

**Minutes of a Meeting of the Kingston Police Services Board  
Held on Thursday, October 19, 2023, at 12:00 pm  
Hosted at Kingston Police Headquarters, William Hackett Boardroom**

PRESENT: Jarrod Stearns, Chair  
Mayor Bryan Paterson  
Councillor Jimmy Hassan  
Prof. Christian Leuprecht  
Gail MacAllister

Non-Board Members:

Acting Chief Scott Fraser  
Acting Deputy Chief Matt Funnell  
Fred Kaustinen, Consultant, Governedge Inc. (Virtually)  
Graham Wight, Inspectorate of Policing (virtually)  
Lorie Sargeant, Secretary and  
Members of the Public and Media

The Chair called the meeting to order at 12:09 pm.

1. **PRESENTATION**

None.

2. **DISCLOSURE OF CONFLICT OF INTEREST**

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

3. **APPROVAL OF AGENDA**

Moved by Prof. Leuprecht  
Seconded by Ms. MacAllister

**That** the agenda be approved.

**Carried**

4. **ADOPTION OF MINUTES**

Moved by Ms. MacAllister  
Seconded by Prof. Leuprecht

**That** the minutes of Meeting 23-11 held on September 21, 2023, be adopted.

**Carried**

## 5. COMMUNICATIONS

Moved by Prof. Leuprecht  
Seconded by Councillor Hassan

**That** the following the Ministry of the Solicitor General, Ontario Association of Police Services Boards, Information and Privacy Commissioner of Ontario, Canadian Association of Police Governance, and Ontario Human Rights Commission be received.

### a. Ministry of the Solicitor General

- (1) ADM Public Safety Division Memorandum 23-0067 issued September 14, 2023, sharing a communication from the Ministry of Labour, Immigration, Training and Skills Development (MLITSD) regarding a guidance note from the Ontario Police Health and Safety Committee (OPHSC) to provide suggested practices to protect the health and safety of police service workers from some of the hazards of hybrid and electric vehicles.
- (2) ADM Public Safety Division Memorandum 23-0068 issued September 21, 2023, sharing a communication regarding the Office of the Chief Coroner's Police Service Member Deaths by Suicide Review Procedure.
- (3) ADM Public Safety Division Memorandum 23-0069 issued September 25, 2023, sharing a communication at the request of the Ministry of Transportation regarding regulatory amendments to the Highway Traffic Act (HTA), in particular a new offence with respect to overtaking a working snow plow which came into force on September 15, 2023.
- (4) ADM Public Safety Division Memorandum 23-0070 issued October 13, 2023 with respect to the Criminal Intelligence Service Ontario (CISO) seeking an experienced Detective Constable with extensive applied knowledge in police and law enforcement for the position of CISO Organized Crime Specialized Training Instructor. Qualified candidates interested in this secondment opportunity are invited to submit a resume and letter of interest to Sunny Singh, Deputy Director, Criminal Intelligence Service Ontario at [sunny.singh@rcmp-grc.gc.ca](mailto:sunny.singh@rcmp-grc.gc.ca) by 1600 hours, October 13, 2023.
- (5) Email dated October 6, 2023 received from Shamitha Devakandan, Community Safety Analyst, Public Safety Division, advising that the Kingston Police grant application for the Mobile Crisis Rapid Response Team (MCRRT) and Crisis Outreach and Support Team (COAST) was not approved.

- b. Ontario Association of Police Services Boards (OAPSB)
  - (1) Email from Diane Smithson, Secretary, Zone 2, attaching presentations from CAPG and OAPSB presented at the Zone 2 meeting held on September 15, 2023.
  - (2) Update from Chair Fennell, OAPSB Zone 2 dated September 21, 2023.
- c. Information and Privacy Commissioner of Ontario (IPC)
  - (1) Notice of Public Consultation inviting feedback on revisions made to the *Code of Procedure* under the *Freedom of Information and Protection of Privacy Act* (FIPPA) and the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA). Feedback will be accepted until December 21, 2023.
  - (2) IPC bulletin issued September 29, 2023, introducing a New IPC resource: Interpretation Bulletins which provide insights into how the IPC and the courts have interpreted sections of the FIPPA and MFIPPA when reviewing appeals.
- d. Canadian Association of Police Governance (CAPG)
  - (1) Email from CAPG dated October 2, 2023 announcing the CPA & CAPG Summit: “Pressures on Policing – A Shared Perspective” being held on November 21, 2023 in Vancouver, BC.
- e. Ontario Human Rights Commission (OHRC)
  - (1) Newsletter received from OHRC dated October 10, 2023 – OHRC Updates on Anti-Black Racism in Education Community Engagement Sessions.

**Carried**

## 2. Delegations.

- a. Julian Mollot-Hill, Commissioner of External Affairs for the AMS of Queen’s University, Victoria Mills, Vice-President University Affairs and Kate McCuaig, President, will appear before the Board and spoke to the mandatory Part 1 Court Summons for violations under the *Liquor Licence Control Act*, beyond the dates set out by the University District Safety Initiative (UDSI).

## 3. Information Reports.

Moved by Ms. MacAllister  
Seconded by Mayor Paterson

**That** the following report be received for information purposes.

- a. [Report Number 23-35](#) – Q3 Statistical Report

**Carried  
(23-81)**

4. **Motions.**

- a. Transfer Payment Agreement re Victim Support Grant – 2023-2024

Moved by Councillor Hassan  
Seconded by Prof. Leuprecht

**That** the Kingston Police Services Board authorize the Chair to execute the Transfer Payment Agreement for maximum funding of \$63,080.00 under the Victim Support Grant (VSG) between His Majesty the King in right of Ontario as represented by the Solicitor General and the Kingston Police Services Board effective April 1, 2023 to March 31, 2024.

**Carried  
(23-82)**

- b. Appointment of Officer

Moved by Ms. MacAllister  
Seconded by Mayor Paterson

**That** the Kingston Police Services Board appoint Constable Benjamin Payne as an officer of the Kingston Police effective November 20, 2023.

**Carried  
(23-83)**

5. **New Business.**

- a. Staffing Update

(i) Retirement of Constable Rick Hough effective October 31, 2023.

6. **Move to In-Camera.**

Moved by Ms. MacAllister  
Seconded by Councillor Hassan

**That** the Board move in-camera after a five (5) minute break.

**Carried**

Regular session ended at 12:41 pm.

Chair \_\_\_\_\_

Secretary \_\_\_\_\_