



## Kingston Police

### Public Agenda Information Report

To: Kingston Police Services Board  
From: Scott Fraser, Acting Chief of Police  
Subject: Annual Report 2022  
Date: July 18, 2023

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#### Recommendation:

That the Annual Report 2022, Report Number 23-27 is for information only.

#### Message from the Acting Chief

Looking back to 2022, we could not be more proud of the accomplishments of our dedicated sworn and civilian staff. As crimes increase and become more complex our officers are required to enhance their abilities to meet the demand. Officers are supported by civilian staff which permit officers to get on the road and perform their duties. The statistics attached to this report clearly identify that the Kingston Police were required to refocus their priorities to ensure community safety and security of property. In essence, the Kingston Police are going back to the basics in crime response. Over the past several years the demands on police to complete tasks for other agencies has significantly increased. It has been our pleasure to work with our partners to assist in ensuring they are providing the community with the service they require. It is evident that there is much more work to do! We have begun to implement actions to achieve our identified Strategic Plan goals and will be reporting our successes and status in annual reports to come. Thanks for reviewing the 2022 annual report.

#### Vision, Mission & Values

##### Vision

The Kingston Police, in partnership with the community, protect and promote safety and quality of life for everyone in the city of Kingston.

## Mission

The Kingston Police will strive to be among the most progressive, efficient, and effective community-oriented police services by developing, supporting, and engaging our members.

## Values

Respect, Integrity, Professionalism, Partnership, Leadership, Excellence

## **Staffing**

As of December 31, 2022, Kingston Police had an authorized strength of 201 sworn officers, plus an additional 10 to backfill for long term absences, for a total of 211. At the time, there were also 61 full-time civilian employees and 28 part-time employees, for a total complement of 300 members. Due to long-term absences (parental leave, suspended with pay, WSIB, etc.), there were 18 officers (8.5%), and 3 (3.3%) civilian members away from work. This left 193 sworn and 56 full-time civilian members actively at work.

2022 statistics for sworn members indicate a split of 81% male and 19% female, 4% visible minority, and 1% Indigenous. Among our civilian members, 40% are male, 60% female, and 7.8% visible minority. There is a vast array of languages known across our service, such as Serbian, Spanish, Portuguese, Mandarin, German, Hindi, American Sign Language, Greek, Polish, and Gujarati.

2022 saw the hiring of a total of 34 new employees – 8 new sworn recruits, 10 experienced officers; and 4 full-time civilians (note – these are new hires, not those who were promoted from part-time to full-time), and 12 part-time civilians. There were 13 retirements (8 sworn, 5 civilian) and 8 resignations (2 sworn and 6 civilian).

## **Organization**

### Administrative Support

In the courts we continue to move forward on making more use of technology and digitization. More and more evidence is being submitted digitally which has reduced errors, increased delivery time and cut down on officer time. We are also utilizing Special Constables for more security details at the court houses, and other areas where they are able to assist reducing the strain on sworn officer resources.

The Emergency Response Unit (ERU) underwent a change to the training schedule and logging of training. This is ensuring they are completing the required hours to maintain their provincial status. The ERU has received a new pole camera and it served them very well at the last entry that they performed.

More and more training opportunities are presenting themselves as we move away from the pandemic. Our members are attending training at a rapid pace to ensure our members have the knowledge, skills and abilities required to serve the community.

The Alternative Response Unit (ARU) continues to be an ever improving asset handling calls for service requiring follow up and has greatly reduced the strain on patrol officers. The ARU has a number of moving parts and allows for some officers gradual return to work. They assist greatly with logistics during major events such as homecoming.

Property and Stores has undergone significant change and has been reaching out to a number of different suppliers to obtain quality products at reduced prices. To date, after some investigation and comparisons we have a new bullet proof vest and carrier supplier. This new supplier guarantees a longer shelf life which makes the new vest more affordable and it comes with a product inside the vest that fits to the body of the member and increases comfort level. The property and stores unit has obtained better clothing, boots and jackets by researching different vendors, other organizations and quality testing by our members. I expect to see savings in this area as well as increased quality of supplies and officer satisfaction.

### Patrol & Communications

The officers of uniformed patrol and our civilian communicators provide policing and emergency services 24 hours a day, 7 days a week to the City of Kingston. The Kingston Police communications centre is designated as a Primary Public Safety Answering Point, which means in addition to answering non-emergency calls from the public, communicators also answer all 9-1-1 calls for Kingston Police, Ontario Provincial Police, Military Police, as well as Kingston Fire and Rescue and Ambulance for our area. In 2022, members in our communications centre answered a total of 62,987 9-1-1 calls for service. This is an increase of 6.51% as compared to 59,137 in 2021.

