

**Minutes of a Meeting 25-02 of the Kingston Police Service Board  
Held on Thursday, January 16, 2025, at 12:00 pm  
Hosted at Kingston Police Headquarters, William Hackett Boardroom**

PRESENT: Jarrod Stearns, Chair  
Bryan Paterson, Vice-Chair  
Jimmy Hassan, member of council  
Christian Leuprecht, provincial appointee  
Gail MacAllister, community member  
Gregory Ridge, member of council

Non-Board Members:

Chief Scott Fraser  
Deputy Chief Scott Gee  
Lorie Sargeant, Board Secretary  
Members of Kingston Police, Public and Media

**1. Call Meeting to Order**

The Chair called the meeting to order at 12:05 pm.

**2. Presentation**

None.

**3. Disclosure of Conflict of Interest**

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

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

a. Election of Chair

Chair Stearns vacated their seat and turned the meeting over to the Board Secretary.

Pursuant to section 36(1) of the *Community Safety and Policing Act, 2019* (CSPA), the members of a police service board shall elect a chair at the board's first meeting in each year.

Moved by Jimmy Hassan  
Seconded by Bryan Paterson

**That** Jarrod Stearns be nominated for the position of Chair for 2025.

**Carried**

(25-01)

There were no further nominations.

Moved by Gail MacAllister  
Seconded by Gregory Ridge

**That** nominations for the position of Chair by closed, thereby confirming the appointment of Jarrod Stearns as Board Chair for 2025.

**Carried  
(25-02)**

b. Election of Vice-Chair

Vice-Chair Paterson vacated their seat.

Pursuant to section 36(2) of the *Community Safety and Policing Act, 2019* (CSPA), the members of a police service board may also elect a vice-chair at the first meeting in each year, and the vice-chair shall act as the chair if the chair is absent or if the chair's position is vacant.

Moved by Jarrod Stearns  
Seconded by Gregory Ridge

**That** Bryan Paterson be nominated for the position of Vice-Chair for 2025.

**Carried  
(25-03)**

There were no further nominations.

Moved by Christian Leuprecht  
Seconded by Gail MacAllister

**That** nominations for the position of Vice-Chair by closed, thereby confirming the appointment of Bryan Paterson as Board Vice-Chair for 2025.

**Carried  
(25-04)**

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

5. **Approval of Agenda**

Moved by Gail MacAllister  
Seconded by Bryan Paterson

**That** the agenda be approved.

**Carried**

**6. Adoption of Minutes**

Moved by Christian Leuprecht  
Seconded by Gail MacAllister

**That** the minutes of Meeting 24-14 held on December 19, 2025, be adopted.

**Carried**

**7. Communications**

Moved by Christian Leuprecht  
Seconded by Gail MacAllister

**That** the following communications from the Ministry of the Attorney General, Information and Privacy Commissioner of Ontario, Canadian Association of Police Governance, and the Public Safety Canada be received by the Board.

a. Ministry of the Attorney General

- (1) All Chief's Memo 24-0079 sharing the new version of the Use of Force Report (Version 2.01) and requesting that all services be fully transitioned to this version beginning January 1, 2025.
- (2) All Chief's Memo 24-0080 issued December 24, 2024, Call for Applications for the 2025-26 to 2026-27 Mobile Crisis Response Team Enhancement Grant. All applications must be submitted through TPON by 4:00 pm (EST) on January 21, 2025.
- (3) All Chief's Memo 24-0081 issued December 27, 2024, sharing a communication from the Ministry of the Attorney General's Policy Division regarding information about a new prohibition on cannabis cultivation for non-medical purposes in licensed and unlicensed home childcare settings which came into force on January 1, 2025.
- (4) All Chief's Memo 25-0001 issued January 2, 2025, advising of amendments to the *Cannabis Control Act, 2017* through the *Safer Streets, Stronger Communities Act, 2024*.

b. Information and Privacy Commissioner of Ontario

- (1) Newsletter received from the Information and Privacy Commissioner of Ontario (IPC) releasing updated guidance on the use of automated licence plate recognition (ALPR) systems by police services.

c. Canadian Association of Police Governance

- (1) Canadian Association of Police Governance (CAPG) 2025 Webinar Schedule setting out webinar bundles available to boards. (See motion 11.a.)
- (2) CAPG invoice dated January 9, 2025, for membership dues in the amount of \$2,220 for 2025/26. (See motion 11.b.)

d. Public Safety Canada

- (1) Email dated December 20, 2024, acknowledging receipt of the Board's application for federal funding under the National Crime Prevention Strategy (NCPS) Program.

**Carried**

8. **Delegations**

None.

9. **Information Reports**

None.

10. **Recommendation Reports**

None.

11. **Motions**

a. Canadian Association of Police Governance (CAPG) Webinar Series

Moved by Bryan Paterson  
Seconded by Gail MacAllister

**That** the Kingston Police Service Board (Board) approves the purchase of a webinar bundle for twenty-four (24) webinars hosted by CAPG at a cost of \$2,500 plus HST.

**Carried  
(25-05)**

b. Canadian Association of Police Governance (CAPG) 2025-26 Membership Dues

Moved by Gregory Ridge  
Seconded by Gail MacAllister

**That** the Kingston Police Service Board (Board) approves payment of \$2,220 (including HST) to the Canadian Association of Police Governance for its 2025-26 Membership dues.

**Carried  
(25-06)**

12. **New Business.**

- a. Cyber Incident – Chief Fraser updated the board regarding to the current cyber incident and advised that a media release would be communicated to the public before the end of the day.

13. **Move to In-Camera.**

Moved by Gregory Ridge  
Seconded by Gail MacAllister

**That** the Board move into In-Camera Session to discuss the following matters:

- a. Personal matters about an identifiable individual, including members of the police service or any other employees of the board – Civilian Member(s)
- b. Litigation or potential litigation affecting the board, including matters before administrative tribunals – Statement of Claim
- c. Security of property of the Board – Cyber Incident
- d. Labour relations or employee negotiations

After a five (5) minute break.

**Carried**

Regular session ended at 12:15 pm.

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Chair

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Secretary