



NOTICE AND AGENDA
BROCKVILLE POLICE SERVICES BOARD

2026 01 27
1:30 pm

BROCKVILLE POLICE
BOARDROOM

REGULAR AGENDA

1. Call Meeting to Order
2. Adoption of Minutes
 - December 2, 2025 Pg. 1
3. Correspondence
4. Appointments
 - Special Constable – Matt Smith and Cole Carter
 - Constable – William Black and Jenna Hayes
5. New Business
 - Homes Encampment Closures Report Pg. 3 - 10
 - Traffic Enforcement Review Pg. 11 – 13
6. Unfinished Business / Outstanding Items
7. Reports
 - Chief's Report Pg. 14
 - Deputy Chief's Report Pg. 15 - 16
 - Statistical Reports Pg. 17 - 19
8. Adjournment

**Minutes of the Committee Meeting of the Brockville Police
Services Board Held on December 2, 2025**

PRESENT: K. Yee (Chair), Member J. Earle, M. Kalivas, J. Earle, Chief M. Noonan, L. White, Board Secretary, Jen Winmill, Inspector Darryl Board, Michelle Merpaw, Ron Zajac (Recorder & Times), Inspector L. Bennett

ABSENT: Member S. Jodoin, Member L. Journal, Deputy Chief A. Harvie

CALL TO ORDER:

The Chair called the Open Meeting to order at 1:28 pm

Chair Yee noted that he attended the OPSBA Labour meeting with Michelle Merpaw and Lindsay Armstrong, Manager of Human Resources, City of Brockville.

Moved by Member Kalivas

Seconded by Member Earle

That the minutes of the Regular meeting of the Brockville Police services September 23, 2025 and October 8, 2025 be approved.

CARRIED

Correspondence

Moved by Member Earle

Seconded by Member Kalivas

That the request Brockville Police Association for a \$350.00 donation to the Police Services Association for the Annual Children's Christmas Party be approved

CARRIED

Reports

Motion by Member Kalivas

Seconded by Member Earle

THAT the following administration reports be received:

Chief's Report

Deputy Chief's Report

Training and Loss Time

Overtime Analysis

Budget Summary

Crime Statistical Report

CARRIED

Meeting adjourned at 1:57 pm.

K. Yee (Chair)

L. White (Secretary)



Homeless Encampment Closures Report

**Salvation Army - 175 First Avenue
Career Services – 89 Hubbell Street
Brockville, ON
October 1, 2025**

Prepared by: Insp. Darryl Boyd

Collaborative Response to Unhoused Encampments in Brockville

Vulnerable individuals experiencing homelessness have occupied parcels of land behind The Salvation Army (175 First Avenue) and Career Services (89 Hubbell Street) in Brockville. These encampments, located in wooded areas, have varied in size, with an estimated 15 occupants at The Salvation Army site and 8–10 at Career Services. Both locations also experience a fluctuating number of transient visitors, at times doubling the number of people present.

Many of the individuals residing in these encampments face challenges related to mental health and/or substance use. Over time, the encampments expanded, raising serious concerns regarding public health, fire safety, and community well-being. Accumulations of garbage, suspected stolen property, and frequent disturbances, including incidents of violence, have disrupted the peace of nearby residents and posed safety risks to both the unhoused individuals and the surrounding community.

