



Saint John Board of Police Commissioners

Open Session Agenda

Tuesday, January 13, 2026 – 5:00 pm

Community Room, One Peel Plaza / MS Teams

1. Call to Order

1.1 Remarks from the Chair

2. Approval of Minutes

2.1 Adoption of December 9, 2025, Open Session minutes

3. Adoption of Agenda

3.1 Adoption of January 13, 2026, Agenda

4. Disclosure of Conflict of Interest

4.1 Declaration of members in conflict of interest with any item on the agenda

5. Consent Agenda

5.1 Email from City Clerk's Office dated December 16, 2025, regarding the appointment of Haley Maillet for a three-year term from December 16, 2025, to December 16, 2028. (Recommendation: Receive and File)

6. Delegations and Presentations

6.1 2021-2026 Strategic Plan Update – S/Sgt. Shawna Fowler

7. Consideration of Issues Separated from Consent Agenda

6. General Correspondence

- 8.1 Internal Monthly Report December 2025
- 8.2 SJBPC Operating Budget November 2025
- 8.3 SJP Operating Budget November 2025
- 8.4 PSCC Operating Budget November 2025
- 8.5 Highlights of Monthly Activity Report December 2025
- 8.6 SJBPC 2026 Election of Officers

7. New Business

8. Adjournment



**MINUTES - OPEN SESSION MEETING
SAINT JOHN BOARD OF POLICE COMMISSIONERS
DECEMBER 9, 2025 – 4:24 P.M.
COMMUNITY ROOM ONE PEEL PLAZA /MS TEAMS**

PRESENT

Commissioners

Tamara Kelly, Chair
Katelin Dean, Vice Chair
Maika White, Secretary
Michael Costello
Donna Reardon

Absent

Greg Norton
Charles Bryant

Staff

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

Media

Brice McVicar, Reporter | Brunswick News Inc.

1. Call to Order

1.1 Remarks from the Chair

Vice Chair Dean welcomed everyone to the Saint John Board of Police Commissioners' December 9, 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 November 4, 2025, Open Minutes

Moved by Commissioner Reardon, seconded by Commissioner Costello:

RESOLVED, that the Open Session minutes of November 4, 2025, be approved.
(O2512-01)

MOTION CARRIED UNANIMOUSLY

3. Adoption of Agenda

3.1 December 9, 2025, Agenda

Moved by Commissioner Costello; seconded by Commissioner Reardon:

RESOLVED, that the agenda distributed for December 9, 2025, be adopted.
(O2512-02)

MOTION CARRIED UNANIMOUSLY

4. Disclosure of Conflict of Interest

5. Consent Agenda

6. Delegations / Presentations

6.1 Saint John Police 2026-2031 Strategic Plan



Strategic Plan 2026-2031

Introduction



Saint John Police Five-Year Strategic Plan

Presented to the Saint John Board of Police Commissioners

By Robert M. Bruce, Chief of Police

December 9, 2025



Purpose



Recognizing that our environment is constantly changing, the strategic plan sets clearly defined goals, measurements, and strategic agenda/operating plans to respond to the complexities and demands of our community.

This foundational plan provides a robust actionable set of guideposts as we navigate the next five years.



Process



Step 1: Planning with Command Team

- Building on the success of the 2021-2026 strategic plan
- Review of all year-end debriefs gathered from employees
- Engaging the Commission of the Centre for Criminal Justice Studies and Policing Research to assist with gathering employee and community input



Process



Step 2: Internal and External Surveys

- Internal survey developed to gather input from civilian and sworn members focused on job satisfaction, employee wellbeing, employees' perception of the quality and nature of the organization's community engagement, financial sustainability, operational efficiency, general areas for improvement, brand improvement and talent development.
 - 88 internal (sworn and civilian) surveys completed



Process



- External survey was made available to the public who lived or worked in the City of Saint John. Focused on perceived police legitimacy and competencies, perceptions of the quality and nature of community engagement, operational efficiencies, and general areas of desired improvement for the Saint John Police and/or policing in their communities.
- 173 external surveys completed



Process



Step 3: Roundtables

- Nine roundtables were hosted; five for the general public, two for non-profit organizations, and two for Saint John Police employees
 - 33 people attended (no employees attended)

Step 4: Strategic Planning Process

- Command Team priority setting and strategic planning exercise
- This process included extensive inquiry and analysis through strategic priority identification, environmental scanning, strategic and action planning



Vision, Mission, and Values



Vision: Together a safe, secure, healthy community

Mission: Providing policing services to those who live, work and visit the city, by engaging with the community, upholding the law, and preserving public safety

Values: Leadership, Accountability, Professionalism, Inclusiveness, Integrity, Valour



Leadership Principles



- ❖ Set the example by being the example
- ❖ Make sound, ethical decisions demonstrating integrity
- ❖ Be accountable for your attitude and actions
- ❖ Seek opportunities to learn, grow and develop
- ❖ Treat everyone fairly with respect and dignity
- ❖ Inspire others to lead beyond their own perceived limits
- ❖ Be relentless in the pursuit of excellence and resilient in the face of adversity
- ❖ Maintain a high level of professional, operational state of readiness
- ❖ Exceed the expectations of those you serve
- ❖ Serve with honour, commitment, integrity, compassion, courage and distinction every day



Strategic Themes



Five strategic themes identified:

1. **Community Engagement** - recognized as the cornerstone of modern policing, fostering trust, collaborative problem-solving, and coordinated responses to social challenges, thereby shifting from reactive enforcement to proactive partnership.
2. **Professional Policing Service Delivery** - commits to the highest standards of integrity, accountability, fairness, and respect, ensuring services are delivered with compassion, responsibility, and continuous improvement.