Patrol officers work under the Community Outreach and Support Team, and Mobile Crisis Rapid Response Team models, the latter which partners a mental health worker from Addiction and Mental Health Services with a uniformed patrol officer. In 2022, we saw a decrease from 2021 in mental health apprehensions by 9%, and by 22% in mental health calls for service. These program models are demonstrating to be having a positive impact in these areas.

Officers within the Patrol Division assisted in expanding the Mobile Crisis Rapid Response Team, Carbine Operator, Incident Command, and Emergency Response Unit Alternate Programs. Six additional officers received training to be deployed with a mental health worker; four additional officers were certified as carbine operators; two officers received training and designations as Incident Commanders; and two officers

completed the Basic Tactical Operators Course and are now alternates for the Emergency Response Team.

### Operational Support

Officers in the Community Oriented Response and Engagement Unit, attended a number of events in the community through 2022. During the summer, the unit was assisted by 6 Youth In Policing Initiative students, and in the fall, a co-op student from a local high school worked with officers in CORE. Equity, diversity, and inclusion was a large focus, with the launch of the Hate Crime Initiative. Online reporting options were introduced, along with education being provided to the community on resources available. In conjunction with attending the Ontario Media Relations Officers Network conference held in Kingston, the Kingston Police media response and process was revamped to ensure consistency.

A new approach to planned large gatherings was introduced via Public Liaison Teams for Queen's Homecoming and "faux" Homecoming which saw great success. In regards to traffic enforcement, Kingston Police was awarded a grant to outfit our cruisers with ALPR (automatic licence plate reader) devices.

### Investigative Services

The Criminal Investigations Division dealt with an unprecedented number of homicides in 2022 (6) along with continuing to work on a double homicide from late 2021. All 8 were solved. Sex Assault and Person crimes also absorbed military police sexual assault investigations as mandated by the government.

Special Services experienced high success in combatting local and transient drug dealers. The Criminal Intelligence Service of Ontario granted multiple project funding assisting in the ongoing efforts to deal with the opioid crisis. Fentanyl and the gun violence that accompanies the illegal narcotics trade continue to be a focal point of concern. Major drug networks from the greater Toronto area and beyond were identified, investigated and taken down resulting in the seizure of millions of dollars of drugs and currency while interrupting the supply of deadly drugs to our community.

Criminal Investigations and Special Services collaborated on many cases with abutting areas of concern and subsequent required expertise. The combined efforts of these units proved effective and as staffing levels increase and roles expand, enforcement of a proactive nature is increasing.

Kingston Police joined the renewed Provincial efforts to quell gang and gun violence by seconding officers to the Guns and Gangs and Provincial Weapons Enforcement Units. We also continued to support the ROPE unit, the Penitentiary Squad and the Cannabis Enforcement Unit in order to do our part Province wide and bring these resources to assist with local crime issues.

## Budget

Actual Vs. Budget	2022 12-Month Actual	2022 12-Month Budget	Variations + Fav / - Unfav	As a % of Total Actual	As a % of Total Budget
<b>Revenues &amp; Recovery</b>	\$5,069,852	\$4,168,923	\$900,929		
<b>Operating Expenditures</b>					
Salaries and Wages	\$40,901,441	\$39,970,402	-\$931,039	83.43%	85.35%
Supplies and Services	\$7,831,991	\$6,593,392	-\$1,238,599	15.97%	14.08%
Contribution to Reserves	\$295,278	\$266,134	-\$29,144	0.60%	0.57%
<b>Total Operating Costs</b>	<b>\$49,028,710</b>	<b>\$46,829,928</b>	<b>-\$2,198,782</b>	<b>100.00%</b>	<b>100.0%</b>
<b>Net Cost</b>	<b>\$43,958,858</b>	<b>\$42,661,005</b>	<b>-\$1,297,853</b>		
	<b>Deficit</b>	<b>-\$1,297,853</b>			
	<b>As a percent</b>	<b>-3.04%</b>			

The total net cost for the 12 months ending December 31, 2022, of \$43,959K, compared to a budget of \$42,661K, resulted in a deficit of \$1,298K or 3%.