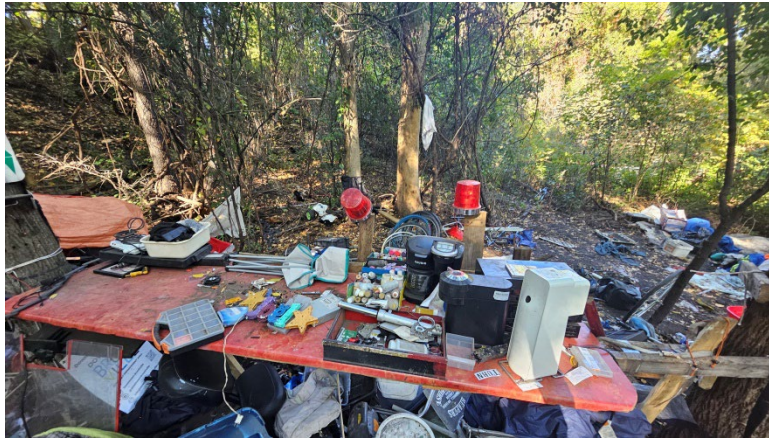
In response to these concerns, community partners agreed that coordinated action was necessary. Recognizing the sensitivity of the situation, scheduled visits were conducted over a period of more than two weeks. Representatives from The Salvation Army, Career Services, United Counties of Leeds and Grenville, John Howard Society, Lanark Leeds Grenville Mental Health and Addictions, and Brockville Police visited the encampments multiple times per week. Various forms of assistance were offered to those willing to accept support, and the closure date was clearly communicated and posted.

On the agreed-upon closure date of October 1st, police officers and community partners attended both sites. Their approach prioritized safety, patience, and professionalism. Occupants were given time to gather their remaining belongings and were encouraged to leave voluntarily. Although the process was lengthy, both encampments were successfully cleared without incident, and property managers have begun the cleanup process. The condition of the sites was severe, and the burden of cleanup is significant. It is labour intensive and very costly as reflected in the attached photographs.

This effort exemplifies strong collaboration among community partners. The dedication of officers and outreach workers deserves recognition for their empathetic and professional approach in seeking the best possible outcomes. Notably, the operation was completed without any arrests, and despite the emotional toll, it is widely regarded as a successful resolution for the property owners.

