

**HAMILTON POLICE SERVICE BOARD  
PUBLIC MINUTES**

Thursday, November 27, 2025  
In-Person Meeting  
1:00 P.M.  
Hamilton City Hall, Room 264

Present: Chair Robertson  
Vice Chair Pauls  
Member Kroetsch  
Member Menezes  
Member Padulo  
Member Spadafora  
Member St. Jean

Also Present: Chief Frank Bergen  
Deputy Chief Ryan Diodati  
Acting Deputy Chief Dave Hennick  
Legal Counsel Marco Visentini  
Inspectorate of Policing – Police Advisor David Tilley  
Executive Director Kirsten Stevenson  
Executive Assistant Lucia Romano

---

**1. Call to Order**

The meeting was called to order at 1:00 PM and quorum was confirmed.  
The Chair welcomed the Board’s newly appointed Member, Mike Spadafora.

**2. Acknowledgements**

Member Pauls provided the land acknowledgment.

**3. Approval of the Agenda**

The Executive Director noted the following changes to the agenda:

- Added correspondence item 7.7 – Correspondence from Joanne Tuinstra Regarding Charter Compliance and the Protection of Citizens’ Fundamental Rights (November 8, 2025)

- Added correspondence item 7.8 – Windsor Police Service Board News Release – Announcement of Jason Crowley as the Next Chief of the Windsor Police Service (November 24, 2025)
- Updated consent item 8.1 – Auction Account Requests for Funding and Support, added sections ‘h’ and ‘i’
- Added consent item 8.9 – 2026 Board Budget Package (for public distribution)
- Added closed consent items 4.10 - 4.12 – pertaining to personal matters about an identifiable individual, including members of the police service or any other employees of the Board.

Resolution Number **251127 - 1**

Moved By: Member Padulo

Seconded By: Vice Chair Pauls

That the agenda be approved, as amended.

**CARRIED**

**4. Declarations of Conflicts of Interest**

There were no declarations of conflicts of interest.

**5. Delegations, Presentations and Verbal Updates**

**5.1 Members of the Month**

Inspector Greg Doerr presented the Members of the Month as follows:

August: Staff Sergeant Mark Miller

September: Special Constables Jeffrey Mackie and Mateusz Janiak

**5.2 Delegation from Carol Andrews**

Prior to the delegation taking place, the Board approved the following:

Resolution Number **251127 - 2**

Moved By: Member Padulo

Seconded By: Member Spadafora

That the delegation request listed as item 9.4 on the agenda, be approved.

**CARRIED**

Carol Andrews provided her delegation to the Board.

Resolution Number **251127 - 3**

Moved By: Vice Chair Pauls

Seconded By: Member Menezes

That the delegation from Carol Andrews be received.

**CARRIED**

### **5.3 Serious and Organized Crime (25-072)**

Chief Bergen introduced Superintendent Marty Schulenberg who provided the presentation and answered questions of the Board.

Resolution Number **251127 - 4**

Moved By: Member Kroetsch

Seconded By: Member Padulo

That the Serious and Organized Crime report and presentation be received.

**CARRIED**

### **5.4 Board Chair Verbal Update**

The Chair provided his update.

Resolution Number **251127 - 5**

Moved By: Member Spadafora

Seconded By: Member St. Jean

That the Chair's verbal update be received.

**CARRIED**

Members Kroetsch and Menezes were noted as being opposed.

**5.5 Chief of Police Verbal Update**

The Chief's verbal update was provided by Acting Deputy Chief Dave Hennick.

Resolution Number **251127 - 6**

Moved By: Vice Chair

Seconded By: Member St. Jean

That the Chief's verbal update be received.

**CARRIED**

Members Kroetsch and Menezes were noted as being opposed.

**5.6 Executive Director Verbal Update**

The Executive Director provided her update.

Resolution Number **251127 – 6b**

Moved By: Member Spadafora

Seconded By: Member Padulo

That the Executive Director's verbal update be received.

**CARRIED**

**6. Approval of the Minutes**

**6.1 Public Minutes of September 25, 2025**

Resolution Number **251127 – 7**

Moved By: Member Kroetsch

Seconded By: Member Padulo

That the public minutes of September 25, 2025, be approved as presented.