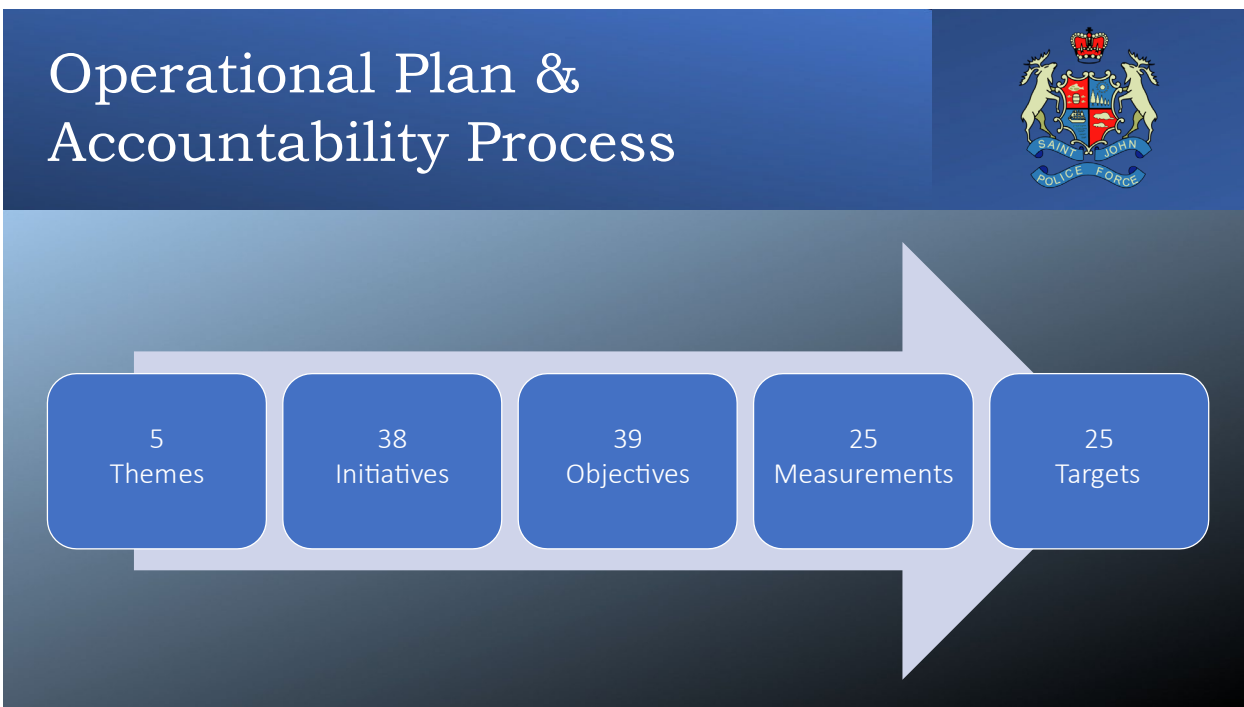


Strategic Themes




3. **A Healthy Resilient Organization** - prioritizes employee well-being in a high-stress profession, supporting physical, mental, and emotional health to strengthen sustainability and performance.
4. **Financial Accountability** - underscores responsible stewardship of public resources through transparent budgeting, accurate record-keeping, and expenditures aligned with strategic priorities.
5. **Innovative Human Resource Management** - focuses on modern recruitment, retention, training, and professional development, ensuring the right people with the right skills are in the right roles while fostering a supportive culture of growth and inclusion.






Operational Plan & Accountability Process



Community Engagement			
Initiatives	Objectives	Measures	Targets
Quick Reaction Team Advisory Committees Priority Neighbourhoods Foot Patrols Traffic Initiatives Community Meetings & Events Youth Resource Officer Public Awareness (monthly media) Analyzing Trends (social/criminal/traffic) Community Engagement vs. Community Policing	Increase # of QRT members Advisory Committees Healthy Me Community visits & events Foot Patrols Traffic Initiatives School Tours Public Awareness Utilizing Analytics Enhance Neighbourhood Officer Program Educate our members on what community engagement means and how to implement it	Presented in 2026 budget for two new members	Monthly review
		Fit for Duty Chief's Advisory Committee Youth Leadership Advisory Committee Community Action Group	Quarterly meetings Bi-annual review
		Eight schools	Four sessions per school Quarterly report
		Attend as many community events, visits, school tours, and public awareness beyond what is done by QRT	Quarterly review
		12 traffic initiatives per year	Quarterly review
		Community survey	Quarterly review
		Shift briefings, divisional meetings, training videos	Annual review



Operational Plan & Accountability Process



Professional Policing Service Delivery

Initiatives	Objectives	Measures	Targets
Professional Policing Excellence (PPE) Technology Roadmap Enhance Timeliness of Media Relations with Investigations & Callbacks Audits of Operations Transparency to the Community Direct Connection to the Mission/Vision/Values Visibility Public Awareness & Education	Review policies & standard operating procedures	Professional Policing Excellence (PPE) measurables	Monthly review
	Utilizing the best technology to serve the community	Look at innovative best practices	Annual review
	Implement the Safe Neighbourhood Camera Registry (SNCR)	Camera registry (SNCR)	Implementing & will report in 6 months
	Effective use of Criminal Record Checks	Auxiliary callbacks	Quarterly review
	Clearance Rates	Responding to media in a timely manner	Monthly review
	Internal Debriefs	Enhancing our professional public image of officers at community events	
	Audits of Operations Enhance Media Relations	Keeping the community informed on current topics	



Operational Plan & Accountability Process



A Healthy Resilient Organization

Initiatives	Objectives	Measures	Targets
Fit for Duty Health/Wellness Assessments Educational Sessions Dedicated Wellness Coordinator Dedicated Disability Manager Enhance Peer Support Self-awareness Education & Health Screening Building a Culture of Resilience	Hold information sessions for awareness and engagement of members	Hold quarterly information sessions	Quarterly review
	Fit for Duty meetings	Monitor Attendance	
	Wellness Committee meetings	Track how many are sent out	Annual review
	Return to work meetings	Track how many people have participated	
	Internal messaging	Assess applicants to develop	Annual review



Operational Plan & Accountability Process



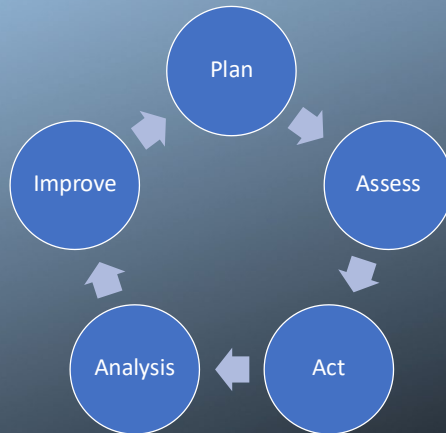
Financial Accountability			
Initiatives	Objectives	Measures	Targets
Streamline Processes Review Most Efficient Way to Track Assets Efficiency of Procurement Education/Training for Senior Managers	Research & seek opportunities on efficiency process	Reduction in time from request to payment	Quarterly review
	Executive delegation	Hiring of IT person	Annual review
	Best practices procurement	Reduction in costs with major vendors	Quarterly review
	Good corporate citizenship	Executive Leadership in Policing financial module	Annual review
		Remain within allotted yearly budget	Annual review

Operational Plan & Accountability Process



Innovative Human Resource Management			
Initiatives	Objectives	Measures	Targets
Performance Management Review/General Information Forms/Feedback Organizational needs analysis Leadership development Review promotional process Early intervention Transparent and consistent dialogue Review process of reporting mechanism Conceptual change to the organization through exposure	Effective & timely Performance Management	Having each member complete a learning development plan	Annual review
	Review/GIF/Feedback	Whiteboard, leadership development, reading list	Quarterly review
	Create needs analysis	Review all leadership development plans and provide timely feedback	Quarterly review
	Continue to provide leadership opportunities	Executive Leadership in Policing program	Annual review
	Succession planning	Exchange program	Quarterly review

Living, breathing document that will evolve over time



Conclusion



- Robust plan that builds on the success of our 2021-2026 plan
- Provides a roadmap to a stronger and more efficient service delivery model
- Presents tangible accountability and transparencies
- Supports our focus on employee wellness, financial sustainability, and community engagement
- Showcases the tireless work being done by our members, both civilian and uniform



Moved by Commissioner Reardon; seconded by Commissioner Costello:

RESOLVED, that the Saint John Police 2026-2031 Strategic Plan, be approved as presented. (O2512-03)

MOTION CARRIED UNANIMOUSLY

7. Consideration of Issues Separated from Consent Agenda

8. General Correspondence

8.1 Internal Monthly Report – November 2025

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

Moved by Commissioner Reardon, seconded by Commissioner Costello:

RESOLVED, that the Internal Monthly Report – November 2025, be received and filed. (O2512-04)

MOTION CARRIED UNANIMOUSLY

8.2 SJBPC Operating Budget – October 31, 2025

Frank Szalai, Senior Financial Manager, reported that the Police Commission's October 31, 2025, unaudited preliminary operating budget results show an overbudget position of \$160,628 year to date.

Overall wages and benefits are over budget by \$321 and goods and services are over budget by \$160,308 year to date, due to legal cost escalation.

Moved by Commissioner Reardon; seconded by Commissioner Costello:

RESOLVED, that the Saint John Board of Police Commissioners Unaudited Financial Results as of October 31, 2025, be received and filed as presented. (O2512-05).

MOTION CARRIED UNANIMOUSLY

8.3 SJPF Operating Budget October 31, 2025

Frank Szalai, Senior Financial Manager reported that the Saint John Police Force's October 31, 2025, unaudited preliminary operating budget results show a surplus of \$2,517,815 year to date.