Inspector Darryl Boyd

Career Services – 89 Hubbell Street





The Salvation Army – 175 First Avenue











Enhanced Traffic Enforcement Review 2025

Submitted by: Inspector Darryl Boyd

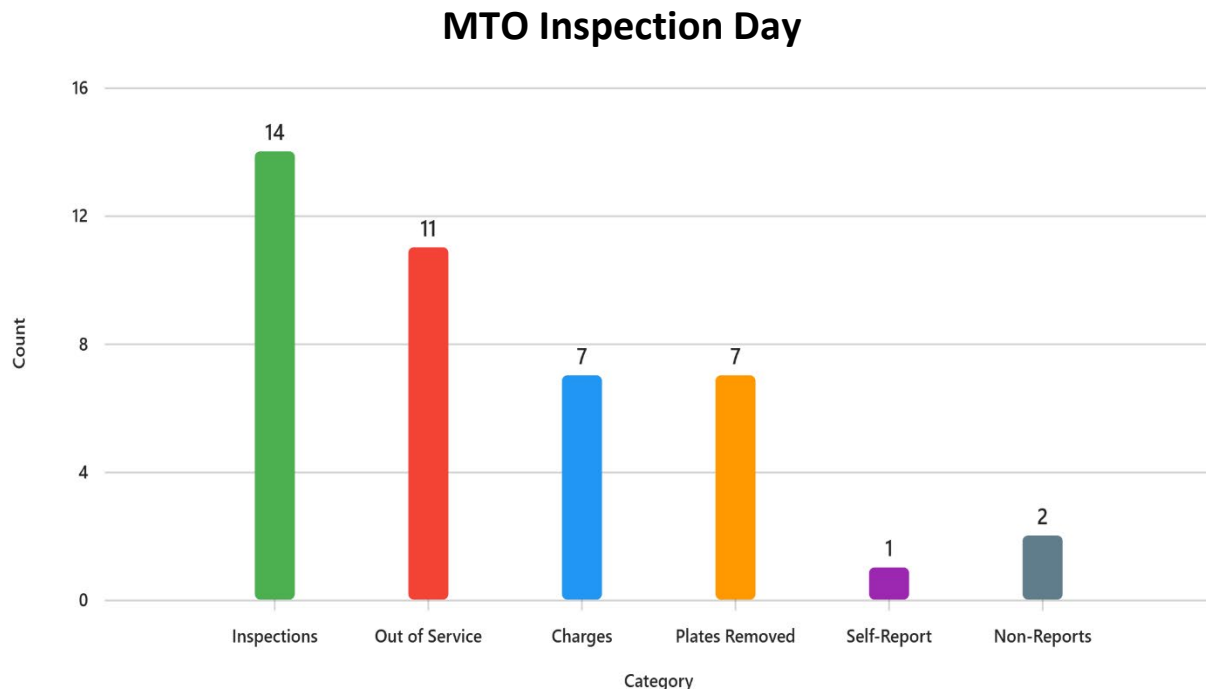
Traffic Enforcement Review 2025

The Brockville Police Service remains committed to enhancing road safety and reducing traffic related incidents within our community. This initiative focuses on proactive traffic enforcement strategies designed to address high-risk behaviors, improve compliance with traffic laws, and promote safer streets for all those on and near our roadways. Through targeted enforcement, education, and collaboration with community partners, we aim to create a measurable impact on public safety in our community.

Implementation:

Throughout the year, officers took on duties to contribute to this goal. Constable Cam Young organized an inspection blitz with the Ministry of Transportation Ontario (MTO), on August 15th. Also, Constable Klassen was periodically scheduled to focus on traffic enforcement. As part of standard practice, Constable Klassen was assigned up to two shifts per month to keep current and maintain his proficiency in his policing duties. This approach was taken because, as a part-time Constable, there were periods when he was not regularly scheduled for shifts. In 2025, it was decided to focus these assigned shifts to traffic-focused shifts; which 21 enforcement shifts were scheduled. This resulting in over 280 traffic related charges issued. This is an enhancement “*over-and-above*” traffic enforcement accomplished by general patrol officers during regularly scheduled shifts.

The following are the measured results:

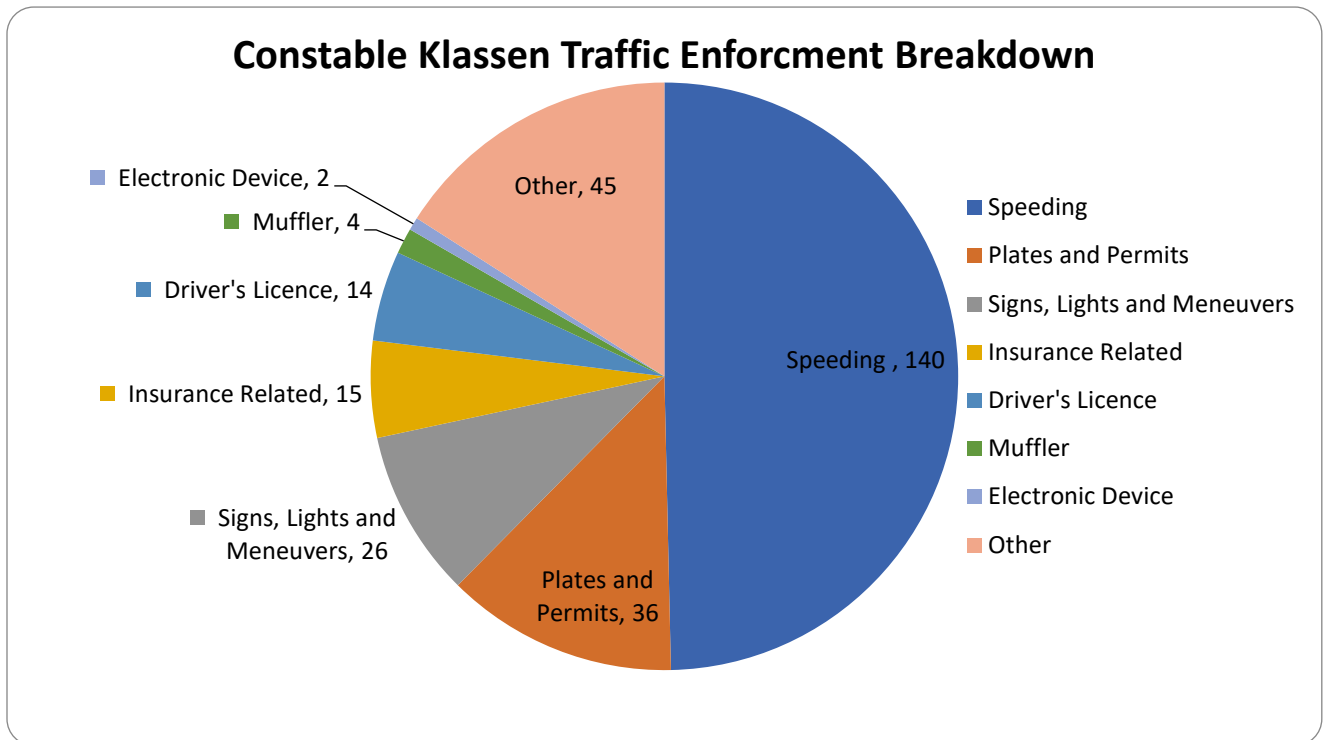


Self-Reports – Attending a scheduled inspection after notice of inspection is served

Non-Report – Failing to report to scheduled inspection after notice of inspection is served

Constable Klassen Traffic Enforcement

Below is a clearer view of the traffic enforcement performed by Constable Klassen throughout the year. It is important to note that a significant amount of this enforcement was focused on Community Safety Zones.



Other – Includes charges related to commercial motor vehicles, CVOR, transportation logs/papers, unsafe vehicles and loads, etc...

Conclusion:

Brockville Police Service remains committed to enhancing compliance with traffic laws and promoting road safety. Constable Paul Klassen's proactive approach has made a significant impact on community safety, while Constable Cam Young's collaborative efforts with our road safety partners, not only improve traffic safety but also strengthen enforcement relationships. Both Constable Klassen and Constable Young deserve recognition for their self-motivation, dedication, and passion for traffic enforcement and road safety.

Inspector Darryl Boyd



INTERNAL CORRESPONDENCE

To: Chair King Yee
Brockville Police Services Board

From: Chief Mark Noonan

Date: Jan 16th, 2026

Nov 19 th	City SMT
Nov 25 th	Flag raising Anti Violence Coalition
Nov 28 th	Monthly My FM interview
Dec 2 nd	My FM interview Bail Reform Board Meeting: Budget
Dec 3 rd	City SMT
Dec 5 th	National Day of Remembrance Wall St United Church
Dec 6 th	Christmas Parade
Dec 9 th	OPTIC Governing Body Meeting Toronto
Dec 16 th	Hyundai re Boys and Girl's Cub Announcement
Dec 17 ^h	Recruit Graduation Cornwall
Dec 19 th	Salvation Army Kettle, Monthly Radio Interview
Dec 24 th	Bruce Wylie Show
Jan 2 nd -8 th	Vacation
Jan 9 th	Board Meeting Budget
Jan 14 th	City SMT, Budget Presentation

Further initiatives: On going Policies and Procedures Review with Consultant
Criminal Records Client liaising
Inspectorate of Policing Questionnaire
Strat Plan Consultation with Queens Business School
Budget Development

Respectfully submitted,

Mark Noonan
Chief



INTERNAL CORRESPONDENCE

To: Chair King Yee Jr.
Brockville Police Services Board

From: Deputy Chief Andrew Harvie

Date: November 21, 2025 – January 16, 2026

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

Nov 21 – FSET

Nov 24 – Teams Meeting with FSET

Nov 25 – Tourism Symposium

Nov 26 – Variance meeting

Nov 27 – Meeting with Association

Dec 6 – Christmas Parade

Dec 8 – Special Constable Exam

Dec 9 – Peer support (Trillium Health and Homewood)