**CARRIED**

**7. Correspondence**

After discussion, the Board approved the following:

Resolution Number **251127 - 8**

Moved By: Member Spadafora

Seconded By: Vice Chair Pauls

That correspondence listed as items 7.1 through 7.8, be received.

**CARRIED**

- 7.1 Correspondence from the Inspectorate of Policing - Update on the Inspection of the Thunder Bay Police Service and Board (November 13, 2025)**
- 7.2 Request for Proposal to Host 2027 Canadian Association of Police Governance 37th Annual Conference (November 12, 2025)**
- 7.3 London Police Service Board Media Release - London Police Service Board Announces the Extension of Chief Truong's Contract (September 29, 2025)**
- 7.4 Correspondence from Breanne Ridge, Owner-Manager of Lady Leaf Cannabis Regarding Urgent Call for Enforcement Against Illegal Cannabis Dispensaries and Online Platforms (October 2, 2025)**
- 7.5 Thank You from the Catholic Children's Aid Society (September 24, 2025)**
- 7.6 Thank You from Wesley (October 17, 2025)**
- 7.7 Correspondence from Joanne Tuinstra Regarding Charter Compliance and the Protection of Citizens' Fundamental Rights (November 8, 2025)**
- 7.8 Windsor Police Service Board News Release - Announcement of Jason Crowley as the Next Chief of the Windsor Police Service (November 24, 2025)**

## **8. Consent Agenda**

After discussion, the Board approved the following:

Resolution Number **251127 - 9**

Moved By: Member Menezes

Seconded By: Member Spadafora

That consent items listed as 8.1 through 8.12 be received.

**CARRIED**

### **8.1 Auction Account Requests for Funding and Support (PSB 25-037)**

Based on past practice and in accordance with the Board's Auction Account Policy:

- a) That a donation of \$500 be made to 541 Eatery & Exchange for their Holiday Market fundraiser taking place on December 13, 2025, at Westinghouse HQ to help overcome the impacts of poverty through food, connection, and belonging; and
- b) That tickets at a cost of \$100 each be purchased to attend the Argyll and Sutherland Highlanders of Canada's Hochwald Ball, taking place on February 21, 2026 at Carmen's Event Centre in Hamilton, to commemorate the Hochwald Battle Honour earned during the Second World War and in recognition of the sacrifices made by soldiers past and present to ensure the safety of Canada; and
- c) That tickets at a cost of \$28.25 each be purchased to attend Wayside House of Hamilton's 'A Conversation About Addiction & Resilience', taking place on December 9, 2025, at the King John Building in Gore Park, for a thoughtful discussion on the challenges of addiction and pathways toward recovery; and
- d) That a donation of \$500 be made to Make a Wish Canada for their ongoing 'Local Heroes' fundraising campaign, which invites first responders to raise funds in collaboration with their local communities to grant wishes for sick children while creating connections and cultivating compassion; and
- e) That a donation of \$1000 be made to the Catholic Children's Aid Society of Hamilton in support of the 'Give the Gift of Joy' campaign which provides support for youth through education, stable housing, and food security; and
- f) That the previously approved purchase of tickets at a cost of \$150 each, to attend the Association of Black Law Enforcers (ABLE) 33<sup>rd</sup> Annual Scholarship & Awards Gala on November 1, 2025, at Exhibition Place to celebrate academic excellence, professional achievement, and community leadership, be ratified; and
- g) That the previously approved purchase of tickets at a cost of \$95 each, to attend the 2<sup>nd</sup> Annual Golden Horseshoe Diversity Awards and Luncheon on October 29, 2025, at Carmen's Event Centre to celebrate individuals and organizations making a meaningful impact in diversity, equity, and inclusion, be ratified; and
- h) That the previously approved purchase of tickets at a cost \$55 each, to attend St. Matt's 50<sup>th</sup> Anniversary Celebration on November 27, 2025, at First Ontario Concert Hall, to raise funds that provide food, housing,

and income security support for families and seniors in the Hamilton Community, be ratified; and

- i) That the previously approved purchase of tickets at a cost of \$45 each, to attend the Big Brothers Big Sisters of Halton & Hamilton's 'Big Breakfast', taking place on November 27, 2025, at the Canadian Warplane Heritage Museum of Hamilton, in support of mentorship programs for local youth experiencing adversity, be ratified; and
- j) That funding for approved events be taken from the Auction Account.

