



**ANNUAL SUMMARY OF ACTIVITIES AND
FINANCIAL REPORT**

KINGSTON POLICE COMMUNITY VOLUNTEERS

JANUARY 1, 2020, TO DECEMBER 31, 2020

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 to 60 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 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
- (d) assisting the Kingston Police at public displays or exhibits.



Summary of 2020 Activities

On March 17, 2020, the government declared a provincial emergency through the authority granted under the *Emergency Management and Civil Protection Act* in response to the declaration by the World Health Organization of a COVID-19 pandemic and the growing public health threat presented by the virus in Ontario; a week later, the City of Kingston issued a similar declaration.

While the KPCV started 2020 with a usual calendar of events, its operations were basically shut down for the months of March, April, May, and June. A few activities were able to resume in July, but the in-person community events usually attended by the volunteers remained prohibited for the remainder of the year as our community followed restrictions and precautions issued by the Province, the City, and the local Public Health Unit to help stop the community spread of COVID-19. As a result, KPCV activities for the calendar year 2020 were necessarily reduced from those in 2019 but are impressive nonetheless.

Category	2019	2020
Volunteer Hours	1,914.5	855.5
Person Hours	6,000	2,644
Administration Hours	645	275
Bicycle Pickup	20	13
Bicycles Retrieved	55	37
Radar Speed Survey	29	16
Emergency Fan-outs	0	2
Assist Police	10	1
Special Events	110	46
Hockey Games	28	13
Station Tours	2	2
Recovered Autos	0	0
Child Identification Clinics	3	1
Children Fingerprinted	82	15
Child Safety Car Seat Clinics	9	3
Parades	21	1
Foot Patrols	101	57
Bicycle Patrols	7	0

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. In a normal year not hampered by pandemic restrictions, they have helped to resolve numerous community safety issues through their “eyes and ears” patrols.



Since the inception of the KPCV program, we have received many compliments on the presence of our Community Volunteers at special events and the many activities in which they engage for the betterment of our community.

Financial Report

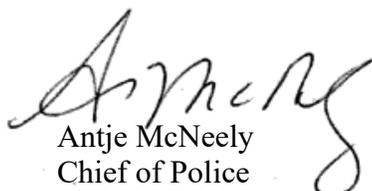
The main operating costs for the Community Volunteers are covered through an annual budget allocation. For 2020, an operational budget line of \$21,000 was established. Expenses of \$18,895 were incurred, leaving a small surplus of \$2,105. With the pandemic impacting activities and thus costs in certain areas, the opportunity was taken to purchase the EZ Child ID system for use in Child Identification Clinics administered by the volunteers during normal operations.

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 for the volunteers 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. An expenditure of \$2,800 was made in 2020 in this respect from proceeds carried over from previous years, since the 2020 auction proceeds were applied against expenses for the Mounted Unit.

Summary

The Kingston Police Community Volunteers provide invaluable support during community events, and over the past two and a half decades they have greatly contributed to not only an enhanced level of service to Kingstonians but also increased engagement with our community. They are also integral to the realization of our crime prevention programs.

We look forward to having our Community Volunteers back with us on an unrestricted basis once it is safe to resume normal operations.


Antje McNeely
Chief of Police
April 8, 2021

