

**KINGSTON POLICE SERVICES BOARD  
MEETING NUMBER 23-05**

There will be a meeting of the Kingston Police Services Board on Thursday, March 23, 2023, at 12:00 noon, in virtual electronic format, hosted at Kingston Police Headquarters.

**Agenda**

1. **Presentation.** None
2. **Disclosure of Conflict of Interest.**
3. **Approval of Agenda.**
4. **Adoption of Minutes.**

Adoption of the minutes of Meeting 23-04 held on February 16, 2023.

5. **Communications**

- a. Ministry of the Solicitor General

- (1) ADM Public Safety Division Memorandum 23-0009 issued February 14, 2023, sharing a communication from MTO advising that the Interprovincial Record Exchange (IRE) system for Quebec was made unavailable from January 30 to February 16, 2023.
- (2) ADM Public Safety Division Memorandum 23-0010 issued February 17, 2023 with respect to the availability of an online course on the *Provincial Animal Welfare Act, 2021*. Ontario Police Video Training Alliance (OPVTA) members can access the course online at [OPVTA.com](http://OPVTA.com).
- (3) ADM Public Safety Division Memorandum 23-0011 issued February 23, 2023 regarding DNA Canvass Protocol.
- (4) ADM Public Safety Division Memorandum 23-0012 issued February 27, 2023 sharing a communication to advise that the launch of Phase 1 of the Digital Disclosure (D2) Hub has been delayed.
- (5) ADM Public Safety Division Memorandum 23-0013 issued February 28, 2023 advising that, effective April 1, 2023, the Centre of Forensic Sciences (CFS) will include instruction in the calibration of the Dräger Alcotest® 7000 approved screening devices (ASD) in CFS Intoxilyzer® 8000C and Intoxilyzer® 9000 training courses for Qualified Technicians (QT).
- (6) ADM Public Safety Division Memorandum 23-0014 issued February 28, 2023 providing a further explanation on the board statutory

authority, and corresponding duty, that the Registrar of Private Investigators and Security Guards has to inquire into the conduct of applicants for licences issued under the *Private Security and Investigative Services Act, 2005* (PSISA).

- (7) ADM Public Safety Division Memorandum 23-0015 issued March 1, 2023 advising that the Ministry is expanding the Basic Constable Training (BCT) program from sixty (60) days to sixty-six (66) days allowing for the delivery of critical enhanced training in the areas of Immediate Rapid Deployment (IRD) training and Mental Health Crisis Response Training (MHCRT).
- (8) ADM Public Safety Division Memorandum 23-0016 issued March 7, 2023 providing a reminder in relation to the annual reporting requirements under the *Missing Persons Act*, as well as a reminder regarding available training supports.
- (9) ADM Public Safety Division Memorandum 23-0017 issued March 14, 2023 sharing information from the Inspector General with respect to planned inspections of municipal police services and the Ontario Provincial Police (OPP) starting in late March, 2023.
- (10) ADM Public Safety Division Memorandum 23-0018 issued March 14, 2023 forwarding the consent form to be used with any person under the age of eighteen (18) from whom the police are seeking a voluntary biological sample for forensic analysis.

b. Ontario Association of Police Services Boards

- (1) Zone 2 update received February 13, 2023.
- (2) Communication seeking member sponsor for the 2023 OAPSB Conference and AGM being held May 30 – June 1, 2023 in Niagara Falls. (see Motion 8.b. below)

c. Canadian Association of Police Governance

- (1) Letter from CAPG dated February 13, 2023 inviting board members in a research study to explore the use of internal performance metrics such as annual employee evaluations and employee promotion materials in creating accountability towards the organizations stated values and strategic goals.

d. Office of the City Clerk

- (1) Email dated March 6, 2023 with a motion passed by Council at the Committee of the Whole Budget Meetings with respect to the

Kingston Police 2023 and 2024 budgets with quarterly reporting and briefing to Council.

6. **Delegations.** Nil

7. **Information Reports.**

- a. [Report Number 23-12](#) – Property/Evidence Annual Audit Report
- b. [Report Number 23-13](#) – Annual Report Under Section 8 of the *Missing Persons Act, 2018*

8. **Motions.**

a. **New Hires**

**That** the Kingston Police Services Board appoint Dylan Fawcett and David Perron as officers of the Kingston Police effective March 27<sup>th</sup>, 2023.

b. **Sponsorship of OAPSB Spring Conference**

**That** the Kingston Police Services Board contribute \$500.00 to the 2023 OAPSB Spring Conference & AGM.

c. **Ontario Transfer Payment Agreement – Next Generation 9-1-1**

**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) communications system effective April 1, 2022; and

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

d. **2023 OAPSB Spring Conference, May 30<sup>th</sup> – June 1<sup>st</sup> in Niagara Falls**

**That** the Board approves the request from the Board Secretary to attend 2023 OAPSB Spring Conference.

e. **CAPG Conference, August 14<sup>th</sup> – 19<sup>th</sup> in St. John's, NFLD**

**That** the Board approves the request from Gail MacAllister to attend the CAPG Conference.

f. **Law of Policing Conference, November 8<sup>th</sup> – 9<sup>th</sup> in Vancouver, BC**

**That** the Board approves the request from Christian Leuprecht to attend the Law of Policing Conference.

g. **Request to Remove Background Check Fee for Volunteers of Not-for-Profit Agencies**

**Moved** by Councillor Hassan  
**Seconded** by

**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.

9. **Unfinished Business**

- a. Kingston Police Strategic Plan 2023-2026

10. **New Business.**

a. **Staffing Update**

- (i) The Kingston Police Services Board congratulates Staff Sergeant Greg Sands on his promotion to the rank of inspector effective January 1, 2023.

b. **Committees**

**Budget** – The Chair is proposing himself and Jimmy Hassan

**Policy & By-laws** – Gail MacAllister and \_\_\_\_\_

Human Resources - \_\_\_\_\_ and \_\_\_\_\_

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