



**MINUTES – OPEN SESSION MEETING – CPSB - MARCH 2, 2023  
CITY HALL COUNCIL CHAMBERS, 360 PITT STREET - 9:30 AM**

**Call to Order and Roll Call:**

<b>Present:</b>	Mr. Michel Payette	-	Chair
	Councillor Maurice Dupelle	-	Vice-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. Diane Brown	-	Secretary

**Guests:** Members of the Senior Leadership Team

**Approval of the Agenda:**

Chief Spowart amended the Agenda to remove Item #2 – Employee Recognition and replaced it with Budget Update.

Moved by: Amanda Brisson  
Seconded by: Councillor Dupelle

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

**MOTION CARRIED**

**Conflict of Interest:** None declared

**1. Adoption of the Open Meeting Minutes of February 2, 2023.**

Moved by: Stephen Scott  
Seconded by: Amanda Brisson

That the Open Meeting Minutes of February 2, 2023 be approved.  
All in favour.

**MOTION CARRIED**

## **New Business & Correspondence:**

### **2. Introduction of Senior Leadership Team (Remaining)**

Chief Spowart introduced more members of the Senior Leadership Team to the CPS Board: Ms. Stephanie MacRae, Mrs. Kristen Sommers and S/Sgt Robert Archambault

### **3. Budget Update**

Chief Spowart informed the Board of an increase in funding for Court Security in the amount of \$129,000, resulting in a decrease in the 2023 CPS budget to 3.15%.

Moved by: Mayor Towndale

Seconded by: Stephen Scott

That the budget update be received.

All in favour.

**MOTION CARRIED**

### **4. Facility Needs Analysis RFP**

Chief Spowart provided a background of their facilities (340 Pitt Street, and 330 Montreal Road), and their need to expand their facility due to inability to support and accommodate growth, aging infrastructure, health and safety issues, etc.

Sgt. Knezevic provided an outline of their RFP study requirements. RPL Architects from Toronto was the successful firm with 35 years experience in objectives, methodology, scheduling and risks for such projects. CPS has budgeted \$100,000 for this project in the 2023 Budget.

Moved by: Councillor Dupelle

Seconded by: Amanda Brisson

That RPF 22-P18 be awarded to RPL Architects at a total bid price of \$97,180.00 without HST (net cost to the Corporation - \$98,890.37) being the best proposal meeting the specifications.

All in favour.

**MOTION CARRIED**

### **5. Secondary Activities Annual 2022 Report**

Chief Spowart provided an overview of the 2022 Secondary Activities Annual Report as required under Section 31(1)(g) of the Police Services Act.

Moved by: Stephen Scott

Seconded by: Councillor Dupelle

That the Secondary Activities Annual 2022 Report be received.

All in favour.

**MOTION CARRIED**

## **6. Missing Persons Annual 2021 Report**

D/Chief Foy provided an overview of the 2022 Missing Persons Annual Report as required under Section 8 of the Police Services Act.

Moved by: Amanda Brisson

Seconded by: Stephen Scott

That the Missing Persons Annual 2022 Report be received.

All in favour.

**MOTION CARRIED**

## **7. Taxi Ownership Transfer Requests**

Sale-50% taxi plate #11 from Muhammad Awais Nagra to Hamid Nasir.

Sale-100% taxi plate #22 from Hossainali Kiani tari to Majooran Manoharan.

Sale-100% taxi plate #33 from Kaladevi Ratnarajah and Vithiya Ratnarajah to Usman Aybub.

Moved by: Amanda Brisson

Seconded by: Mayor Towndale

That the taxi transactions reviewed and recommended be approved.

All in favour.

**MOTION CARRIED**

## **6. Adjournment of Open Session:**

Moved by: Amanda Brisson

Seconded by: Mayor Towndale

That this meeting be adjourned (10:05 a.m.).

**MOTION CARRIED**

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**Mr. Michel Payette, Chair**

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**Ms. Diane Brown, Secretary**