Overall wages and benefits are under budget by \$1,975,545 and goods and services are currently under budget by \$542,270 year to date.

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

Moved by Commissioner Reardon, seconded by Commissioner Costello:

RESOLVED, that the Saint John Police Force’s Unaudited Financial Results as of October 31, 2025, be received and filed as presented. (O2512-06)

MOTION CARRIED UNANIMOUSLY

8.4 PSCC Operating Budget October 31, 2025

Frank Szalai, Senior Financial Manager, reported that the Public Safety Communication Centre’s (PSCC’s) preliminary unaudited Operating Budget as of October 31, 2025, shows a surplus of \$132,908 year to date.

Overall wages and benefits are over budget by \$5,910 and goods and services are under budget by \$138,818. Detailed explanations are included in the board report submitted.

Moved by Commissioner Costello; seconded by Commissioner Reardon:

RESOLVED, that the Public Safety Communications Centre (PSCC) Unaudited Financial Results as of October 31, 2025, be received and filed as presented. (O2512-07)

8.5 Highlights of Monthly Activity Report / November 2025

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

Activity	November 2025	YTD – 2025	YTD – 2024
Calls for Service	4,866	56,716	56,059
Incident Reports Generated	859	9,031	8,979
Violent Crimes	127	1,369	1,271
Property Crimes	222	2,520	2,963
Mental Health Act	24	299	349
Mental Health <i>RELATED</i> Calls for Service*	157	2,151	2,040
Arrests	144	1,577	1,164
Persons Charged / Charges Recommended	205	2,009	1,865
Impaired Driving	5	62	86
Motor Vehicle Collisions	189	1,633	1,825
Citations Issued (POPA)	86	1,124	1,238
Training	1,448	14,034	8,511.5
Auxiliary	221	2,032.5	1,514.5

SAINT JOHN BOARD OF POLICE COMMISSIONERS

December 9, 2025

Auxiliary Follow-Up Calls	18	76	n/a
Alternative Response Unit	25	1,679	2,104
Online Reporting	132	1,402	1,042
In-Person (Walk-Ins)	33	339	355
In-Person (Walk-Ins (Incident Reports Generated)	16	183	182

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

QUICK REACTION TEAM (QRT):

	March	April	May	June	July	August	September	October	November	Total
Arrests - Warrants	10	6	7	8	13	6	5	0	1	56
Arrests	11	15	7	15	21	8	25	4	8	114
Files	19	9	10	24	42	22	46	13	32	217
Calls				44	43	45	53	35	53	273
Foot Patrols	35	9	15	17	20	17	23	6	26	168
Bike Patrols		3	4	5	5	5	3	0	0	25
Community Engagement	53	10	16	15	10	10	23	7	31	175
FI Check	9	7	5	10	9	10	16	4	9	79
Traffic Stops	33	33	50	47	27	40	40	24	41	335
Tickets	8	11	45	25	14	21	10	9	29	172
Warnings	15	22	7	24	9	10	13	15	12	127

**Estimated Police Unit availability time created by change in medical call response policy February – November:
approx. 282 hours and 2 mins total.**

February	March	April	May
31 h 52 mins 30s	23 h 12 m 45s	27 h 22 m 30s	27 h 36 m 38 s
June	July	August	September
24 h 12 m 9s	30 h 4m 0s	34h 1m 50s	46 h 59m 37 s
October	November		
26h 1m 18s	10h 41m 12s		

Moved by Commissioner Costello; seconded by Chair Kelly:

RESOLVED, that the Highlights of Monthly Activity Report for November 2025 and the QRT statistics for March to November 2025 be received and filed. (O2512-08)

MOTION CARRIED UNANIMOUSLY

9. New Business

10. Adjournment

Moved by Vice Chair Dean, seconded by Secretary White:

RESOLVED, that the Saint John Board of Police Commissioners December 9, 2025, Open Session meeting be adjourned. (O2512-09)

MOTION CARRIED UNANIMOUSLY

The Vice Chair declared the meeting adjourned at 4:53 p.m.

Chair Tamara Kelly

Vice Chair Katelin Dean

Appointment to Saint John Board of Police Commissioners

From Tibbits, Kelly <kelly.tibbits@saintjohn.ca>
Date Tue 12/16/2025 2:06 PM
To Waye, Daphne <Daphne.Waye@saintjohn.ca>

Hi Daphne,

Just passing along a resolution of Council, adopted at the Common Council meeting of December 15th, 2025 as follows:-

Saint John Board of Police Commissioners: to appoint Haley Maillet for a three-year term from December 16, 2025 to December 16, 2028.

Haley's contact information is as follows:

Phone: 506-650-0551

Email: maillet.haley@gmail.com

Kind Regards,
Kelly




SAINT JOHN

Kelly Tibbits

Administrative Assistant / assistant administrative
City Clerk's Office / Bureau de greffier municipal
City of Saint John / La Ville de Saint John
Office / Bureau: (506) 658-2856

Note: My office hours are Mon – Thurs 8:15am to 5:30pm

 **SAINT JOHN**
Small City, Big Heart.
Petite ville, grand cœur.



Together, we shine brighter /
Ensemble, nous brillons plus

8.1

REPORT TO SAINT JOHN BOARD OF POLICE COMMISSIONERS



OPEN SESSION

January 13, 2026

Tamara Kelly, Chair and
Members of the Saint John Board of Police Commissioners
1 Peel Plaza
Saint John, NB E2L 0E1

Chair Kelly and Members:

SUBJECT: Internal Monthly Report / December 2025

2025	Complaints	Complimentary Correspondence	Grievances
January	3	2	0
February	1	2	1
March	2	3	0
April	1	1	0
May	0	2	0
June	2	3	2
July / August	5	5	0
September	2	2	0
October	0	1	0
November	1	0	0
December	2	2	1
TOTALS	19	23	4

RECOMMENDATION

It is recommended this report be received and filed.

Robert M. Bruce
Chief of Police

8.2



REPORT TO SAINT JOHN BOARD OF POLICE COMMISSIONERS



Jan 13, 2026

Members of the Saint John Board of Police Commissioners

OPEN OR CLOSED SESSION

This matter is to be discussed in the Open Session of the Saint John Board of Police Commissioners meeting.

RECOMMENDATION

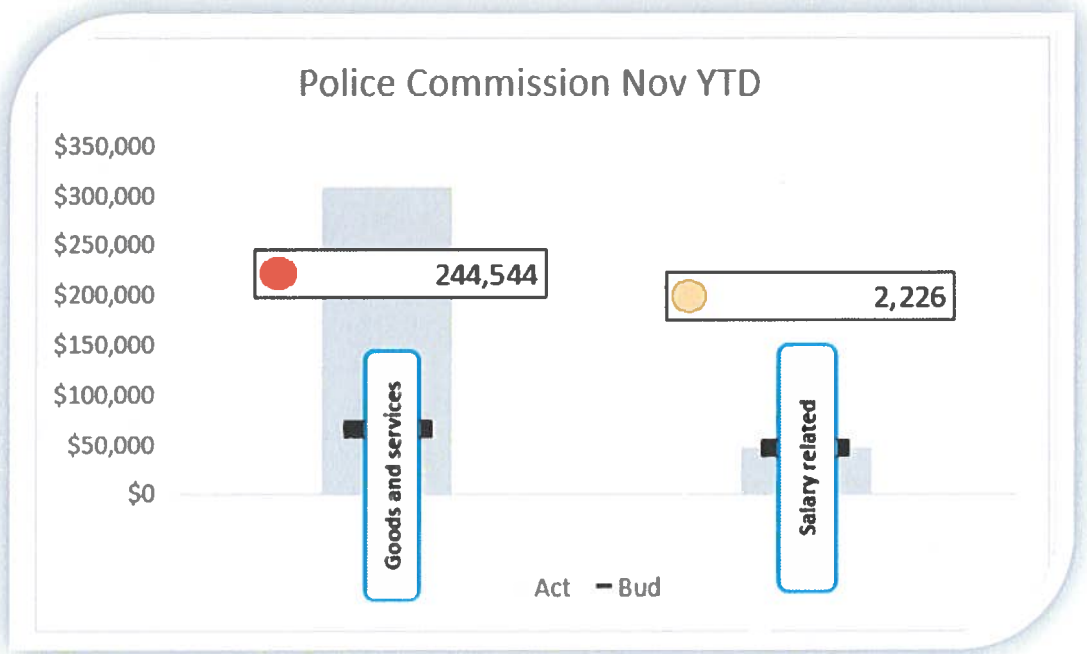
It is recommended that the Board receive and file this report as presented.

