



**MINUTES - OPEN SESSION MEETING
SAINT JOHN BOARD OF POLICE COMMISSIONERS
MAY 13, 2025 – 4:20 P.M.
COMMUNITY ROOM ONE PEEL PLAZA / MS TEAMS**

PRESENT

Commissioners

Tamara Kelly, Chair
Katelin Dean, Vice Chair
Maiké White, Secretary (MS Teams)
Donna Reardon
Greg Norton (MS Teams)
Michael Costello
Charles Bryant (MS Teams)

Staff

Chief Robert Bruce
Frank Szalai, Senior Financial Manager
Daphne Waye, Recording Secretary

Media

Rachel Cave | CBC New Brunswick

1. Call to Order

1.1 Remarks from the Chair

Chair Kelly welcomed everyone to the Saint John Board of Police Commissioners' May 13, 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. Approval of Minutes

2.1 March 11, 2025, Open Minutes

Moved by Commissioner Costello, seconded by Vice Chair Dean:

RESOLVED, that the Open Session minutes of March 11, 2025, be approved.
(O2505-01)

MOTION CARRIED UNANIMOUSLY

2.2 April 8, 2025, Open Minutes

Moved by Commissioner Costello, seconded by Vice Chair Dean:

RESOLVED, that the Open Session minutes of April 8, 2025, be approved. (O2505-02)

MOTION CARRIED UNANIMOUSLY

3. Adoption of Agenda

3.1 April 8, 2025, Agenda

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the agenda distributed for April 8, 2025, be adopted. (O2505-03)

MOTION CARRIED UNANIMOUSLY

3.2 May 13, 2025, Agenda

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the agenda distributed for May 13, 2025, be adopted. (O2505-04)

MOTION CARRIED UNANIMOUSLY

4. Disclosure of Conflict of Interest

5. Consent Agenda

6. Delegations / Presentations

6.1 SJP Strategic Plan 2026-2031 Implementation Process

Chief Bruce spoke to the document submitted, which contained the following information:

Items already accomplished:

Internal Survey:

- Completed in April 2025
- Results: **98** surveys submitted

External Survey:

- Advertise the external survey on Facebook and Instagram by May 2, 2025 **(Completed)**. The survey will be available for use for a 3-week period.
- On May 5, 2025, the external survey was posted on Saint John Police social media accounts, and the paper copies were delivered to all public libraries within the city of Saint John, City Hall, and Peel Plaza Front Desk. Also had media interview with Brad Perry launch on the radio **(Completed)**

Upcoming:

External Roundtables:

- Advertise Roundtables on Saint John Police social media accounts on May 2, 2025 & advertise on radio from media interview with Brad Perry **(Completed)**
 - **#1 May 14-Assumption Centre 6-8 PM (West)**
 - **#2 May 15- Irving Field House 6-8 PM (East}**
 - **#3 May 22- Nie Nicole Centre 6-8 PM (North)**
 - **#4 May 29- Boys & Girls Club 6-8 PM (Uptown}**
 - **#5 June 2- South End Community Centre 6-8 PM (South}**

Internal Roundtables:

- Posters placed around Peel Plaza, and a write-up was completed for the Saint John Police May 2025 Divisional Meetings to inform members of the roundtables. **{Completed}**
 - **#1 May 19- Saint John Police Community Room 1-3 PM**
 - **#2 May 27-Saint John Police**

Community Room 1-3 PM

Focus Groups:

- By Invitation Only with RSVP Request. (Invitations to be sent out by May 8)
 - **May 26- Saint John Police Community Room 6-8 PM**
 - **June 3- Saint John Police Community Room 6-8 PM**

Throughout these events, the Saint John Board of Police Commissioners can expect to hear news releases about the external survey, roundtables, and focus groups, as well as multiple postings on Saint John Police social media accounts.

Moved by Commissioner Costello, seconded by Commissioner Reardon:

RESOLVED, that the Saint John Police Strategic Plan 2026-2031 Implementation Process presented, be received and filed. (O2505-05)

MOTION CARRIED UNANIMOUSLY

7. Consideration of Issues Separated from Consent Agenda

8. General Correspondence

8.1 Internal Monthly Report – April 2025

Chief Bruce reported that during the month of April there was (1) complaint, one (1) complimentary correspondence and zero (0) grievances.