Revenues for the 12 months ending December 31, 2022, of \$5,070K, compared to a budget of \$4,169K, provided a favourable variance of \$901K. Revenues reflect the following variances from budget:

- Grants are \$694K favourable and reflect the additional CSP grants not budgeted for (Project Beacon and CSP local funding priorities);
- Alarm licensing revenue totaling \$109K is \$24K unfavourable as activity levels have decreased;
- Paid duty is \$8K favourable reflecting changes in the billing rate which now includes a charge for the car;
- Expense recovery of \$1,377K is \$338K favorable – this reflects added secondments (\$95K) and investigative project recovery (\$234K) not budgeted; and
- Other revenues are \$115K unfavourable due to a reduction in background checks (there is still less activity at the front desk post COVID).

Operating expenditures for the 12 months ending December 31, 2022, of \$49,029K, compared to a budget of \$46,830K, providing an unfavourable variance of \$2,199K. This may be attributed to the following:

- Salaries and wages provided an unfavourable variance of \$931K, which reflects:
  - overtime costs of \$1,855K vs. a budget of \$1,093K providing an unfavourable variance of \$762K, this reflects:

- \$26K incurred supporting the freedom convoy protest which will be recovered;
  - \$83K incurred over the St. Patrick's Day weekend that was not budgeted, compared to \$2K recorded in 2021;
  - \$87K incurred supporting 4 major incidents, including 3 homicides and a barricaded person during the first quarter;
  - \$37K incurred during the slow role protests through Kingston;
  - \$102K incurred on one investigative project that is now complete; and
  - \$409K incurred at Queen's during the month of September and October.
- base wages cost \$29,789K vs. a budget of \$29,653K, providing an unfavourable by \$136K, representing a 0.45% deviation from budget;
- part-time wages are unfavourable by \$63K, reflecting back-up requirements due to full-time sickness in the Communications Centre;
- fringe benefits cost \$7,987K vs. a budget of \$8,011K providing a favourable variance of \$24K, a deviation from budget of less than 0.30%; and
- paid duty is favorable by \$6K, as actual demand was slightly less than budgeted.
- Supplies and materials are unfavourable by \$1,239K. Notable items are:
  - education and training is favourable by \$39K (training reflects less police college tuitions as more experienced officers were hired);
  - travel is favourable by \$47K as people continue to stay home and more events become virtual;
  - investigative services is \$1,061k unfavourable as \$836K was incurred at Queen's and \$262 spent on a major criminal investigation;
  - prisoner meals were favourable by \$11K as we have not yet returned to pre COVID levels;
  - fuel is unfavourable by \$59K due to unforeseen pump prices;
  - professional services are unfavourable by \$162K due to unbudgeted spending on special projects;
  - insurance is unfavourable by \$33K reflecting rate increases greater than budgeted; and
  - uniforms and protective clothing is unfavourable by \$19K.

## Public Complaints

During the period of January 1 to December 31, 2022, there were 56 public complaints received by the Professional Standards Bureau from the Office of the Independent Police Review Director (OIPRD). This number represents a decrease of 4 complaints (or 6.6%) for the same reporting period in 2021.

Classification of Allegations The general classification of the complaints received between January 1 and December 31, 2022, is detailed below.

- (a) Discreditable Conduct: 15
- (b) Unlawful or Unnecessary Exercise of Authority: 9
- (c) Deceit/Breach of Confidence: 0
- (d) Neglect of Duty/Insubordination: 10
- (e) Corrupt Practice: 2
- (f) No Conduct Offence or Service Issue Identified: 14
- (g) Service: 6

Status of Investigations: The status of the complaints are as follows.

<b>Resolved</b>	unsubstantiated	7
	early resolution	3
	informal resolution	2
	screened out by OIPRD*: not in the public interest / frivolous / over 6 months	32
	withdrawn	7
	substantiated	0
	assigned to outside agency for investigation	1
<b>Unresolved</b>	under investigation or not yet concluded as of Dec. 31/22	4
<b>Total</b>		56

*\*It should be noted that, if a complaint is screened out by the OIPRD, the complaint will still be reviewed, and may be investigated by the Kingston Police if deemed necessary. The OIPRD screening criteria is available on [oiprd.on.ca](http://oiprd.on.ca).*

Local Inquiries (OIPRD): Pursuant to O.Reg. 263/09, local inquiries must be reported quarterly to the OIPRD. A Local Inquiry Report is filed when a complainant requests a local resolution but does not wish to complete or sign an OIPRD Local Complaint Form. There were 10 Local Inquiry Reports filed during the period January 1 to December 31, 2022. There were 11 filed for the same period last year. While there were 10 local inquiries filed, 6 were found to be unsubstantiated and 4 were resolved informally. There were no Local Inquiry investigations still underway at December 31, 2022.

