



KINGSTON POLICE SERVICE BOARD

Safe Storage of Police Firearms (AI-005)

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

Reviewed:

Revised:

Expires: Indefinite

Rescinds:

Legislation: Community Safety and Policing Act, 2019.
Firearms Act, 1995.

Board Policy

1. It is the policy of the Kingston Police Service Board with respect to the safe storage of Police Service firearms that the Chief of Police will:
 - a. Establish and maintain written procedures that are consistent with the *Community Safety and Policing Act (CSPA)* and its *Regulations* and with the requirements of the *Firearms Act* and the *Public Agents Firearms Regulations*;
 - b. Ensure that members receive the appropriate training in relation to firearms safety as required by Section 117 of the *Firearms Act*, Section 3(1) of the *Public Agents Firearms Regulations* and that Members have the requisite knowledge, skills and abilities to perform this function;
 - c. Ensure that members act with full respect for human dignity and according to professional standards of skill, integrity and accountability; and,
 - d. Regularly review procedures on the safe storage of issued/authorized firearms to keep current with case law, inquests, inquiry findings and amendments to related legislation.
2. The Chief shall make a written report to the Board immediately following any incidents involving the discharge of a firearm:
 - a. When a member of the police service, accidentally discharges a firearm during the ordinary maintenance in accordance with the rules of the police service;
 - b. There has been property damage;
 - c. There has been a personal injury or death;

- d. The procedures with respect to firearms safety were not followed; and,
- e. In any other circumstances where, in the opinion of the Chief, there is significant issue or potential liability to the Board or the Service.

3. The Chief will provide information in the annual report with respect to the safe storage of police service firearms.

“Original signed by Chair”
Chair

“Original signed by Administrator”
Administrator