



**MINUTES - OPEN SESSION MEETING  
SAINT JOHN BOARD OF POLICE COMMISSIONERS  
NOVEMBER 4, 2025 – 4:30 P.M.  
COMMUNITY ROOM ONE PEEL PLAZA**

**PRESENT**

**Commissioners**

Tamara Kelly, Chair  
Katelin Dean, Vice Chair  
Maike White, Secretary  
Michael Costello  
Charles Bryant

**Absent**

Donna Reardon  
Greg Norton

**Staff**

Chief Robert Bruce  
Frank Szalai, Senior Financial Manager  
Daphne Wayne, Recording Secretary

**1. Call to Order**

**1.1 Remarks from the Chair**

Chair Kelly welcomed everyone to the Saint John Board of Police Commissioners' November 4, 2025, Open Session meeting and called the meeting to order. She reminded those in attendance that the meeting was being recorded in compliance with the Privacy Policy.

**2. Approval of Minutes**

**2.1 October 14, 2025, Open Minutes**

Moved by Secretary White, seconded by Vice Chair Dean:

***RESOLVED, that the Open Session minutes of November 4, 2025, be approved.***  
**(O2511-01)**

MOTION CARRIED UNANIMOUSLY

**3. Adoption of Agenda**

3.1 November 4, 2025, Agenda

Moved by Secretary White; seconded by Commissioner Costello:

***RESOLVED, that the agenda distributed for November 4, 2025, be adopted.  
(O2511-02)***

MOTION CARRIED UNANIMOUSLY

**4. Disclosure of Conflict of Interest**

**5. Consent Agenda**

**6. Delegations / Presentations**

**7. Consideration of Issues Separated from Consent Agenda**

**8. General Correspondence**

8.1 Internal Monthly Report – October 2025

Chief Bruce reported that during the month of October there were zero (0) complaints, one (1) complimentary correspondence and zero (0) grievances.

Moved by Secretary White, seconded by Commissioner Costello:

***RESOLVED, that the Internal Monthly Report – September 2025, be received  
and filed. (O2511-03)***

MOTION CARRIED UNANIMOUSLY

8.2 SJBPC Operating Budget – September 30, 2025

Frank Szalai, Senior Financial Manager, reported that the Police Commission's September 30, 2025, unaudited preliminary operating budget results show an overbudget position of \$50,128 year to date.

Overall wages and benefits are over budget by \$1,065 and goods and services are over budget by \$49,064 year to date.

Moved by Vice Chair Dean; seconded by Commissioner Costello:

***RESOLVED, that the Saint John Board of Police Commissioners Unaudited Financial Results as of September 30, 2025, be received and filed as presented. (O2511-04).***

MOTION CARRIED UNANIMOUSLY

8.3 SJPF Operating Budget September 30, 2025

Frank Szalai, Senior Financial Manager reported that the Saint John Police Force's August 31, 2025, unaudited preliminary operating budget results show a surplus of \$2,189,251 year to date.

Overall wages and benefits are under budget by \$1,692,784 and goods and services are currently under budget by \$496,467 year to date.

The overall financial outlook remains stable, with current variances largely tied to timing and temporary adjustments. While costs are tracking on or below budget, upcoming fleet payments and ongoing staffing adjustments may draw down some of the present favourability in the months ahead. The financial trajectory is expected to normalize over the remainder of the year, remaining favourable overall, though at a lower level than currently reported.

Detailed explanations around Wages and Benefits, as well as Goods and Services are highlighted in the submitted financial report.

Moved by Secretary White, seconded by Vice Chair Dean:

***RESOLVED, that the Saint John Police Force's Unaudited Financial Results as of September 30, 2025, be received and filed as presented. (O2511-05)***

MOTION CARRIED UNANIMOUSLY

8.4 PSCC Operating Budget September 30, 2025

Frank Szalai, Senior Financial Manager, reported that the Public Safety Communication Centre's (PSCC's) preliminary unaudited Operating Budget as of September 30, 2025, shows a surplus of \$125,748 year to date.

