

**Minutes of a Meeting of the Kingston Police Services Board  
Held on Thursday, May 19, 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<sup>c</sup>Laren  
Antje McNeely, Chief  
Scott Fraser, Deputy Chief  
Fred Kaustinen, Consultant  
Lorie Sargeant, Secretary  
Presenters: Gilles Charette, Executive Director, Trellis HIV and Community Care; Carol Ravnaas, AMHS KFL&A; Meghan O’Leary, Director, Clinical Services, Kingston Community Health Centres; Justine McIsaac, Coordinator of Consumption and Treat Services at the Integrated Care Hub; Sergeant Clement Nesanayagam, Kingston Police; and  
Members of the Public and Media

1. The Chair called the meeting to order at 12:02 pm.

**PRESENTATION**

2. The Chair invited Chief McNeely to introduce the presenters of the Integrated Care Hub presentation. 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 Dr. Leuprecht  
Seconded by Mr. Hassan

**That** the agenda be approved.

**Carried**

## ADOPTION OF MINUTES

5. Moved by Councillor Doherty  
Seconded by Councillor M<sup>c</sup>Laren

**That** the minutes of Meeting 22-07 held on April 21, 2022 be adopted.

**Carried**

## COMMUNICATIONS

5. The following communications were received.

The Chair asked the board members 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.

The Chair asked Chief McNeely to explain the Right to Disconnect Policy as described in communication (10) below, received from the Ministry of the Solicitor General. Chief McNeely explained that on December 2, Bill 27, the *Working for Workers Act, 2021* became law in Ontario. Bill 27 amends the *Employment Standards Act, 2000* by including right to disconnect legislation in an effort to protect workers' ability to balance personal obligations with work commitments, foster a culture of life-work balance and emphasize Ontario's commitment to supporting mental health. Employers, who on January 1<sup>st</sup> of each year employ twenty-five (25) or more employees must have a written policy. For 2022 the policy must be in place by June 2<sup>nd</sup>, 2022. This policy applies to civilian members of the police service, special constables, and board support staff. The definition of disconnecting from work means not engaging in work-related communications, including emails, telephone calls, video calls or the sending or reviewing of other messages, so as to be free from the performance of work. Employees have the right to, and should, disconnect from outside of their normal working hours unless there is an agreement to do so, for example while "on call". It is a requirement to provide a copy of the written policy to each employee within 30 days of preparing the policy or, if an existing written policy is changed, within 30 days of the changes being made. Chief McNeely further explained that the Human Resource Director is well underway in preparation of this policy.

Councillor Doherty had questions with respect to applications for the Ontario Grant to Support Anti-Hate Security Measures for Faith-Based and Cultural Organizations (2022-2023) as described in communication (15) below, received from the Ministry of the Solicitor General. Deputy Chief Fraser explained that charities and non-profit organizations are eligible to apply for grant funding of \$5,000 to \$10,000 dollars. This grant is to offset increased security measures and/or training. Police services are not

eligible to apply. The Kingston Police has disseminated this information to applicable non-profits and charities in the community who may be able to benefit from the funding.

Councillor Doherty also had a question with respect to amendments to the *Highway Traffic Act*, Regulation 612 (School Buses) and to *Provincial Offences Act*, Regulation 950 regarding updated lighting requirements for school buses that come into force in Ontario on July 1, 2022 as described in communication (16) below, received from the Ministry of the Solicitor General. Deputy Chief Fraser explained that school buses manufactured on or after January 1, 2005 will be mandated to operate an eight (8) light warning system. This mandate will be effective July 1<sup>st</sup>, 2022 and buses are required to have four (4) amber and four (4) red lights facing the front and four (4) amber and four (4) red facing the rear. Buses manufactured prior to January 1, 2005 do not have to comply with this legislation and may continue to operate as is.

a. Ministry of the Solicitor General

- (1) ADM Public Safety Division Memorandum 22-0037 dated April 14, 2022 regarding Police Week 2022 – May 15-21, 2022, Provincial Theme “Your Police Services: Helping Build Safer Communities.
- (2) ADM Public Safety Division Memorandum 22-0038 dated April 14, 2022 regarding an update on the Critical Infrastructure and Highways regulation under the *Emergency Management and Civil Protection Act* (EMCPA) and the *Keeping Ontario Open for Business Act, 2022*.
- (3) ADM Public Safety Division Memorandum 22-0039 dated April 19, 2022 regarding the new Global Positioning System (GPS) monitory solution that started on April 4, 2022.
- (4) ADM Public Safety Division Memorandum 22-0040 dated April 19, 2022 regarding recent amendments that have been made to the *Highway Traffic Act*, authorizing the use of automated flagger assistance devices.
- (5) Letter from the Office of the Solicitor General dated April 20, 2022 reappointing Jarrod Stearns to the Kingston Police Services Board, effective from May 2, 2022, for a period of six (6) months or until such time as an appointment has been made by Order in Council, whichever occurs first.
- (6) ADM Public Safety Division Memorandum 22-0041 dated April 20, 2022 regarding updates to the Standards of Care for Outdoor Dogs under the *Provincial Animal Welfare Services Act, 2019*.

