

**KINGSTON POLICE SERVICES BOARD
MEETING NO. 19-1**

There will be a meeting of the Kingston Police Services Board on Thursday, January 17, 2019, at 10:30 a.m., in the Boardroom at Kingston Police Headquarters, 705 Division Street, Kingston.

Agenda

1. **Disclosure of Conflict of Interest.**
2. **Election of Chair and Vice-Chair.** In accordance with the Board's Rules of Procedure By-Law, the chair will be vacated, and the Secretary to the Board will call for nominations for the positions of Chair and Vice-Chair for 2019.
3. **Approval of Agenda.**
4. **Adoption of Minutes.** Adoption of the minutes of Meeting 18-13, held on November 15, 2018.
5. **Communications.**
 - a. Ministry of Community Safety and Correctional Services.
 - (1) ADM Public Safety Division Memorandum 18-0076 dated November 13, 2018, regarding an amendment to O.Reg. 267/10, Conduct and Duties of Police Officers Respecting Investigations by the Special Investigations Unit.
 - (2) ADM Public Safety Division Memorandum 18-0077 dated November 14, 2018, regarding the Risk-driven Tracking Database 2017 Annual Report.
 - (3) ADM Public Safety Division Memorandum 18-0078 dated November 15, 2018, regarding updates on the cannabis legislation.
 - (4) ADM Public Safety Division Memorandum 18-0079 dated November 16, 2018, regarding amendments to O.Reg. 347/18 under the *Police Record Checks Reform Act*.
 - (5) ADM Public Safety Division Memorandum 18-0080 dated December 3, 2018, enclosing a letter of introduction from the new Minister of Community Safety and Correctional Services.
 - (6) ADM Public Safety Division Memorandum 18-0081 dated December 4, 2018, regarding amendments to the *Highway Traffic Act*.
 - (7) ADM Public Safety Division Memorandum 18-0085 dated December 11, 2018, regarding recent changes to Ontario's Bus Inspection Program.

- (8) ADM Public Safety Division Memorandum 18-0086 dated December 11, 2018, regarding amendments to the *Highway Traffic Act*.
- (9) ADM Public Safety Division Memorandum 18-0087 dated December 13, 2018, regarding Constable Selection System licensing.
- (10) ADM Public Safety Division Memorandum 18-0088 dated December 14, 2018, regarding the release of the updated booklet *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* (Version 2).
- (11) Letter dated December 17, 2018, from the Manager, Program Development Section, External Relations Branch, regarding the 2018/19 Policing Effectiveness and Modernization Grant.
- (12) ADM Public Safety Division Memorandum 19-0001 dated January 3, 2019, regarding 2019 Ontario Police College fees.

b. Canadian Association of Police Governance.

- (1) E-mail dated November 28, 2018, regarding upcoming events and the Webinar Series bundle.
- (2) E-mail dated November 29, 2018, regarding a call for proposals for the 2021 and 2022 Annual General Meeting and Conference.
- (3) E-mail dated December 13, 2018, regarding the 2019 Call for Resolutions.
- (4) E-mail dated December 21, 2018, regarding a call for nominations for the 2019 Emil Kolb Award for Excellence in Police Governance.

c. Ontario Association of Police Services Boards.

- (1) E-mail dated December 4, 2018, with an end-of-year message from the Zone 2 Chair.
- (2) E-mails dated December 13, 2018, and January 8, 2019, regarding the outgoing and incoming OAPSB Chairs.
- (3) Minutes of the Zone 2 meeting of November 30, 2018.
- (4) E-mail dated January 3, 2019, regarding renewal of the Zone 2 membership.
- (5) OAPSB 2019 Conference sponsorship package received January 8, 2019.

