

**Minutes of a Meeting of the Kingston Police Services Board
Held on Thursday, September 21, 2023, at 12:00 pm
Hosted at Kingston Police Headquarters, William Hackett Boardroom**

PRESENT: Jarrod Stearns, Chair
Mayor Bryan Paterson (arrived at 12:26 pm)
Councillor Jimmy Hassan (arrived at 12:03 pm)
Prof. Christian Leuprecht (virtually)
Gail MacAllister

Non-Board Members:
Acting Chief Scott Fraser
Scarlet Eyles, Director of Finance
Inspector Brian Pete
Lorie Sargeant, Secretary and
Members of the Public and Media

The Chair called the meeting to order at 12:01 pm.

1. PRESENTATION

Acting Chief Fraser provided an update with respect to the Queen's Move-In weekend.

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 Ms. MacAllister

That the agenda, as amended, be approved.

Carried

4. ADOPTION OF MINUTES

Moved by Ms. MacAllister
Seconded by Councillor Hassan

That the minutes of Meeting 23-10 held on July 20, 2023, be adopted.

Carried

5. COMMUNICATIONS

Moved by Ms. MacAllister
Seconded by Councillor Hassan

That the following communications from the Ministry of the Solicitor General, Ontario Association of Police Services Boards, Canadian Association of Police Governance, and Office of the Chief of the Independent Police Review Director be received.

a. Ministry of the Solicitor General

- (1) ADM Public Safety Division Memorandum 23-0056 issued July 24, 2023, announcing the acceptance of applications under the Proceeds of Crime (POC) Front-Line Policing (FLP) Grant for the 2023-24, 2024-25 and 2025-26 fiscal years. The applications must be submitted by 4:00 pm on August 28, 2023.
- (2) ADM Public Safety Division Memorandum 23-0057 issued July 26, 2023 sharing a communication from the Ministry of Public and Business Service Delivery (MPBSD) with respect to Technical Standards and Safety Authority (TSSA).
- (3) ADM Public Safety Division Memorandum 23-0058 issued July 27, 2023 sharing a communication from the Strategic Policy Division requesting input on the review of the *Police Record Checks Reform Act, 2015* (PRCRA). The consultation paper is located on the Ontario Regulatory Registry website: Legislative Review of the PRCRA and is open for comment until September 11, 2023.
- (4) ADM Public Safety Division Memorandum 23-0059 issued July 31, 2023 sharing a communication from the Ministry of Transportation to provide an update on the phased implementation of the *Towing and Storage Safety and Enforcement Act (TSSEA)* that impacts the towing and vehicle storage sectors.
- (5) ADM Public Safety Division Memorandum 23-0060 issued August 4, 2023 sharing a communication from the Ministry of Citizenship and Multiculturalism advising that Ontario's Anti-Racism Directorate is now accepting application for the Ontario Anti-Hate Security and Prevention Grant until September 12, 2023.
- (6) ADM Public Safety Division Memorandum 23-0061 issued August 4, 2023 advising of the posting of the proposed regulations under the *Community Safety and Policing Act, 2019* to Ontario's Regulatory Registry (OPR). The Ministry is working towards a CSPA in-force date of April 1, 2024.
- (7) ADM Public Safety Division Memorandum 23-0062 issued August

10, 2023 sharing a communication at the request of the Emergency Services Telecommunications Division regarding the opening of the 2023-24 call for applications for Next Generation 9-1-1 (NG9-1-1) Transition Funding Supports. Applications for this transfer payment program can be submitted until September 15, 2023, for funding to support municipalities and 9-1-1 communication centres transition their emergency response systems to NG9-1-1.

- (8) ADM Public Safety Division Memorandum 23-0063 issued August 22, 2023 with respect to Criminal Intelligence Service Ontario (CISO) raising the maximum allowable amount for the small-scale investigation/intelligence probe from up to \$75,000 to up to \$150,000 in support of investigations/investigative technologies under the Gun and Gang Specialized Investigations Fund (GGISF).
- (9) ADM Public Safety Division Memorandum 23-0064 issued August 22, 2023 introducing an expansion of the Basic Constable Training (BCT) program and providing the 2024 BCT program dates.
- (10) ADM Public Safety Division Memorandum 23-0065 issued September 8, 2023 being a survey with respect to Police Canine Units. Note – the survey has been completed and submitted by the Kingston Police Canine Unit.
- (11) ADM Public Safety Division Memorandum 23-0066 issued September 11, 2023 sharing a communication at the request of the Criminal Law Division (CLD) within the Ministry of the Attorney General (MAG) with respect to the government's investment to create Intensive Serious Violent Crime Bail Teams.

