

**Minutes of a Meeting of the Kingston Police Services Board
Held on Thursday, April 21, 2022, at 12:00 Noon
Via Webinar Hosted at Kingston Police Headquarters**

IN ATTENDANCE VIA ELECTRONIC PARTICIPATION

PRESENT: Jarrod Stearns, Chair
Councillor Bridget Doherty, Vice Chair
Jamshed Hassan
Christian Leuprecht
Councillor Jeff M^cLaren
Antje McNeely, Chief
Scott Fraser, Deputy Chief
Fred Kaustinen, Consultant
Lorie Sargeant, Secretary
Staff Members, Inspector Matt Funnell; Sergeant Steven Koopman;
Acting Inspector Greg Sands; Constable Greg Smith; and
Members of the Public and Media

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

PRESENTATION

2. The Chair invited Sergeant Steven Koopman and Constable Greg Smith to present the presentation by the Traffic Safety Unit. The [presentation](#) has been posted to the Board's web pages.

DISCLOSURE OF CONFLICT OF INTEREST

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

APPROVAL OF AGENDA

4. Moved by Mr. Hassan
Seconded by Councillor Doherty

That the agenda be approved.

Carried

ADOPTION OF MINUTES

5. Moved by Councillor M^cLaren
Seconded by Councillor Doherty

That the minutes of Meeting 22-05 held on March 17, 2022 be adopted.

COMMUNICATIONS

5. The following communications were received.

The Chair asked if there were any questions with respect to any of the following communications received from the Ministry of the Attorney General, CAPG, Ontario Human Rights Commission and the OAPSB. Councillor Doherty asked for clarification with respect to ADM Public Safety Memorandum 22-0026 dated March 11, 2022 regarding Amendments to the *Liquor Licence and Control Act, 2019*. Deputy Chief Fraser explained that the amendments were mainly housekeeping amendments.

a. Ministry of the Solicitor General

- (1) ADM Public Safety Division Memorandum 22-0024 dated March 10, 2022 regarding Introduction of the Office of Illicit Drug Intelligence and the Ontario Drug Identification Network.
- (2) ADM Public Safety Division Memorandum 22-0025 dated March 11, 2022 regarding Criminal Intelligence Service Ontario (CISO) Expert Witness Provincial Coordinator and Organized Crime Specialized Training Coordinator Secondment Opportunities.
- (3) ADM Public Safety Division Memorandum 22-0026 dated March 11, 2022 regarding Amendments to the *Liquor Licence and Control Act, 2019*.
- (4) ADM Public Safety Division Memorandum 22-0027 dated March 11, 2022, as amended on March 17, 2022, (amendments in red) regarding Elimination of Licence Plate Stickers and Validation Extensions for Passenger Vehicles, Light Commercial Vehicles, Motorcycles and Mopeds and End of Extensions for Driver and Vehicle Products.
- (5) ADM Public Safety Division Memorandum 22-0028 dated March 14, 2022 regarding *Police Record Checks Reform Act 2015 – Amendments and Coming into Force*. The amendments to the *Police Checks Reform Act, 2015* (PRCRA) come into effect on April 1, 2022.
- (6) ADM Public Safety Division Memorandum 22-0029 dated March 29, 2022 regarding Order Amending the Order Declaring an Amnesty Period (2020) SOR/2022-45.
- (7) ADM Public Safety Division Memorandum 22-0030 dated March 31, 2022 regarding Multi-Jurisdictional Major Case Management Selection Process.

