3%	26,301
Total	$238,600	$267,679	112.2%	$238,600	$406,513	170.4%	$138,833

Prepared by: Michelle Merpaw
Date: October 14, 2026
Source: OSL Timekeeping System

Approved by:

2026 Budget Summary
September

Brockville Police Service	Budget	AnticipatedG/L as of September 30	% of Budget Used	Projected Variance	% Projected Variance
Police Service - Operations					
Revenue	(2,462,281)	(1,713,799)	69.6%	(106,000)	
Expenses					
Human Resources	11,643,266	8,898,035	76.4%	(249,249)	
Materials and Supplies	761,771	562,181	73.8%	(55,449)	
Contracted Services	893,257	705,563	79.0%	(111,408)	
Total Police Service - Operations	10,836,013	8,451,980	78.0%	(522,106)	-4.8%
Court Service - Operations					
Revenue	(567,673)	(270,857)	47.7%	(27,759)	
Expenses					
Human Resources	981,036	719,852	73.4%	(8,703)	
Materials and Supplies	14,980	5,071	33.9%		
Contracted Services	3,000	181	6.0%		
Total Court Services - Operations	431,343	454,247	105.3%	(36,462)	-8.5%
Total - Operations	11,267,356	8,906,227	79.0%	(558,568)	-5.0%
Capital Maintenance	201,550	82,678	41.0%	52,010	25.8%
Capital Equipment	367,280	263,444	71.7%		0.0%
Total	11,836,186	9,252,349	78.2%	(506,558)	-4.28%

Prepared By: Jennifer Winmill
Date: 14-Oct-26
Source: City Financial System

Approved By: