



## KINGSTON POLICE SERVICE BOARD

### Use of Force (AI-004)

Adopted: January 29, 2026 (Res. 26-06)

Reviewed:

Revised:

Expires: Indefinite

Rescinds:

Legislation: O. Reg. 391/23: Adequate and Effective Policing, 2019.  
O. Reg. 87/24: Training, 2019.

It is the policy of the Kingston Police Service Board (the Board) with respect to police use of force that:

- a) The Board, upon receiving a report on the investigation into an injury or death caused by the discharge of a member's firearm, will:
  - I. Review the report and make further inquiries as necessary; and
  - II. File a copy with the Ministry of the Solicitor General, including any additional inquiries of the Board.
- b) The Board, upon being notified that the Chief of Police has discharged a firearm in the performance of their duty, will cause an investigation into the circumstances and file a report on the investigation with the Ministry of the Solicitor General.
- c) The Chief of Police will:
  - I. Ensure that under the following circumstances, a use of force report shall be submitted to the Chief of Police whenever a member:
    - a. draws a handgun in the presence of a member of the public; b)
    - points a firearm at a person;
    - b. discharges a firearm;

- c. uses a weapon on another person;
- d. draws and displays a conducted energy weapon to a person with the intention of achieving compliance;
- e. points a conducted energy weapon at a person;
- f. discharges a conducted energy weapon; or
- g. uses force on another person, including through the use of a horse or a dog, that results in an injury requiring the services of a physician, nurse or paramedic and the member is aware that the injury required such services before the member goes off-duty.

II. Ensure the Use of Force by a Member is justified and only as much force shall be used as is reasonably necessary based on the application of the Ontario Public Police Interactive Training Aid (OPPITA) and in accordance with the Criminal Code, the *Community Safety and Policing Act (CSPA) and its Regulations* or Provincial Statute;

III. Pursuant to *Ontario Regulation 391/23 – Use of Force and Weapons*, ensure that members do not use a weapon other than a firearm, with the exception of those used on another member in the course of a training exercise in accordance with procedures, unless:

- that type of weapon has been approved by the Police Service and the *Regulations*;
- the weapon conforms to technical standards established by the *Regulations*; and
- the weapon is used in accordance with standards established by the *Regulations* and the Police Service's Procedures.

IV. Pursuant to Section 12 (2) (a) of *Ontario Regulation 391/23 – Use of Force and Weapons*, ensure members who may be required to use force on another person is in compliance with the training requirements prescribed by the Minister on the Use of Force;

V. Ensure that, at minimum, police officers:

- only carry the fireman (handgun), magazines and ammunition issued to them by the Police Service, pursuant to section 2 of *Ontario Regulation 391/23 - Use of Force and Weapons*, unless otherwise authorized by the Chief of Police;
- of this Police Service, shall not be issued or use an aerosol weapon unless the weapon meets the requirements set out in *Ontario Regulation 391/23 – Use of Force and Weapons – Table 2* and approved by the Chief of Police;

- are issued a baton, as prescribed in *Ontario Regulation 391/23 – Use of Force and Weapons – Table 2* and approved by the Chief of Police; and
- are trained in officer safety, communication, handcuffing, and physical control techniques, based on the application of the OPPITA.

VI. Be authorized to issue a conducted energy device to police officers who are:

- front line supervisors;
- members of tactical/hostage rescue teams;
- members of preliminary perimeter control and containment teams;
- all sworn officers, as designated by the Chief of Police; and
- have received annual training from a ministry certified Use of Force Trainer who has successfully completed the Conducted Energy Device Trainers course.

VII. Ensure that members do not:

- Pursuant to section 11 (3) of *Ontario Regulation 391/23 – Use of Force and Weapons* carry a firearm unless, the have successfully completed the prescribed training on the use of firearms and is competent in the use of the firearm; and
- discharge a CEW unless the subject is threatening or displaying assaultive behavior or, taking into account the totality of the circumstances, the officer believes there is an imminent need for control of the subject.

VIII. Ensure members have successfully complete the course entitled “Conducted Energy Weapon (CEW) Operator”, delivered by the Ontario Police College or by a Certified Trainer in respect of the course;

IX. Ensure, pursuant to Section 11 of *Ontario Regulation 87/24 – Training* – members shall, within every 12 months, successfully completed the course entitled “Use of Force Requalification”, delivered by a certified trainer in respect of the course;

- X. If it is not reasonably possible for the member to comply within a 12-month period, the Chief of Police may provide an extension of up to 60 days, for the member to comply;
- XI. Establish and maintain written procedures consistent with the requirements in *Ontario Regulation 391/23 - Use of Force and Weapons*;
- XII. Establish and maintain written procedures that address Prohibited Use of Force Techniques;
- XIII. Immediately cause an investigation to be made where a member unintentionally or intentionally discharges their firearm, except on a target range or in the course of weapon maintenance;
- XIV. Immediately cause an investigation and file a report to the Board where a member, by the discharge of a firearm in the performance of their duty, kills or injures another person;
- XV. Where the Chief of Police discharges a firearm in the performance of the Chief of Police's duties, promptly report the matter to the Board;
- XVI. Ensure that a written record is maintained of the training courses taken by the members of the Police Service on the use of force and the use of firearms;
- XVII. Ensure the reporting of the use of force by members in accordance with *Ontario Regulation 391/23 - Use of Force*;
- XVIII. Ensure the ongoing review and evaluation of local use of force procedures, training, and reporting; and
- XIX. Provide a copy of the Police Service's annual use of force report to the Board every calendar year for review and ensure the availability of the report to the community which shall include:
  - a. The number of use of force incidents and reports
  - b. A description of the type of force used
  - c. Time of day of the use of force
  - d. The number of armed and unarmed subjects
  - e. The unit the member worked in at the time the use of force occurred
  - f. The number of years of service the member had at the time the use of force occurred
  - g. Member injuries and subject injuries related to use of force incidents
  - h. The perceived race of the subject of the use of force
  - i. Details of de-escalation training provided to member and the number of members who received such training.

- d) The Chief of Police shall further provide any other relevant information that may assist the Board in understanding the application of the use of force and possible trends, to the extent permitted by law and operational requirements. The Board shall publish the annual report under Section (c) XVIII of this policy on the Internet.

“Original signed by Chair”

Chair

“Original signed by Administrator”

Administrator