



**MINUTES – OPEN SESSION MEETING – CPSB OCTOBER 5, 2023  
CITY HALL COUNCIL CHAMBERS, 360 PITT STREET - 9:30 AM**

**Call to Order and Roll Call:**

<b>Present:</b>	Mr. Maurice Dupelle	-	Interim Chair
	Mayor Justin Towndale	-	Director
	Ms. Amanda Brisson	-	Director
	Mr. Stephen Scott	-	Director
	Ms. Shawna Spowart	-	Chief of Police
	Mr. Vincent Foy	-	Deputy Chief
	Ms. Shelley Belmore	-	Secretary

**Guests:** Mr. Lee Tayler  
Graham Wight  
S/Sgt Knezevic

**Approval of the Agenda:**

Moved by: Amanda Brisson  
Seconded by: Stephen Scott

That the agenda, as presented, be approved. All in favour.

**MOTION CARRIED**

**Conflict of Interest:** None declared

**1. Adoption of the Open Meeting Minutes of September 7, 2023.**

Moved by: Amanda Brisson  
Seconded by: Mayor Towndale

That the Open Meeting Minutes be approved. All in favour.

**MOTION CARRIED**

**New Business & Correspondence:**

**2. Announcement of Victim Support Grant – Chief Spowart**

Chief Spowart introduced the availability of a Victim support Grant that would provide up to \$100,000 in assistance for support such as Therapists for victims of acts of Human trafficking, violence.

### **3. Facility Needs Analysis Board Report and Presentation – Chief Spowart, S/Sgt Knezevic, RPL Architects**

Chief Spowart began the conversation recognizing the need for a new Facility and identifying the problems with current building such as an immediate and significant need for space. The Chief then introduce Mr. Lee Taylor who presented the study and work completed for what is currently being proposed for the Cornwall Police building. Following the presentation, questions were encouraged. Director Brisson first confirmed the presenter’s statement that a 5-acre lot was necessary for the new build and asked if there were ways to reduce the footprint if necessary. Mr. Taylor’s response was yes however it would come at an increased building cost. Mayor Towndale thanked Mr. Taylor for the presentation and agreed with Director Brisson that finding space would be a challenge however the sooner we move forward the better as workplace environment is important. The CPS Board also approved moving forward with step #2 of the process. Full presentation is available on website.

Moved by: Mayor Towndale  
Seconded by: Amanda Brisson

That the report and presentation be received. All in favour.

**MOTION CARRIED**

### **4. Staffing Report – Chief Spowart**

Chief Spowart reviewed the Staffing Report. She pointed out that although the employee count is higher on paper, boots on the ground are less that previous years due to absences. Presentation available on website.

Moved by: Amanda Brisson  
Seconded by: Stephen Scott

That the report be received. All in favour.

**MOTION CARRIED**

### **5. Section 34 Board Report re SIU02-23 – D/Chief Foy**

Deputy Chief Foy reviewed the Board Report regarding an incident on September 20, 2023. Full Report available on website.

Moved by: Amanda Brisson  
Seconded by: Stephen Scott

That the report be received. All in favour.

**MOTION CARRIED**

**6. Collection of Identifying Information in Certain Circumstances (CIICC)  
Board Report – Chief Spowart**

Presentation of the report was made by Chief Spowart. After identifying the Objective and outcome of the collection of information, Chief Spowart recommended that the CPS Board receive the report.

Document available on Website

Moved by: Amanda Brisson

Seconded by: Stephen Scott

That the report be received. All in favour.

**MOTION CARRIED**

**7. Request for Special Budget Meeting November 16, 2023 – Chief Spowart**

Chief Spowart requested a "Special Budget" meeting be scheduled for Thursday, November 16<sup>th</sup>, 2023.

Moved by: Amanda Brisson

Seconded by: Stephen Scott

That the motion be adopted. All in favour.

**MOTION CARRIED**

**8. 2023 Annual Employee Recognition Night – Chief Spowart**

Chief Spowart made a formal reminder to all regarding the Employee Recognition Night event taking place November 23<sup>rd</sup>, 2023, Ramada Inn, Cornwall ON.

**9. Motion to engage ISN investigative Services Network Inc re: Review of Current Policies, Procedures & Compliance – Director Amanda Brisson**

Director Amanda Brisson spoke of the CPS Board's intention to hire ISN to proceed with their review of current policies and procedures. She disclosed that the cost to move forward would be up to \$25,000.00. Director Brisson made a motion to move forward with this action.

Moved by: Amanda Brisson

Seconded by: Mayor Towndale

That the motion be adopted. All in favour.

**MOTION CARRIED**

**6. Adjournment of Open Session:**

Moved by: Mayor Towndale

Seconded by: Stephen Scott

That this meeting be adjourned 11:13a.m.

**MOTION CARRIED**

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**Mr. Maurice Dupelle, Interim Chair**

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**Ms. Shelley Belmore, Secretary**