



Kingston Police Service Board

Public Agenda Recommendation Report

To: Members of the Kingston Police Service Board

From: Gail MacAllister, Chair

Subject: Temporary Suspension on Hiring, Promotions and Secondments –
Direction to the Chief of Police

Date: November 19, 2025

Strategic Priority Alignment:

Administrative/Procedural

Recommendation:

That, effective immediately, the Kingston Police Service Board directs the Chief of Police to implement a suspension on all hiring, financial impact internal transfers, promotions, and secondments within the Kingston Police Service, pending budget approval and the provision of a comprehensive staffing plan and organizational review to be delivered to the Board no later than **August 30, 2026**; and,

That, exceptions to the suspension may be considered where a critical operational need is identified. Written requests for an exception shall be submitted to the Chief of Police, who will assess and classify the request as critical or routine. Requests deemed critical shall be forwarded to the Board for approval. Where an exception is required prior to a regular Board meeting, the Board may consider and approve such requests between meetings, with all interim approvals reported to and confirmed by the Board at its next regular meeting.

Background/Analysis:

The Board has identified the need for a full review of the Kingston Police Service's organizational structure, staffing levels, and human resources practices to ensure alignment with operational priorities, fiscal accountability, and the Service's forthcoming strategic renewal plan. This suspension is not intended to halt hiring

initiatives that have been prior approved by the 2025 budget planning process as there are still hiring initiatives in process to 31 December.

This measure will provide stability for incoming leadership, ensure strategic and evidence-based decision-making, and allow time for the development of modernized human resource processes — including an updated probationary process, performance appraisal system, and targeted training for new procedures.

Implementing a suspension will:

- Allow the Chief and Board to assess the Service's current structure and determine staffing needs objectively;
- Ensure that hiring and promotion decisions are guided by the forthcoming organizational review and staffing plan;
- Support fiscal planning by aligning human resource decisions with the 2026 budget process;
- Enable the Service to focus on refining internal processes and implementing updated performance and probationary frameworks; and
- Provide the Board with clear, evidence-based justification for future human resource requests.

Exceptions to the suspension may be made for **critical operations-related matters** where staffing is essential to maintaining public or officer safety or to ensuring operational continuity, subject to **prior Board approval**.

Financial Considerations:

The suspension may result in short-term budgetary savings to ensure that future staffing costs are evaluated and approved within a comprehensive, evidence-based planning framework. There will be costs associated with hiring expert external consultants/subject matter experts to support the reviews.

Contacts:

Gail MacAllister, Chair

Exhibits Attached:

None