

**Minutes of a Meeting of the Kingston Police Services Board
Held on Thursday, April 20, 2023, at 12:00 pm
Via Webinar Hosted at Kingston Police Headquarters**

IN ATTENDANCE VIA ELECTRONIC PARTICIPATION

PRESENT: Jarrod Stearns, Chair
Prof. Christian Leuprecht
Gail MacAllister
Lorie Sargeant, Secretary
Acting Chief Scott Fraser
Fred Kaustinen, Consultant
Inspector Matt Funnell,
John Howes, Director of Finance, and
Members of the Public and Media

ABSENT: Mayor Bryan Paterson, Vice-Chair
Councillor Jimmy Hassan

The Chair called the meeting to order at 12:00 pm.

1. PRESENTATION

The presentation with respect to the Court Services Unit was deferred to the May 18, 2023, meeting.

2. DISCLOSURE OF CONFLICT OF INTEREST

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

3. APPROVAL OF AGENDA

Moved by Ms. MacAllister
Seconded by Prof. Leuprecht

That the agenda, as amended, be approved.

Carried

4. ADOPTION OF MINUTES

Moved by Ms. MacAllister
Seconded by Prof. Leuprecht

That the minutes of Meeting 23-05 held on March 23, 2023, be adopted.

Carried

5. COMMUNICATIONS

Moved by Ms. MacAllister
Seconded by Prof. Leuprecht

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 Acting Chief be received.

a. Ministry of the Solicitor General

- (1) ADM Public Safety Division Memorandum 23-0019 issued March 27, 2023, sharing a communication from the Ministry of Transportation (MTO) that it is introducing a new online channel for eligible driver's licence holders to obtain an online Temporary Driver's Licence (TDL).
- (2) ADM Public Safety Division Memorandum 23-0020 issued March 2, 2023, advising that the 2023-24 Mobile Crisis Response Team (MCRT) Enhancement funding will be made available under a new grant cycle beginning in 2023-24
- (3) ADM Public Safety Division Memorandum 23-0021 issued March 30, 2023, sharing a communication to provide an update on modernization initiatives in Ontario's Provincial Offence Act (POA) courts.
- (4) ADM Public Safety Division Memorandum 23-0022 issued March 31, 2023, sharing a communication from the OPP with respect to clarification on the process for requesting Canadian Police Information Centre (CPIC) information through the OPP.
- (5) ADM Public Safety Division Memorandum 23-0023 issued March 31, 2023, providing revised English and French versions of the Provincial Use of Force Report.
- (6) ADM Public Safety Division Memorandum 23-0024 issued April 6, 2023, advising that the *Forensic Laboratories Act, 2018*, along with its regulations has been proclaimed to come into force on January 1, 2024.
- (7) Email from Ryan Teschner, introducing himself as the new Inspector General of Policing of Ontario.
- (8) ADM Public Safety Division Memorandum 23-0025 issued April 12, 2023, announcing the Solicitor General's Community Services

Division (Corrections) updated protocol on the disclosure of police records to the Ontario Parole Board.

b. Ontario Association of Police Services Boards

- (1) Zone 2 member update dated March 20, 2023, providing particulars of the Zone 2 meeting being held at the Holiday Inn and Suites Express, 7815 Kent St., Brockville on Friday, June 16th at 9:30 am.
- (2) Email dated April 3, 2023, introducing the OAPSB's new training team, namely Pamela Dhaliwal, Curriculum Developer/Training Officer and Jeanine Lassaline-Berglund, Engagement/Training Officer.
- (3) Zone 2 member update dated April 12, 2023, providing more details with respect to the Zone 2 meeting being held on June 16th.

c. Canadian Association of Police Governance

- (1) Email dated March 27, 2023, advising of upcoming events.

d. Office of Acting Chief

- (1) Invitation to Board Members from Acting Chief Fraser with respect to the 2023 Special Olympics Ontario School Championships being hosted by Kingston Police June 6 – 8, 2023.

Carried

6. DELEGATIONS

Nil.

7. INFORMATION REPORTS

Moved by Ms. MacAllister
Seconded by Prof. Leuprecht

That the Kingston Police Services Board receive the following reports for information purposes.

Acting Chief Fraser spoke briefly to each report. Inspector Matt Funnell and John Howes, Director of Finance were available for any questions.

- a. [Report Number 23-15](#) – Q1 Statistical Report
- b. [Report Number 23-16](#) – Kingston Police Community Volunteers 2022 Annual Summary of Activities and Financial Report

- c. [Report Number 23-17](#) – St. Patrick’s Day 2023 Financial Report
- d. [Report Number 23-18](#) – Q1 Budget Report

**Carried
(23-45)**

8. Motions.

- a. **Deferred Motion - Request to Remove Background Check Fee for Volunteers of Not-for-Profit Agencies.**

This motion was deferred from the March 23, 2023 meeting to allow all members an opportunity to speak to same.

Moved by Councillor Hassan
Seconded by Ms. MacAllister

Whereas not-for-profit organizations are incredibly important to help residents and those in need within the Kingston community, and they provide necessary services to vulnerable populations which are imbedded in empathy and compassion;

Whereas the pandemic and increased inflation has had a negative effect on many people within our community, and financial hardships have put a strain on the resources that not-for-profit organizations need in order to serve the community;

Whereas many not-for-profit organizations rely on the help of volunteers to extend their outreach capacity and provide assistance to as many people as possible;

Whereas the requirement to pay a fee for a criminal background check may act as a barrier for volunteers who wish to work for a not-for-profit organization;

Therefore Be It Resolved That the Kingston Police Services Board directs Kingston Police to remove the background check fee of for volunteers who are offering their time to work for any not-for-profit agency.

Moved by Prof. Leuprecht
Seconded by Ms. MacAllister

That the above motion be further **deferred** to the May 18, 2023 meeting to allow all members to speak to the Request to Remove Background Check Fee for Volunteers of Not-for-Profit Agencies.

**Carried
(23-46)**

b. **Licence Agreement between Kingston Police Services Board and Kingston City Police Association Inc.**

Moved by Ms. MacAllister
Seconded by Prof. Leuprecht

That the Kingston Police Services Board renew the Licence Agreement with the Kingston City Police Association Inc. to continue to occupy office space and to use a portion of the Kingston Police Storage Building for a further term of five years, expiring on September 30, 2027; and

That the Board authorizes the Chair, or his delegate, to execute the agreement in a form satisfactory to the Board.

**Carried
(23-47)**

c. **Licence Agreement between Kingston Police Services Board and Victim Services of Kingston and Frontenac**

Moved by Ms. MacAllister
Seconded by Prof. Leuprecht

That the Kingston Police Services Board renew the Licence Agreement with the Victim Services of Kingston and Frontenac to continue to occupy space and the use of common areas/rooms at Police Headquarters for a further term of five years, expiring on September 20, 2027; and

That the Board authorize the Chair, or his delegate, to execute the agreement in a form satisfactory to the Board.

**Carried
(23-48)**

d. **Ratification of Motion – Ontario Transfer Payment Agreement – Bail Safety Pilot Program (BSP) 2023-24**

Moved by Ms. MacAllister
Seconded by Prof. Leuprecht

That the Kingston Police Services Board ratify a motion passed by a poll of a quorum of Board Members on April 3rd, 2023, pending the next board meeting,

That the Kingston Police Services Board (Board) enter into the Bail Safety Pilot Program (BSP) 2023-24 Ontario Transfer Payment Agreement between His Majesty the King in Right of Ontario as represented by the

Attorney General and the Board, effective April 1, 2023; and

That the Board authorizes the Chair, or his delegate, to execute the Ontario Transfer Payment Agreement on behalf of the board.

**Carried
(23-49)**

e. **Ratification of Motion – New Hires**

Moved by Ms. MacAllister

Seconded by Prof. Leuprecht

That the Kingston Police Services Board ratify a motion passed by a poll of a quorum of Board Members on April 12, 2023, pending the next board meeting,

That the Kingston Police Services Board appoint Braden Mercier, Shawn Melvin, James Jack, Cameron Russell and Shannon Shkwarek as officers of the Kingston Police effective April 20, 2023.

**Carried
(23-50)**

6. **New Business**

- a. **2023 Special Olympics Ontario School Championships, June 6-8, 2023** - Please see communication from Acting Chief Fraser (Item 5.d.(1) above)
- b. **Staffing Update** – Retirement of Sergeant Chris Bracken on April 30th, 2023.
- c. **Moment of Silence** – The Board observe a moment of silence for the tragic stabbing death of Quebec provincial police officer, Sergeant Maureen Breau.

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

Moved by Prof. Leuprecht

Seconded by Ms. MacAllister

That the Board move in-camera.

Carried

Regular session ended at 12:12 pm

Chair

Secretary