- (7) ADM Public Safety Division Memorandum 22-0042 dated April 21, 2022 regarding Ontario Closed Circuit Television (CCTV) Grant Program – Call for Applications for Fiscal Year 2022-2023.
- (8) ADM Public Safety Division Memorandum 22-0043 dated April 21, 2022 regarding the updated Guidance Note, which has been revised to provide information about additional factors to consider in the selection of representatives to the joint health and safety committees (JHSCs), created under the *Occupational Health and Safety Act* (OHSA).
- (9) ADM Public Safety Division Memorandum 22-0044 dated April 25, 2022 regarding Police Services Board Members and Elections.
- (10) ADM Public Safety Division Memorandum 22-0045 dated April 27, 2022 regarding Right to Disconnect Policy, being a requirement under the *Employment Standards Act, 2000*. This requirement applies to all municipal police services board with at least 25 employees who are not police officers (e.g., civilian members of the police service, special constables, board support staff). The written policy is to be in place before March 1, of each year with the exception for 2022 wherein the written policy is to be in place by June 2, 2022.
- (11) ADM Public Safety Division Memorandum 22-0046 dated April 27, 2022 regarding Continued Mask and Face Covering Requirements in Certain Settings beyond April 27, 2022. Class Order issued by the Chief Medical Officer of Health (CMOH) pursuant to Section 22 under Section 77.1 of the *Health Protection and Promotion Act* (HPPA). The Order is expected to remain in place until 12:00 am June 11, 2022, unless otherwise extended or revoked.
- (12) ADM Public Safety Division Memorandum 22-0047 dated April 29, 2022 regarding the application package outlining the eligibility criteria and the process to apply for the Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund (CJMPSOSSF).
- (13) ADM Public Safety Division Memorandum 22-0048 dated April 29, 2022 regarding the expiration of hours of service exemption certificates issued to former road-building machines (RBMs) starting from July 1, 2022.
- (14) ADM Public Safety Division Memorandum 22-0049 dated May 4, 2022 regarding a new regulation under the *Highway Traffic Act*, establishing a ten-year pilot project to allow the use of large quadricycles on Ontario roads that came into effect on April 21, 2022. Large quadricycles are large vehicles that are used to carry as many as 20 riders (19 passengers, 1

operator) and primarily used to provide tours of landmarks, breweries and wineries.

- (15) ADM Public Safety Division Memorandum 22-0050 dated May 4, 2022 advising that Ontario's Anti-Racism Directorate is now accepting applications for the Ontario Grant to Support Anti-Hate Security Measures for Faith-Based and Cultural Organizations (2022-2023).
- (16) ADM Public Safety Division Memorandum 22-0051 dated May 6, 2022 with respect to amendments to the *Highway Traffic Act*, Regulation 612 (School Buses) and to *Provincial Offences Act*, Regulation 950 regarding updated lighting requirements for school buses that come into force in Ontario on July 1, 2022.
- (17) ADM Public Safety Division Memorandum 22-0052 dated May 9, 2022 with respect to a new electronic submission process for verification of birth, marriage and death registration information from the Office of the Registrar General.
- (18) ADM Public Safety Division Memorandum 22-0053 dated May 11, 2022 with respect to the conclusion of the COVID-19 Enforcement Support Line and Reporting of Data under the *Emergency Management and Civil Protection Act* and the *Reopening Ontario Act*. The Ministry requests that police services boards and Chiefs submit outstanding enforcement data by May 16<sup>th</sup>, 2022, including any historical enforcement data not yet submitted and sustained weekly submission of enforcement data up to April 27<sup>th</sup>, 2022.

b. Canadian Association of Police Governance

- (1) Letter from Jennifer Malloy, dated April 22, 2022, regarding an opportunity for Kingston Police Services Board to participate in stage one of a proposed research project with Dr. Tarah Hodgkinson and Dr. Tullio Caputo.
- (2) Letter and Nomination form for nominations to the CAPG Board of Directors for the term 2022-2024.
- (3) Registration link and Agenda for the CAPG Governance Summit, Exploring Police Culture through a Leadership and Governance Lens, Thursday, May 26<sup>th</sup>, 1 – 3 pm.
- (4) Email reminder for Boards to submit resolutions by June 15, 2022.

c. Ontario Association of Police Services Board

- (1) Email from Patrick Weaver, Chair announcing the appointment of Lisa Darling as the new Executive Director of the OAPSB effective May 2, 2022.
- (2) Email from Chair, OASP Zone 2 advising that Deputy Commissioner Cox will be speaking to ‘Counter Exploitation and Missing Persons’ instead of the Basil Bortutski case at the Upcoming Zone 2 Meeting on June 17<sup>th</sup>.
- (3) Email requesting RVSP no later than 4:00 pm on June 10<sup>th</sup>, to the OAPSB Zone 2 meeting scheduled for June 17<sup>th</sup>, together with a copy of the Agenda.

d. Ontario Human Rights Commission

- (1) Email dated May 3, 2022 with respect to the Ontario Human Rights Commission, Toronto Metropolitan University’s Human Rights Services and the Lincoln Alexander School of Law virtual conference to take place June 23, 2022 to mark the 60<sup>th</sup> anniversary of Ontario’s *Human Rights Code* – “Human Rights at 60, reflecting and reimagining”.

**DELEGATIONS**

6. Nil.

**REPORTS**

7. Nil

**MOTIONS**

8. Moved by Councillor M<sup>c</sup>Laren  
Seconded by Mr. Hassan

**That** the Kingston Police Services Board endorse the transfer payment agreement for funding under the Provincial Priorities Funding Stream of the 2022-23 – 2024-25 Communing Safety and Policing (CSP) grant with the Solicitor General relating to the funding stream focus on provincial priorities (Project Beacon).

**Carried  
(22-36)**

**NEW BUSINESS**

9. Nil

**MOVE TO IN-CAMERA SESSION**

10. Moved by Councillor Doherty  
Seconded by Mr. Hassan

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

**Carried**

The regular meeting ended at 1:23 pm.

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Chair

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Secretary