



# KINGSTON POLICE SERVICE BOARD

## Use of Auxiliaries (AI-009)

Adopted: January 29, 2026 (Res. 26-06)

Reviewed:

Revised:

Expires: Indefinite

Rescinds:

Legislation: Community Safety and Policing Act, 2019, s. 91 (1).

### **1. Policy Statement**

The Kingston Police Service Board (the Board) is committed to enhancing community safety through the effective and responsible use of auxiliary members. To support this commitment, the Board directs the Chief of Police to develop and maintain clear procedures that govern the use of auxiliaries in accordance with the Community Safety and Policing Act and relevant regulations.

### **2. Board Policy**

- a) Pursuant to section 91 (1) of the *Community Safety and Policing Act (CSPA)*, the Kingston Police Service Board (the Board) may appoint auxiliary members of the Service;
- b) The Board shall ensure a person appointed to be an auxiliary member of this service shall, at the time of his or her appointment, take oaths or affirmations of office and secrecy in the form prescribed by the Minister;
- c) The Board may suspend or terminate the appointment of an auxiliary member. Before the auxiliary member's appointment is terminated the member shall be given written notice with respect to the reasons for the termination and an opportunity to respond orally or in writing, as determined by the Board; and,
- d) The Chief of Police may authorize an auxiliary member to perform select police duties only in time-limited special circumstances, including in an emergency where the police officers of the Kingston Police Service are not sufficiently

numerous to deal with the emergency. The procedure shall be clear in its direction as to the nature of the select duties.

e) It is the policy of the Board with respect to the use of auxiliaries that the Chief of Police will:

- I. Develop and maintain written procedures that address the use of auxiliaries by this Police Service in accordance with the *Community Safety and Policing Act* and its *Regulations*, if any; and
- II. Ensure that records are maintained relating to the use of auxiliaries.

"Original signed by Chair"  
Chair

"Original signed by Administrator"  
Administrator