EXECUTIVE SUMMARY

The purpose of this report is to provide a budget update on the unaudited financial position of the Police Commission's Operating Budget as of Nov 30, 2025.

REPORT

The Police Commission's Nov 30, 2025, operating budget results show an over budget position \$246,770 year-to-date. The figures being provided are preliminary and have not been audited.



Overall wages and benefits are over budget by \$2,226 and goods and services are over budget by \$244,544 year to date.

Explanations:

Legal Costs:

Costs continued to exceed budget year-to-date, consistent with the trend reported earlier. The underlying matter driving these costs is managed outside of Finance’s operational oversight.

As this single line item now exceeds the entire operating budget of the Commission, it remains the sole driver of the divisional deficit.

Overall Budget Position:

Due to the legal cost escalation, the Board’s financials are expected to close above budget.

ATTACHMENT

Police Commission November 2025 YTD Supplemental.pdf

Respectfully submitted,

Frank Szalai

Frank Szalai, CPA, CIA, MBA
Senior Financial Manager



Robert Bruce
CHIEF OF POLICE

Police Commission
2025 Actual vs Budget - By Period, by YTD

Sum of Total			AccPer											
Detailed_merge_DeptName	GL	Detailed_merge_GL_Name	1	2	3	4	5	6	7	8	9	10	11	12
Police Commission	150-8005-511.24-04	PROFESSIONAL SERVICES / LEGAL	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451
	150-8005-511.10-02	SALARIES & WAGES / SALARIES - NON-UNION	3,727	2,982	2,982	3,727	2,982	2,982	3,727	2,982	2,982	3,727	2,982	3,727
	150-8005-511.26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	893	893	893	893	893	893	893	893	893	893	893	893
	150-8005-511.24-12	PROFESSIONAL SERVICES / OTHER PROFESSIONAL SERV	893	893	893	893	893	893	893	893	893	893	893	893
	150-8005-511.12-04	OTHER PERSONNEL COSTS / ALLOWANCES	740	592	592	740	592	592	740	592	592	740	592	740
	150-8005-511.14-04	FRINGE BENEFITS / FRINGE BENEFITS	335	268	268	335	268	268	335	268	268	335	268	335
	150-8005-511.40-02	PURCHASED GOODS / MEALS	196	196	196	196	196	196	196	196	196	196	196	196
	150-8005-511.20-14	GENERAL SERVICES / CONFERENCES/COURSES	179	179	179	179	179	179	179	179	179	179	179	179
	150-8005-511.20-12	GENERAL SERVICES / TRAVEL	154	154	154	154	154	154	154	154	154	154	154	154
	150-8005-511.20-22	GENERAL SERVICES / MEMBERSHIPS	110	110	110	110	110	110	110	110	110	110	110	110
	150-8005-511.40-14	PURCHASED GOODS / OFFICE SUPPLIES	44	44	44	44	44	44	44	44	44	44	44	44
	150-8005-511.40-50	PURCHASED GOODS / OTHER GOODS	18	18	18	18	18	18	18	18	18	18	18	18
Police Commission Total			10,720	9,780	9,780	10,720	9,780	9,780	10,720	9,780	9,780	10,720	9,780	10,720
Grand Total			10,720	9,780	9,780	10,720	9,780	9,780	10,720	9,780	9,780	10,720	9,780	10,720



REPORT TO SAINT JOHN BOARD OF POLICE COMMISSIONERS



Jan 13, 2026

Members of the Saint John Board of Police Commissioners

OPEN OR CLOSED SESSION

This matter is to be discussed in the Open Session of the Saint John Board of Police Commissioners meeting.

RECOMMENDATION

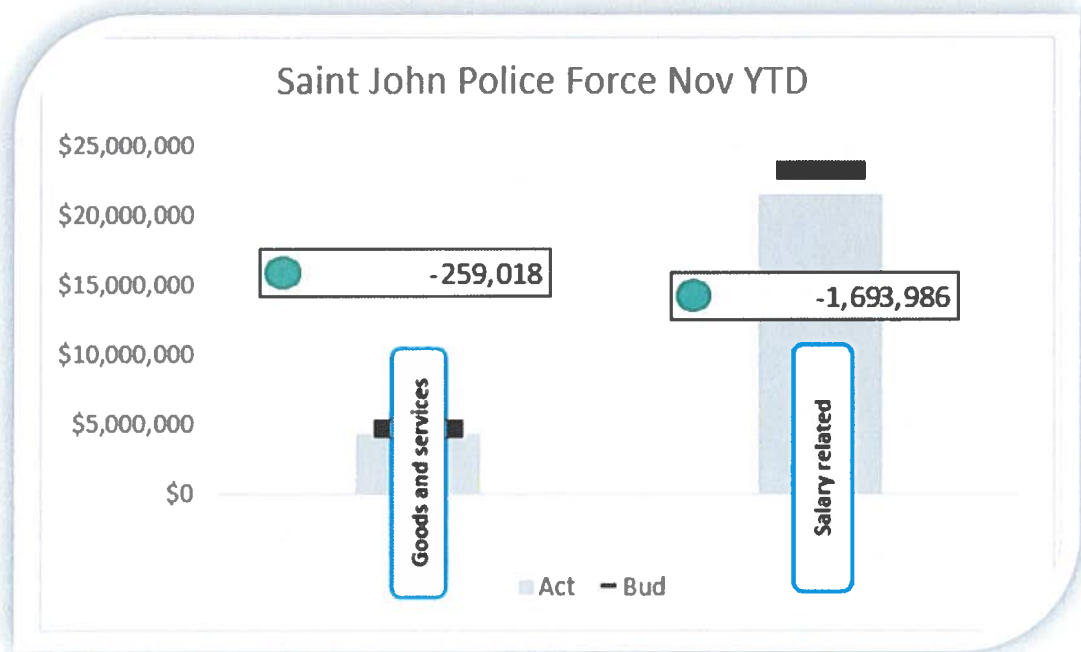
It is recommended that the Board receive and file this report as presented.

EXECUTIVE SUMMARY

The purpose of this report is to provide a budget update on the unaudited financial position of the Saint John Police Force's Operating Budget as of Nov 30, 2025.

REPORT

The Force's Nov 30, 2025, operating budget results show a surplus of \$1,953,004 year to date. The figures being provided are preliminary and have not been audited.



Overall wages and benefits are currently under budget at \$1,693,986.
 Goods and services currently under budget at \$259,018.

Explanations:

Wages and Benefits:

- WorkSafeNB wage recoveries at \$871,521 are currently exceeding budget estimates by 5.6%. While this aids the financial position, it correlates with the increased overtime pressure noted elsewhere.

Goods and Services:

- **Vehicle Purchases:** for 4 patrol vehicles the purchases were completed and the costs were captured in the GL's reducing the YTD G&S favorability to lower levels.

Overall Summary

The financial outlook remains stable, with most YTD variances attributable to timing and temporary adjustments.

