



## Minutes

### Cornwall Police Service Board

Meeting #: 2025-05  
Date: Thursday, May 1, 2025, 9:30 AM  
Location: City Hall, Council Chambers, 360 Pitt Street, Cornwall, ON K6J 4P6

Attendance Committee Members: Amanda Brisson, Chair, Patrick Dussault, Vice-Chair, Justin Towndale, Mayor, Marc Lafleur, Director

Attendance Administration: Shawna Spowart, Chief, Chad Maxwell, Acting Deputy Chief, Carmen Cousineau, Secretary

**Chair:** Amanda Brisson

**Prepared By:** Carmen Cousineau, Secretary

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#### 1. Indigenous Acknowledgement

We acknowledge that we are gathered on the traditional territory of the Haudenosaunee peoples, the Mohawks of Akwesasne, the original keepers of this land. As settlers, we are grateful for the opportunity to meet here, and we thank all the generations of people who have taken care of this land for thousands of years.

#### 2. Roll Call

#### 3. Additions, Deletions or Amendments

No Additions, Deletions or Amendments

#### 4. Adoption of Agenda

Moved By: Patrick Dussault, Vice-Chair

Seconded By: Justin Towndale, Mayor

Motion to adopt the Agenda for the Cornwall Police Service Board of May 1, 2025 as presented / amended. **Motion Carried**

**5. Conflicts of Interest**

None Declared

**6. Adoption of Minutes**

Moved By: Patrick Dussault, Vice-Chair

Seconded By: Justin Towndale, Mayor

Motion to adopt the Public Meeting Minutes of the Cornwall Police Service Board of April 3, 2025, as presented. **Motion Carried**

**7. Presentations and Delegations**

**1. Maximizing Grant Opportunities - A/Deputy Chief Maxwell**

Moved By: Marc Lafleur, Director

Seconded By: Patrick Dussault, Vice-Chair

That CPSB receive the presentation.

**Motion Carried**

**2. 2024 Annual Equity, Diversity and Inclusivity Report - Farhana Meghji, EDI Coordinator**

Moved By: Justin Towndale, Mayor

Seconded By: Patrick Dussault, Vice-Chair

That CPSB receive the Annual EDI Report.

**Motion Carried**

**8. Action Reports**

**1. 2024 Annual Secondary Activities Report - Chief Spowart**

Moved By: Justin Towndale, Mayor

Seconded By: Patrick Dussault, Vice-Chair

That the CPS Board receive the report.

**Motion Carried**

**2. 2024 Annual Suspect Apprehensions Pursuit Report - A/Deputy Chief Maxwell**

Moved By: Patrick Dussault, Vice-Chair

Seconded By: Justin Towndale, Mayor

That the CPS Board receive the report.

**Motion Carried**

**3. 2024 Annual Use of Force Report - Chief Spowart**

Moved By: Patrick Dussault, Vice-Chair

Seconded By: Justin Towndale, Mayor

That the CPS Board receive the report. **Motion Carried**

**4. 1st Quarter 2025 CPS Financial Statement - Chief Spowart**

Moved By: Justin Towndale, Mayor

Seconded By: Patrick Dussault, Vice-Chair

That the CPSB receive the financial statement. **Motion Carried**

**5. 1st Quarter 2025 CPS Board Financial Statement - Chair  
Brisson**

Chair Brisson noted an error re: Full Time Salary line to be reviewed.

Moved By: Patrick Dussault, Vice-Chair

Seconded By: Justin Towndale, Mayor

That the CPSB receive the financial statement. **Motion Carried**

**6. 1st Quarter 2025 Community Support Fund Report - Secretary  
Cousineau**

Moved By: Justin Towndale, Mayor

Seconded By: Marc Lafleur, Lay Member

That the CPSB receive the report. **Motion Carried**

**7. Delegated Authority**

CPSB delegates signing authority when it is deemed expedient for efficient administration and operations as per CSPA s42(1) and in accordance with Policy CPB014.

**1. Police Officer Appointment - Brandon Boire**

Moved By: Marc Lafleur, Lay Member

Seconded By: Patrick Dussault, Vice-Chair

To confirm Police Officer Appointment for Brandon Boire signed April 24, 2025 by Chair Brisson. **Motion Carried**

**8. Reminders: Chair Brisson**

1. May 7<sup>th</sup> Strategic Planning Meeting
2. May 14<sup>th</sup> CPS Headquarters Open House (3-7 pm)
3. May 15<sup>th</sup> CPS Employee Appreciation Event
4. May 6 - 26<sup>th</sup> Secretary Cousineau Vacation
5. June 3-5<sup>th</sup> OAPSB Spring Conference

**9. Closed Meeting**

Moved By: Justin Towndale, Mayor

Seconded By: Patrick Dussault, Vice-Chair

**Motion** to move into a Closed (Executive) Meeting to address matters pertaining to *Community Safety and Policing Act, 2019* - Section 44 (2) 1. b) personal matters about an identifiable individual, including members of the police service or any other employees of the board. **Motion Carried**

**10. Adjournment and Next Meeting**

The next Meeting of the Cornwall Police Service Board will be held on June 19, 2025.

Moved By: Marc Lafleur, Lay Member

Seconded By: Patrick Dussault, Vice-Chair

That the Meeting be Adjourned

**Motion Carried**

**Minutes approved and signed at the  
June 19, 2025 CPSB Public Meeting**