

**Minutes of a Meeting of the Kingston Police Services Board  
Held on Thursday, January 18, 2024, at 12:00 pm  
Hosted at Kingston Police Headquarters, William Hackett Boardroom**

PRESENT: Jarrod Stearns, Chair  
Mayor Bryan Paterson, Vice-Chair (arrived at 12:23 pm)  
Councillor Jimmy Hassan (arrived at 12:10 pm)  
Prof. Christian Leuprecht  
Gail MacAllister

Non-Board Members:  
Chief Scott Fraser  
Fred Kaustinen, Governedge, Consultant  
Lorie Sargeant, Secretary and  
Members of the Public and Media

The Chair called the meeting to order at 12:09 pm.

**1. Presentation**

None.

**2. Disclosure of Conflict of Interest**

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

**3. Election of Chair and Vice-Chair**

Moved by Prof. Leuprecht  
Seconded by Ms. MacAllister

**That** the Election of Chair and Vice-Chair be moved to the end of the meeting to allow full participation by all board members.

**Carried  
(24-01)**

**4. Approval of Agenda**

Moved by Ms. MacAllister  
Seconded by Prof. Leuprecht

**That** the agenda, as amended, be approved.

**Carried**

5. **Adoption of Minutes**

Moved by Prof. Leuprecht  
Seconded by Ms. MacAllister

**That** the minutes of Meeting 23-15 held on December 14, 2023 and the minutes of Special Meeting 23-16 held on December 18, 2023 be adopted.

**Carried**

6. **Communications**

Moved by Prof. Leuprecht  
Seconded by Chair Stearns

**That** the following communications from the Ministry of the Solicitor General, Information and Privacy Commissioner of Ontario, Canadian Institute for Public Safety and Research, Ontario Human Rights Commission, and the Canadian Association of Police Governance be received.

a. Ministry of the Solicitor General

- (1) ADM Public Safety Division Memorandum 23-0081 issued December 8, 2023 with respect to a secondment opportunity for a Provincial Firearms Investigator with the Criminal Intelligence Service Ontario – Firearms Analysis and Tracing Enforcement Program.
- (2) ADM Public Safety Division Memorandum 23-0082 issued December 8, 2023 with respect to a secondment opportunity for a Provincial Coordinator with the Criminal Intelligence Service Ontario – The Office of Illicit Drug Intelligence.
- (3) ADM Public Safety Division Memorandum 23-0083 issued December 12, 2023 setting out the process for how police should proceed to dispose of property that was seized in relation to charges that have been withdrawn or stayed.
- (4) ADM Public Safety Division Memorandum 23-0084 issued December 15, 2023 providing an update on police record check process for private security and investigative services.
- (5) ADM Public Safety Division Memorandum 23-0085 issued December 18, 2023 advising that April 1, 2024 has been proclaimed as the official date on which the *Community Safety and Policing Act (CSPA)* will come into force.

- (6) ADM Public Safety Division Memorandum 23-0086 issued December 19, 2023 advising that all reports relating to force incidents occurring in 2023 must be submitted to the ministry by February 29, 2024.
  - (7) ADM Public Safety Division Memorandum 23-0087 issued December 29, 2023 announcing the retirement of Superintendent Brian Griffith, Chief Firearms Office and the announcement of Inspector Marcel Beaudin, Indigenous Policing Bureau as Acting Superintendent, Chief Firearms Office, effective January 1, 2024 through March 31, 2024.
  - (8) ADM Public Safety Division Memorandum 23-0088 issued December 29, 2023 sharing an update, at the request of the Ministry of Transportation, regarding the phased implementation of the *Towing and Storage Safety and Enforcement Act (TSSEA)* that impacts the towing and vehicle storage sectors.
  - (9) ADM Public Safety Division Memorandum 24-001 issued January 9, 2024, sharing a communication distributing an on-line survey seeking input on the *Missing Persons Act, 2018 (MPA)*.
  - (10) ADM Public Safety Division Memorandum 24-002 issued January 9, 2024, sharing the Order – *Thibault v Attorney General of Ontario* with respect to enforcement of the *Towing and Storage Safety and Enforcement Act, 2021*.
- b. Information and Privacy Commissioner of Ontario (IPC)
- (1) Email dated December 12, 2023, advising that the deadline for submitting the annual statistical report for health information privacy breaches under (PHIPA) is Friday, March 1, 2024 and that the deadline for submitting the annual statistical reports (under FIPPA, MFIPPA, PHIPA and Part X of the CYFSA) is Monday, April 1, 2024.
- c. Canadian Institute for Public Safety and Research (CIPSRT)
- (1) Communication from CIPSRT with respect to a Symposium being held March 19<sup>th</sup> and 20<sup>th</sup>, 2024 in Ottawa – Together We Are Stronger: Showcasing Collaborative Efforts to Support the Wellbeing of all Public Safety Personnel (PSP).
- d. Ontario Human Rights Commission (OHRC)
- (1) Newsletter dated December 14, 2023 – Final report into anti-Black racism by the Toronto Police Service.

e. Canadian Association of Police Governance (CAPG)

- (1) Communication received January 10, 2024 from Stephen Reid, CAPG Executive Director with respect to 2024 highlights and membership renewal.