The overall position is expected to remain favourable at year-end; however, this surplus is largely temporary. A portion of these funds will be required to cover retroactive costs associated with the pending collective agreement settlement.

Saint John Police Force November 2025 YTD Supplemental.pdf

Respectfully submitted,

Frank Szalai

Frank Szalai, CPA, CIA, MBA
Senior Financial Manager



Robert Bruce
CHIEF OF POLICE

Sum of Total		AccPer											
Detailed_merge_DeptName	GL	Detailed_merge_GL_Name											
		1	2	3	4	5	6	7	8	9	10	11	12
Patrol Services		1,118,868	895,095	895,095	1,118,868	895,095	895,095	1,118,868	895,095	895,095	1,118,868	895,095	1,118,868
	150-8200-511.10-08	SALARIES & WAGES / SALARIES - 61											
	150-8200-511.14-04	FRINGE BENEFITS / FRINGE BENEFITS	356,916	285,533	285,533	356,916	285,533	285,533	356,916	285,533	285,533	356,916	285,533
	150-8200-511.11-08	OVERTIME / OVERTIME - 61	83,577	66,862	66,862	83,577	66,862	66,862	83,577	66,862	66,862	83,577	66,862
	150-8200-511.10-02	SALARIES & WAGES / SALARIES - NON-UNION	69,073	55,258	55,258	69,073	55,258	55,258	69,073	55,258	55,258	69,073	55,258
	150-8200-511.12-03	OTHER PERSONNEL COSTS / COURT TIME	17,670	14,136	14,136	17,670	14,136	14,136	17,670	14,136	14,136	17,670	14,136
	150-8200-511.11-09	OVERTIME / EXTRA DUTY OVERTIME	7,586	6,069	6,069	7,586	6,069	6,069	7,586	6,069	6,069	7,586	6,069
	150-8200-511.40-13	PURCHASED GOODS / SAFETY SUPPLIES	3,408	3,408	3,408	3,408	3,408	3,408	3,408	3,408	3,408	3,408	3,408
	150-8200-511.26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	2,727	2,727	2,727	2,727	2,727	2,727	2,727	2,727	2,727	2,727	2,727
	150-8200-511.40-50	PURCHASED GOODS / OTHER GOODS	2,282	2,282	2,282	2,282	2,282	2,282	2,282	2,282	2,282	2,282	2,282
	150-8200-511.40-54	PURCHASED GOODS / ETS EQUIPMENT & SUPPLIES	2,282	2,282	2,282	2,282	2,282	2,282	2,282	2,282	2,282	2,282	2,282
	150-8200-511.10-04	SALARIES & WAGES / SALARIES - 486	432	346	346	432	346	346	432	346	346	432	346
	150-8200-511.32-04	RENTALS / EQUIPMENT RENTAL	256	256	256	256	256	256	256	256	256	256	256
	150-8200-511.20-12	GENERAL SERVICES / TRAVEL	134	134	134	134	134	134	134	134	134	134	134
	150-8200-511.40-02	PURCHASED GOODS / MEALS	110	110	110	110	110	110	110	110	110	110	110
	150-8200-511.40-41	PURCHASED GOODS / BATTERIES	107	107	107	107	107	107	107	107	107	107	107
	150-8200-511.40-14	PURCHASED GOODS / OFFICE SUPPLIES	22	22	22	22	22	22	22	22	22	22	22
	150-8200-511.12-02	OTHER PERSONNEL COSTS / ON CALL	0	0	0	0	0	0	0	0	0	0	0
	150-8200-511.11-02	OVERTIME / NON-UNION	0	0	0	0	0	0	0	0	0	0	0
	150-8200-511.11-04	OVERTIME / OVERTIME - 486	0	0	0	0	0	0	0	0	0	0	0
	150-8200-511.12-05	OTHER PERSONNEL COSTS / WORKSAFE RECOVERY	0	0	0	0	0	0	0	0	0	0	0
	150-8200-511.70-28	INTERNAL CHARGES / POOLED VEHICLES	0	0	0	0	0	0	0	0	0	0	0
	150-8200-511.99-82	RECOVERIES / WAGE RECOVERIES	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000
Patrol Services Total		1,890,380	1,389,827	1,389,827	1,890,380	1,389,827	1,389,827	1,890,380	1,389,827	1,389,827	1,890,380	1,389,827	1,389,827
Criminal Investigations		321,778	257,423	257,423	321,778	257,423	257,423	321,778	257,423	257,423	321,778	257,423	321,778
	150-8300-511.10-08	SALARIES & WAGES / SALARIES - 61											
	150-8300-511.14-04	FRINGE BENEFITS / FRINGE BENEFITS	114,588	91,651	91,651	114,588	91,651	91,651	114,588	91,651	91,651	114,588	91,651
	150-8300-511.10-02	SALARIES & WAGES / SALARIES - NON-UNION	23,735	18,988	18,988	23,735	18,988	18,988	23,735	18,988	18,988	23,735	18,988
	150-8300-511.11-08	OVERTIME / OVERTIME - 61	22,462	17,970	17,970	22,462	17,970	17,970	22,462	17,970	17,970	22,462	17,970
	150-8300-511.10-04	SALARIES & WAGES / SALARIES - 486	16,434	13,151	13,151	16,434	13,151	13,151	16,434	13,151	13,151	16,434	13,151
	150-8300-511.12-02	OTHER PERSONNEL COSTS / ON CALL	4,398	3,518	3,518	4,398	3,518	3,518	4,398	3,518	3,518	4,398	3,518
	150-8300-511.26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	3,834	3,834	3,834	3,834	3,834	3,834	3,834	3,834	3,834	3,834	3,834
	150-8300-511.40-09	PURCHASED GOODS / APPAREL	3,347	3,347	3,347	3,347	3,347	3,347	3,347	3,347	3,347	3,347	3,347
	150-8300-511.32-06	RENTALS / VEHICLES/HEAVY EQUIPMENT	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678
	150-8300-511.40-74	PURCHASED GOODS / IMPREST FUND	1,338	1,338	1,338	1,338	1,338	1,338	1,338	1,338	1,338	1,338	1,338
	150-8300-511.11-04	OVERTIME / OVERTIME - 486	1,196	957	957	1,196	957	957	1,196	957	957	1,196	957
	150-8300-511.12-03	OTHER PERSONNEL COSTS / COURT TIME	920	736	736	920	736	736	920	736	736	920	736
	150-8300-511.32-04	RENTALS / EQUIPMENT RENTAL	643	643	643	643	643	643	643	643	643	643	643
	150-8300-511.40-73	PURCHASED GOODS / PHOTOGRAPHY SUPPLIES	625	625	625	625	625	625	625	625	625	625	625
	150-8300-511.40-75	PURCHASED GOODS / SPECIAL OPERATIONS	447	447	447	447	447	447	447	447	447	447	447
	150-8300-511.40-50	PURCHASED GOODS / OTHER GOODS	357	357	357	357	357	357	357	357	357	357	357
	150-8300-511.20-12	GENERAL SERVICES / TRAVEL	132	132	132	132	132	132	132	132	132	132	132
	150-8300-511.40-02	PURCHASED GOODS / MEALS	106	106	106	106	106	106	106	106	106	106	106
	150-8300-511.99-39	RECOVERIES / RECOVERIES	0	0	0	0	0	0	0	0	0	0	0
	150-8300-511.11-09	OVERTIME / EXTRA DUTY OVERTIME	0	0	0	0	0	0	0	0	0	0	0
Criminal Investigations Total		818,973	617,881	617,881	818,973	617,881	617,881	818,973	617,881	617,881	818,973	617,881	617,881
Support Services		66,018	52,814	52,814	66,018	52,814	52,814	66,018	52,814	52,814	66,018	52,814	52,814
	150-8100-511.10-04	SALARIES & WAGES / SALARIES - 486											
	150-8100-511.10-08	SALARIES & WAGES / SALARIES - 61	38,547	46,838	46,838	38,547	46,838	46,838	38,547	46,838	46,838	38,547	46,838
	150-8100-511.30-10	REPAIRS & MAINTENANCE / COMPUTER MAINTENANCE	42,605	42,605	42,605	42,605	42,605	42,605	42,605	42,605	42,605	42,605	42,605
	150-8100-511.14-04	FRINGE BENEFITS / FRINGE BENEFITS	35,958	28,767	28,767	35,958	28,767	28,767	35,958	28,767	28,767	35,958	28,767
	150-8100-511.70-20	INTERNAL CHARGES / Computer Replacement Plan	26,967	26,967	26,967	26,967	26,967	26,967	26,967	26,967	26,967	26,967	26,967
	150-8100-511.20-09	GENERAL SERVICES / MOBILE RADIOS	19,427	19,427	19,427	19,427	19,427	19,427	19,427	19,427	19,427	19,427	19,427
	150-8100-511.32-04	RENTALS / EQUIPMENT RENTAL	16,512	16,512	16,512	16,512	16,512	16,512	16,512	16,512	16,512	16,512	16,512
	150-8100-511.10-02	SALARIES & WAGES / SALARIES - NON-UNION	12,062	9,649	9,649	12,062	9,649	9,649	12,062	9,649	9,649	12,062	9,649
	150-8100-511.20-08	GENERAL SERVICES / TELEPHONE	5,778	5,778	5,778	5,778	5,778	5,778	5,778	5,778	5,778	5,778	5,778
	150-8100-511.11-08	OVERTIME / OVERTIME - 61	5,333	4,426	4,426	5,333	4,426	4,426	5,333	4,426	4,426	5,333	4,426
	150-8100-511.40-09	PURCHASED GOODS / APPAREL	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346
	150-8100-511.11-04	OVERTIME / OVERTIME - 486	2,593	2,075	2,075	2,593	2,075	2,075	2,593	2,075	2,075	2,593	2,075
	150-8100-511.40-08	PURCHASED GOODS / FOOTWEAR	1,321	1,321	1,321	1,321	1,321	1,321	1,321	1,321	1,321	1,321	1,321
	150-8100-511.24-12	PROFESSIONAL SERVICES / OTHER PROFESSIONAL SERV	873	873	873	873	873	873	873	873	873	873	873
	150-8100-511.65-10	GOVERNMENT SERVICES / RADIO LICENCES	724	724	724	724	724	724	724	724	724	724	724
	150-8100-511.40-13	PURCHASED GOODS / SAFETY SUPPLIES	218	218	218	218	218	218	218	218	218	218	218
	150-8100-511.26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	218	218	218	218	218	218	218	218	218	218	218
	150-8100-511.12-03	OTHER PERSONNEL COSTS / COURT TIME	210	168	168	210	168	168	210	168	168	210	168
	150-8100-511.40-14	PURCHASED GOODS / OFFICE SUPPLIES	66	66	66	66	66	66	66	66	66	66	66
	150-8100-511.20-12	GENERAL SERVICES / TRAVEL	0	0	0	0	0	0	0	0	0	0	0
	150-8100-511.11-02	OVERTIME / NON-UNION	0	0	0	0	0	0	0	0	0	0	0
	150-8100-511.40-02	PURCHASED GOODS / MEALS	0	0	0	0	0	0	0	0	0	0	0
Support Services Total		288,976	283,782	283,782	288,976	283,782	283,782	288,976	283,782	283,782	288,976	283,782	283,782
Admin		106,596	85,277	85,277	106,596	85,277	85,277	106,596	85,277	85,277	106,596	85,277	85,277
	150-8001-511.10-02	SALARIES & WAGES / SALARIES - NON-UNION											
	150-8001-511.14-04	FRINGE BENEFITS / FRINGE BENEFITS	34,183	27,346	27,346	34,183	27,346	27,346	34,183	27,346	27,346	34,183	27,346
	150-8001-511.24-04	PROFESSIONAL SERVICES / LEGAL	23,432	23,432	23,432	23,432	23,432	23,432	23,432	23,432	23,432	23,432	23,432
	150-8001-511.10-04	SALARIES & WAGES / SALARIES - 486	26,205	20,964	20,964	26,205	20,964	20,964	26,205	20,96			