- (8) Reminder dated March 31, 2022 from James Lee, Community Safety Analyst that the final report for the 2021-22 funding year of the CSP Grant – Local Priorities Funding Stream is due April 29, 2022.
 - (9) ADM Public Safety Division Memorandum 22-0031 dated March 31, 2022 regarding Amendments to Ontario Regulation 287/08: Conduct Review Programs under the *Highway Safety Act (HTA)*.
 - (10) ADM Public Safety Division Memorandum 22-0032 dated April 1, 2022 regarding Expiry of O. Reg. 8/21 – Enforcement of COVID-19 Measures.
 - (11) ADM Public Safety Division Memorandum 22-0033 dated April 4, 2022 regarding Extension for Ontario Carriers Registered under the International Registration Plan.
 - (12) ADM Public Safety Division Memorandum 22-0034 dated April 5, 2022 regarding Launch of the Ontario igaming Market.
 - (13) ADM Public Safety Division Memorandum 22-0035 dated April 6, 2022 regarding Enforcement of Hours of Service (Regulation 555/06) for Ontario-Based Carriers.
 - (14) ADM Public Safety Division Memorandum 20-0036 dated April 11, 2022, regarding annual reporting relating to the *Protection of Persons Administering and Enforcing the Law under Sections 25.1 to 25.4 of the Criminal Code of Canada*.
- b. Canadian Association of Police Governance
- (1) Email dated March 14, 2022 – What we learned from “Police Governance in Crisis”.
 - (2) Call for Nominations for the 2022 CAPG Awards for Excellence in Police Governance. Deadline for submissions is June 1, 2022.
 - (3) Deadline for submitting resolutions is June 15, 2022.
- c. Ontario Human Rights Commission
- (1) Statement dated March 16, 2022 on Ministry of Education response to Right to Read report.
 - (2) Reminder: Daniel G. Hill Human Rights Awards for the 60th anniversary of the Ontario Human Rights Code. Nominations are due March 31, 2022. (Distributed to Board Members on March 24th, 2022)

- (3) Email dated March 25, 2022, with respect to Community engagement sessions on measures to address systemic racism in Peel Policing.
- d. Ontario Association of Police Services Board
 - (1) Email dated April 4, 2022, with respect to Upcoming Zone 2 Meetings.

DELEGATIONS

6. Nil.

REPORTS

7. Moved by Dr. Leuprecht
Seconded by Councillor Doherty

That the following reports be received for information purposes:

- a) [Annual Report under Section 8 of the *Missing Persons Act, 2018*](#). Memorandum from Chief McNeely dated March 21, 2022.
- b) [Quarterly Budget Report \(Q1\)](#)
- c) [Kingston Police Community Volunteers Annual Summary Activities](#)
- d) [Quarterly Statistical Report and Use of Force Report \(Q1\)](#)
- e) [St. Patrick's Day 2022 Deployment](#). Memorandum from Greg Sands, A/Inspector dated April 14, 2022.

**Carried
(22-28)**

MOTIONS

8. a) Deputy Chief Fraser provided the following bios for new recruits Tyler Leknois, Tyler Martin and Ryan McMahon

Tyler Leknois began his law enforcement career in 2017, when he was hired by the RCMP and assigned to the Ridge Meadows detachment in Maple Ridge, British Columbia, a well-known high-volume police environment. During his five years as an RCMP constable, he has been recognized for his composure, judgement, hard work, and team-building capabilities. He is a qualified “breath tech” and has been recognized as a watch expert on impaired driving law, being a two-time Alexa team member which commends excellent performance and leadership in removing

impaired drivers from the road. His current supervisor considers his departure a personal loss to the RCMP, however, Tyler and his wife both have deep ties to Kingston, with both their families residing here. Tyler double-majored in English and History at Wilfrid Laurier University before obtaining his Masters of Public Administration from The Royal Military College of Canada. During both his undergraduate and masters programs, he was a member of the varsity volleyball team, balancing athletic, academic, and work commitments. We look forward to welcoming Tyler, his wife Tina, and their two daughters home to Kingston.

Tyler Martin has received his diploma in Police Foundations from La Cite Collegiale, Ottawa and has a background as a primary care paramedic. He has been working as a special constable with OC Transpo Ottawa prior to being hired by the Kingston Police, where he enforced the law aboard all OC Transpo properties and vehicles. Prior to this job, he received extensive training from the RCMP in his role as a Protective Officer with the Parliament Protective Services. In 2021 he received the St. John Ambulance Live Saving Award; and he has received numerous certificates including Domestic Violence Risk Assessment, Leadership through Teambuilding; Stop the Bleed-Bleeding Control Basics; Applied Suicide Intervention Skills Training; Mental Health First Aid, Indigenous Awareness, Hate/Bias Crime investigations, Rescue and Advanced Open water Diver; and Crossfit trainer to name but a few. He also has volunteered his time with the Ottawa Police HOOPSTARS since 2019; is a member of the Police Foundations Advisory Board at the La Cite COLlegiale, and the Boys and Girls Club in Ottawa. Tyler also speaks French and is a novice in Spanish. We welcome Tyler and his wife Charlene to the Kingston Police family.

