



## Kingston Police

### Public Agenda Recommendation Report

To: Kingston Police Service Board

From: Gail MacAllister, Chair, Diversity Plan Working Group/Committee

Subject: Amendment to By-Law Number 25-02 being a by-law to establish a Diversity Plan Working Group/Committee

Date: June 11, 2025

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#### Recommendation:

**That** the Kingston Police Service Board approve the proposed amendment to By-Law Number 25-02, revising the composition of the Diversity Plan Working Group/Committee.

#### Background:

By-Law Number 25-02 was enacted to establish the Diversity Plan Working Group/Committee to support the development and adoption of a Diversity Plan for the Kingston Police Service Board in compliance with the *Community Safety and Policing Act, 2019* (CSPA). The Working Group/Committee's composition currently includes representatives from the Board, the Kingston Police, the City of Kingston, a representative from a community organization and community members with lived experience or professional expertise in diversity and policing.

Following the Working Group/Committee's initial meeting, the Working Group/Committee recommends amending its composition to better reflect the diversity of the Kingston community and to ensure broader representation from individuals within the Government of Ontario's designated diverse groups.

#### Proposed Amendment:

The proposed amendment will:

- Remove the requirement for a representative from a community organization with expertise in diversity and inclusion; and

- Increase the number of community members from two (2) to up to five (5), specifically seeking representation from individuals who identify with one or more of the Governmental designated diverse groups, which include:
  - Indigenous Peoples,
  - Black Communities,
  - Racialized Communities,
  - People with Disabilities,
  - 2SLGBTQIA+ People, and
  - People with Diverse Socioeconomic Backgrounds.

## **Analysis**

This amendment reflects a shift from representation through advocacy organizations to direct representation by members of diverse communities. It aligns with both provincial expectations and the Board's strategic objectives of equity, transparency, and community engagement.

The updated composition supports inclusive participation while maintaining a manageable and effective committee size. Appointments will continue to follow an open and transparent process to ensure fairness and equity.

## **Conclusion**

The proposed amendment will enhance the Diversity Plan Working Group/Committee's ability to reflect the diverse communities served by the Kingston Police. It demonstrates the Board's proactive approach to meaningful inclusion and governance aligned with provincial diversity priorities.

## **Existing Policy/By-Law**

[By-Law 25-02 A By-Law to being a by-law to establish a Diversity Plan Working Group/Committee](#)

## **Notice Provisions**

None

## **Financial Considerations**

None

## **Contacts**

Gail MacAllister, Chair, Diversity Plan Working Group/Committee 613-549-4600 x.2291

## **Other Board Member/Staff Consulted**

Lorie Sargeant, Board Administrator

**Exhibits Attached**

Exhibit A – By-Law Number 25-02, a by-law to establish a Diversity Plan Working Group/Committee with proposed amendments.



**KINGSTON POLICE SERVICE BOARD  
BY-LAW NUMBER 25-02  
Being a by-law to establish a Diversity Plan Working  
Group/Committee**

**Whereas** Section 42(1) of the *Community Safety and Policing Act, S.O. 2019 c.1, Sched. 1*, (the "Act") provides that a police service board may establish a committee and delegate any of the Board's powers under the Act to the committee; and

**And whereas** the Kingston Police Service Board (Board) wishes to establish a Diversity Plan Working Group/Committee and delegate certain of the Board's authority to this Committee to ensure effective delivery of the Board's responsibilities as the governing body and employer of the police service;

**Now therefore** the Board enacts as follows:

**1.0 Definitions**

1.1 In this By-Law:

- a. "Act" means the *Community Safety and Policing Act, S.O. 2019 c.1, Sched. 1*;
- b. "Board" means the Kingston Police Service Board, acting in its capacity as a Board established under the Act and continued under any successor legislation;
- c. "Committee" means the Diversity Plan Working Group/Committee established under this by-law;
- d. "Police Service" means the Kingston Police.
- e. "IIDEA" means indigenization, Inclusion, Diversity, Equity and Accessibility.

**2.0 Purpose:**

2.1 The purpose of the Committee is to assist the Board to develop a Diversity Plan in compliance with the Act. The Diversity Plan will ensure that the composition of the Kingston Police reflects the diversity of the community it serves.

### 3.0 Composition

3.1 In accordance with s. 42(3) of the Act, the Committee shall be composed of not less than two members of the Board and shall be supported by staff and/or counsel as required.

3.2 A representative from the Kingston Police.

~~A representative from a community organization with expertise in diversity and inclusion.~~

3.3 A representative from the City of Kingston Community Development & Wellbeing and IIDEA division.

- Up to ~~two (2)~~ five (5) community members with lived experience or professional expertise in diversity and policing who identify with one or more of the Governmental designated diverse groups, which include:

- Indigenous Peoples,
- Black Communities,
- Racialized Communities,
- People with Disabilities,
- 2SLGBTQIA+ People, and
- ~~People with Diverse Socioeconomic Backgrounds.~~

3.4 The Board Administrator (ex-officio, non-voting) to provide administrative support.

3.5 Any additional member of the Committee, that is not a member of the Board, must meet the eligibility criteria set established in s. 42(5) of the Act (must be eligible to be a Board Member) and s. 35(2) (mandatory training for Board and Committee Members).

3.6 The Committee may invite other external parties to provide subject matter expertise to enable the Committee to make informed decisions.

### 4.0 Quorum

4.1 Quorum shall be a majority of the members on the Committee present at the meeting.

### 5.0 Roles and Responsibilities

5.1 The Committee shall elect a Chair from its members to facilitate meetings at least once per month or as needed to fulfill its mandate. Additional meetings may be scheduled at the discretion of the Chair.

5.2 The members shall actively participate in meetings, contribute expertise, and support the development of the Diversity Plan.

5.3 A board member will be appointed as a board liaison to ensure alignment with Board priorities and provide updates at Board meetings.

5.4 The Board Administrator shall assist with scheduling, record-keeping and communication.

## **6.0 Reporting Requirements**

6.1 The Committee shall provide progress reports to the Board at regular intervals.

6.2 The Committee will submit the final Diversity Plan with recommendations for approval and adoption.

## **7.0 Effective Date**

7.1 This By-law is hereby enacted by the Kingston Police Service Board on 20th day March, 2025 and shall take effect immediately upon its passing. (Resolution 25-28)

"original signed by Chair"  
Chair

"original signed by Secretary/Administrator"  
Secretary/Administrator