Police Services Act Hearings: There were 2 matters before Police Services Act disciplinary hearings.

### **Collection of Identifying Information**

The designated Regulated Interaction Verifier for the Kingston Police has confirmed that there were no collections and/or attempted collections of identifying information that triggered the subject regulation within 2022.

### **Members Secondary Activities**

In accordance with section 49 of the *Police Services Act* and the Board's policy on the annual reporting of disclosures and decisions on secondary activities for members of the Kingston Police, the following are the disclosures and decisions on secondary activities for the calendar year 2022.

<b>Item</b>	<b>Sworn</b>	<b>Civilian</b>
Number of 2022 secondary activity applications	3	0
Total number approved	3	0
Total number denied	0	0
Reasons for any denials	N/A	N/A
Total number of pending applications	0	0

The nature of the secondary activity applications included teaching and pest detection.

### **Calls for Service**

In 2022, our officers responded to 46,407 calls for service and this increases to 52,042 when you add in the online reports. Our front line were dispatched to 28,259 calls for service in 2022 as compared to 29,302 calls for service in 2021.

In 2022, members in our communications center answered a total of 62,897 9-1-1 calls for service, as compared to 59,137 in 2021.

### **Crime Stats**

Caution should be exercised when interpreting these statistics. They represent a snapshot in time as at year-end for each year. Coding is subject to change, for it relates to investigations that are ongoing. For example, through investigation it may be determined that an allegation is unfounded or that the classification must be recoded from "Criminal Harassment" to "Harassing Phone Calls." That is, to enable a more direct comparison with 2017, statistical coding for the prior four years was not reviewed/updated.



<b>Incident Type</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Crimes Against Persons	1,351	1,362	1,471	1,551	1,720	1,602
Crimes Against Property	5,229	5,757	5,981	5,634	5,593	6,452
Other <i>Criminal Code</i> Offences	1,185	1,195	1,424	1,182	1,185	1,135
Drug Offences	133	94	89	104	122	118
Traffic <i>Criminal Code</i> Offences	124	120	109	124	135	122
Sex Offences	159	223	179	147	156	152
Assaults	618	536	662	687	667	656
Robbery	33	37	31	47	49	39
Criminal Harassment	91	137	150	138	174	140
Harassing Phone Calls	230	240	264	284	369	302
Threats	174	161	153	204	254	244
Break and Enter	485	652	544	732	703	696
Theft of Vehicles	95	130	162	154	178	284
Other Thefts	3,198	3,390	3,422	2,911	2,772	3,480
Fraud	628	656	889	790	876	985
Mischief	764	871	893	978	1,000	947

## **Property Audit**

### Purpose

The purpose of this audit is to examine the collection, preservation, and control of evidence and property by the Kingston Police in order to ensure compliance with all legislative, regulatory, internal and Board requirements.

### Scope

The scope of this audit included all categories of property stored or retained by the Kingston Police Property and Stores Unit and sought to ensure compliance with the *Police Services Act*, the Adequacy Standards Regulation, and Kingston Police General Orders.

### Method

For the purpose of this audit, property currently stored and controlled by Kingston Police Property and Stores Unit (General Storage, Money and Jewelry, Firearms, Biological Exhibits, Reference Material, Cold Case/MCM files/Large items, CDSA, Bicycles and Flammable/Explosive materials) were subjected to:

- Review and confirmation of compliance with the *Police Services Act*.

- Physical examination to ensure security and adequacy of storage locations.
- Sampling of property and related documentation to ensure proper continuity procedures were followed and that property could be easily located and accounted for (some areas in their entirety, with random sampling of others).
- Interviews with relevant stakeholders.

The Kingston Police occupy a two-story facility located at 705 Division Street. The Property and Stores office and main storage area are located on the main floor of the building. The Property and Stores Unit is staffed by two full time civilian employees, and supervised by a full time Sergeant.

The unit has an office and general storage areas on the main floor of the building with additional storage areas on the basement level. A surplus bicycle storage area is located at 717 Division Street in a separate structure at the rear of the main building. There is also an unheated small brick outbuilding on the south lot adjacent to the loading bay doors that is used to store flammable and hazardous items such as gasoline cans, gun powder, or paints.