Ryan McMahon was born and raised in Montreal and moved with his family to Belleville in 2010. Ryan graduated from Nicholson Catholic College in Belleville Ontario graduating with an OSSD and Extended French Certificate. He next attended Loyalist College in Belleville, where he made the Dean's List and obtained a Customs Border Services Diploma Foundations Program in 2016. He then attended Concordia University in Montreal, where he obtained a Bachelor's degree with a major in Political Science and Minor in Law and Society in 2020. Currently, Ryan lives in Beaconsfield Quebec and since November, 2021, he has worked for Traffic Tech, a third-party logistics company. Prior he worked as a tool rental clerk at Home Depot in Pointe Claire. He also continues to work as a soccer referee, which he has done since 2012, most recently, since 2018, with the Quebec Soccer Federation and the Lakeshore Soccer Club and prior with the Belleville Youth Soccer Club.

Ryan has volunteered with Moisson Montreal, the largest foodbank in Canada since 2020, where he is responsible for organizing food orders for community groups and trains new volunteers. Ryan is also fluent in French and English
We welcome Ryan to the Kingston Police.

Moved by Councillor Doherty
Seconded by Mr. Hassan

That the Kingston Police Services Board appoint Tyler Leknois as an officer of the Kingston Police effective May 16, 2022; and

That the Kingston Police Services Board appoint Tyler Martin as an officer of the Kingston Police effective May 9, 2022. (added verbally to the agenda by Deputy Chief Fraser); and

That the Kingston Police Services Board appoint Ryan McMahon as an officer of the Kingston Police effective May 9, 2022.

**Carried
(22-29)**

b) Moved by Mr. Hassan
Seconded by Councillor Doherty

That the Kingston Police Services Board ratify a motion passed by a poll of a quorum of Board Members on April 6, 2022, pending the next regular meeting, to endorse the transfer payment agreement effective as of April 1, 2022 with the Attorney General regarding the renewal of the Bail Safety Program as outlined in the Ministry's letter of April 4, 2022.

**Carried
(22-30)**

c) Moved by Councillor M^cLaren
Seconded by Dr. Leuprecht

That the Kingston Police Services Board endorse the transfer payment agreement for funding under the Local Priorities Funding Stream of the 2022-23 – 2024-25 Communing Safety and Policing (CSP) grant with the Solicitor General.

**Carried
(22-31)**

NEW BUSINESS

9. a) The Kingston Police Services Board congratulated Staff Sergeant Lillian Murdock on her promotion to the rank of inspector effective December 21, 2021;

Chief McNeely provided the following summary of her career to date:

Lillian joined the Kingston Police in August 1995, and was promoted to the rank of sergeant in January 2006, and then to staff sergeant in January 2010. She has worked in a number of units including uniformed patrol, Court Services, CORE, Professional Standards and has been an Incident Commander. Lillian was awarded the Kingston Police Community/Partnership Award in 2007 for her work as the Domestic Violence and Youth Justice Coordinator, which included policy development and training in domestic violence and the *Youth Criminal Justice Act*. Lillian has received a myriad of kudos from individuals and community agencies alike, throughout her career. As Inspector, Lillian is in charge of our Patrol and Communications Units.

- b) The Kingston Police Services Board congratulated the following officers on their promotions effective February 21, 2022. Chief McNeely and Deputy Chief Fraser provided the following summaries of their careers to date:

- (1) Constable Jason Alblas to the rank of sergeant;

Jason joined the Kingston Police in April 2002 after obtaining diplomas in Business Administration with an Information Systems Certificate and Police Foundations from St. Lawrence College. During the past 20 years, he has worked in Uniformed Patrol, the Emergency Response Unit, and Criminal Investigations. In 2019, he received a Chief's commendation for his participation in a joint forces operation to dismantle a multimillion-dollar Ponzi scheme and in the successful investigation of a contract hit. Jason is currently a Patrol Sergeant assigned to B Platoon.