8.4



REPORT TO SAINT JOHN BOARD OF POLICE COMMISSIONERS



Jan 13, 2026

Members of the Saint John Board of Police Commissioners

OPEN OR CLOSED SESSION

This matter is to be discussed in the Open Session of the Saint John Board of Police Commissioners meeting.

RECOMMENDATION

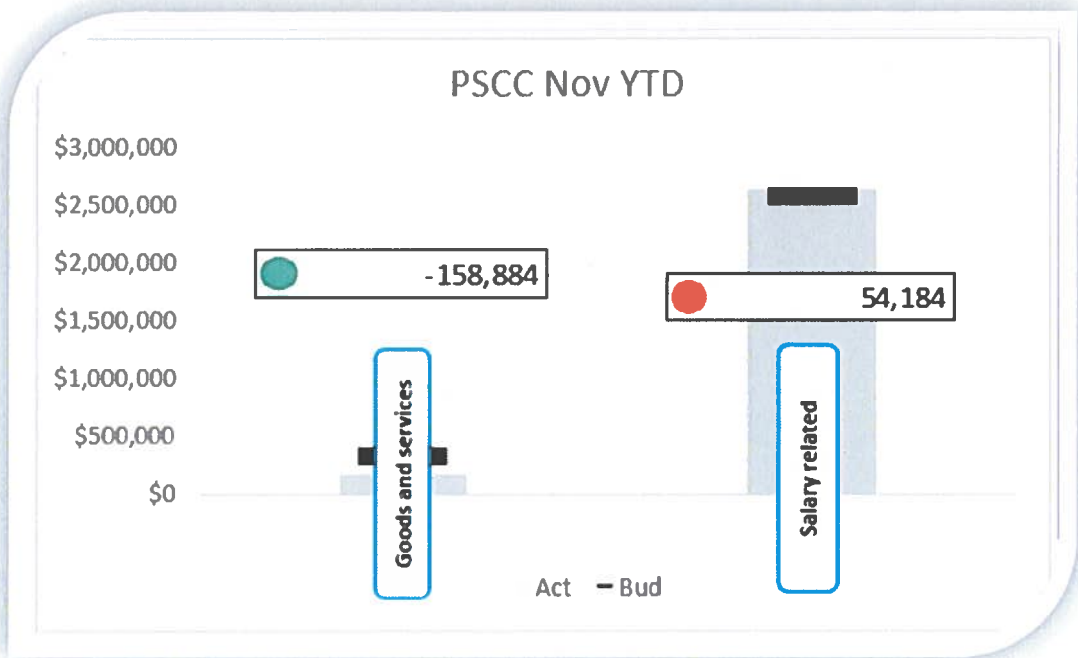
It is recommended that the Board receive and file this report as presented.

EXECUTIVE SUMMARY

The purpose of this report is to provide a budget update on the unaudited financial position of the Public Safety Communication Centre's Operating Budget as of Nov 30, 2025.

REPORT

PSCC's Nov 30, 2025, operating budget results show a surplus of \$104,701 year to date. The figures being provided are preliminary and have not been audited.



Overall wages and benefits are over budget by \$54,184 and goods and services are under budget by \$158,884 year to date.