**8.2 Hamilton Police Service Board Media Release - Introduction of New Council Appointed Member Mike Spadafora (October 10, 2025)**

**8.3 Correspondence to the Solicitor General Regarding Support and Request for Expansion of Funding for the Hamilton Police Service Respecting the Ontario Provincial Bail Compliance and Warrant Apprehension (BWCA) Grant (October 1, 2025)**

**8.4 2026 Hamilton Police Service Board Meeting Schedule (PSB 25-038)**

Member Menezes suggested a friendly amendment to the motion in this report.

Resolution Number **251127 - 10**

Moved By: Member Menezes

Seconded By: Member Kroetsch

That the Hamilton Police Service Board (Board) meet on the following dates in 2026 at 1:00 PM for their regular meetings in Council Chambers at City Hall, or as otherwise noted:

Thursday, January 22

Thursday, February 19

Thursday, March 19

Thursday, April 23 (Board Education Session)

Thursday, May 21

Thursday, June 25

Thursday, July 23

Thursday, September 24; and

That the Executive Director come back to the December 18, 2025 meeting with alternative dates and options for meetings in October, November, and December of 2026.

**CARRIED**

**8.5 WSIB Backfill - Communications Operators (25-066)**

**8.6 Hamilton Police Service Community Safety and Policing Act Transition Update (25-067)**

**8.7 Status of Board Community Safety and Policing Act (CSPA) & Regulation Requirements (PSB 25-041)**

Resolution Number **251127 - 11**

Moved By: Member Menezes

Seconded By: Member Kroetsch

That Policy PO-003, Policing Aboriginal Occupations & Protests, be updated to incorporate current terminology, including replacing the term “aboriginal” with “Indigenous,” and to remove or revise any additional wording deemed outdated or inappropriate; and

That any other policies using outdated language, be updated.

**CARRIED**

**8.8 Board Correspondence to the Ontario Human Rights Commission**

**8.9 2026 Board Budget Package (for public distribution)**

**8.10 Governance Committee Report of November 7, 2025**

1. That item #12 on the Governance Committee’s Outstanding Business list be prioritized as level 1 and that the Governance Committee’s Outstanding Business List attached as Appendix ‘A’ to this report, be approved.
2. That the Board defer the approval of a Board Diversity Plan until their 2027-2030 Strategic Plan has been prepared and approved; and
3. That the Hamilton Police Service Board (Board) Handling of Policing Complaints Received from the Inspector General Policy P-030, attached to report PSB 25-031 and to this report as Appendix ‘B’, be approved as amended.
4. That the Hamilton Police Service Board (Board) Handling of Policing Complaints Received from the Inspector General Policy P-030, attached to report PSB 25-031 and to this report as Appendix ‘B’, be approved as amended.
5. That the Hamilton Police Service Board (Board) Accommodation Policy P-031, attached to report PSB 25-032 and to this report as Appendix ‘D’, be approved as amended.

6. That the Hamilton Police Service Board (Board) Canadian Charter of Rights and Freedoms Reporting Policy (P-028), attached as Appendix 'A' to report PSB 25-033 and to this report as Appendix 'E', be approved as amended;

That the Hamilton Police Service Board (Board) Board Member Education and Event Participation Policy (P-023), attached as Appendix 'B' to report PSB 25-033 and to this report as Appendix 'E' be approved as amended; **and**

***That the Executive Director include Governance Committee Member feedback from the November 7, 2025, meeting into the Event Participation Policy and return with a draft revised policy at a future Governance Committee meeting.***

7. That the Hamilton Police Service Board adopt target timelines for addressing items on the Outstanding Business Lists for the Board, and all of its Committees according to the priority levels assigned to the item as follows, unless otherwise determined by the Board or a Committee of the Board:
  - Priority 1: to be addressed at the next Board or relevant Committee meeting
  - Priority 2: to be addressed within the next 6 months
  - Priority 3: to be addressed within the next 12 months

