



Kingston Police Service Board

Public Agenda Recommendation Report

To: Kingston Police Service Board

From: Policy & By-Law Committee

Subject: Unsatisfactory Work Performance Policy

Date: September 18, 2025

Strategic Priority Alignment:

Administrative/Procedural

Recommendation:

That the Kingston Police Service Board adopt the Unsatisfactory Work Performance Policy as presented in Report 25-58.

Background/Analysis:

The Board has developed the Unsatisfactory Work Performance Policy to establish clear expectations with respect to unsatisfactory work performance for both civilian and uniform members of the Kingston Police. The policy directs the Chief of Police to develop and maintain written disciplinary policies and procedures to address allegations of unsatisfactory work performance arising from either internal or external sources

Financial Considerations:

There are no financial implications arising from the approval of this policy

Contacts:

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Exhibits Attached:

Exhibit "A" – Unsatisfactory Work Performance Policy

Exhibit "A"



KINGSTON POLICE SERVICE BOARD
Unsatisfactory Work Performance Policy (GP-00XX)

Issued: November 1, 2024

Reviewed:

Revised:

Expires: Indefinite

Rescinds:

Legislation: Community Safety and
Policing Act, 2019.

It is the policy of the Kingston Police Service Board that the concept of unsatisfactory work performance relates to both civilian and sworn members of the Police Service and that the Chief of Police will:

- a) Develop and maintain written disciplinary policies and procedures that address allegations of unsatisfactory work performance from both external and internal sources.

Chair

Administrator/Secretary