Explanations:

Overtime & Salaries: Overtime remains elevated and now it’s only partially offset by savings across salary lines, thus the new trends we can see where costs are over the budget. The continued recruitment and onboarding efforts are incurring costs that consume the vacancy related savings, and while operationally this is crucial, from the financial perspective it consumed the offsetting savings and resulting in an unfavorable variance in the overall salary envelope.

Training Costs: Training expenditure remains materially below budget, driven mainly by delays tied to provincial implementation timelines. The SJPF is looking at various projects where these funds could serve operational efficiency improvements.

Other Costs: No new cost pressures or anomalies have emerged. All other Goods and Services lines continue to perform within expected ranges and align with historical trends.

ATTACHMENT

PSCC November 2025 YTD Supplemental.pdf

Respectfully submitted,

Frank Szalai

Frank Szalai, CPA, CIA, MBA
Senior Financial Manager



Robert Bruce
CHIEF OF POLICE

PSCC
2025 Actual vs Budget - By Period, by YTD

Sum of Total		AccPer												
Detailed_mergrs_DeptName	GL	Detailed_mergrs_GL_Name	1	2	3	4	5	6	7	8	9	10	11	12
PSCC	110-1602-444-10-04	SALARIES & WAGES / SALARIES - 486	180,577	144,301	144,301	180,577	144,301	144,301	180,577	144,301	144,301	180,577	144,301	180,577
	110-1602-444-14-04	FRINGE BENEFITS / FRINGE BENEFITS	51,176	40,941	40,941	51,176	40,941	40,941	51,176	40,941	40,941	51,176	40,941	51,176
	110-1602-444-10-02	SALARIES & WAGES / SALARIES - NON-UNION	20,366	16,292	16,292	20,366	16,292	16,292	20,366	16,292	16,292	20,366	16,292	20,366
	110-1602-444-11-04	OVERTIME / OVERTIME - 486	16,473	13,179	13,179	16,473	13,179	13,179	16,473	13,179	13,179	16,473	13,179	16,473
	110-1602-444-20-16	GENERAL SERVICES / OTHER TRAINING	9,573	9,573	9,573	9,573	9,573	9,573	9,573	9,573	9,573	9,573	9,573	9,573
	110-1602-444-30-30	REPAIRS & MAINTENANCE / OTHER REPAIRS & MAINTEN	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539
	110-1602-444-20-08	GENERAL SERVICES / TELEPHONE	4,921	4,921	4,921	4,921	4,921	4,921	4,921	4,921	4,921	4,921	4,921	4,921
	110-1602-444-40-02	PURCHASED GOODS / MEALS	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333
	110-1602-444-70-20	INTERNAL CHARGES / COMPUTERS	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042
	110-1602-444-20-09	GENERAL SERVICES / MOBILE RADIOS	2,385	2,385	2,385	2,385	2,385	2,385	2,385	2,385	2,385	2,385	2,385	2,385
	110-1602-444-40-14	PURCHASED GOODS / OFFICE SUPPLIES	299	299	299	299	299	299	299	299	299	299	299	299
	110-1602-444-90-16	ASSET PURCHASES / OFFICE EQUIPMENT	264	264	264	264	264	264	264	264	264	264	264	264
	110-1602-444-26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	256	256	256	256	256	256	256	256	256	256	256	256
	110-1602-444-90-14	ASSET PURCHASES / OFFICE FURNITURE	213	213	213	213	213	213	213	213	213	213	213	213
	110-1602-444-32-04	RENTALS / OFFICE EQUIPMENT	110	110	110	110	110	110	110	110	110	110	110	110
	110-1602-444-40-50	PURCHASED GOODS / OTHER GOODS	85	85	85	85	85	85	85	85	85	85	85	85
	110-1602-444-20-12	GENERAL SERVICES / TRAVEL	85	85	85	85	85	85	85	85	85	85	85	85
	110-1602-444-20-14	GENERAL SERVICES / CONFERENCES/COURSES	66	66	66	66	66	66	66	66	66	66	66	66
	110-1602-444-20-30	GENERAL SERVICES / OTHER GENERAL SERVICES	43	43	43	43	43	43	43	43	43	43	43	43
	110-1602-444-13-03	OTHER PERSONNEL COSTS / COURT TIME	0	0	0	0	0	0	0	0	0	0	0	0
	110-1602-444-20-04	GENERAL SERVICES / POSTAGE	0	0	0	0	0	0	0	0	0	0	0	0
	110-1602-444-10-10	SALARIES & WAGES / SALARIES - TEMP	0	0	0	0	0	0	0	0	0	0	0	0
	110-1602-444-11-10	OVERTIME / OVERTIME - TEMP	0	0	0	0	0	0	0	0	0	0	0	0
PSCC Total			298,406	244,727	244,727	298,406	244,727	244,727	298,406	244,727	244,727	298,406	244,727	298,406
Grand Total			298,406	244,727	244,727	298,406	244,727	244,727	298,406	244,727	244,727	298,406	244,727	298,406

8.5

REPORT TO SAINT JOHN BOARD OF POLICE COMMISSIONERS



OPEN SESSION

January 13, 2026

Tamara Kelly, Chair and
Members of the Saint John Board of Police Commissioners
1 Peel Plaza
Saint John, NB E2L 0E1

Chair Kelly and Members:

SUBJECT: Highlights of Monthly Activity Report / December 2025

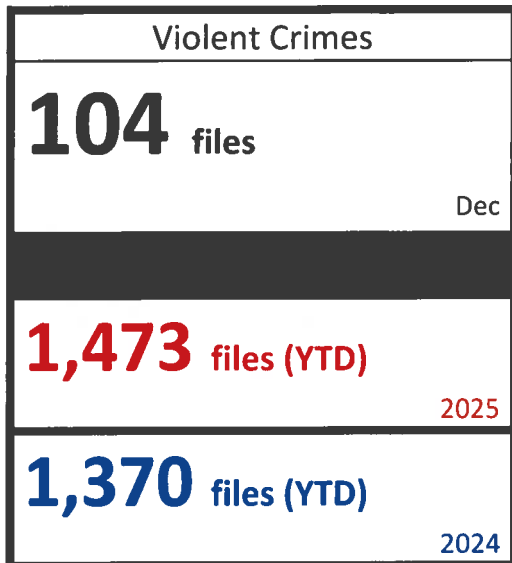
Calls for Service	
4,907 calls	Dec
61,623 calls (YTD)	2025
60,657 calls (YTD)	2024

*Calls for service processed by the PSCC
for the SJPF only*

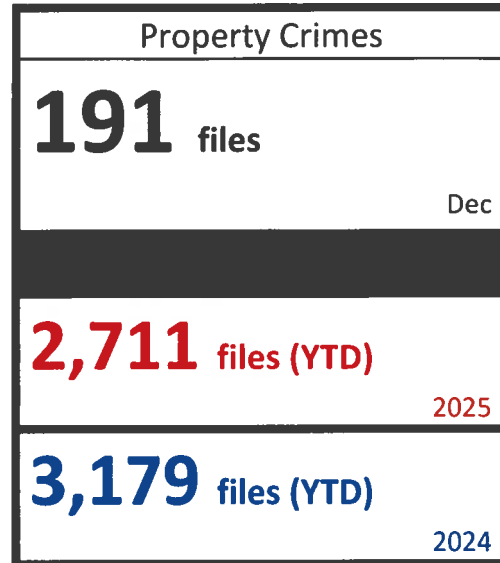
Incident Reports Generated	
870 reports	Dec
9,901 reports (YTD)	2025
9,706 reports (YTD)	2024

*Police files generated as a result of
Calls for Service
(not all calls result in files)*