## **8.11 Budget Committee Reports**

### **8.11.1 Budget Committee Report of September 29, 2025**

### **8.11.2 Budget Committee Report of October 14, 2025**

### **8.11.3 Budget Committee Report of November 4, 2025**

1. Endorsing the proposed 2026 net operating budget, summarized in Appendix A, ~~of \$243.4 million,~~ **as amended of \$240.2 million,** representing an increase of ~~\$19.7~~ **\$16.5 million** or ~~8.79%~~ **7.38%**; and,
2. Endorsing the capital budget summarized in Appendix B, with a gross budget of \$18.6 million; and,
3. The Hamilton Police Service Board to advocate to the Province of Ontario for funding support for the Rapid Intervention Support Team partner organizations and for increased funding under general programs, such as the Community Safety and Policing Grant, to offset the rising costs of policing resulting from legislated changes under the Community Safety and Policing Act; and,
4. The Hamilton Police Service Board to send a letter to the Office of the

City Clerk of Hamilton to formally propose a funding agreement between the two parties to share Provincial Offences Act revenues; and

5. **The Hamilton Police Service Board consider implementing a 10% service fee adjustment, or an adjustment of service fees to the Big 12 average, as discussed at previous Budget Committee meetings, which would result in additional revenue of \$230,000 or \$254,600 respectively; and**
6. **The Hamilton Police Service Board consider increasing the paid duty administration fee from 20% to 30% for for-profit enterprises only (non-profit enterprises would remain at 20%), which would result in additional revenue of \$211,000. The current administration fee of 20% is equal to the Big 12 average; however, Ottawa and Waterloo charge a 35% administration fee to for-profit enterprises; and**
7. **The Hamilton Police Service Board consider applying an assumption of shared POA revenues from the City of Hamilton in advance of an agreement, resulting in a reduction of \$1,232,700; however, should the City of Hamilton not accept the proposal, this would result in a negative variance in 2026 and a budget pressure in 2027; and**
8. **The Hamilton Police Service Board consider applying the projected surplus of \$1,500,000 to reduce the budget requirement in 2026.**

#### **8.12 Outstanding Business List as of November 27, 2025**

### **9. Recommendations**

#### **9.1 Budget Variance Report as of September 30, 2025 (25-074)**

After discussion, the Board approved the following:

Resolution Number **251127 - 12**

Moved By: Member Spadafora

Seconded By: Member Padulo

The Hamilton Police Service Board (the Board) approve the closure of the projects summarized in Appendix C to report 25-074 and that the remaining funds be returned to the Tax Stabilization – Police Reserve.

**CARRIED**

Member Kroetsch was noted as being opposed.

**9.2 Adoption of the City of Hamilton Procurement Policy By-Law 20-205, As Amended (12-115 d)**

After discussion, the Board approved the following:

Resolution Number **251127 - 13**

Moved By: Member Kroetsch

Seconded By: Member Padulo

- a) That the amendments to By-law No. 20-205, a By-law to Adopt and Maintain A Procurement Policy for the City of Hamilton as approved by Council through Report FCS25015 and FCS25015(a) Strengthening Local Procurement and Resilience Amid U.S. Tariff Threats, be adopted with the amendments identified below in recommendations (b) and (c); and
- b) That the authority to approve requests to procure from a U.S. Business utilizing procurement authority through a Policy 11 Non-competitive Procurement and/or a Policy 14 Standardization, be delegated to the Chief of Police/Acting Chief of Police, with the requirement that an information report be submitted quarterly to the Board following such approvals; and
- c) That the approvals specific for the City of Hamilton Request to Procure from a U.S. Business form for the Hamilton Police Service (HPS) be as follows:
  - Section E: General Manager Review = HPS Superintendent/Acting Superintendent of requesting unit
  - Section F: Procurement Review = Director of Fleet, Facilities and Procurement (HPS)
  - Section G: City Manager Review = Deputy Chief of Operations or Support/Acting Deputy Chief of Operations or Support; and
- d) That the Board's approval, through PSB 02-052 – *Used Vehicle Purchases*, permitting the purchase of used vehicles through a non-competitive process, be added to the Board's approved amendments to the Procurement Policy under Schedule B – Exemptions.

**CARRIED**

The Board recessed at 2:25 PM and reconvened at 2:37 PM.

**9.3 2026 Operating and Capital Budget (25-073)**

Chair Robertson, also Chair of the Budget Committee, introduced the 2026 Operating and Capital Budgets.

Chief Bergen provided his presentation and answered questions of the Board.

As agenda item 10.1 relates to item 9.3, the Board discussed this matter prior to voting on the 2026 Operating and Capital Budget.

