



Kingston Police Service Board

Public Agenda Recommendation Report

To: The Chair and Members of the Kingston Police Service Board

From: Lorie Sargeant, Board Administrator

Subject: 2026 Board Meeting Schedule

Date: November 12, 2025

Strategic Priority Alignment:

Administrative/Procedural

Recommendation:

That the Kingston Police Service Board approve the 2026 meeting schedule as presented in Report Number 25-78, with regular public meetings to be held on the fourth (4th) Thursday of each month at 12:00 noon with the exception of the December meeting being held on the third (3rd) Thursday of the month and excluding April and August meetings, unless required; and

That the Board's Procedural By-Law be updated accordingly with respect to the 2026 meeting schedule.

Background/Analysis:

Under Section 33(1) of the *Community Safety and Policing Act, 2019*, police service boards are required to hold a minimum of four (4) meetings per year. Traditionally, the Kingston Police Service Board has exceeded this minimum requirement by holding regular monthly meetings to ensure timely governance, oversight and decision-making.

In previous years, regular Board meetings were scheduled on the third Thursday of each month. However, in 2025, the Board transitioned to the fourth Thursday of each month to better accommodate operational and administrative scheduling needs.

For 2026, it is recommended that the Board continue to meet on the fourth Thursday of each month, with a total of ten regular meetings scheduled for the year.

The Chair recommends that no regular meetings be scheduled for April and August 2026 unless necessary and that the December meeting be held on the third (3rd) Thursday of the month.

All meetings will be held in person at 12:00 noon in the William Hackett Boardroom, Kingston Police Headquarters, and will also be accessible via Microsoft Teams to support remote attendance.

Each public meeting will be followed by an in-camera session and a Board Member Only session, as necessary.

Proposed 2026 Meeting Dates:

Month	Meeting Date	Notes
January	Thursday, January 22, 2026	Election of Chair and Vice-Chair
February	Thursday, February 26, 2026	
March	Thursday, March 26, 2026	
April	No meeting scheduled unless necessary	
May	Thursday, May 28, 2026	
June	Thursday, June 25, 2026	
July	Thursday, July 23, 2026	
August	No meeting scheduled unless necessary	
September	Thursday, September 24, 2026	
October	Thursday, October 22, 2026	
November	Thursday, November 26, 2026	
December	Thursday, December 17, 2026	Held on the third Thursday

Financial Considerations:

There are no financial implications associated with the approval of the 2026 meeting schedule.

Contacts:

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Exhibits Attached:

None