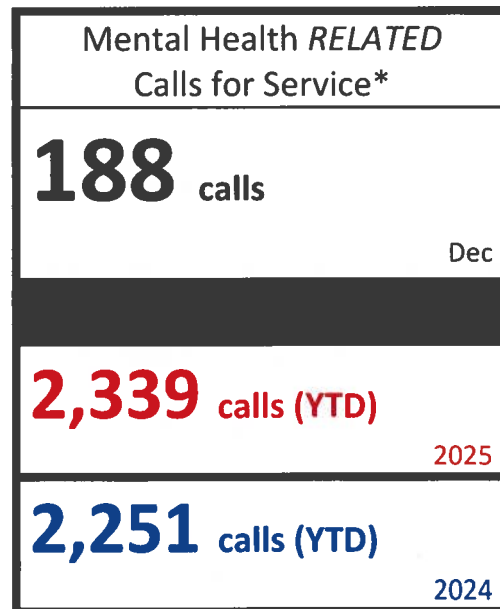
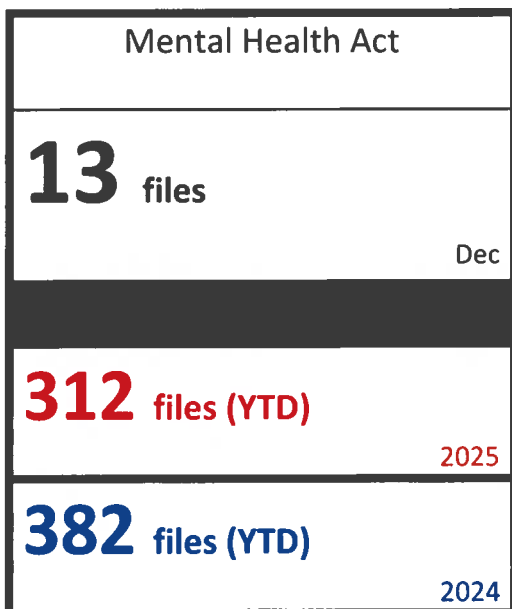
Subject: Highlights of Monthly Activity Report / December 2025



Assault, Family Violence, Criminal Harassment, Robbery, Sex Offences, Threats, Weapons Offence



Thefts, Break & Enter, Damage to Property (Criminal), Fraud, Possession of Property Obtained by Crime



Incidents related to or caused by mental health issues

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

Subject: Highlights of Monthly Activity Report / December 2025

Arrests	
105 files	Dec
1,682 files (YTD)	2025
1,264 files (YTD)	2024

Persons Charged / Charges Recommended	
171 charges	Dec
2,180 charges (YTD)	2025
1,979 charges (YTD)	2024

Impaired Driving	
16 files	Dec
78 files (YTD)	2025
89 files (YTD)	2024

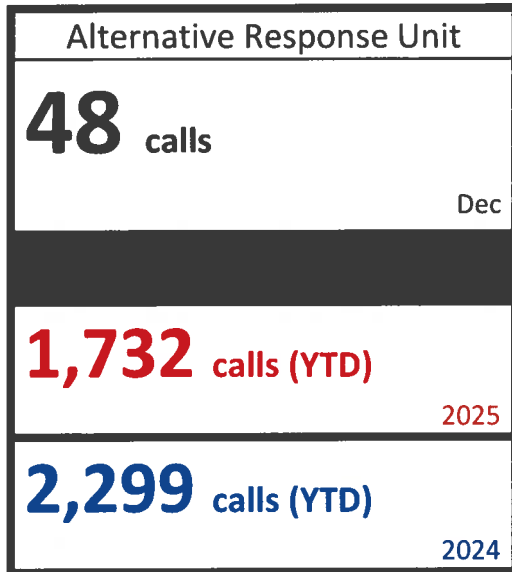
Motor Vehicle Collisions	
261 files	Dec
1,894 files (YTD)	2025
2,044 files (YTD)	2024

Citations Issued (POPA)
114 citations Dec
1,443 citations (YTD) 2025
1,320 citations (YTD) 2024

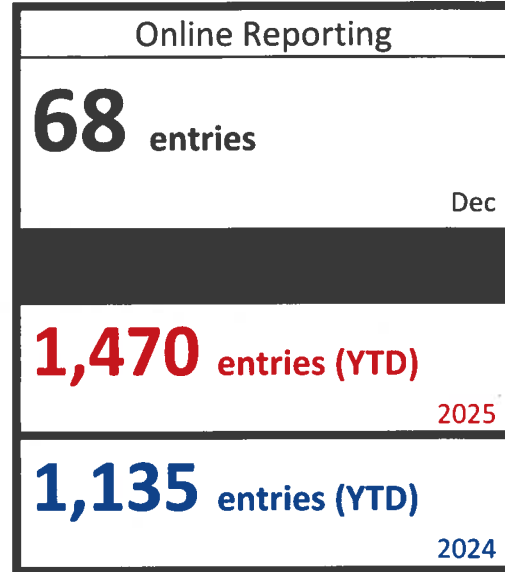
Training
336 hours Dec
14,610 hours (YTD) 2025
8,511.5 hours (YTD) 2024

Auxiliary Volunteer Hours
262 hours Dec
2,294.5 hours (YTD) 2025
1,728 hours (YTD) 2024

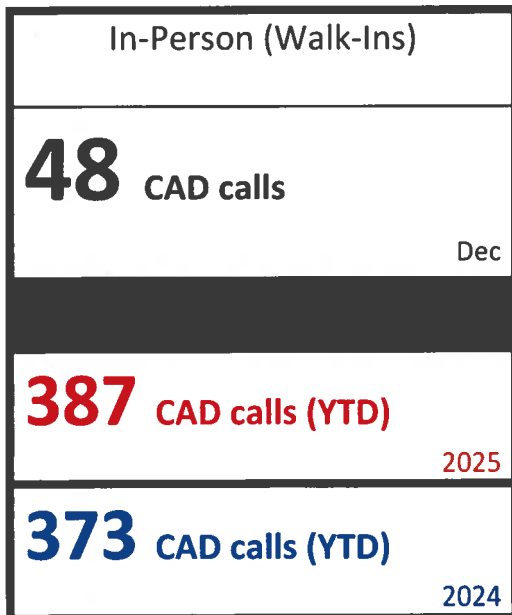
Auxiliary Follow-Up Calls
19 calls Dec
88 calls (YTD) 2025
n/a 2024



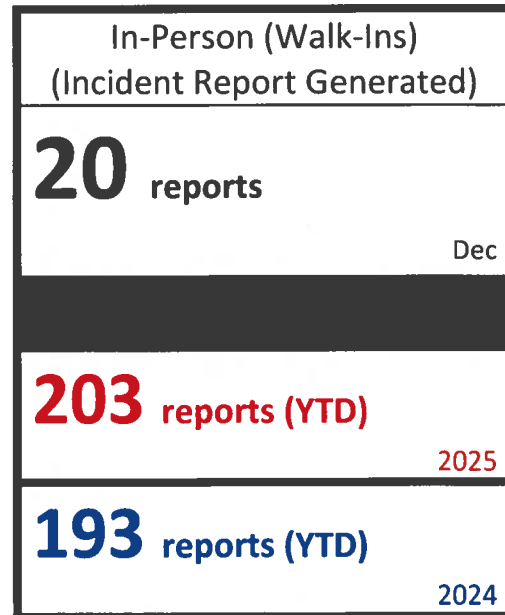
*Calls for Service processed by the PSCC
where a CAD call was generated*



*Police files generated as a result of
Calls for Service*



*Calls for Service processed by the PSCC
where a CAD call was generated*



*Police files generated as a result of
Calls for Service*

Tamara Kelly, Chair and
Members of the Saint John Board of Police Commissioners
January 13, 2026

Subject: Highlights of Monthly Activity Report / December 2025

RECOMMENDATION

It is recommended this report be received and filed.



Robert M. Bruce
Chief of Police