Overall wages and benefits are under budget by \$2,140 and goods and services are under budget by \$123,608. Detailed explanations are included in the board report submitted.

Moved by Commissioner Costello; seconded by Commissioner Bryant:

**RESOLVED, that the Public Safety Communications Centre (PSCC) Unaudited Financial Results as of September 30, 2025, be received and filed as presented. (O2511-06)**

8.5 Highlights of Monthly Activity Report / October 2025

Chief Bruce provided context around the information contained in the submitted report.

Activity	October 2025	YTD – 2025	YTD – 2024
Calls for Service	5,090	51,850	51,326
Incident Reports Generated	859	8,172	8,271
Violent Crimes	116	1,242	1,171
Property Crimes	235	2,298	2,752
Mental Health Act	27	275	325
Mental Health <i>RELATED</i> Calls for Service*	222	1,994	1,875
Arrests	142	1,433	1,029
Persons Charged / Charges Recommended	263	1,804	1,719
Impaired Driving	8	57	79
Motor Vehicle Collisions	151	1,444	1,627
Citations Issued (POPA)	63	1,038	1,219
Training	2,006	12,586	8,511.5
Auxiliary	141.25	1,811.5	1,357.5
Auxiliary Follow-Up Calls	23	58	n/a
Alternative Response Unit	80	1,654	1,867
Online Reporting	134	1,270	963
In-Person (Walk-Ins)	40	306	327
In-Person (Walk-Ins (Incident Reports Generated))	18	167	161

*\*Statistics are estimates only, due to the variability in the data collection*

**Quick Reaction Team (QRT)**

	March	April	May	June	July	August	Sept.	Oct.	TOTAL
Arrests – Warrants	10	6	7	8	13	6	5	0	55
Arrests	11	15	7	15	21	8	25	4	106
Files	19	9	10	24	42	22	46	13	185
Calls				44	43	45	53	35	220
Foot Patrols	35	9	15	17	20	17	23	6	142
Bike Patrols		3	4	5	5	5	3	0	25

Community Engagement	53	10	16	15	10	10	23	7	144
FI Checks	9	7	5	10	9	10	16	4	70
Traffic Stops	33	33	50	47	27	40	40	24	294
Tickets	8	11	45	25	14	21	10	9	143
Warnings	15	22	7	24	9	10	13	15	115

Moved by Commissioner Bryant; seconded by Vice Chair Dean:

***RESOLVED, that the Highlights of Monthly Activity Report for October 2025 and the QRT statistics for March to October 2025 be received and filed. (O2511-07)***

MOTION CARRIED UNANIMOUSLY

**9. New Business**

**9.1 Letter from Halton Region re: Public Safety Requirements to Protect Our Communities**

A letter was received from the Council of *The Regional Municipality of Halton* who unanimously adopted a resolution around “Public Safety Requirements to Protect Our Communities”. The Federal Government passed Bill C-48, which came into force in January 2024, introducing key reforms to the Criminal Code and has committed to tabling additional legislation during the Fall 2025 session of Parliament to further strengthen community safety, including reforms related to bail and sentencing.

Moved by Vice Chair Dean; seconded by Commissioner Costello:

***RESOLVED, that the Saint John Board of Police Commissioners recognizes the steps already taken by the Federal Government through Bill C-48 and acknowledges the commitment to introduce further legislation in Fall 2025. (O2511-08)***

MOTION CARRIED (with Commissioner Bryant abstaining from the vote)

**10. Adjournment**

Moved by Vice Chair Dean, seconded by Secretary White:

***RESOLVED, that the Saint John Board of Police Commissioners November 4, 2025, Open Session meeting be adjourned. (O2511-09)***

MOTION CARRIED UNANIMOUSLY

*The Chair declared the meeting adjourned at 4:50 p.m.*

Chair Tamara Kelly

Vice Chair Katelin Dean