



BELLEVILLE POLICE SERVICE BOARD GENERAL MEETING AGENDA

August 10, 2026, at 11:00 AM
Joint Forces Operations Room (JFO) Belleville Police Service

	ITEM	LEAD	PAGE
1	Call to Order	Chair Smith	
2	Land Acknowledgement	Vice Chair Enright-Miller	
3	Disclosure of Pecuniary Interest and the General Nature Thereof	Chair Smith	
4	Confirmation of Agenda RESOLUTION THAT the Agenda for the Belleville Police Service Board meeting of August 10th, 2026, be confirmed.	Chair Smith	
5	Minutes RESOLUTION THAT the Minutes for the Belleville Police Service Board meeting of June 25 th , 2026, be confirmed.	Chair Smith	01
6	Business Arising from the Minutes	Chair Smith	
7	Reports for Decision a) Approval of Board policies related to Administration and Infrastructure (i.e. AI-001BPSB to AI-017BPSB). https://www.bellevilleps.ca/wp-content/uploads/2026/07/Administration-and-Infrastructure-Policies.pdf RESOLUTION THAT the Belleville Police Service Board approve the Administration and Infrastructure policies.	Chair Smith	



BELLEVILLE POLICE SERVICE BOARD GENERAL MEETING AGENDA

August 10, 2026, at 11:00 AM
Joint Forces Operations Room (JFO) Belleville Police Service

	b) Approval of the Board policies related to Crime Prevention (CP-001BPSB to CP-002BPSB). https://www.bellevilleps.ca/wp-content/uploads/2026/07/Crime-Prevention-Policies.pdf RESOLUTION THAT the Belleville Police Service Board approve the Crime Prevention Policies.		
	c) Approval of the Board policies related to Emergency Response (ER-001BPSB to ER-010BPSB). https://www.bellevilleps.ca/wp-content/uploads/2026/07/Emergency-Procedures-Policies.pdf RESOLUTION THAT the Belleville Police Service Board approve the Emergency Response policies.		
	d) Approval of the Board General Policies (GP-001 to GP-024). https://www.bellevilleps.ca/wp-content/uploads/2026/07/General-Policies.pdf RESOLUTION THAT the Belleville Police Service Board approve the General policies.		
	e) Approval of the Board policies related to Law Enforcement (LE-001BPSB to LE-047BPSB). https://www.bellevilleps.ca/wp-content/uploads/2026/07/Law-Enforcement-Policies.pdf RESOLUTION THAT the Belleville Police Service Board approve the Law Enforcement policies.		
	f) Approval of the Board policies related to Public Order Maintenance (PO-001BPSB to PO-003BPSB).		



BELLEVILLE POLICE SERVICE BOARD GENERAL MEETING AGENDA

August 10, 2026, at 11:00 AM
Joint Forces Operations Room (JFO) Belleville Police Service

	https://www.bellevilleps.ca/wp-content/uploads/2026/07/Public-Order-Maintenance-Policies.pdf RESOLUTION THAT the Belleville Police Service Board approve the Public Order Maintenance policies.		
	g) Approval of the Board's policy on Victim's Assistance (VA-001BPSB). https://www.bellevilleps.ca/wp-content/uploads/2026/07/VA-001BPSB-Victims-Assistance-UNSIGNED-DRAFT.pdf RESOLUTION THAT the Belleville Police Service Board approve the Victim's Assistance policy		
8	Board Information Matters The Board may adopt information items by one resolution, but prior to consideration of such resolution, Board Members may request that specific items be removed from consideration under such resolution, and the Board shall consider such items individually. RESOLUTION THAT the following August 10th, 2026, information be received.	Chair Smith	
	Dayforce HRIS System Contract	Daniel Ringham	14
9	Verbal Updates Chair's Remarks Chief's Remarks	Chair Smith Chief Rodd	
10	Next Meeting Date September 17, 2026 Belleville Police Service Joint Forces Operations Room	Chair Smith	
		Chair Smith	



BELLEVILLE POLICE SERVICE BOARD GENERAL MEETING AGENDA

August 10, 2026, at 11:00 AM
Joint Forces Operations Room (JFO) Belleville Police Service

11 Adjournment

RESOLUTION

THAT the August 10, 2026, Special General Meeting of the Belleville Police Service Board be adjourned.



Belleville Police Service Board

General Meeting Minutes

June 25, 2026

Joint Forces Room, Belleville Police Service

ATTENDANCE

Belleville Police Service Board	Belleville Police Service Staff
Chair Heather Smith	Chief Murray Rodd
Vice Chair Councillor Barb Enright Miller	Deputy Chief Sheri Meeks
Mayor Neil Ellis	Ms. Claire Moore (Minute Taker)
Ms. Janet Harnden	
Mr. Jim O'Brien	

GENERAL MEETING PART 1

1. MEETING CALLED TO ORDER: 10:00 a.m.

It is noted that there was a Belleville Police Service Board In-Camera (closed session) meeting from 9:03 a.m. to 9:43 a.m. In view of this the Board met very briefly in open session at 9:03 a.m. to consider the following.

Moved By: Mayor Ellis

Seconded By: Ms. Harnden

RESOLUTION

THAT the Belleville Police Service Board enter into the In Camera session to consider the following items, pursuant to Section 44(2,3) of the Community Safety and Policing Act (CSPA), 2019.

- Discussion regarding personal matters about identifiable individuals (Pursuant to Subsection 44(2)(b) of the CSPA 2019)
- Discussion regarding labour relations or employee negotiations (Pursuant to Subsection 44(2)(d) of the CSPA 2019)
- Discussion regarding litigation or potential litigation affecting the Board (Pursuant to Subsection 44(2)(e) of the CSPA 2019)
- Review of Minutes for the In Camera Meeting dated May 19, 2026

CARRIED

GENERAL MEETING PART 2

Welcome to our guests, Brandi Hodge and John Hoyle.

2. LAND ACKNOWLEDGEMENT



Belleville Police Service Board

General Meeting Minutes

June 25, 2026

Joint Forces Room, Belleville Police Service

3. DISCLOSURES OF PECUNIARY INTEREST:

None

4. CONFIRMATION OF AGENDA:

Moved By: Councillor Enright-Miller

Seconded By: Mr. O'Brien

RESOLUTION

THAT the Agenda for the Belleville Police Service Board meeting of June 25th, 2026, be confirmed.

CARRIED

5. RECOGNITIONS:

Lindsay Rhodes – Peter Gallant Memorial President's Award from NENA Ontario.

Chair Smith noted that the recognition report contains a few errors, which will be corrected. The Chief and Deputy Chief presented Lindsay Rhodes with a certificate of recognition in honour of receiving the Peter Gallant Memorial President's Award from NENA Ontario. Chair Smith extended congratulations on behalf of the Police Service Board and acknowledged Lindsay's achievement.

6. DEPUTATIONS, PRESENTATIONS OR APPOINTMENTS:

John Hoyle – CNEO

The Chair introduced John Hoyle, Executive Director of the Community Information Centre of Ottawa, the organization responsible for delivering the 211 service in Eastern Ontario.

The Chair advised that she first learned about 211 through discussions related to the Community Safety and Well-Being Plan. Noting that she was previously unfamiliar with the service, she felt it would be beneficial to have information about 211 presented publicly to increase awareness within the community.

Mr. Hoyle provided an overview of the 211 service and encouraged the Service and Board members to act as champions for the program by helping to raise public awareness. He advised that informational brochures are available free of charge and can be shipped anywhere in the region. Mr. Hoyle welcomed partnership opportunities and encouraged organizations to contact 211 to explore ways the service can support community initiatives and residents in need.

Mr. O'Brien commented that while 911 is widely recognized as a universal service, 211 appears to operate within regional structures. Referring to the presentation, he noted that 211 services are delivered through four regional centres and questioned the extent to which the service functions as a universal system across the province. He asked, for example, where a call to 211



Belleville Police Service Board

General Meeting Minutes

June 25, 2026

Joint Forces Room, Belleville Police Service

from Windsor would be directed. He also inquired about opportunities to ensure that 911 operators are aware of and are able to refer individuals to the 211 service.

In response, Mr. Hoyle clarified that the 211 system is not fragmented, explaining that service delivery has evolved from six regional centres to four. He advised that the centres work closely together, meeting regularly and supporting one another as needed. Staff are trained to provide consistent service across regions, and calls can be routed appropriately regardless of where they originate.

Mr. Hoyle further noted the importance of strengthening connections between 211 and emergency response services. He advised that informational materials are provided to police services and that some regions have integrated 211 information into ambulance services. He indicated that greater collaboration among service providers would be beneficial and acknowledged the ongoing challenges associated with limited funding.

The Chief noted that a significant number of calls received by police are not criminal in nature but involve individuals seeking assistance with social, health, or community-related issues. He observed that officers do not always have access to the most appropriate resources and that 211 could serve as a valuable referral option. The Chief expressed support for promoting the service and endorsed strengthening the partnership among the Police Service, 211, and the United Way.

Councillor Enright-Miller thanked Mr. Hoyle for his presentation and for his commitment to supporting community well-being and enhancing access to services throughout the region.

7. APPROVAL OF MINUTES:

Moved By: Ms. Harnden

Seconded By: Mr. O'Brien

RESOLUTION

THAT the minutes of the General Meeting of May 19, 2026, be approved and signed.

CARRIED

8. BUSINESS ARISING FROM THE MINUTES:

None

Letter sent to Lisa Darling at PGO on May 21, 2026, regarding bail reform. We asked them to work collectively with other stakeholders to advocate for bail reform.

9. BUSINESS ARISING FROM THE IN CAMERA SESSION:

None

10. CORRESPONDENCE:



Belleville Police Service Board
General Meeting Minutes
June 25, 2026
Joint Forces Room, Belleville Police Service

Inspector General Memo #10: Province-Wide Inspection on Police Integrity and Anti-Corruption Practices Update

The five areas/themes of investigation will be:

1. Supervision and span of control,
2. Screening and vetting of police officers and civilian members both at recruitment and on an ongoing basis.
3. Access to police databases and information systems, including permissions, controls and clearances.
4. Evidence and property management practices
5. Substance abuse and fitness for duty

The IOP will be looking at:

- How well services and boards prevent, detect and respond to corruption.
- The assessment of vulnerable policing domains – those 5 inspection themes
- And identification of weaknesses and strengths in system design, operational practice and governance.

Discussion:

The Chair suggested that, over the summer months, the Board work collaboratively with the Chief to develop a review plan addressing each of the five inspection themes. The Chair proposed that reports on each area be brought forward to the Board for review throughout the fall meeting schedule, from September through December, to ensure the Board is satisfied with the Service's policies, procedures, controls, and practices. The Chair further noted that such reviews would assist both the Board and the Service in preparing for any future inspection activities conducted by the Inspectorate of Policing.

The Chief advised that the inspection themes align closely with ongoing discussions regarding training, staffing, and organizational resources. He noted that the Service already has established processes, controls, and accountability measures in place in each of the identified areas; however, he cautioned that risks could emerge when operational areas are not adequately resourced or staffed.

The Chief expressed his commitment to working with the appropriate Board committee to support the review process and advised that staff responsible for the various functions under review would be made available to provide information and answer questions. He emphasized the importance of transparency and ensuring the Board has a comprehensive understanding of the Service's practices and controls.



Belleville Police Service Board

General Meeting Minutes

June 25, 2026

Joint Forces Room, Belleville Police Service

The Chair noted that the proposed reviews would be particularly timely as the Board begins its budget deliberations, as they will help identify operational risks, resource requirements, and potential areas requiring future investment.

11. IoP DECISIONS AND FINDINGS REPORT:

Note the IoP website provides information as a guide to assist how we conduct business and review the work the service provides to the community and our responsibility for ensuring adequate and effective policing.

12. NEW BUSINESS:

Request received to publish future Board and committee meetings on YouTube.

Moved By: Mayor Ellis

Seconded By: Councillor Enright-Miller

RESOLUTION

THAT the Police Service Board direct that all regular Board meetings and committee meetings be published on a publicly accessible platform such as YouTube.

Disposition: Consideration of the motion was postponed pending receipt of additional information.

Discussion:

Board members discussed the feasibility of recording and broadcasting meetings, particularly when meetings are held outside of City Hall. It was noted that broadcasting meetings would require appropriate audio equipment, including microphones for speakers, and additional technological support.

The Chair advised that there is no legislative requirement to broadcast meetings. Members also noted that the topic had recently been discussed at a Zone 2 meeting and that not all police service boards broadcast their meetings.

The Chief advised that during the COVID-19 pandemic, Board meetings were broadcast from City Hall, where the necessary infrastructure was available; however, there would be operational and technological considerations associated with implementing a similar process on an ongoing basis.

Councillor Enright-Miller commented that there has not been a significant level of public demand for meeting broadcasts. She noted that the Board currently provides opportunities for public participation through its open forum process and makes information publicly available through its website. Given current budget pressures, she expressed the view that existing practices provide reasonable public access.



Belleville Police Service Board

General Meeting Minutes

June 25, 2026

Joint Forces Room, Belleville Police Service

At the request of the Chief, the Director of Information Technology was able to speak and advised that the Boardroom is equipped with ceiling-mounted microphones and cameras to record meetings and post them for later viewing; however, livestreaming meetings would require additional infrastructure and support, such as that currently available at City Hall.

Mr. O'Brien noted that any proposal to record or livestream meetings would have associated staffing and equipment costs. He questioned what specific need the Board would be addressing and suggested that consideration be given to the level of public interest before committing additional resources.

Follow-Up Motion:

Moved by: Mayor Ellis

Seconded by: Ms. Harnden

THAT staff be directed to prepare a report outlining the technological requirements, location considerations, staffing implications, and associated costs related to recording and/or livestreaming Belleville Police Service Board meetings.

CARRIED

13. REPORTS FOR DECISION:

- a) Belleville Police Service Annual Report for 2025



Belleville Police Service Board
General Meeting Minutes
June 25, 2026
Joint Forces Room, Belleville Police Service

Moved By: Ms. Harnden
Seconded By: Mayor Ellis

RESOLUTION

THAT the 2025 Annual Report be approved for publication.

Amended:

Moved By: Mayor Ellis
Seconded By: Councillor Enright-Miller

RESOLUTION

THAT the 2025 Annual Report be approved for publication, subject to a final review and verification of all statistical data, and that publication occur within 72 hours following completion of the review.

CARRIED

Discussion:

Mr. O'Brien advised that he had reviewed the report from an editorial perspective and found it to be well prepared. However, he expressed concerns regarding the presentation of certain statistical information, noting that percentage increases can be misleading without the corresponding baseline figures.

Mr. O'Brien cited examples from page 16 of the report, including:

- Criminal Charges: 46 charges reported, representing a 557% increase from 2024. Mr. O'Brien suggested that the report also indicate that there were 7 criminal charges in 2024 to provide context.
- Motor Vehicle Collision Investigations: 182 investigations reported, representing a 1,667% increase from 2024. He suggested that the report indicate the increase was from 10 investigations in 2024 to 182 in 2025.

Mr. O'Brien emphasized that he supports the use of percentages and considers them valuable; however, he recommended that the underlying numbers also be included to ensure the statistics are clear and meaningful to readers.

The Chief acknowledged the concern and apologized that the issue had not been identified earlier in the review process. He noted that the report was prepared using information submitted by various sections and subsequently compiled by the communications coordinator. The Chief requested that the Board approve the report in principle, subject to a final review of the statistical data before publication.

The Chief proposed that a small review group be established, including Mr. O'Brien, to verify the accuracy and presentation of the statistics. Mr. O'Brien agreed to participate. The Chief further advised that staff would undertake the review and make any necessary corrections in advance of the July 1 publication deadline.

The Mayor inquired whether any of the statistical increases were related to the activities of the Traffic Unit. Discussion followed.



Belleville Police Service Board

General Meeting Minutes

June 25, 2026

Joint Forces Room, Belleville Police Service

b) Police Constable Appointments

Moved By: Ms. Harnden

Seconded By: Mayor Ellis

RESOLUTION

THAT the Board appoint Jarred Bailey, Jacob Bunnett, and Joshua Rivett as Police Constables effective immediately and for the duration of their employment with the Belleville Police Service.

CARRIED

c) Approval of New Hires

Moved By: Councillor Enright-Miller

Seconded By: Mayor Ellis

RESOLUTION

THAT the Belleville Police Service Board approve the hiring of Benjamin Albright for the position of Special Constable effective June 1, 2026.

CARRIED

d) Approval of Section 14 Agreement Between Belleville PSB and Peterborough PSB

Moved By: Ms. Harnden

Seconded By: Mayor Ellis

RESOLUTION

THAT the Belleville Police Service Board approves entering into a Section 14 Agreement with the Peterborough Police Service Board for the provision of mutual assistance between Services providing municipal police services; and

THAT the Chief of Police be authorized to assign personnel and resources as required to fulfill the terms of the agreement

CARRIED

Discussion:

The Chief advised that a shared agreement is already in place to provide support in the event of a 911 communications outage affecting either service. The agreement enables one service to assist the other in managing emergency call volumes and related communications functions.



Belleville Police Service Board

General Meeting Minutes

June 25, 2026

Joint Forces Room, Belleville Police Service

The Chief noted that the agreement extends beyond emergency call-taking and includes other administrative and operational support functions to provide flexibility to accommodate additional assistance requests between the two services, where appropriate.

The Chair referred to Schedule 1A of the agreement and noted that specific services had been identified. The Chief confirmed that the Belleville Police Service would be able to provide and receive assistance in the applicable areas outlined in the schedule.

Mr. O'Brien observed that references were made in the report to portions of the agreement that had not been included in the public meeting package. The Chief advised that certain aspects of the agreement are confidential in nature and cannot be discussed in open session but may be reviewed in camera.

The Deputy Chief clarified that the report should be distinguished from the existing Memorandum of Understanding governing 911 coverage and communications support. The purpose of the proposed Section 14 Agreement is to establish a standing framework for the provision of mutual assistance, eliminating the need to seek formal authorization each time assistance is requested or provided. The agreement applies only to the applicable services identified in the publicly available Schedule 1A.

Mr. O'Brien noted that, based on the information provided, the Section 14 Agreement appears to be an operational agreement supported by an approved schedule of services. He indicated his support for the resolution and suggested that the complete agreement be provided to the Board at a future in camera meeting for review.

The Chief further advised that similar agreements already exist with several other police services and that mutual assistance arrangements of this nature have been in place for many years. He noted that police services across the province are currently formalizing these arrangements through Section 14 agreements as the practice becomes more standardized.

14. BOARD INFORMATION MATTERS:

The Board may adopt Information items by one resolution, but prior to consideration of such resolution, Board Members may request that specific items be removed from consideration under such resolution, and the Board shall consider such items individually.

Moved By: Mayor Ellis

Seconded By: Councillor Enright-Miller

RESOLUTION

THAT the following June 25th, 2026, information be received.

CARRIED



Belleville Police Service Board

General Meeting Minutes

June 25, 2026

Joint Forces Room, Belleville Police Service

Shared Service Agreements Annual Report	Chief Rodd	
Missing Persons Annual Report	S/Sgt Kiley	
Problem-Oriented Policing Annual Report	Insp. Ashley	
Professional Standards Bi-Annual Report	S/Sgt Geen	
1 st Quarter Report - IMPACT	Insp. Ashley	
Bill 72 Buy Ontario Act	Daniel Ringham	

15. VERBAL UPDATES:

Provincial Offences Act tickets:

The Chair provided an update following the spring meeting with County and municipal representatives regarding Provincial Offences Act (POA) matters. Following that meeting, the Chair received correspondence from Mr. Dorey, who advised that he had spoken with the Association of Municipalities of Ontario (AMO) regarding municipal advocacy efforts related to POA reform. Mr. Dorey indicated that AMO is looking to renew and refocus its advocacy efforts in this area and acknowledged that the issue has not received the same level of attention as other municipal priorities such as infrastructure, homelessness, and health care. Mr. Dorey further advised that AMO would continue to keep the Belleville Police Service and other enforcement agencies informed as advocacy efforts progress. He also provided a copy of correspondence sent by the AMO President to the Attorney General of Ontario highlighting concerns with the current POA system. The letter noted that the system handles more than 2.2 million cases annually—exceeding the volume of the criminal court system—while facing significant challenges, including substantial unpaid fines, court backlogs, and inefficiencies in transitioning appropriate offences to administrative penalty systems. Concerns were also raised regarding municipalities' limited ability to enforce the collection of outstanding fines and the impact of constrained judicial resources on timely case resolution. The Chair advised that a further development occurred recently, as the Municipality has contacted the Attorney General seeking clarification regarding the administration of POA tickets, including how the associated financial and revenue-sharing arrangements are intended to operate.

The Chief expressed concern regarding the growing number of repeat offenders who are released without what many would consider meaningful consequences. He noted that the current situation is frustrating for both police officers and members of the public and does not align with community expectations regarding accountability. The Chief further commented that offences such as excessive speeding, driving while suspended, and failing to stop for red lights are often not resulting in consequences that the public would reasonably expect. He



Belleville Police Service Board

General Meeting Minutes

June 25, 2026

Joint Forces Room, Belleville Police Service

emphasized that the effectiveness of traffic enforcement is undermined when tickets and related court proceedings are delayed, unresolved, or otherwise fail to achieve the intended deterrent effect.

Belleville Police Service 190th Anniversary Celebrations

The Chair congratulated Deputy Chief Meeks, the planning committee, and all staff involved in organizing the Belleville Police Service's 190th Anniversary celebrations, noting that the events were exceptionally well received and showcased the Service's history and ongoing commitment to the community.

Deputy Chief Meeks thanked the Board for its support of the anniversary initiative and provided a brief recap of the celebrations. She advised that the commemorative activities began during Police Week in May with events held in partnership with Glanmore National Historic Site and the Hastings County Historical Society, culminating in the anniversary celebration held on June 18. Deputy Chief Meeks expressed appreciation to all partners and supporters who contributed to the success of the events, including the illumination of local bridges in blue and the anniversary flag-raising ceremony. She noted that commemorative coins, model police vehicles, and anniversary books remain available for purchase. She emphasized that the celebrations were a true team effort and highlighted the public tours of Police Headquarters as one of the most successful and popular components of the anniversary program.

Mr. O'Brien echoed the Chair's comments and commended the quality of the commemorative book. He encouraged continued promotion of the publication and advised that he had received positive feedback from members of the public. He further noted that several individuals had expressed disappointment that the Headquarters tours had sold out so quickly and inquired about the possibility of offering additional tours in the future.

In response, Deputy Chief Meeks advised that any future tours would need to be considered within existing budget and resource constraints, as organizing tours and operational demonstrations requires a significant commitment of both personnel and financial resources. While the tours were fully booked, she noted that some registrants did not attend, which created challenges in balancing public demand with the staffing requirements necessary to safely and effectively host the events. She indicated that opportunities for future tours may be explored, resources permitting.

Chair's Remarks:

The Chair advised that she attended a virtual Community Safety and Well-Being (CSWB) Plan meeting earlier in the week. As a result of those discussions, further revisions are required to the housing component of the Plan before it is presented to Council in July.

The Chair noted that the Board had recently extended its condolences following the deaths of two police officers in the line of duty. She also acknowledged the more recent tragedy in



Belleville Police Service Board

General Meeting Minutes

June 25, 2026

Joint Forces Room, Belleville Police Service

Montreal, recognizing the sacrifices made by police officers across the country and the profound impact such losses have on their families, friends, and colleagues.

Chief's Remarks:

The Chief reflected on the risks faced daily by both sworn and civilian members of policing organizations, particularly those who work frontline shifts and are regularly exposed to difficult, traumatic, and unpredictable situations.

The Chief referenced several recent line-of-duty deaths and critical incidents involving police officers across Canada, noting the devastating impact these events have on police services and communities. He spoke of the loss experienced by families, colleagues, and loved ones, and of the courage demonstrated by officers who continue to serve despite the risks associated with the profession.

The Chief highlighted the difficult circumstances surrounding several recent incidents, including situations that began as routine calls for service but quickly escalated into life-threatening encounters. He observed that these tragedies serve as a reminder of the dangers inherent in policing and the importance of ensuring officers have the resources, staffing, training, and support necessary to perform their duties safely and effectively.

The Chief emphasized the importance of maintaining appropriate frontline staffing levels and ensuring that police services are adequately resourced to meet community expectations while managing increasing operational demands.

He acknowledged that policing remains a challenging and often dangerous profession and expressed his appreciation for the ongoing support provided by the Board and the community.

The Chief concluded by thanking the community for its continued support of the Belleville Police Service throughout its 190 years of service, recognizing the commitment and dedication of both past and present members.

16. NEXT MEETING DATE: September 17, 2026

TIME: 10:00 a.m.

PLACE: Joint Forces Room, Belleville Police Service

17. ADJOURNMENT:

Moved By: Ms. Harnden

Seconded By: Councillor Enright-Miller

RESOLUTION

THAT the June 25, 2026, General Meeting of the Belleville Police Service Board be adjourned at 11:28

CARRIED



Belleville Police Service Board

General Meeting Minutes

June 25, 2026

Joint Forces Room, Belleville Police Service

Board Chair Heather Smith

Board Administrator Amanda Worsley



Partners with the Community

☒ PUBLIC REPORT

☐ IN CAMERA

August 10, 2026

To: Chair and Members
Belleville Police Service Board

Prepared by: Daniel Ringham
Director of Finance

Subject: Dayforce – Human Resources Information System (HRIS)

Purpose: ☒ Information Purposes Only ☐ Seeking Decision

Financial Implication:

There are financial implications arising from the information contained in this report

Statutory Authority:

Community Safety and Policing Act, 2019

In Camera Authorizing Legislation:

Choose an item.

Strategic Plan Alignment:

Optimize core workflows and enhance operational efficiency.

Recommendation:

This report recommends that the Board receive this report for information.

Key Insights:

BPS will join the City of Belleville in the City-led contract through BDO LLP and Dayforce to implement a Human Resources Information System (HRIS). This system will transform managing employee data and HR processes, helping us to work more efficiently, reduce manual errors, and make better-informed decisions.

Project Start Date: July 1, 2026



Partners with the Community

The Belleville Police shall pay ongoing software licensing fees based on active users with a User Expansion and Growth Rate Percentage Threshold of 5% after which applicable fees would apply.

Estimated licensing fee: \$115 per year as of June 19, 2026, subject to two consecutive annual increases of 4% applied in Year 4 and Year 5 on a compounded basis (subject to change). The below is based on 225 estimated users.

*Year 1 = \$2,626
Year 2 = \$18,435
Year 3 = \$26,327
Year 4 = \$27,388
Year 5 = \$28,478

*Year 1 of the Service Term starts on the Subscription Start Date. Each subsequent Year starts on the anniversary of the Subscription Start Date.

BPS participation will include access only to those modules required to support:

- Payroll administration, including employee payroll data management, configuration of pay, payroll processing, statutory and benefit deductions, pension administration and annual reconciliation, payroll reporting, records of employment, leave payment administration, year-end processing, and compliance with applicable legislative and collective agreement requirements; and
- Budgeting and workforce planning, including position management, workforce reporting, salary and benefit forecasting, and approved organizational planning and budgeting activities

Any additional modules requested by BPS beyond the agreed scope may be subject to separate approval and additional costs.

The Belleville Police Service agrees, as a condition of participation in the shared HRIS solution, to transition to a one-week-in-arrears payroll cycle consistent with the City's payroll administration model. The parties acknowledge that payroll alignment is necessary to support operational efficiencies, system administration, and long-term sustainability of the shared solution. Belleville Police Service further agrees to



Partners with the Community

implement the one-week-in-arrears payroll cycle effective January 1, 2027, and to participate in all planning, communication, testing, and implementation activities required to facilitate this transition.