



Kingston Police

Public Agenda Information Report

To: Kingston Police Service Board

From: Adam MacIntosh, Chief of Police

Subject: Kingston Police Community Volunteers Annual Summary of Activities & Financial Report 2025

Date: May 19, 2026

Strategic Priority Alignment:

Administrative/Procedural

Recommendation:

That the Kingston Police Community Volunteers Annual Summary of Activities & Financial Report 2025, Report Number 26-30 is for information only.

Background/Analysis:

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.

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 Kingston Police Service Board Policy AI-010 “Use of Volunteers” 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;
- (d) Assisting the Kingston Police at public displays or exhibits;
- (e) Completing CPTED Audits (Crime Prevention Through Environmental Design) on local businesses as well as residents;
- (f) Promoting new program called CAMSafe to local businesses and residents. (Website based directory of security cameras which may capture a crime in progress or other identifier information for police to follow up on); and
- (g) Downtown foot patrols to enhance the safety of the shop owners and to deter crime in the tourist area.



Summary of 2025 Activities

Following is a summary of KPCV activities for the calendar year 2025, as well as a collection of community events attended or assignments completed by volunteers in 2025.

Category	2025
Volunteer Hours	1912.5
Person Hours	5,779.5
Administration Hours	578
Bicycle Pickup	22

Category	2025
Bicycles Retrieved	63
Radar Speed Survey	12
Emergency Fan-outs	0
Assist Police	5
Special Events	113
Hockey Games	29
Station Tours	0
Recovered Autos	0
Child Identification Clinics	0
CPTED Audits	8
Children Fingerprinted	0
Child Safety Car Seat Clinics	9
Parades	12
Foot Patrols	102
Bicycle Patrols	10

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 since COVID 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 16 more volunteers which started in February of 2026. 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 2026 marked our 30th year of proudly serving our Community and Kingston Police. Celebrations are being planned.

The KPCV have a team of 18 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 2025 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.

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 2025:

Incidents/Events assisted at in 2025
Multiple Food Bank food collections throughout the year
Assisted bike rallies and road races
Princess Street Promenade (x3)
Kingston Police Community Funfair
Ride for Dad motorcycle ride
Teddy Bear Picnic
CAMSafe program distributing flyers to close to 1,000 businesses in Kingston
CPTED Audits were conducted in various locations at the request of residents and businesses
Meals on Wheels frozen food deliveries. Volunteers assisted the VON with delivering frozen food meals to shut ins in the community; deliveries are made twice per month
Queens St. Patrick’s Day 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
Queens Homecoming weekend. 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.
Remembrance Day Services in City Park. Assisted with traffic control in the area
Day of Remembrance service at Cataraqui cemetery
Peace Officers Memorial Run. 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
Kingston Pride Parade
Intercultural Festivals
KPCV Pumpkin Patrol. Volunteers patrol the streets to insure children are safe.
Shop With a Cop. Volunteers went shopping for gifts of school aged children who wished to purchase gift for family and friends
New Years Eve events at two locations, Invista Centre and Confederation Basin
Many concerts at Market Square

Uniform Change

In 2025 the KPCV updated their uniforms to make them stand out more in public. They went to a high visibility lime yellow and black shirt. They still maintain their white uniform shirt for official dress code related events like awards nights.



Financial Considerations:

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
Operational Police Budget		
Uniforms	\$8,134.68	\$5,000
Supplies	\$1,463.89	\$2,575
Memberships, Licences	\$272.25	
Tools & Equipment	\$4,308.02	

Advertising & Marketing	\$2,660.36	
Repair & Maintenance		\$8,670
Education & Training		\$1,500
Software		\$1,030
Contracted Services	\$108	\$4,120
Contingencies		\$500
Total	\$16,947.20	\$23,395
Favourable spending variance of \$6,447.80		

Bicycle Auction Proceeds		
Opening Balance	\$28,888.11	
Plus 2024 Bike Auction	\$14,113.58	
Awards Night / Bus trip / Donation Special Olympics	-\$16,947.20	
Balance in Bicycle fund at December 31, 2024	\$26,054.49	

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Exhibits Attached:

N/A