- (2) Constable Trevor Bethune to the rank of sergeant;

Trevor joined the Kingston Police in March 2002 after briefly starting his policing career with Peel Regional Police in 2001. He received the Ontario Medal for Police Bravery in 2007, for an incident in which he jumped into the Kingston Harbour to save a man in distress, during an early October evening, where the water temperature was estimated to be 15 degrees Celsius. He has worked within Uniformed Patrol, Criminal Investigations, and the Training Unit. He now oversees the Alternative Response Unit and is our Peer Support Coordinator who looks after Wellness within our organization.

- (3) Constable Jason Cahill to the rank of sergeant;

Jason joined the Kingston Police in December 2000 after pursuing criminology, psychology, and sociology studies at the University of Ottawa and Queen's University and completing the Police Foundations program at St. Lawrence College. He has worked in both Uniformed Patrol and Criminal Investigations and has taken on several additional tasks over the years, including being a trained Scenes of Crime Officer and an Intoxilyzer Technician. He received a Chief's Commendation in 2007 for his initiative that led to the very successful execution of a CDSA warrant and the seizure of narcotics and proceeds of crime. Jason is currently a Patrol Sergeant assigned to D Platoon.

- (4) Constable Kevin Closs to the rank of sergeant;

Kevin joined Kingston Police in 2006, after obtaining a Police Foundations Diploma with Honours from Algonquin College. He has worked in Uniformed Patrol and Criminal Investigations, where he was part of the Internet Child Exploitation Unit. During his time in Uniformed Patrol, he received numerous praises for his work as a Scenes of Crime Officer. In 2011, Kevin received a Teamwork Award, which was collectively awarded to D Platoon, in recognition for their professional response to a day of multiple critical incidents, including a fatal train/motor vehicle collision, and a homicide. Kevin returns to Uniformed Patrol to assume a Sergeant position on B Platoon.

- (5) Sergeant Ed Cunningham to the rank of staff sergeant;

Ed joined Kingston Police in 2001, and was promoted to the rank of Sergeant in 2016. During his time with Kingston Police he has worked in Uniformed Patrol and the Special Services Unit. He received a commendation in 2010, for his quick identification and arrest of a bank robbery suspect, and again in 2020, where the Special Services Unit was recognized for their work on Project Sparrow combatting cocaine trafficking in Kingston; as well as for his part in the successful investigation of a contract hit. Ed assumes the Staff Sergeant position in the Special Services Unit.

- (6) Sergeant Dave Geen to the rank of staff sergeant;

After graduating from the Loyalist College Law and Security Administration Program, Dave commenced his policing career with the Waterloo Regional Police Service in April 1999 and then was hired by the Kingston Police in July 2001. He has been assigned to Uniformed Patrol, Street Crime, Drug Enforcement, Intelligence, and the Emergency Response Unit, and has also been assigned as a Coach Officer. Dave assumes the Staff Sergeant in Criminal Investigations.

- (7) Constable Sarah Groenewegen to the rank of sergeant;

Sarah joined Kingston Police in 2009, after graduating with distinction from Police Foundations at St. Lawrence College. She started her career in Uniformed Patrol and she has been the Mounted Unit Officer since 2016, receiving multiple letters of appreciation from community members for her community outreach. Sarah has assumed a Sergeant position on A Platoon in the Patrol Division.

- (8) Constable Jason Hughes to the rank of sergeant;

Jason joined Kingston police in 2004, after four years playing professional hockey in the United States. Prior to this, Jason received a Degree in Criminology and Sociology from St. Thomas University, where he attended on a full hockey scholarship. During his time with Kingston Police, he has worked in Uniformed Patrol, and the Emergency Response Unit and has received a number of commendations, one in particular for his role in bringing a distraught young man to safety, despite great personal risk. Jason assumes a Sergeant position on A Platoon in the Patrol Division.

- (9) Sergeant Melanie Jefferies to the rank of staff sergeant;

Melanie joined Kingston Police in 1998, and was promoted to Sergeant in 2018. During her time with Kingston Police, she has worked in Uniformed Patrol, the Criminal Investigation Unit, and Quality Assurance/Professional Standards. In 2018, she received a commendation for her work on the overwhelming success of the Police Enhanced Response to Survivor-Oriented Needs (PERSON) Project; and her initiation of the Canine-Assisted Response for Emotional Support (CARES) Program. Melanie assumes the Staff Sergeant position on D Platoon.

