

**Minutes of a Meeting of the Kingston Police Services Board  
Held on Thursday, February 15, 2024, at 12:30 pm  
Hosted at Kingston Police Headquarters, William Hackett Boardroom**

PRESENT: Jarrod Stearns, Chair  
Mayor Bryan Paterson, Vice-Chair  
Councillor Jimmy Hassan  
Prof. Christian Leuprecht  
Gail MacAllister

Non-Board Members:  
Chief Scott Fraser  
Acting Deputy Chief Lillian Murdock  
Graham Wight, Inspectorate of Policing  
Fred Kaustinen, Governedge Inc., Consultant  
Lorie Sargeant, Secretary and  
Members of the Public and Media

The Chair called the meeting to order at 12:32 pm.

**1. Presentation**

Chair Stearns introduced Staff-Sergeant Carla Stacey who spoke about the Public Liaison Team and their role in the community.

**2. Disclosure of Conflict of Interest**

The members confirmed that there were no conflicts of interest to report.

**3. Approval of Agenda**

Moved by Prof. Leuprecht  
Seconded by Mayor Paterson

**That** the agenda be approved.

**Carried**

**4. Adoption of Minutes**

Moved by Prof. Leuprecht  
Seconded by Councillor Hassan

**That** the minutes of 24-01 held on January 18, 2024 be adopted.

**Carried**

## 5. Communications

Moved by Prof. Leuprecht  
Seconded by Mayor Paterson

**That** the following communications from the Ministry of the Solicitor General, Ontario Association of Police Services Boards, Information and Privacy Commissioner of Ontario, and the Canadian Association of Police Governance be received.

### a. Ministry of the Solicitor General

- (1) ADM Public Safety Division Memorandum 24-004 issued January 25, 2024, advising of key dates with respect to the Basic Constable Training Program – Allocation Request for March 8 – June 14, 2024.
- (2) ADM Public Safety Division Memorandum 24-005 issued January 26, 2024 providing an update on the status of the development of the online learning modules to assist in the transition to the *Community Safety and Policing Act, 2019* (CSPA).
- (3) ADM Public Safety Division Memorandum 24-006 issued January 26, 2024 with respect to call for applications for the 2024-25 to 2025-26 Safer and Vital Communities Grant. Applications must be submitted no later than 4:00 pm on February 26, 2024.
- (4) ADM Public Safety Division Memorandum 24-007 issued January 30, 2024 with respect to the fourth annual police conference on Hate Crime in Canada, Building a Case Against Hate – 2024 Conference being held on February 28, 2024, (in person and virtually).
- (5) ADM Public Safety Division Memorandum 24-008 issued January 30, 2024 sharing a communication from the Assistant Deputy Minister, Strategic Policy Division with respect to the submission of the 2023 Annual Report under the *Missing Persons Act*. The report is due by June 1, 2024.
- (6) ADM Public Safety Division Memorandum 24-009 issued February 1, 2024 regarding the annual reporting templates/requirements for Ontario Major Case Management and Violent Crime Linkage Analysis System which must be submitted no later than February 28, 2024.

- b. Ontario Association of Police Services Boards (OASPB)
  - (1) Email from Diane Smithson on behalf of Neil Fennell, Chair with respect to the Zone 2 Meeting being held at the Belleville Police Station on June 14<sup>th</sup>.
  - (2) OASPB Call for Director Nominations – Due April 1, 2024.
- c. Information and Privacy Commissioner of Ontario (IPC)
  - (1) Email dated February 1, 2024 with respect to Facial Recognition and Mugshot Databases: Guidance for Police in Ontario.
- d. Canadian Association of Police Governance (CAPG)
  - (1) Email dated February 5, 2024 outlining CAPG’s 2024 Webinar Series. (See motion 8.a. below)

**Carried**

**6. Delegations.**

None.

**7. Information Reports.**

Moved by Prof. Leuprecht  
Seconded by Ms. MacAllister

**That** the following reports be received for information purposes.

- a. [Report Number 24-07 – Report on Secondary Activities – Disclosures and Decisions 2023](#)
- b. [Report Number 24-08 – Public Sector Salary Disclosure Act and Funding Requirements](#)
- c. [Report Number 24-09 - Accident Support Services Q4 Collision Report](#)

**Carried  
(24-16)**

**8. Motion.**

- a. Canadian Association of Police Governance (CAPG) (see communication 5.d. above)

Moved by Prof. Leuprecht  
Seconded by Ms. MacAllister

**That** the Kingston Police Services Board authorize the Board Secretary to register and remit payment for the CAPG's 2024 webinar schedule, up to ten (10) participants per webinar for a series of twenty-four (24) webinars at a cost of \$2,375 plus HST.

**Carried  
(24-17)**

9. **New Business.**

None.

10. **Move to In-Camera.**

Moved by Prof. Leuprecht  
Seconded by Mayor Paterson

**That** the Board recess and move into In-Camera Session after a five (5) minute break.

**Carried**

Regular session ended at 12:58 pm.

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Chair

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Secretary