



**MINUTES - OPEN SESSION MEETING
SAINT JOHN BOARD OF POLICE COMMISSIONERS
APRIL 8TH, 2025 – 4:15 P.M.
COMMUNITY ROOM ONE PEEL PLAZA / MS TEAMS**

PRESENT

Commissioners

Tamara Kelly, Chair
Katelin Dean, Vice Chair
Donna Reardon (joined 4:41 p.m.)
Greg Norton (MS Teams – joined 4:41 p.m.)
Michael Costello (MS Teams)

Absent

Maike White, Secretary
Charles Bryant

Staff

Chief Robert Bruce
Frank Szalai, Senior Financial Manager
Lisa Mahaney, Recording Secretary

Media

Brice McVicar, Reporter | Brunswick News Inc.

1. Call to Order

1.1 Remarks from the Chair

Chair Kelly welcomed everyone to the Saint John Board of Police Commissioners' April 8th, 2025, Open Session meeting and called the meeting to order. She reminded those in attendance that the meeting was being recorded in compliance with the Privacy Policy.

2. Disclosure of Conflict of Interest

3. Consent Agenda

4. Delegations / Presentations

5. Consideration of Issues Separated from Consent Agenda

6. General Correspondence

6.1 Internal Monthly Report – March 2025

Chief Bruce reported that during the month of March there were (2) complaints, three (3) complimentary correspondences and zero (0) grievances.

6.2 SJBPC Operating Budget – February 28, 2025

Frank Szalai, Senior Financial Manager reported that the Police Commission's February 28, 2025, unaudited preliminary operating budget results show a surplus of \$9,908 year to date.

Overall wages and benefits are over budget by \$875 and goods and services are under budget by \$10,784 year to date.

6.3 SJPF Operating Budget February 28, 2025

Frank Szalai, Senior Financial Manager, reported that the Saint John Police Force's preliminary unaudited February 28, 2025, operating budget results show a surplus \$975,396 year to date.

Overall wages and benefits are currently under budget at \$782,608, and Goods and services are currently under budget by \$192,788. While there is a current favourable variance in Goods and Services, the variance is largely due to the timing of expenses, rather than long-term savings.

Detailed explanations around Wages and Benefit and Goods and Services are highlighted in the submitted financial report.

6.4 PSCC Operating Budget February 28, 2025

Frank Szalai, Senior Financial Manager, reported that the Public Safety Communication Centre's (PSCC's) preliminary unaudited Operating Budget as of February 28, 2025, shows a surplus of \$20,327 year to date.

Overall wages and benefits are under budget by \$23,602 and goods and services are over budget by \$3,275. Detailed explanations for Repairs and Maintenance and Overtime & Salaries are included in the board report submitted.

6.5 Highlights of Monthly Activity Report / March 2025

Chief Bruce provided context around the information contained in the submitted report.

Activity	March 2025	YTD – 2025	YTD – 2024
Calls for Service	4,971	13,967	13,931
Incident Reports Generated	817	2,229	2,200
Violent Crimes	114	296	337
Property Crimes	298	751	690
Mental Health Act	31	105	84
Mental Health <i>RELATED</i> Calls for Service*	177	538	474
Arrests	124	369	285
Persons Charged / Charges Recommended	130	407	466
Impaired Driving	4	14	18
Motor Vehicle Collisions	141	578	485
Citations Issued (POPA)	73	215	368
Training	1,984	4,867	2,789
Auxiliary	42.5	183	304.5
Alternative Response Unit	231	718	487
Online Reporting	135	339	170
In-Person (Walk-Ins)	15	78	68
In-Person (Walk-Ins (Incident Reports Generated)	14	54	37

**Statistics are estimates only, due to the variability in the data collection*

6.6 Fleet Management Considerations

The report provided an update regarding the recent sourcing and procurement activities related to four (4) Dodge Durango Enforcer patrol vehicles. Budget approval for the fleet replacement was previously approved. The summary provided outlines the rationale, timing considerations, and market context that shaped the final decision to proceed with the purchase.

EXECUTIVE SUMMARY

- Four Dodge Durango Enforcer vehicles were secured at a cost of **\$88,154.75** each (tax excluded) and **\$101,403.84** each (tax included).
- The total cost for four vehicles (tax included) is **\$405,615.36**.

REPORT**Fleet Management Considerations**

The new vehicles replace two units identified as end-of-life in 2025 and add two additional units to support an expanding team and growing operational requirements.

Funding Source

The acquisition is fully funded through the 2025 vehicle purchase budget. This purchase supports the Saint John Police Force's Fleet Strategy, ensuring operational readiness and minimizing unplanned maintenance expenditures.

The procurement process was facilitated and reviewed by the City's Procurement Department, ensuring competitive value and transparency.

Market Trends and Cost Risk Context

The broader auto sector conditions further validate the timing and urgency of this procurement:

- **Tariffs and Trade Barriers:** Effective April 2, 2025, the U.S. is imposing 25% tariffs on Canadian and Mexican vehicle imports, a development expected to cause significant disruptions in vehicle production and increased component costs across North America.
- **Supply Chain Disruptions:** These measures impact over 20,000 vehicles daily in North America, leading to supply shortages, price inflation, and longer delivery cycles.
- **Escalating Costs:** If tariffs persist, vehicle costs could rise by 10% or more in the near term.
- **Production Bottlenecks:** Cross-border supply chains are under pressure, triggering reconfiguration efforts that add further complexity and cost.

Given the pre-approved budget, restricted production timelines, and emerging market risks, this purchase reflects prudent planning and a strong commitment to ensuring fleet readiness. The team prioritized value for money, operational continuity, and risk mitigation.

Procurement is to proceed with placement of orders for four vehicles, as any delay would likely result in escalating costs or operational disruption.

6.7 2024 Saint John Police Annual Report

Chief Bruce presented the Saint John Police Force – 2024 Annual Report to the Board, and spoke to the following information contained in the document:

- Leadership Principles.
- Mission, Vision, and Values.
- 2024 Statistics and Highlights.
- 2021-2026 Strategic Plan.
- Engage our community.
- In Our community.
- Operational Efficiency.
- Focus on Talent Development.
- Financial Sustainability.
- Improve our Brand.
- What We Do.
- Awards and Recognition.
- Training Department.
- 2024 Workforce.
- Professional Standards.
- Annual Financial Statement.

7. **New Business**

Chief Bruce wanted to take the opportunity to publicly thank Brice McVicar, from Brunswick News Inc., for recent articles he reported published in the Telegraph Journal.

8. **Adjournment**

The Chair declared the meeting adjourned at 4:40 p.m.

Chair Tamara Kelly

Vice Chair Katelin Dean