

**Minutes of a Meeting of the Kingston Police Services Board
Held on Thursday, April 15, 2021, at 12:00 Noon
Via Webinar Hosted at Kingston Police Headquarters**

IN ATTENDANCE VIA ELECTRONIC PARTICIPATION

Mr Jarrod Stearns, Chair
Councillor Jefferey McLaren, Vice-Chair
Councillor Bridget Doherty
Dr Christian Leuprecht
Mr Jamshed Hassan
Mrs Donna Harrington, Secretary

Chief Antje McNeely
Members of staff

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 Hassan that the agenda be approved. Carried.

ADOPTION OF MINUTES

4. It was moved by Councillor McLaren and seconded by Councillor Doherty that the minutes of Meeting 21-8 held on March 18, 2021, be adopted. Carried.

COMMUNICATIONS

5. It was moved by Dr Leuprecht and seconded by Councillor McLaren that the communications be received. Carried.
6. With respect to the Ministry memorandum regarding *Highway Traffic Act* regulatory amendments to remove paper-based barriers for the commercial vehicle industry, Chief McNeely relayed that these amendments had come into effect on March 1, 2021, to facilitate the use of digital documentation in the commercial vehicle industry, inspection garages, used vehicle lots, and wrecking yards. She noted that the changes promoted the use of digital documents and digital communications (e.g., e-mail) and clarified applicable rules.
7. The Chair noted the Ministry correspondence on the impact of an outbreak at the Ontario Police College in February on on-site training. Chief McNeely reported that on-site training for the service's new recruits had been paused for 14 days, during which time they had continued at home with online training. She noted that the Ministry and the College had worked collaboratively with the Southwestern Public Health Unit in making assessments and recommendations for return to in-person training.

8. With respect to the Ministry memorandum on 2021 COVID-19 relief funding for municipalities, Chief McNeely confirmed that she had spoken with the City's Chief Administrative Officer and that COVID-related expenses were being tracked. It was explained that the Municipal Property Assessment Corporation data referred to property assessment data used by municipalities in determining property tax assessments.
9. The Chair noted the Ministry memorandum on the digital version of the Request for Driver's Licence Review form, which Chief McNeely explained was used for reporting to the Ministry of Transportation (MTO) drivers who were showing signs of driving incompetence due to physical and/or mental impairment.
10. With regard to the Ministry correspondence on the 2021 Promotional Exams, Chief McNeely explained that the original date of March 28, 2021, had been cancelled due to pandemic concerns at the time. She noted that the exam had been rescheduled for June 13, 2021, and, since Kingston was always used as a writing site, the service would be required to set up a venue that would allow for physical distancing, enhanced cleaning, and health screening of exam writers.
11. With respect to the Ministry memorandum on the Reduced Suspension with Ignition Interlock Conduct Review Program and measures as a result of COVID-19, Chief McNeely explained the parameters for certain convicted drivers to participate in a reduced suspension by installing an approved ignition interlock device and noted that the deadline for applying for this program by entering a guilty plea had been extended to 282 days from the current 90 days from the date of the offence until such time as courts could resume normal operations.
12. The Chair noted the Ministry correspondence on amendments to orders under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020*, as at March 23, 2021.
13. With respect to the Ministry memorandum regarding administrative forfeiture, Chief McNeely noted that recent amendments to the *Civil Remedies Act* had established an administrative forfeiture process to allow for the forfeiture to the Crown of certain personal property used in unlawful activity without a court order in uncontested cases. She explained that there were guidelines as to property that may be subject to this forfeiture process and that the Crown Law Office—Civil of the Ministry of the Attorney General would make such determinations. She pointed out that this would reduce some burden on the court system and enable smaller sums of money to be forfeited and that all funds from forfeited property would continue to be used for cost recovery, compensation for direct victims, and grants to assist victims and prevent unlawful activities that result in victimization.
14. The Chair noted the Ministry correspondence on the migration of the MTO Collision Application to a cloud platform. Chief McNeely relayed that this would allow the MTO to be more efficient and effective in its services and would not impact its ability to receive electronic submissions of motor vehicle collision reports from police services. She noted that this change would not impact the Kingston Police, since reports were transmitted by Accident Support Services as part of the Collision Reporting Centre, and that Accident Support Services had worked with the MTO to ensure a seamless transition.

15. With respect to the Ministry memorandum on the resumption of on-site training at the Ontario Police College, Chief McNeely relayed that Kingston Police recruits had resumed training the previous Monday, with arrival dates staggered and preventive measures put in place, such as active screening; the requirement for a negative PCR test within the previous 72 hours; regular rapid antigen testing; first dose vaccinations provided; medical-grade masks being worn; and an accelerated training schedule so as to complete the remaining 20 days of training. She noted that the next intake would not be impacted very much (start date of May 11, 2021, instead of the 3rd of May).

16. It was noted that the Special Investigations Unit January to March 2020 Report was meant to cover the transition from a calendar-year to a fiscal-year report period.

17. The Chair noted the correspondence from the Canadian Association of Police Governance regarding the call for nominations for the CAPG Award for Excellence in Police Governance (due June 1, 2021) and the call for resolutions in relation to the annual conference.