**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 24-01 - Year-End Statistical Report](#)
- b. [Report 24-02 - O.Reg. 58/16, Collection of Identifying Information in Certain Circumstances -- Prohibition and Duties](#)
- c. [Report-24-03 - Year-End Report on Administration of Public Complaints](#)
- d. [Report 24-04 - Use of Force Statistics - January-December 2023](#)
- e. [Report 24-05 Strategic Plan Up-date](#)

**Carried  
(24-02)**

8. **Motions.**

- a. Transfer Payment Agreement – Next Generation 9-1-1

Moved by Ms. MacAllister  
Seconded by Prof. Leuprecht

**That** the Kingston Police Services Board (Board) enter into the Ontario Transfer Payment Agreement between His Majesty the King in the right of Ontario as represented by the Solicitor General and the Kingston Police Services Board with respect to the Next Generation 9-1-1 (NG9-1-1) funding over three (3) years to support Public Safety Answering Points (PSAPs) in Ontario with the transition to the new 9-1-1 emergency services communications system effective April 1, 2023; and

**That** the board authorize the Chair, or his delegate, to execute the said agreement on behalf of the Board.

**Carried  
(24-03)**

b. 2024 Community and Policing Act (CSPA) Summit

Moved by Mayor Paterson  
Seconded by Prof. Leuprecht

**That** the Board approve the request from Jarrod Stearns, Gail MacAllister, and Lorie Sargeant to attend the 2024 CSPA Summit being held in Toronto, February 27<sup>th</sup> and 28<sup>th</sup>, 2024.

**Carried  
(24-04)**

c. Ontario Association of Police Services Board (OAPSB) Spring Conference & Annual General Meeting (AGM)

Moved by Ms. MacAllister  
Seconded by Prof. Leuprecht

**That** the Board approve the request from Lorie Sargeant to attend the OAPSB Spring Conference & AGM being held at Blue Mountain Resort, June 3 – 5, 2024.

**Carried  
(24-05)**

d. Canadian Association of Police Governance (CAPG) Annual Conference

Moved by Mayor Paterson  
Seconded by Councillor Hassan

**That** the Board approve the request from Jarrod Stearns and Christian Leuprecht to attend the CAPG Annual Conference being held in Halifax on August 8 – 11, 2024.

**Carried  
(24-06)**

e. Canadian Association of Police Governance (CAPG) 2024 Membership Renewal

Moved by Ms. MacAllister  
Seconded by Prof. Leuprecht

**That** the Board authorize the Board Secretary to effect payment of the 2024 CAPG Membership renewal fee in the amount of \$2,132.82 inclusive of HST.

**Carried  
(24-07)**

f. Ontario Association of Police Service Boards (OAPSB) 2024 Membership Renewal

Moved by Ms. MacAllister  
Seconded by Prof. Leuprecht

**That** the Board authorize the Board Secretary to effect payment of the 2024 OAPSB Membership renewal fee in the amount of \$5,724.47 plus HST.

**Carried  
(24-08)**

9. **New Business.**

None.

10. **Election of the Chair and Vice-Chair**

In accordance with the Board's Rules of Procedure By-Law, the chair will be vacated, and the Secretary to the Board will call for nominations for the positions. The Chair vacated his seat and turned the meeting over to the Secretary who called for nominations for Chair and Vice-Chair.

Mayor Paterson nominated Jarrod Stearns for the position of Chair for 2024.

Jarrold Stearns accepted the nomination and there were no further nominations.

Moved by Ms. MacAllister  
Seconded by Prof. Leuprecht

**That** nominations for the position of Chair be closed, thereby confirming the election of Mr. Jarrod Stearns as Board Chair for 2023.

**Carried  
(24-09)**

Chair Stearns nominated Mayor Paterson for the position of Vice-Chair for 2024.

Mayor Paterson accepted the nomination and there were no further nominations.

Moved by Ms. MacAllister  
Seconded by Prof. Leuprecht

**That** nominations for the position of Vice-Chair be closed, thereby confirming the election of Mayor Paterson as Board Vice-Chair for 2024.

**Carried  
(24-10)**

The Secretary declared the nominations closed and turned the meeting over to Chair Stearns.

11. **Move to In-Camera.**

Moved by Ms. MacAllister  
Seconded by Prof. Leuprecht

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

**Carried**

Regular session ended at 12:36 pm.

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Chair

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Secretary