The general storage area consists of 5 rows of shelving with plastic bins to store small to medium sized property. These bins can be sealed with plastic tags bearing serial numbers to further ensure continuity of major cases. Housed within the general storage area are 2 smaller independently secured rooms, one for firearms and the other for money and jewelry. The doors to both of these rooms remain locked and are under recorded video surveillance. Additionally, cameras have been installed inside the money/jewelry room and the gun room. The general storage is also the area where biological exhibits are stored in a fridge, or one of 3 freezers that are monitored for temperature control. The fridge was acquired after the 2016 audit as per the instruction of the Centre for Forensic Sciences (CFS) that specimens must be stored 'unfrozen' for the first 30 days of submission and then be moved to frozen storage.

The additional storage areas in the basement are utilized for large articles, Cold Case/Major Case files, bicycles, and controlled drugs and substances (CDSA). Large items for auction are held at 717 Division Street.

As per General Orders, any property that is found or seized by employees of the Kingston Police has a property tag affixed to it and is then submitted to the Property and Stores office through an intake process. There are secure intake lockers located just outside of the main property office, as well as a large intake room located in the basement. Both areas are under recorded video surveillance.

The intake areas are checked daily (Monday to Friday) by the property personnel.

When property is removed from the intake areas, it is added to a computer software program known as RMS (Records Management System) and assigned a bar code sticker. The RMS entry and bar code data are based upon information that appears on the affixed property tag. The RMS entry and bar code data contain information that describes the property, as well as information as to where the property is being stored. The storage information can be as general as a room, or as specific as a shelf and bin number.

Property that requires drying or forensic analysis is also tagged; however, it is submitted directly to the Forensic Identification Unit first. The Forensic Identification officers maintain the integrity of the property until it is ready to be submitted to the property office.

The name and badge number of the officer who submitted the property is on the property tag and that officer is designated as being responsible for the final disposition of the property. This designation is applied by the property personnel when intake items are added to RMS. A disposition review date is also applied to the items and when that date matures, the property personnel send a disposition review to the submitting officer's workflow in RMS. The officer then provides the property personnel with instructions on whether to hold, return, file as reference, or destroy the item. They can also request an extension on the disposition review by providing a valid reason.

### Conclusion

This audit indicates that all property collected, preserved, and controlled by the Property Stores Unit of the Kingston Police is done so in accordance with Kingston Police policies, and complies with the rules and regulations of the Board and Police Services Act. The storage of the property was found to be organized and accurate and the staff assigned to this unit were knowledgeable and efficient.

### **Use of Force**

A review of the Use of Force Statistics for the year 2022 indicated that members of the Kingston Police submitted 75 reports (41 individual reports and 34 team reports) for use of force in 66 separate incidents (multiple members responded to some incidents). In 2021, 110 reports (71 individual reports and 39 team reports) were submitted in 91 separate incidents.

In accordance with General Order Vol. I-A-24, "Use of Force," members are required to complete a Use of Force Report whenever they:

- draw (display) a handgun or carbine in the presence of a member of the public, excluding a member of the police force while on duty;
- point a firearm at a person;

- discharge a firearm;
- use a weapon other than a firearm on another person; or
- use physical force on another person that results in injury requiring medical attention (this includes injury to another member involved in the incident).

After supervisor review and approval, Use of Force Reports are examined by the Training Unit. Following is a breakdown of the use of force options exercised in 2022, as compared to 2021.

Method	Number	Remarks	2021
Empty hand	16	Note 2	7
Aerosol spray	0	Note 3	1
Baton	1		1
Canine	0		0
CEW displayed/pointed	7	Note 4	17
CEW deployed	13	Note 5	4
Firearm displayed	43	Note 6	48
Firearm pointed	42		60
Firearm discharged	7	Note 7	21
Other	0		0

