

**Minutes of a Meeting of the Kingston Police Services Board
Held on Thursday, October 15, 2020, at 12:00 Noon
Boardroom at Kingston Police Headquarters**

IN ATTENDANCE

Ms Andrea Risk, Chair
Councillor Jefferey McLaren, Vice-Chair
Mayor Bryan Paterson [from 12:02 p.m.]
Dr Christian Leuprecht
Mr Jarrod Stearns
Mrs Donna Harrington, Secretary

Chief Antje McNeely
Deputy Chief Christopher Scott
Members of staff and media

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

DISCLOSURE OF CONFLICT OF INTEREST

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

APPROVAL OF AGENDA

3. It was moved by Councillor McLaren and seconded by Mr Stearns that the agenda be approved. Carried.

ADOPTION OF MINUTES

4. It was moved by Mr Stearns and seconded by Councillor McLaren that the minutes of Meeting 20-11 held on September 17, 2020, be adopted. Carried.

COMMUNICATIONS

5. It was moved by Councillor McLaren and seconded by Mr Stearns that the communications be received. Carried.
6. The Chair noted the Ministry memorandum regarding the September 2020 intake of the Basic Constable Training Course and the removal of some of the modifications that had been put in place for the June intake due to COVID-19.
7. From the Ministry memorandum on the use of face masks for COVID-19 by police personnel, the Chair noted that risks had to be assessed to determine appropriate use of personal protective equipment. [Mayor Paterson arrived at 12:02 p.m.] Chief McNeely relayed that cloth masks had also been distributed to members for off-duty use or when it was not possible to practise physical distancing with other members inside the police building.
8. The Chair noted the Ministry correspondence on enforcement and amendments under the *Reopening Ontario Act, 2020*, including that a police officer or provincial offences officer could ask individuals to provide their name, address, etc., if requested in relation to offences under the Act. She noted that there were new restrictions on gatherings and that enforcement officers

could temporarily close any premises not in compliance. Chief McNeely relayed that much proactive work was being done with community partners on educating the public on the restrictions, especially in light of the upcoming Homecoming weekend. She noted that officers were now able to issue the minimum \$10,000 fine for hosting a prohibited gathering and that attendees could be issued a fine of \$880. The Chair noted the recent media release by the Kingston Police announcing that, now that much had been done in the area of education as to pandemic restrictions, the focus would be on enforcement.

9. The Chair noted the Ministry memorandum related to further amendments under the *Reopening Ontario Act, 2020*, to address increased COVID-19 cases, including restrictions on opening hours for bars and restaurants, as well as the further Ministry correspondence to clarify some of these restrictions.

10. With respect to the Ministry memorandum on the Basic Constable Training allocation request for the January 13–April 9, 2021, intake, Chief McNeely relayed that four positions had been requested.

11. With respect to the Ministry correspondence on guidelines for school emergency and crisis response during COVID-19, it was noted that schools were to continue to conduct emergency and crisis response drills while respecting public health advice related to the pandemic.

12. The Chair noted the Ministry memorandum regarding the appointment of Devon Clunis as the Inspector General of Policing. She pointed out that his background made him well suited to the role, which would include oversight in the area of inspections of police services and police service boards as well as assistance in the development of regulations under the *Community Safety and Policing Act*. Chief McNeely relayed that Mr Clunis had been introduced to the OACP Executive during a virtual meeting.

13. The Chair noted the Ministry correspondence regarding opioid overdose death prosecutions, i.e., prosecutions for accidental overdoses related to drugs being illegally trafficked to the decedent. She pointed out that this was not about cases of simple possession but rather about pursuing traffickers who prey on those most vulnerable.

14. The Chair noted the CAPG correspondence regarding speakers and program highlights for the 31st Annual (Virtual) Conference, as well as sponsorship of the conference. She noted that the Board had been registered and members would be able to attend the virtual conference. She relayed that she would not be able to take part in the virtual annual general meeting and that one Board member had to be designated for voting purposes. It was agreed that Councillor McLaren as Vice-Chair would be designated as the voting member in attendance and that the Board's support of the conference would be limited to the registration fee.

15. The Chair noted that the 2020 OAPSB Labour Seminar would be taking place in virtual format on November 12 and 13, 2020, and encouraged Board members to participate if their schedules permitted. Councillor McLaren and Mr Stearns indicated that they would be able to participate, and it was agreed that, with respect to the sponsorship request for this seminar, support would be limited to the fees for registering members.

16. The Chair noted the correspondence from the Zone 2 Chair with respect to the plan to have in-person meetings if possible on June 18, 2021, in Ottawa and on September 17, 2021, in Prince Edward County.

17. The Chair noted the Zone 2 correspondence regarding the appointment of Devon Clunis as the Inspector General of Policing.