DELEGATIONS

18. Nil.

REPORTS

19. **St. Patrick's Day 2021 Deployment.** Chief McNeely invited Inspector Matt Funnell to brief the Board on the deployment for this year's St. Patrick's Day. Inspector Funnell pointed out that, over the past number of years, large-scale events had occurred around this day similar to those experienced during annual Homecoming Weekends but that this year, due to the emergency orders in place to address the pandemic and the order issued by the local Medical Officer of Health, there had not been many activities. He relayed that planning still had to be done and therefore 55 sworn officers and 6 civilian employees had been deployed under the Incident Command Model over three shifts. Inspector Funnell reported that the day had been mostly uneventful, with 13 related calls for service, five charges under the *Liquor Licence Act*, one charge under the *Highway Traffic Act*, and no arrests. With only a minor use of overtime and some costs for food and refreshments, he relayed that the overall cost of the deployment was \$3,606.15.

Quarterly Statistical Report.

20. Chief McNeely relayed that the Crimes Against Persons category had increased slightly over the same period in 2020 due to increased reporting of criminal harassment, harassing phone calls, and threats. She noted that this could be reflective of the impact of the pandemic on individuals, whether in anxiety from job loss or working remotely. She noted that the number of reports in the Crimes Against Property category had gone down, due to a decrease in thefts (e.g., shoplifting reports in 2020 numbered 179 as compared to 75 in the same period in 2021) and a significant reduction in thefts from vehicles (268 in the first quarter of 2020 and 159 in 2021). Chief McNeely explained that the increase in drug offences related to the Drug Unit focussing on street-level traffickers during this quarter as opposed to larger long-term projects, in an effort to address increasing overdoses and the continuing opioid crisis. With respect to the increase in

Criminal Code traffic offences, Chief McNeely relayed that this related to an increase in dangerous operation of motor vehicles and prohibited driving offences. She pointed out that the slight decrease in calls for service reflected that the pandemic had commenced towards the end of the first quarter in 2020 but was in full force for the first quarter of 2021.

21. With respect to the Use of Force Report, Chief McNeely noted that the report covered reports submitted in relation to 26 incidents in the first quarter. She relayed that firearms had been discharged on seven occasions, all in relation to animals (deer and raccoons) suffering from injury. She noted that an example with a handgun displayed and conducted energy weapon (CEW) deployed related to an incident where officers attended a call for a man armed with a 12-inch knife who was threatening people and also threatened officers upon their arrival. She relayed that the deployment of the CEW enabled the officers to disarm the individual and take him to the hospital for removal of the probes and to ensure that there were no injuries. She reported that an incident example with a firearm pointed related to officers attending an address to search for armed robbery suspects and ultimately locating them and successfully calling them out of the residence, with a replica firearm located at the scene. For an example of a CEW displayed, Chief McNeely referred to an incident involving a suicidal man who had cut his throat and continued to hold the knife. She relayed that, while the CEW was displayed, the officers were able to remain at the doorway to the room and use de-escalation techniques to get the man to drop the knife so that he could be safely taken to the hospital.

22. **Kingston Police Community Volunteers.** Chief McNeely invited Inspector Funnell to brief the Board on the summary of 2020 activities and financial report for the Community Volunteers. Inspector Funnell pointed out that the report included the organization's background and noted that, as widely experienced, 2020 events had been severely hampered by the pandemic, as noted from the comparison of 2020 and 2021 statistics. He relayed that the organization's activities had been basically shut down for March, April, May, and June but the volunteers had still been able to cover 855.5 event hours for 2,644 person hours, with activities including bicycle pickups (13 times to pick up 37 bicycles); conducting 16 speed radar surveys; attendance at some special events and hockey games; one child identification clinic for 15 children; three child car seat safety clinics; and 57 foot patrols. Inspector Funnell pointed out that the volunteers had still been able to provide a good presence in working around the pandemic restrictions and had continued to represent a huge resource for the service. For the financial report, Inspector Funnell noted that the annual operating budget for 2020 was \$21,000, with \$18,895 in expenses being incurred, including the purchase of the EZ Child ID system for use in Child Identification Clinics from the savings realized from the reduction of other activities in 2020. He noted that, in addition, normally some auction proceeds were used to fund appreciation events for their volunteer time but, instead of holding a banquet, \$2,800 had been used for gift cards as a show of appreciation. He pointed out that, even with the restrictions of the pandemic, the volunteers had still been able to provide a valuable contribution.

MOTIONS

23. Chief McNeely explained that the transfer payment agreement for the Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet was being renewed for a four-year term (April 1, 2021, to March 31, 2025) for a total of \$626,000, which covered a Child Victim Forensic Analysis Investigator (Constable Derek Frawley) and training and certain other

expenses for a Child Pornography Investigator (Constable Paul Robb). It was moved by Councillor McLaren and seconded by Councillor Doherty that the Board endorse the transfer payment agreement with the Province regarding funding from April 1, 2021, to March 31, 2025, under the Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet—A United Team Approach.

Carried.

(21-34)

UNFINISHED BUSINESS

24. Nil.

NEW BUSINESS

25. Nil.

MOVE TO IN-CAMERA SESSION

26. It was moved by Dr Leuprecht and seconded by Councillor McLaren that the Board move in camera at 12:26 p.m. Carried.

Chair

Secretary