- (10) Sergeant Mhairi Knapp to the rank of staff sergeant;

Mhairi joined Kingston Police in 2007, and was promoted to Sergeant in 2017. During her time with Kingston Police she has worked in Uniformed Patrol and the Criminal Investigation Division, where she was a member of the Internet Child Exploitation Unit and then Sergeant in charge of the Sexual Assault, Child Abuse Unit. In 2019, she received a commendation of merit for her actions acting as a crisis negotiator for a young man who was threatening to jump from the roof of the Cataragui Centre. Mhairi assumes the Staff Sergeant position on B Platoon in the Uniformed Patrol Division.

- (11) Constable Mark Petersen to the rank of sergeant;

Mark joined Kingston Police in 2000, after completing both the Police Foundations and Law and Security diploma programs at Loyalist College in Belleville. During his time with Kingston Police, he has worked in Uniformed Patrol, the Emergency Response Unit, and the Special Services Unit. He received a commendation in 2012, for his assistance apprehending an escaped

federal inmate while he was off-duty, and again in 2020, where the Special Services Unit was recognized for their work on Project Sparrow combatting cocaine trafficking in Kingston. Mark assumes a Sergeant position on D Platoon.

- (12) Sergeant Carla Stacey to the rank of staff sergeant; and

Carla started her policing career in 1988 with the Royal Newfoundland Constabulary, after graduating from the Atlantic Police Academy Police Science Cadet program. Her policing experience also includes being a member of the Peel Regional Police Service from 1998 to May 2001, at which time she joined the Kingston Police. Carla has worked in Uniformed Patrol, Forensic Identification, Community Response, and Criminal Investigations, where she oversaw operations for the Vulnerable Sector and Fraud sections. Her many community endeavours were recognized in 2006 by her presentation with the Kingston Police Community/Partnership Award. Carla is currently the Staff Sergeant in charge of the CORE Unit

- (13) Constable Jim Veltman to the rank of sergeant.

Jim joined Kingston Police in 2006, after starting his career with Toronto Police in 2000. Before becoming a police officer, Jim obtained a Law and Security Administration (Policing Option) diploma from Loyalist College. During his time with Kingston Police he has worked in Uniformed Patrol and the Criminal Investigation Unit. He received a commendation in 2018 for his investigation into a case of chemical poisoning, and again in 2020 for his part in the successful investigation of a contract hit. Jim assumes a Sergeant position within the Criminal Investigation Unit.

- c) The Kingston Police Services Board congratulated the following retirees: Scott Geoffrey, civilian employee; Staff-Sergeant Keith Hill; and Robert Woolsey, civilian employee.

Chief McNeely provided the following summaries of the retirees' careers:

Scott Geoffrey joined the Kingston Police in September 1990 as the Records and Systems Manager and four years later was promoted to Director of Information Services. Over the course of his time with us, Scott has been instrumental in the implementation of several major projects, including the move to in-vehicle computer stations in police cruisers; tendering and evaluating a new voice radio system; replacing the Kingston Police computer server plant; implementing county-wide enhanced 9-1-1; ensuring that the in-house computer systems met the rigorous security demands of the RCMP; overseeing the communications and technical needs of the new police headquarters in 2007. Scott should be particularly congratulated for his efforts in this latter endeavour, which was significant to say the least. He has continued to pursue technological enhancements for our police operations, such as

securing the installation of a six-screen LCD video wall in the Communications Centre that enables our communications operators visual monitoring of active calls for service, queued calls for service and vehicle locations superimposed on either an orthographic map or a regular road map. He was also recognized for his role in implementing the online Kingston Police Information Check system with E-Solutions. Additional highlights of his career include implementing enhanced cyber security, and his significant role in researching and being part of the RFP process for NG-9-11 on behalf of the Kingston Police. Scott leads by example and is a compassionate, caring, and engaged supervisor, qualities that earned him the Core Award presented at the 2005 Annual Awards Ceremony and the Civilian of the Year award at the 2011 Annual Awards Ceremony.