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the Internal Monthly Report – April 2025, be received and filed. (O2505-06)

MOTION CARRIED UNANIMOUSLY

8.2 SJBPC Operating Budget – March 31, 2025

Frank Szalai, Senior Financial Manager reported that the Police Commission's March 31, 2025, unaudited preliminary operating budget results show a surplus of \$16,025 year to date.

Overall wages and benefits are over budget by \$433 and goods and services are under budget by \$16,459 year to date.

The service and legal costs are showing favourable variance due to timing. These costs are expected to be recognized in the coming months.

Moved by Commissioner Costello, seconded by Commissioner Reardon:

RESOLVED, that the Saint John Board of Police Commissioners Unaudited Financial Results as of March 31, 2025, be received and filed as presented. (O2505-07).

MOTION CARRIED UNANIMOUSLY

8.3 SJPF Operating Budget March 31, 2025

Frank Szalai, Senior Financial Manager reported that the Saint John Police Force's March 31, 2025, unaudited preliminary operating budget results show a surplus of \$866,615 year to date.

Overall wages and benefits are under budget by \$541,713 and goods and services are under budget by \$324,902 year to date.

While the current financial position appears favourable, most variances are due to timing and will align with the budget as the year progresses. The introduction of new tariffs and other economic pressures may increase cost unpredictability in the coming months.

Detailed explanations around Wages and Benefits, as well as Goods and Services are highlighted in the submitted financial report.

Moved by Vice Chair Dean, seconded by Commissioner Costello:

RESOLVED, that the Saint John Police Force's Unaudited Financial Results as of March 31, 2025, be received and filed as presented. (O2505-08)

MOTION CARRIED UNANIMOUSLY

8.4 PSCC Operating Budget March 31, 2025

Frank Szalai, Senior Financial Manager, reported that the Public Safety Communication Centre's (PSCC's) preliminary unaudited Operating Budget as of March 31, 2025, shows a surplus of \$26,288 year to date.

Overall wages and benefits are under budget by \$22,487 and goods and services are under budget by \$3,801. Detailed explanations are included in the board report submitted.

Moved by Vice Chair Dean, seconded by Commissioner Reardon:

RESOLVED, that the Public Safety Communications Centre (PSCC) Unaudited Financial Results as of March 31, 2025, be received and filed as presented. (O2505-09)

MOTION CARRIED UNANIMOUSLY

9. New Business

QUICK REACTION TEAM (QRT): Statistics for April 2025:

Foot Patrols	12
Businesses Visited	10
Community Events Attended	0
Schools Visited	0

Community Offices Visited	0
Designated Traffic Enforcement	33
Arrests	21 Individuals arrested. <ul style="list-style-type: none"> • 6 arrested on warrants • 8 arrested for Units (MCU/SCU and Patrol • 7 arrested on their files
Files Generated	9
MVA Generated	0
Citations Issued	11
Warnings Issued	22
Open Drug Encounters	7
Summons Issued	2

The above-mentioned statistics do not include the statistics from the Slow Down Move Over campaign which ran from April 29th to May 2nd. The QRT was the driving force behind the campaign which resulted in the following:

- 58 traffic stops.
- 44 tickets issued (only two tickets for slow down move over violations all other tickets were the result of the initial stop)
- 14 warnings

Moved by Commissioner Reardon, seconded by Vice Chair Dean:

RESOLVED, that the verbal report provided by Chief Robert Bruce around the Quick Reaction Team (QRT) update, be received and filed. (O2505-10)

MOTION CARRIED UNANIMOUSLY

10. Adjournment

Moved by Commissioner Reardon, seconded by Vice Chair Dean:

RESOLVED, that the Saint John Board of Police Commissioners March 11, 2025, Open Session meeting be adjourned. (O2505-11)

MOTION CARRIED UNANIMOUSLY

The Chair declared the meeting adjourned at 4:42 p.m.

Chair Tamara Kelly

Vice Chair Katelin Dean