Member Kroetsch introduced his motion.

Member Spadafora introduced a friendly amendment to Member Kroetsch's motion. Member Kroetsch did not approve of the amendment.

The Board considered Member Kroetsch's motion, as written.

After discussion, the Board voted the following:

Resolution Number **251127 – 14a**

Moved By: Member Kroetsch

Seconded By: Member Menezes

That the Hamilton Police Service Board budget for the Hamilton Police Service be reduced by \$1,210,778.

**DEFEATED**

After discussion, the Board approved the following:

Resolution Number **251127 – 14b**

Moved By: Member Spadafora

Seconded By: Vice Chair Pauls

That the Hamilton Police Service Board reduce the Hamilton Police Service budget by \$1.25 million, and direct the Chief to identify and implement the necessary budget adjustments.

**CARRIED**

Member Padulo was noted as being opposed.

After discussion, the Board approved the following:

Resolution Number **251127 - 15**

Moved By: Vice Chair Pauls

Seconded By: Member Spadafora

1. That the Hamilton Police Service Board approve the 2026 net operating and capital budget **as amended**, detailed in Appendix A, of **\$239.0 million**, representing an increase of **\$15.2 million** or **6.81%** over the 2025 budget; and,

2. That the Hamilton Police Service Board approve the proposed 2026 gross capital budget, detailed in Appendix A, of \$18.6 million; and,
3. That the Hamilton Police Service Board approve establishing a Retirement Benefits Reserve and an Information Technology Reserve; and,
4. That the Hamilton Police Service Board send a letter to the Member of Provincial Parliament to advocate to the Province of Ontario for funding support for the Rapid Intervention Support Team partner organizations and for increased funding under the Community Safety and Policing Grant to offset the rising costs of policing resulting from legislated changes under the *Community Safety and Policing Act*; and,
5. That the Hamilton Police Service Board send a letter to the Office of the City Clerk of Hamilton to formally propose a funding agreement between the two parties to share Provincial Offences Act revenues; and,
6. That the Hamilton Police Service Board approve the new 2026 vehicles to be purchased through the Ministry of Government and Consumer Services – Vehicle Acquisition Vendor of Record (VOR) and the single source procurement for the 2026 vehicle up-fitting services to Kerr Industries Limited and Leslie Emergency Vehicles Limited.

**CARRIED**

Member Kroetsch requested a recorded vote.

Member Kroetsch:	opposed
Member Menezes:	opposed
Member Padulo:	in favour
Vice Chair Pauls:	in favour
Chair Robertson:	in favour
Member St. Jean:	in favour

#### **9.4 Delegation Request from Carol Andrews**

This matter was addressed under delegations, presentations, and verbal updates, item 5.2.

## **10. Motions**

### **10.1 2026 Hamilton Police Service Board Budget**

This matter was considered under recommendations item 9.3, 2026 Operating and Capital Budget (25-073).

## 11. Closed Meeting

Resolution Number **251127 - 16**

Moved By: Member St. Jean

Seconded By: Member Padulo

That the Board move into closed session in accordance with the *Community Safety and Policing Act, 2019*, section 44(1) & (2) to consider:

- a) personal matters about identifiable individuals, including members of the police service or any other employees of the board;
- b) labour relations or employee negotiations;
- c) litigation or potential litigation affecting the board, including matters before administrative tribunals;

**CARRIED**

Vice Chair Pauls left the meeting at 4:21 PM.

The Board moved into closed session at 4:21 PM and returned to public session at 5:48 PM.

## 12. Closed Meeting Report Back

During its closed meeting the Board:

- The closed minutes of September 25, 2025;
- Approved revisions to the Board's 2026 Budget Package; and
- Dealt with personnel and legal matters in accordance with Section 44(1) & (2) of the *Community Safety and Policing Act, 2019*.

Resolution Number **251127 – 28**

Moved By: Member St. Jean

Seconded By: Member Padulo

That the closed meeting report back be received.

**CARRIED**

**13. Adjournment**

Resolution Number **251127 - 29**

Moved By: Member Spadafora

Seconded By: Member St. Jean

As there was no further business, the meeting adjourned at 5:49 PM.

**CARRIED**

Taken as read and approved.

---

Chair Don Robertson

---

Executive Director  
Kirsten Stevenson