18. The August/September and October 2020 editions of *Blue Line* were noted.

DELEGATIONS

19. Nil.

REPORTS

Quarterly Budget Report

20. Director of Finance John Howes was invited to present the budget report to September 30, 2020. He noted that an updated report had been distributed to members because several items had been entered by City Finance just prior to the close of the ledger for the quarter. He explained that, while the accounts payable ledger would remain open for a limited time after year-end, he had recorded accruals to cover large bills, overtime, and upcoming retirements. Mr Howes pointed out that the financial picture was now better than it had been at the start of the pandemic, with the potential to be on budget at year-end. He noted that there was a 1.27% surplus as at the end of the third quarter but pointed out that grant revenue would be unfavourable by \$368,000 at year-end due to the reduction in grant funding. Mr Howes relayed that revenues were favourable for alarm licensing and paid duty and that, while revenues for background checks were still \$152,000 unfavourable, applications had increased. He noted that the sale of some vehicles had gone well and resulted in a favourable variance of \$6,000 in auction proceeds.

21. With respect to operating expenses, Mr Howes noted that there was a favourable variance of 1,022,000 at the end of the third quarter, including a favourable variance of \$147,000 in overtime, although that could change quickly such as happened in 2019 with four major incidents. He explained that the salaries and wages line reflected accruals made in the quarter and also the impact on backfilling for WSIB and sick leave absences. Mr Howes noted that the fringe benefits line was favourable, partly due to reduced usage of benefits during pandemic shutdowns.

22. Mr Howes reported that the favourable variance of \$971,000 in supplies and materials related to lower electricity usage and lower fuel costs; cancellation of some training and travel due to the pandemic; no major project required under investigative services; and projects under contracted services either being held back or traditionally scheduled for the last quarter of the year.

23. Mr Howes reported that, based on third quarter results, it was hoped that there would not be a deficit at year-end. With respect to any overtime forecasted for the upcoming Homecoming weekend, Deputy Chief Scott explained that support units had been doing extra enforcement

around social distancing as a lead-up to the weekend and that the service would be drawing on support units for the weekend so that an effective deployment could be provided without relying on overtime, with the ability to bring in additional officers if needed.

24. The Chair noted from the correspondence under New Business in relation to the 2021 budget that the City would like to have the initial 2021 budget information and the three-year forecast for 2022–24 by November 4, 2020. Mr Howes relayed that he would be speaking with the City Financial Officer later in the day.

Quarterly Statistical Report

25. Chief McNeely relayed that the increase in the Crimes Against Persons category had been driven by increases in reported assaults, robberies, threats, and domestic violence. She noted that there had been a slight increase in convenience store and street-level robberies, which had been solved. She noted that statistics under the Crimes Against Property category had an overall decrease from the same period in 2019 although reports of break-ins had increased for the same nine-month period (but had decreased within the third quarter). Chief McNeely explained that many of the break-ins had been to garages and sheds and that arrests had been effected by officers in Patrol and Street Crime, with property recovered. She noted that the pandemic had necessitated changes across the province with regard to holding persons until trial for only the most serious of cases, which might have had an impact on crime statistics. Chief McNeely reported that the Drug and Street Crime units had recently arrested two men and one woman for trafficking in drugs, including near schools. She pointed out that activities seemed to be coming back to normal levels. For the first nine months of 2020, Chief McNeely noted that there had been a number of calls for service involving persons in mental health crisis, averaging about five calls per day, which was a 14.5% increase from 2019.

26. With respect to available resources to lay charges, Chief McNeely confirmed that expertise was always available to lay charges. With respect to having sufficient resources to respond to mental health calls, Chief McNeely relayed that it would be preferable to have the mobile crisis rapid response teams (MCRRTs) with mental health workers available 24/7, since about 20 percent of calls happened overnight (between midnight and 8:00 a.m.) when mental health workers were not available, and that there were ongoing discussions with Addiction and Mental Health Services in that regard. Chief McNeely advised that the HealthIM platform had just been launched, which should save officer time at the hospital when bringing in persons in crisis. She noted that MCRRT officers also had specialized training but the partnership with mental health workers worked very well, particularly due to their familiarity with clients. She relayed that HealthIM provided data for analytics, which would also be helpful. With respect to the Integrated Care Hub, Chief McNeely confirmed that much good work was being done to provide connections to housing and medical resources, as well as an overnight shelter and a drop-in centre. She noted that the new location on Montreal Street would likely be better situated and that the staff was working in partnership with the Kingston Police to ensure its success. Mayor Paterson relayed that several municipalities were experiencing the same needs and this approach made a lot of sense, particularly in reducing the strain on emergency room resources. Chief McNeely noted that normally MCRRTs would respond to any calls at the Integrated Care Hub, which added the aspect of support from a mental health worker. She

relayed that the Mounted Unit had also visited the site, which provided another perception of police assistance.

MOTIONS

27. Nil.

UNFINISHED BUSINESS

28. Nil.

NEW BUSINESS

29. **2021 Budget.** The Chair noted from the letter from the Chief Financial Officer and City Treasurer that Council had identified a targeted increase of no more than 2.4 percent, with preliminary information to the City due on November 4, 2020. She noted that the Director of Finance worked with the Chief Financial Officer and others towards meeting that target.

MOVE TO IN-CAMERA SESSION

30. It was moved by Mayor Paterson and seconded by Dr Leuprecht that the Board move in camera at 12:40 p.m. Carried.

Chair

Secretary