b. Ontario Association of Police Services Boards

- (1) Email received from Neil Fennell, Chair regarding the upcoming 2023 Zone 2 meetings.
- (2) Email received from Diane Smithson dated August 10, 2023, forwarding the Agenda for the Zone 2 Meeting being held on September 15, 2023 in Embrum. RSVP is requested by September 8, 2023.
- (3) Material provided by CAPG in advance to the Zone 2 Meeting being held on September 15, 2023.

c. Canadian Association of Police Governance

- (1) Media release dated July 2023 – Announcing the appointment of six (6) new CAPG Board members.
- (2) CAPG Annual Report 2022/23.

- d. Office of the Mayor
- (1) Email from the Special Assistant to the Mayor dated August 15, 2023 attaching a letter from Mayor Paterson providing information pertaining to the 2024 Budget presentation, including instructions from CFO Desiree Kennedy.
- e. Office of the Independent Police Review Director
- (1) Letter from Stephen Leach, Independent Police Review Director, dated August 17, 2023 with respect Notifications Update on Knock and Announce Rule (Dynamic Entries).

Carried

2. **Delegations.** Nil.

3. **Information Reports.**

Moved by Ms. MacAllister
Seconded by Councillor Hassan

That the following reports be received for information purposes.

- a. Report Number 23-29 – [Q2 Budget Report](#)
- b. Report Number 23-30 – [Strategic Plan Report](#)
- c. Report Number 23-33 – [Community Safety and Policing Act, 2019 – Provincial Regulations](#)

**Carried
(23-68)**

4. **Recommendation Report**

- a. Report Number 23-32 – [Kingston Police Services Board, Board Member Remuneration](#)

Moved by Ms. MacAllister
Seconded by Councillor Hassan

That effective January 1, 2024, the Kingston Police Services Board, board member remuneration, in consultation with City Council, be adjusted to:

- \$5,000 per annum for provincial appointees and the Council's community appointee; and

- \$10,000 per annum for the chair, provided they are not an elected member of City Council.

**Carried
(23-69)**

5. Motions.

a. Ratification of Motion – Appointment of Officers

Moved by Ms. MacAllister
Seconded by Councillor Hassan

That the Kingston Police Services Board (Board) ratify a motion passed by a poll of a quorum of Board Members on August 15th, 2023, pending the next scheduled public board meeting, that, the Board appoint Jaggar McCormack, Jesse Vandermeer and Tatum Hennessy as officers of the Kingston Police effective August 24, 2023.

**Carried
(23-70)**

6. New Business.

a. Staffing Update

(i) Retirements

Retirement of Constable Kevin Williams effective August 31, 2023 and the retirement of civilian, John Howes, Director of Finance, effective September 31, 2023.

(ii) Promotions

The following promotions were effective on August 25, 2023:

- Acting Staff Sergeant Jay Finn promoted to the rank of Staff Sergeant;
- Acting Staff Sergeant Cam Gough promoted to the rank of Staff Sergeant;
- Acting Sergeant Tim Closs promoted to the rank of Sergeant;
- Acting Sergeant Geoff Graham promoted to the rank of Sergeant; and
- Constable Craig Boyce promoted to the rank of Sergeant.

b. By-Law Number 23-01 – [Alarm Registration and Response By-Law](#)

Moved by Ms. MacAllister

Seconded by Councillor Hassan

That the Board adopt the Alarm Registration and Response By-Law and that By-Law Number 23-01 be given all three readings.

**Carried
(23-71)**

- c. **Belle Park – Emergency Repairs due to Vandalism** – The board discussed potential strategies to mitigate the theft of copper and precious metals that are being sold at scrap/salvage yards and pawn shops.

7. **Move to In-Camera.**

Moved by Prof. Leuprecht
Seconded by Councillor Hassan

That the Board move in-camera after a eight (8) minute break.

Carried

Regular session ended at 12:52 pm.

Chair

Secretary