



Kingston Police Service Board

Public Agenda Recommendation Report

To: Chair and Members of the Kingston Police Service Board

From: Policy & By-Law Committee

Subject: By-Law Number 26-01- A By-Law to establish a Strategic Planning Committee

Date: April 20, 2026

Strategic Priority Alignment:

Administrative/Procedural

Recommendation:

That the Kingston Police Service Board adopt By-Law Number 26-01, a By-Law to establish a Strategic Planning Committee as attached to Report Number 26-26.

Background/Analysis:

The Board is responsible for the preparation and adoption of a strategic plan for the provision of policing in accordance with legislative requirements.

To support this responsibility a Strategic Planning Committee By-Law has been developed to establish a standing committee of the Board dedicated to overseeing the strategic planning process, including development, monitoring and review.

The proposed by-law formalizes the governance framework for strategic planning by:

- Establishing the mandate and authority of the Strategic Planning Committee
- Outlining roles and responsibilities with respect to the development and oversight of the strategic plan
- Incorporating requirements for community consultation consistent with the *Community Safety and Policing Act, 2019*
- Providing regular reporting to the Board

The Strategic Planning Committee By-Law provides a clear structured framework to support the Board's statutory responsibilities and enhance oversight of strategic planning activities.

Financial Considerations:

There are no direct financial implications associated with the adoption of this By-Law. Any costs arising from strategic planning initiatives will be addressed through the Board's annual budgeting process.

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Exhibits Attached:

Exhibit "A" – Draft By-Law Number 26-01



**KINGSTON POLICE SERVICE BOARD
BY-LAW NUMBER 26-01**

Being a By-Law to Establish the Kingston Police Service Board's Strategic Planning Committee

WHEREAS Section 39 of the *Community Safety and Policing Act, 2019*, S.O. 2019, c.1, Sched. 1 (the "Act") requires a police service board to prepare and adopt a strategic plan for the provision of policing;

AND WHEREAS Section 42(1) of the Act permits a police service board, by by-law, to 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 (the "Board") wishes to establish a Strategic Planning Committee and delegate certain of the Board's authority to this committee to ensure effective delivery of the Board's responsibilities as the governor and employer of the police service;

NOW therefore the Kingston Police Service Board enacts as follows:

1. DEFINITIONS

1.1 In this Bylaw:

- a. "Act" means the *Community Safety and Policing Act, S.O. 2019 c.1, Sched. 1*, and its regulations, as amended from time to time;
- b. "Board" means the Kingston Police Service Board;
- c. "Chief" means the Chief of Police for the Kingston Police;
- d. "Committee" means the strategic planning committee established under this bylaw;
- e. "Strategic Plan" means the Board's strategic for the provision of policing required under Section 39 of the Act and applicable regulations, including Ontario Regulation 392/23 Adequate and Effective Policing.

2. PURPOSE

- 2.1 The purpose of the Committee is to assist the Board in fulfilling its statutory responsibility to prepare, adopt and monitor a Strategic Plan for the provision of policing.
- 2.2 Without limiting the generality of the foregoing, the Committee shall.
 - a. Support compliance with Section 39 of the Act and applicable regulations;
 - b. Oversee the development, review and updating of the Strategic Plan;
 - c. Ensure alignment with legislative requirements, community safety community safety and well-being plans adopted by the municipality of policing responsibility and Board governance responsibilities;
 - d. Monitor implementation of the Strategic Plan and receive progress reports from the Chief;
 - e. Provide advice and recommendations to the Board on strategic priorities, performance measures and outcomes; and
 - f. Carries out its duties in accordance with Board Policy A1-001 (Strategic Planning Policy), as amended from time to time.

3. COMPOSITION

- 3.1 In accordance s. 42(3) of the Act, the committee shall be composed of:
 - a. Not less than two members of the Board.
- 3.2 The Board Chair shall be an ex- officio member of the Committee and shall be counted for quorum purposes and entitled to vote.
- 3.3 The Committee, with the approval of the Board, may add any additional members, as long as the majority of the committee is composed of members of the Board.
- 3.4 Any additional member of the Committee, that is not a member of the Board, must meet the eligibility criteria established in s. 42(5) and set out in s.33 of the Act.
- 3.5 The Committee may invite members of the Police Service or other external

persons to provide subject matter expertise that may ensure the Committee is able to make informed decisions in the execution of its duties.

4. QUORUM

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

5. AUTHORITY

5.1 Exercising the Board's authority as set out in the Act, the Committee shall have the authority to:

- a. Review and make recommendations to the Board respecting the development, adoption, and amendment to the Strategic Plan
- b. How the police service board will ensure the provision of adequate and effective policing in accordance with the needs of the population of the area
- c. The objectives, priorities and core functions of the police service
- d. Quantitative and qualitative performance objectives and indicators of outcomes relating to,
 - i. the provision of community-based crime prevention initiatives, community patrol and criminal investigation services;
 - ii. community satisfaction with the policing provided;
 - iii. emergency calls for service;
 - iv. violent crime and clearance rates for violent crime;
 - v. property crime and clearance rates for property crime,
 - vi. youth crime and clearance rates for youth crime,
 - vii. police assistance to victims of crime and re-victimization rates,
 - viii. interactions with persons described in paragraphs 4 and 5 of this subsection,
 - ix. road safety, and
 - x. any other prescribed matters.
- e. Interactions with,
 - i. youths,
 - ii. members of racialized groups, and
 - iii. members of First Nation, Inuit and Métis communities.
- f. Interactions with persons who appear to have a mental health condition
- g. Interactions with persons who appear to have a mental illness or a neurodevelopmental disability

- h. Information technology
- i. Resource planning
- j. Police facilities

- 5.2 In preparing or revising the strategic plan, the board shall consult with,
- a. The chief of police
 - b. The municipal council
 - c. The band councils of any First Nations
 - d. Groups representing diverse communities
 - e. School boards, community organizations, businesses and members of the public

6. REPORTING REQUIREMENTS

- 6.1 The Committee shall report to the Board following each meeting and shall provide recommendations for Board consideration where appropriate
- 6.2 The Committee shall ensure that the Board receives regular updates on the status of the Strategic Plan including implementation progress and performance outcomes
- 6.3 Minutes of Committee meetings shall be maintained and available to the Board upon request.

7. COMPLIANCE WITH LEGISLATION AND BOARD POLICIES

- 7.1 The Committee will comply with relevant legislation, including the CSPA Act and its regulations, and will abide by all applicable Board Policies.
- 7.2 The Committee shall comply with the Board by-laws and policies, including Policy AI-001 (Strategic Plan Policy).

Effective Date

This by-law is hereby enacted by the Kingston Police Service Board on this XX day of XX, 2026 (Resolution 26-XX and shall take effect immediately upon its passing.

Chair

Administrator