



MINUTES – PUBLIC MEETING – CPSB – SEPTEMBER 12, 2024 CORNWALL CITY HALL – COUNCIL CHAMBERS

Call to Order 9:30 am

Condolences: On behalf of the Board, Chair Dupelle offered their sincere condolences to Deputy Chief Foy who lost his mother on September 8, 2024 with a moment of silence.

Roll Call

Present:	Mr. Maurice Dupelle	-	Chair
	Ms. Amanda Brisson	-	Vice-Chair
	Mayor Justin Towndale	-	Director (Via Zoom)
	Mr. Stephen Scott	-	Director
	Mr. Patrick Dussault	-	Director
	Ms. Shawna Spowart	-	Chief of Police
	Ms. Carmen Cousineau	-	Secretary
Regrets:	Mr. Vincent Foy	-	Deputy Chief
Guest:	Mr. Graham Wight	-	Advisor Inspectorate of Policing

Acknowledgement: Chair Dupelle read the Indigenous Land Acknowledgement.

Approval of the Agenda:

Moved by: Amanda Brisson

Seconded by: Stephen Scott

That the agenda, as presented, be approved.

MOTION CARRIED

Conflict of Interest Declaration – none declared

Approval of the Public Meeting Minutes of June 6, 2024 Meeting

Moved by: Patrick Dussault

Seconded by: Amanda Brisson

That the minutes, as presented, be approved.

MOTION CARRIED

Business & Correspondence:

- 1. Dispatch Presentation** – Ms. D. Fortin (PowerPoint Presentation in supporting documents)
- 2. Records Presentation** – Ms. V. MacRae (PowerPoint Presentation in supporting documents)

3. 2025 Annual Budget Presentation – Chief Spowart (PowerPoint Presentation in supporting documents). Chief Spowart explained that the budget presented includes only items absolutely needed to meet with legislated requirements in the *Community Safety and Policing Act, 2019*. The budget includes approximately \$550,000 that CPS hopes to receive in grant funding but cannot be confirmed at this time.

Moved by: Patrick Dussault
Seconded by: Amanda Brisson

That the 2025 CPS Budget as presented, be approved. **MOTION CARRIED**

4. 2nd Quarter CPS Financial Statement – Chief Spowart explained their budget is on target.

Moved by: Patrick Dussault
Seconded by: Stephen Scott

That the CPS 2nd Q Financial Statement be approved. **MOTION CARRIED**

5. 2nd Quarter Board Financial Statement – Chair Dupelle/Secretary Cousineau. The expenses related to the increase in the Board Secretary's salary/benefits and expenses for conference attendance are directly related to the increased responsibilities required by the new *Community Safety and Policing Act, 2019*.

Moved by: Patrick Dussault
Seconded by: Amanda Brisson

That the CPSB 2nd Q Financial Statement be approved. **MOTION CARRIED**

6. 2nd Quarter CPSB Community Support Fund Report - Secretary Cousineau provided an overview of the Fund.

Moved by: Amanda Brisson
Seconded by: Stephen Scott

That the CPSB Community Support Fund 2nd Q Financial Statement be approved. **MOTION CARRIED**

7. Board Member Remuneration Survey Report – Secretary Cousineau explained that the Policy Committee asked Secretary Cousineau to undertake a survey of like-sized municipal police service board remuneration before making any policy recommendations.

Moved by: Amanda Brisson
Seconded by: Stephen Scott

That no changes to the remuneration are recommended. **MOTION CARRIED**

8. Cornwall City Council Motion re: Feasibility of the OPP (Ontario Provincial Police Service) providing policing services for the City of Cornwall. Chief Spowart confirmed that the Council Motion on September 10, 2024 was defeated. She thanked Council, the Board and all that supported the Cornwall Police Service.

9. ISN Report Update – Chief Spowart provided a written update regarding the recommendations in the report. Recommendation #2 regarding Quality Control is in process with audits and training underway. All items have now been address.

Moved by: Amanda Brisson
Seconded by: Stephen Scott

That the report be received and the matter closed. **MOTION CARRIED**

10. Special Constable Appointments – Chief Spowart provided a report that in August 2024 the following candidates were appointed as special constable to conduct the duties of court security.

- Colton Campbell
- Danai Delorme
- Michael Green

Moved by: Patrick Dussault
Seconded by: Stephen Scott

That the special constable appointments be approved. **MOTION CARRIED**

11. Policy on Board Governance CPB013 and Update - Amanda Brisson explained that over the summer months all 134 new and existing Board policies have been scanned and entered into a Document Management System. An additional 11 policies dating back to the 1990s were also uploaded and

archived. In addition, all board members now have the ability to log into the system to review policies. She also presented a new updated Board Governance Policy CPB012 meeting the requirements of the new Act (CPSA). Hyperlinks will be added to link the appropriate sections of the Act to the policy.

Moved by: Amanda Brisson
Seconded by: Stephen Scott

That the CPSB Governance Policy CPB012, amended to include hyperlinks, be approved. **MOTION CARRIED**

12. Taxi Transfer Requests – Chief Spowart: The Board received three taxi transfer requests for Plates 51, 48 and 25.

Moved by: Patrick Dussault
Seconded by: Stephen Scott

That taxi transfer requests be approved. **MOTION CARRIED**

13. Taxi By-Law Transfer Update – Chief Spowart in June the Cornwall Police Service Board requested that the City of Cornwall assume the oversight of the regulatory framework governing taxis and similar ground transportation services. This was discussed at the Cornwall City Council meeting in July, 2024 Council referred this request to Planning, Development and Recreation Department for a report. Cornwall Police Service has since provided background information to the City and we await their response on this matter.

14. OAPSB Zone 2 Meeting Reminder – Secretary Cousineau reminded members about the upcoming Sept 19-20, 2024 Meeting.

15. Correspondence: Cornwall Clerk Manon Levesque, sent correspondence regarding the CPSB use e-Scribe to prepare their agendas and the ability to have CPSB Meetings recorded.

Moved by: Amanda Brisson
Seconded by: Stephen Scott

That CPSB begin using to eScribe for agendas/attachments and that meetings be recorded and posted on the website. **MOTION CARRIED**

16. Motion to move into a Closed Meeting to address matters pertaining to *Community Safety and Policing Act, 2019 - Section 44*

(2) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

b) personal matters about an identifiable individual, including members of the police service or any other employees of the board

(6) A meeting of a police service board if the meeting is held for the purpose of educating or training the members of the board or of the committee.

17. Adjournment of Public Meeting

Moved by: Stephen Scott
Seconded by: Patrick Dussault

Motion to adjourn the CPSB Public Meeting at 12:10 pm. **MOTION CARRIED**

**MINUTES APPROVED AND SIGNED AT THE
OCTOBER 3, 2024 CPSB MEETING.**