



## Kingston Police

### Public Agenda Information Report

To: Kingston Police Services Board

From: Scott Fraser, Chief of Police

Subject: Kingston Police Community Volunteers Annual Summary of Activities & Financial Report 2024

Date: March 12, 2025

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#### Recommendation:

**That** the Kingston Police Community Volunteers Annual Summary of Activities & Financial Report 2024, Report Number 25-18 is for information only.

#### Summary:

The Kingston Police Community Volunteers provide invaluable support during all community events and have greatly contributed to not only an enhanced level of service to Kingston but also increased engagement with our community. They are also integral to the realization of our crime prevention programs.

#### Background

The Kingston Police Community Volunteers have been contributing to the safety and security of the Kingston community since 1996.

This organization maintains a complement of 56 +/- volunteers directed by an elected executive consisting of a Coordinator, Assistant Coordinator, Secretary, Event Logistics Manager, Equipment Manager, and an Immediate Past Coordinator. Its operation is overseen by the Staff Sergeant in charge of the Community-Oriented Response and Engagement Unit and the Sergeant assigned to Crime Prevention within that unit.

As required by Ministry Guideline AI-006, Use of Volunteers, policy and procedures for this organization are covered in section 4.7.6 of the Board Policy Manual and in a Kingston Police general order. New volunteers undergo training as outlined in the

KPCV Orientation and Training Manual before embarking on KPCV activities. This manual and the general order were updated in 2019.

The purpose of the group is to assist the Kingston Police and the community with a pool of trained volunteers who could be available to participate in a variety of non-confrontational roles. These roles include:

- (a) “Eyes and ears” patrols where volunteers walk, bicycle, or use certain KPCV marked and unmarked Kingston Police vehicles to patrol the city and watch for criminal activities or assist the public;
- (b) Assisting at public events and parades;
- (c) Assisting in area searches for missing persons; or evidence from crime scenes; and
- (d) Assisting the Kingston Police at public displays or exhibits.



### Summary of 2024 Activities

Following is a summary of KPCV activities for the calendar year 2024, as well as a collection of community events attended or assignments completed by volunteers in 2024.

Category	2024	2023
Volunteer Hours	1912.5	1579
Person Hours	5,779.50	5,352.5
Administration Hours	578	600
Bicycle Pickup	22	16
Bicycles Retrieved	63	37
Radar Speed Survey	12	5
Emergency Fan-outs	0	1
Assist Police	5	5
Special Events	113	130
Hockey Games	29	27
Station Tours	0	1
Recovered Autos	0	0
Child Identification Clinics	0	0
Children Fingerprinted	0	0

Category	2024	2023
Child Safety Car Seat Clinics	9	8
Parades	12	10
Foot Patrols	102	68
Bicycle Patrols	10	6

As you can see by the stats above the KPCV have been very busy over the past year with more events as well as an increase of patrols in our community. With things back to normal we have seen an increase in community involvement events like the many fun fairs around the city which they work with our CORE unit.

The KPCV also assist the VON with their Meals on Wheels program where every other week they deliver frozen meals to seniors or people with disabilities. They deliver approximately 90 meals every second week. This is not only a great community project but it also shows that the KPCV & Kingston Police are very community orientated.

The Volunteers did a recruitment drive in late September and have now taken on 4 more volunteers which started in February of 2025. This new intake should bring the membership to approximately 56 to replace some which have left the volunteers due to work commitments or moving out of the area.

May 2024 marked their 28<sup>th</sup> year of proudly serving our Community and Kingston Police. Next year (2026) will be the 30<sup>th</sup> anniversary of the formation of the Kingston Police Community Volunteers.

The KPCV have a team of 15 bike trained volunteers who are able to patrol the local trails and subdivisions. Many people approach them to thank them for patrolling their neighbourhoods. In 2024 they purchased three new patrol bikes for the team as their other bikes are starting to degrade to a point of them being unsafe to ride.

Last year, the KPCV assisted Kingston Police with a once in a lifetime event, the April 8, 2025 solar eclipse. The volunteers we distributed to several viewing locations across the city to act as eyes and ears at these locations in case there was any problems. 18 volunteers were stations at 8 viewing locations. As illustrated, the KPCV provide an enhanced presence for the Kingston Police at innumerable community events. Since the inception of the KPCV program, we have received many compliments on the presence of the volunteers at special events and the many activities in which they engage for the betterment of our community.

In accordance with Ministry Guideline AI-006, volunteers cannot be used to undertake functions or activities that must be performed by members of the police service or by police officers pursuant to legislation. Volunteers have a non-confrontational role, and while on patrol they are to observe and report only. Direct involvement by volunteers is prohibited, except when a Kingston Police Officer or dispatcher tasks them otherwise.

Nevertheless, volunteers are able to assist police in a variety of ways, and they are invaluable when additional resources are quickly needed. They also often help to resolve incidents through their “eyes and ears” patrols. Following are some highlights in that respect from 2024:

<b>Incidents/Events assisted at in 2023</b>
Cram the Cruiser as well as other Food Bank food collections throughout the year
Assisted bike rallies and road races
Princess Street Promenade (x3)
Kingston Police Community Funfair
Solar Eclipse (various locations)
Teddy Bear Picnic
Lock It or Lose It campaign at various mall parking lots around the city
<b>CPTED Audits</b> were conducted in various locations at the request of residents and businesses
<b>Meals on Wheels</b> frozen food deliveries. Volunteers assisted the VON with delivering frozen food meals to shut ins in the community; deliveries are made twice per month
<b>Queens St. Patrick’s Day</b> Street parties. Assisted with delivering water and food to officers involved with the events as well as providing security at KCVI for the officers to use for breaks
<b>Queens Homecoming weekend.</b> Assisted with delivering water and food to officers involved with the events as well as providing security at Dupuis Hall for the officers to use for breaks etc.
<b>Remembrance Day Services</b> in City Park. Assisted with traffic control in the area
<b>Peace Officers Memorial Run.</b> Assisted with traffic control
Annual Night Time Santa Claus Parade. Assisted with blocking streets for the parade to make for a safe event for the public to attend
Intercultural Festivals
KPCV Pumpkin Patrol
<b>Shop With a Cop.</b> Volunteers went shopping for gifts of school aged children who wished to purchase gift for family and friends
<b>New Years Eve</b> events at two locations, Invista Centre and Confederation Basin
Many concerts at Market Square

## **Financial Report**

The main operating costs for the Community Volunteers are covered through an annual budget allocation.

In addition, the Board Policy Respecting the Disposition of Unclaimed Property provides that proceeds from the sale of unclaimed property at auction may be used to fund appreciation events and/or extraordinary equipment costs as approved during the annual budget process. The latter is partly to recognize their role in collecting abandoned bicycles, a task that had to be fulfilled by sworn officers in years past.

Item	Cost	Budget
<b>Operational Police Budget</b>		
Uniforms	\$12,619.82	\$5,000
Supplies	\$1,437.21	\$2,500
Meeting Expenses	\$130.98	
Staff Meals (Training Days)	\$316.10	
Memberships, Licences	\$373.58	
Repair & Maintenance & Tools	-	\$8,500
Advertising & Marketing	-	
Contract Services	\$1,027.33	\$4,000
Education & Training	\$1,375.00	\$1,000
<b>Total</b>	<b>\$17,280.02</b>	<b>\$23,000</b>
<b>Favourable spending variance of \$5,719.98</b>		

<b>Bicycle Auction Proceeds</b>		
Opening Balance	\$37,822.96	
Plus 2024 Bike Auction	\$7,244.76	
Awards Night / Bus trip / Donation Special Olympics	-\$16,179.61	
Balance in Bicycle fund at December 31, 2024	<b>\$28,888.11</b>	

### Summary

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### Contact:

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