**Notes:**

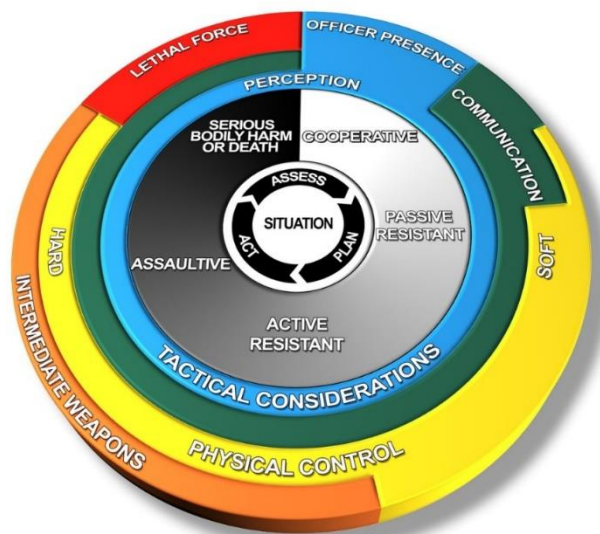
1. During some incidents, officers used more than one use of force option. In addition, verbal interaction was employed in incidents involving persons present.
2. The 16 reports related to 15 incidents involving individuals who were subject to high-risk warrants, combative or known to be combative; and/or resisting arrest.
3. Call involved combative subject resisting arrest.
4. CEWs displayed or pointed were used during incidents involving subjects who were either intoxicated, actively committing a crime, aggressive towards civilians or responding officers, possessed or thought to be possessing a weapon, threatening self-harm or suicide, attempting to flee a search/arrest warrant, or a combination of the previous.
5. The deployments of the conducted energy weapon (CEW) occurred during calls involving subjects who were high-risk, intoxicated, barricaded, and/or combative. Subjects were armed with firearms, knives, bear spray, fireworks, and/or other object that could be used as a weapon in six of the occurrences. There was a single incident of an accidental CEW discharge (the probes did not hit anyone).
6. There were 65 reports filed for displaying (23) or pointing (42) firearms. In these incidents the firearms were displayed or pointed because the suspects either were extremely violent and/or known or suspected to be armed with firearms or

other weapons. There were 20 reports filed in relation to planned execution of warrants; the remaining reports related to observed wanted persons or calls for service in 23 separate incidents. Many of these incidents involved a response by multiple officers, which is reflected in the reported statistics.

7. There were 7 discharges of a firearm related to dispatches of an injured animal.

This is a graphic representation of a member's use of force options, profiled behaviours, and situation assessment process. The selection of a force option is based on a number of variables, including but not limited to the subject, the circumstances of the encounter, the degree of resistance, and the nature of the offence. During the encounter, the member is constantly reassessing the situation and may change the force option one or more times.

### Ontario Use of Force Model (2004)



The officer continuously assesses the situation and selects the most reasonable option relative to those circumstances as perceived at that point in time.

## Kingston Police Community Volunteers

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. 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 2022 Activities

Following is a summary of KPCV activities for the calendar year 2022, as well as a collection of community events attended or assignments completed by volunteers in 2022:

Category	Amount
Volunteer Hours	1301
Person Hours	3900.5
Administration Hours	531
Bicycle Pickup	14
Bicycles Retrieved	41
Radar Speed Survey	10
Emergency Fan-outs	0
Assist Police	0
Special Events	104
Hockey Games	18
Station Tours	1
Recovered Autos	0
Child Identification Clinics	0

Category	Amount
Children Fingerprinted	0
Child Safety Car Seat Clinics	6
Parades	7
Foot Patrols	42
Bicycle Patrols	1

May 2022 marked their 26<sup>th</sup> year of proudly serving our Community and the KPF. A commemorative Challenge Coin was produced for the previous year to celebrate our 25<sup>th</sup> anniversary and issued to all of the KPCV members.

As illustrated, the Community Volunteers 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 our Community 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 2022:

Incidents/Events assisted at in 2022
<b>New 3<sup>rd</sup> crossing Bridge</b> Grand opening, provided eyes and ears during the opening
Cram the Cruiser as well as other Food Bank food collections throughout the year
Assisted bike rallies and road races throughout the year
Princess Street Promenade (x2)
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>Incidents/Events assisted at in 2022</b>
<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
Salvation Army Kettle Campaign. (Volunteers requested to assist Salvation Army due to them not being able to find volunteers)
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 Year's Eve</b> events at two locations, Invista Centre and Confederation Basin

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	\$431.46	\$8,500
Supplies	\$1,238.05	\$2,000
Staff meals	\$80.11	0.00
Repair & Maintenance	\$652.21	\$8,500
Training & Materials	\$259.40	\$1,000
Contracted Services (Website)	\$858.93	\$1,000
<b>Total</b>	<b>\$3,520.16</b>	<b>\$21,000</b>
<b>Favourable spending variance of \$17,479.84</b>		
<b>Bicycle Auction Proceeds</b>		
Awards Night / Christmas Party	\$5,885.70	
Balance in Bicycle fund at December 31, 2022	<b>\$25,610.16</b>	

Scott Fraser  
Acting Chief of Police



# Appendix A – Organization Chart

