



## Kingston Police

### Public Agenda Information Report

To: Kingston Police Service Board

From: Scott Fraser, Chief of Police

Subject: Kingston Police Community Volunteers Annual Summary of Activities & Financial Report 2023

Date: May 8, 2024

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#### Recommendation:

**That** the Kingston Police Community Volunteers Annual Summary of Activities & Financial Report 2023, Report Number 24-17 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 50+ 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 2023 Activities**

Following is a summary of KPCV activities for the calendar year 2023, as well as a collection of community events attended or assignments completed by volunteers in 2023.

Category	Amount
Volunteer Hours	1579
Person Hours	5,352.5
Administration Hours	600
Bicycle Pickup	16
Bicycles Retrieved	37
Radar Speed Survey	5
Emergency Fan-outs	1
Assist Police	5
Special Events	130
Hockey Games	27
Station Tours	1
Recovered Autos	0
Child Identification Clinics	0
Children Fingerprinted	0

<b>Category</b>	<b>Amount</b>
Child Safety Car Seat Clinics	8
Parades	10
Foot Patrols	68
Bicycle Patrols	6

The KPCV have returned to full activities that were reduced over 2022 due to Covid-19 and events being cancelled due to the pandemic. With things back to normal, the KPCV have seen an increase in special events and parades in the city. Despite a lower number of remaining volunteers, the KPCV were able to pull together to cover as many events as they could handle without burning out the volunteers.

Fortunately, they were able to do a recruitment drive in late September and have now taken on 25 more volunteers (who all started in February of 2024). This new intake should bring the membership to approximately 65.

May 2023 marked the 27<sup>th</sup> year of KPCV proudly serving the Community and Kingston Police.

In June, Kingston Police hosted a two-day Special Olympics where the KPCV members helped out at various locations to keep this event safe and running smoothly. The KPCV logged in close to 500 person hours in the 48 hours of this event (some volunteers worked 14-hour shifts). KPCV also were very active at the 1<sup>st</sup> annual Kingston Police Community Funfair.

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 2023:

<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 (x2)

<b>Incidents/Events assisted at in 2023</b>
Kingston Police Community Funfair
Assisted with funeral for Kingston Police S/Sgt. Ed Cunningham
Assist with funeral detail for Senator Hugh Segal
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
Special Olympics (2 days)
Salvation Army Christmas Food Hamper deliverers
<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

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## 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.

<b>Item</b>	<b>Cost</b>	<b>Budget</b>
<b>Operational Police Budget</b>		
Uniforms	\$3,776.15	\$5,000
Supplies	\$3,151.76	\$2,500
Repair & Maintenance & Tools	\$273.63	\$8,500
Advertising & Marketing	\$2,226.79	\$0
Contract Services	\$1,840.21	\$4,000
Education & Training	\$276.51	\$1,000
<b>Total</b>	<b>\$11,545.05</b>	<b>\$22,000</b>
<b>Favourable spending variance of \$10,454.95</b>		
<b>Bicycle Auction Proceeds</b>		
Awards Night / Christmas Party	\$9,528.09	
Balance in Bicycle fund at December 31, 2023	<b>\$37,822.96</b>	

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