Dec 10 – City SMT

Dec 11 – SMT meeting

Dec 14 – Retired Member Mitchell Celebration of Life

Dec 15 – UCR

Dec 17 – Pancake Breakfast Westminster School

Dec 22 – Structure Fire Pearl Street

Jan 2 – MOU for MCRT

Jan 7 – Teams Warrior Health

Jan 8 – Webinar HR Performance Management

Jan 12 – Disclosure Protocol meeting

Jan 12 – Teams Meeting Rotary committee

Jan 14 – Police Learning and Development

Jan 15 – MHCR online portion

Respectfully submitted,

Andrew Harvie

Andrew Harvie



**2025 Budget Summary
December**

Brockville Police Service	Budget	GL Anticipated as of December 31	% of Budget Used	Projected Variance	% Projected Variance
Police Service - Operations					
Revenue	(2,240,909)	(2,496,227)	111.4%	255,318	
Expenses					
Human Resources	10,910,181	11,184,705	102.5%	(274,524)	
Materials and Supplies	612,019	654,254	106.9%	(42,235)	
Contracted Services	729,270	647,475	88.8%	81,795	
Total Police Service - Operations	10,010,561	9,990,207	99.8%	20,354	0.2%
Court Service - Operations					
Revenue	(560,459)	(565,874)	101.0%	5,415	
Expenses					
Human Resources	990,018	978,387	98.8%	11,631	
Materials and Supplies	8,980	9,725	108.3%	(745)	
Contracted Services	3,000	-	0.0%	3,000	
Total Court Services - Operations	441,539	422,238	95.6%	19,301	4.4%
Total - Operations	10,452,100	10,412,445	99.6%	39,655	0.4%
Capital Maintenance	136,325	137,218	100.7%	(893)	-
Capital Equipment	0	0	#DIV/0!		-
Total	10,588,425	10,549,663	99.6%	38,762	0.37%

Prepared By: Jennifer Winmill
Date: 16.01.2026
Source: City Financial System

Approved By: 



HUMAN RESOURCES - TRAINING AND LOSS TIME
December, 2025

Scheduled Hours			
	Training	Stats and 'Red' Time	Vacation
December	607	1378	978.5
2025 Y-T-D	8943.5	10942.5	9855.5
2024 Y-T-D	7710	9710.25	9534.75

Unscheduled Hours - Illness / Injury							
	Uniform Sick	Civilian Sick	Uniform STD	Civilian STD	Long Term Disability	Modified Duties	WSIB
December	109	80	0	0	0	88	0
2025 Y-T-D	878	469	890	164	0	607	0
2024 Y-T-D	644	309.5	352	0	0	753	0

Other Hours - Miscellaneous			
	Maternity / Parental	Bereavement	Other
December	0	8	37.5
2025 Y-T-D	0	269	511.5
2024 Y-T-D	3480	192	1779

Total Hours	
December	3,286
2025 Y-T-D	33,530
2024 Y-T-D	34,465

Prepared By: Michelle Merpaw
Date: January 15, 2026
Source: 2025 OSL Timekeeping & 2024 BPS Loss Time Report

Approved By:



**OVERTIME ANALYSIS
2024 vs 2025
December**

Division	2024			2025			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	4	4	0	57	5	52	53
Support Services	396	177.5	218.5	541	233	308	145
Patrol Services	4333.25	3634.5	698.75	4476.5	3405	1071.5	143
Investigations	1076	919	157	883	654	229	-193
Community Service	0	0	0	31	0	31	31
Court Duties							
Patrol Services	91	87	4	71	50	21	-20
Court Services	97	21	76	122	81	41	25
Total	5,997.25	4,843.00	1,154.25	6,181.50	4,428.00	1,753.50	184

Overtime Budget

Budget Analysis	2024			2025			Variance
	Budget	Actual	% Expended	Budget	Actual	% Expended	
Service Duties	\$224,000	\$356,237	159.0%	\$227,000	\$399,845	176.1%	\$43,608
Court Duties	30,000	6,734	22.4%	30,000	4,143	13.8%	-2,591
Court Services	10,000	1,603	16.0%	6,600	5,991	90.8%	4,388
Recovery of Expense	-25,000	-84,726	338.9%	-25,000	-62,616	250.5%	22,110
Total	\$239,000	\$279,848	117.1%	\$238,600	\$347,362	145.6%	\$67,514

Prepared by: Michelle Merpaw
Date: January 15, 2026
Source: OSL Timekeeping System

Approved by: