



**MINUTES – OPEN SESSION MEETING – CPSB – NOVEMBER 16, 2023
CITY HALL COUNCIL CHAMBERS, 360 PITT STREET - 9:30 AM**

Call to Order and Roll Call:

Present: 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, Board Secretary (Outgoing)
Ms. Kimberly Bray, Board Secretary (Current)

Guests: Lori Greer, Executive Assistant CPS

Regrets: Mr. Maurice Dupelle, Interim Chair

Approval of the Agenda:

Moved by: Major Justin Towndale
Seconded by: Stephen Scott

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

Conflict of Interest: None declared

1. Deferral of Adopting the Open-Session Meeting Minutes of October 5, 2023 until December 7, 2023.

Moved by: Mayor Justin Towndale
Seconded by: Stephen Scott

That adopting the Open-Session Meeting Minutes from October 5, 2023 be deferred until December 7, 2023. All in favour. **MOTION CARRIED**

New Business & Correspondence:

2. Budget Presentation

Board Presentation in supporting document section and a copy of the draft 2024 budget is available online at cornwall.ca website.

Moved by: Mayor Justin Towndale
Seconded by: Stephen Scott

That the total budget amount be approved including the 6.3% increase as presented.
All in favour. **MOTION CARRIED**

3. Third Quarter Financial Statement

Salaries and benefits are trending over, but this is all offset by either WSIB recoveries or grant revenues.

Moved by: Stephen Scott
Seconded by: Mayor Justin Towndale

That the Third Quarter Financial Statement be Approved as received. All in favour.
MOTION CARRIED

4. 2024-2026 Strategic Planning Process

Attention has been brought to the 2021-2023 Strategic Plan ending. The new Police Services Act may be moved to a 4-year cycle. The Chief proposed bringing forward a timeline and RACI chart to the December meeting. The process of strategic planning will include internal, public, and community partner consultation.

Moved by: Mayor Justin Towndale
Seconded by: Stephen Scott

That the report presented by the Chief include a proposed timeline and direction. All in favour.

MOTION CARRIED

5. Information Report re IT Purchase

The Board's By-Law requires that in cases where purchases exceed \$25,000 but are less than \$25,000, an information report must be filed with the Board.

Moved by: Mayor Justin Towndale
Seconded by: Stephen Scott

That the report be received. All in favour.

MOTION CARRIED

6. Adjournment of Open Session:

Moved by: Mayor Justin Towndale
Seconded by: Stephen Scott

That this meeting be adjourned (10:57 a.m.).

MOTION CARRIED

**Minutes were approved and signed at the
January 18, 2024 CPS Board Meeting**