We wish Scott all the best in the next phase of his life after over 31 years of service with the Kingston Police.

Rob Woolsey started with the Kingston Police in April 1990 as a communications operator, where his calm, caring, and professional handling of emergency situations was greatly appreciated by both the members of the public and the officers with whom he was in contact. In 1996 Rob became the Records and Systems Manager and subsequent to that also undertook the responsibilities of Freedom of Information Coordinator for the Kingston Police. With these roles his workload was very heavy, with many competing demands vying for his time. Nevertheless, Rob can always be counted on to answer questions and provide assistance whenever and wherever he can, both internally and externally, exemplifying our core values in his interactions with citizens, outside agencies, and staff members alike. Over the years he has also assisted the Director of Information Services with keeping information technology resources in good working order and keeping everyone happy in that respect, which is sometimes a daunting task. He is always professional and unflappable, has a ready gentle wit, and generously shares of his technical knowledge and expertise in a myriad of areas. This positive attitude was recognized with his receipt of the 2005 Kingston Police Core Award. He was also recognized for his role in implementing the online Kingston Police Information Check system with E-Solutions in 2016 along with 3 other colleagues.

We wish Rob all the best in the next phase of his life as he enters retirement after 31 years of service with the Kingston Police.

Staff-Sergeant Keith Hill commenced his policing career with the York Regional Police in April 1988 after graduating from the Loyalist College Law and Security Administration Program, where he made the Dean's List for significant academic achievements. He moved to the Gananoque Police Service in 1996 and joined the Kingston Police in May 1999 when the force expanded in response to the greatly enlarged policing jurisdiction for the city of Kingston. He has earned the reputation of being a hard-working and enthusiastic officer who uses his wealth of knowledge and experience to good effect, and crown prosecutors have commented on the quality of his preparation of crown briefs. He was transferred to the Street Crime Unit from the

Patrol Division in 2004 and quickly assumed the duties of Sergeant-in-Charge of an enhanced Drug Unit. He was promoted to sergeant in February 2006, and to staff sergeant in October 2010. His assignments have included a broad spectrum of duties in Uniformed Patrol and the Special Services Unit, including oversight of the greatly expanded drug enforcement operations initiated in 2010. In 2007, he received a Chief's Commendation in recognition of his commendable actions in the professional and effective team response to a high-risk domestic incident. Under his guidance since January 2017, our Special Services Unit continues to amass impressive successes in investigations related to drug enforcement, street crime, and intelligence operations. In 2018 he received the first bar to the Police Exemplary Service Medal in recognition of 30 years of loyal and exemplary service to public safety in Canada; and in 2019/2020 he received the Kingston Police Commendation of Merit in recognition of his part in the Special Services Unit team responsible for the highly successful Project Sparrow investigation, an initiative to combat cocaine trafficking in Kingston that resulted in significant seizures of cash, drugs, firearms, and prohibited weapons.

We wish Keith all the best in the next phase of his life as he enters retirement after 34 years of policing service.

- d) [Policy on Use of Board Resources During an Election Period](#) - The Chair reminded members of the policy.
- e) [Future Board Meetings](#) – The Board members discussed the manner in which they wished to conduct future meetings. It was decided that commencing with the May 19, 2022 board meeting, the board would facilitate meetings in a hybrid manner with in-person and remote, where members of the board and Kingston Police members are encouraged to attend in person unless they are symptomatic or otherwise cannot be physically present.

Moved by Councillor M^cLaren
Seconded by Councillor Doherty

That the Kingston Police Services Board commence its board meetings with a hybrid model commencing with the May 19, 2022 board meeting providing the IS&T enhancements to allow same have been completed.

**Carried
(22-32)**

- f) Councillor Doherty commented very favourably with respect to commencing the public meetings with a presentation and asked for a presentation with respect to the Integrated Care Hub (ICH). Chief McNeely stated that she would have a presentation with respect to ICH for the next public board meeting.

MOVE TO IN-CAMERA SESSION

10. Moved by Mr. Hassan
Seconded by Councillor Doherty

That the Board move to in-camera session after a ten minute break.

Carried

The regular meeting ended at 2:08 pm.

Chair

Secretary