- d. Independent Street Check Review.
 - (1) Letter dated December 27, 2018, regarding the public release of the Report of the Independent Street Checks Review.
 - (2) E-mail dated January 1, 2019, providing a link to the Report of the Independent Street Checks Review.
- e. Ontario Human Rights Commission. E-mail dated December 10, 2018, regarding the release of *A Collective Impact: Interim Report on the Inquiry into Racial Profiling and Racial Discrimination of Black Persons by the Toronto Police Service.*
- f. Office of the City Clerk.
 - (1) Letter dated December 13, 2018, regarding the appointment of Mayor Paterson and Councillor McLaren to the Kingston Police Services Board to November 30, 2020.
 - (2) Letter dated December 20, 2018, regarding the appointment of Andrea Risk to the Kingston Police Services Board to November 30, 2020.
- g. Blue Line. November and December 2018 editions.

6. **Delegations.** Nil.

7. **Reports.**

- a. Administration of Public Complaints. Report dated January 2, 2019, from Deputy Chief C. Scott to Chief McNeely on the administration of public complaints, January–December 2018.
- b. Annual Report on O.Reg. 58/16. Memorandum dated January 10, 2019, from Chief McNeely on O.Reg. 58/16, Collection of Identifying Information in Certain Circumstances—Prohibition and Duties.

8. **Motions.**

- a. It is requested that the Board ratify a motion passed by a poll of a quorum of Board members on November 21, 2018, pending the next regular meeting, that the Board endorse the contractual agreement with the Ministry of the Attorney General regarding 2018/19 and 2019/20 funding under the Civil Remedies Grant Program for the Operation EAST (Education & Awareness of Sex Trafficking) Project, as outlined in the Ministry’s e-mail of November 19, 2018.
- b. It is requested that the Board ratify a motion passed by a poll of a quorum of Board members on November 28, 2018, pending the next regular meeting, that the Board endorse the lease agreement with R. Bradley Wicklam and Debora V. Wicklam for

the period January 1, 2019, to December 31, 2021, with respect to the lease of two horses for the Kingston Police Mounted Unit.

- c. It is requested that the Kingston Police Services Board ratify a motion passed by a poll of a quorum of Board members on December 20, 2018, pending the next regular meeting, to appoint Stacey Alarie, Jay Waller, Michelle Miller, and Kyle Melrose-Stenman as officers of the Kingston Police effective January 2, 2019.
- d. It is requested that the Kingston Police Services Board ratify a motion passed by a poll of a quorum of Board members on December 20, 2018, pending the next regular meeting, that a Hosting Service Agreement be executed with eSolutionsGroup Limited for hosting and licensing the Kingston Police website and that signing authority be delegated to the Chief and Deputy Chief.
- e. It is requested that the Kingston Police Services Board ratify a motion passed by a poll of a quorum of Board members on December 20, 2018, pending the next regular meeting, that a Master Service Agreement and related documents be executed with Information Builders, Inc., for a pilot project to help analyze officer engagement and wellness and that signing authority be delegated to the Chief and Deputy Chief.
- f. It is requested that the Kingston Police Services Board ratify a motion passed by a poll of a quorum of Board members on January 4, 7, and 9, 2019, pending the next regular meeting, to appoint Luc Deschamps as an officer of the Kingston Police effective January 2, 2019, creating a temporary overage in the sworn complement that will be reduced by attrition.
- g. Deputy Chief McNeely invites the Board to congratulate the following officers on their promotions effective January 7, 2019:
 - (1) Sergeant Geoff Dempster to the rank of staff sergeant; and
 - (2) Constable Jonas Bonham to the rank of sergeant.

9. **Unfinished Business.** Budget 2019. Letter dated December 14, 2018, regarding budget presentations to Council.

10. **New Business.**

- a. Ontario Regulation 421/97. Review of O.Reg 421/97, Members of Police Services Boards—Code of Conduct.
- b. February Meeting. Change in date.
- c. Staff Update. Retirements of Sergeant R. Rice, Constable G. Harbec, and Karen Deano effective February 1, 2019.

11. **Move to In-Camera.**