



## TIMMINS POLICE SERVICES BOARD BY-LAW

<b>SUBJECT:</b>  <b>INTRUSION ALARMS</b>	<b>BY-LAW NUMBER:</b>  <b>B-2015-88</b>
<b>BOARD RESOLUTION DATE:</b>  December 17, 2015	<b>RELATED POLICE SERVICE POLICY:</b>  SOP-8.53 POLICE RESPONSE TO INTRUSION ALARMS
<b>REPLACES:</b>  <b>B-2011-83</b>	<b>RELATED AUTHORITY:</b>  POLICE SERVICES ACT, RSO 1990

WHEREAS the *Police Services Act, RSO 1990* stipulates that a Board is responsible for the provision of police services, law enforcement, and crime prevention in a municipality;

AND WHEREAS the Board is responsible to establish policies and procedures for the effective management of police services and is responsible for the maintenance of law and order in a municipality and the members of the police service, through the Chief of Police;

AND WHEREAS the Board recognizes that the Timmins Police Service responds annually to a large number of calls for service initiated by the activation of alarm systems installed in residential or commercial premises;

AND WHEREAS many of the activations of such alarm systems constitute false alarms that do not require a response by the Service;

AND WHEREAS costs are incurred unnecessarily by the Board and the Service in responding to false alarms and such responses delay attendance by members of the Service at genuine emergencies;

AND WHEREAS the Board seeks to recover the costs of responding to false alarms and the costs incurred in recovering and refunding any fees payable pursuant to this By-law;

AND WHEREAS, pursuant to Section 391(1.1) of the *Municipal Act* the Board, being a local Board as defined in Section 1 of the *Municipal Affairs Act*, is authorized to impose fees or charges on persons for services or activities provided or done by or on behalf of it;

AND WHEREAS costs continue to be incurred unnecessarily by the Board and the Service in responding to false alarms and such responses continue to delay attendance by members of the Service at genuine emergencies;

NOW THEREFORE be it resolved that the Timmins Police Services Board enacts that **By-law #B-2011-83 be rescinded and replaced with the following:**

1. For the purposes of this By-law, the following definitions shall apply:

**ALARM BUSINESS** means any person or persons who engage in the business of monitoring alarm systems and reporting to the Service when an alarm system has been activated;

**ALARM COORDINATOR** means a person designated by the Chief of Police who shall be responsible for the recording, invoicing, and billing of all false alarms reported to the Timmins Police Service;

**ALARM SYSTEM** means an alarm device installed to detect any activity at a premises, installed for the purpose of notifying police or an alarm business of an emergency situation or crime in progress;

**ENHANCED CALL VERIFICATION (ECV)** means a procedure employed by the alarm business to verify the alarm activation at a premise. The procedure shall consist of the alarm business attempting to contact at least two separate numbers in an attempt to verify the alarm prior to contacting the Timmins Police Service to have an officer(s) dispatched;

**FALSE ALARM** means the activation of an alarm system where, in the opinion of the Chief of Police, his or her designate, or Alarm Coordinator, no emergency or evidence of criminal activity exists at the premises at which the alarm system is installed;

**OWNER** means the owner or lease holder for any premises in which an alarm system is installed;

**PANIC ALARM** means an alarm of the type that is activated by an individual and the primary purpose is the protection of the person, such as a holdup alarm or medical alarm;

**SUSPENSION NOTICE** means a notice served upon an alarm business or owner for non-payment of user fees;

**USER FEE** means the fee that is established by the Board for each occurrence of a false alarm that is reported to the Timmins Police Service;

**USER FEE FOR CANCELLATION** means the fee that is established by the Board for each occurrence of an alarm activation that is subsequently cancelled after police services are dispatched to respond the alarm;

**USER FEE INVOICE** means an invoice issued to an alarm business by the Alarm Coordinator;

**VALID ALARM** means an alarm signal activated for the purpose for which it was installed, i.e., to warn of an attempted or completed offence, or of an emergency situation occurring at a premise in which the alarm device or system is installed.

2. Except as provided within the provisions of this By-law, the Timmins Police Service shall provide response to all alarms where there is an indication of an offence in progress or other emergency.
3. The Timmins Police Service shall not respond to any alarm received through the means of an automated calling device.
4. This By-law does not restrict the response of the Timmins Police Service to panic alarms.
5. An alarm business or owner that reports the activation of an alarm system that is determined to be a false alarm shall pay a user fee, plus an administration fee as set out in the Schedule.
6. The Chief of Police may designate a member as an Alarm Coordinator, who shall be responsible for the administration of this By-law.
7. Every alarm business or owner for which the Timmins Police Service provides service shall:
  - a) provide the Alarm Coordinator with the mailing address for which user fee invoices are to be forwarded;

- b) ensure that any malfunction that may cause an alarm system or device to make false alarms are promptly repaired;
  - c) shall pay all user fees assessed pursuant to this By-law within thirty (30) days of receipt of any user fee invoice.
8. Every alarm business or owner, prior to contacting the Timmins Police Service regarding an alarm activation, shall employ Enhanced Call Verification (ECV). The alarm business or owner shall attempt to contact at least two separate numbers (i.e., residence and keyholder(s)) in an attempt to verify the alarm activation prior to calling for the dispatch of police.
  9. When reporting an alarm activation to the Timmins Police Service, an alarm business or owner shall provide the following particulars:
    - a) the name of the alarm business;
    - b) the address of the premises at which an alarm has been activated;
    - c) the type of alarm activated;
    - d) the time that the activation was received by the alarm business or owner;
    - e) the name of any keyholder that will be attending the scene;
    - f) any unusual circumstances pertaining to the alarm activation.
  10. An alarm business who reports an alarm activation and then subsequently cancels the call for service following the dispatching of police shall pay a user fee for cancellation, plus an administration fee as set out in the Schedule.
  11. Subject to the provisions of this By-law, the Timmins Police Service shall not respond to any alarm activation at any premises where a user fee assessed pursuant to this By-law remains outstanding.
  12. The Chief of Police, or his or her designate, or Alarm Coordinator shall cause to be delivered to an alarm business or owner, either personally or by registered mail, a notice of suspension containing the following information:
    - a) a statement that the Timmins Police Service will suspend response to alarms at a premises until all outstanding user fees are paid, and
    - b) that the suspension of response to alarms shall remain in effect until all outstanding user fees have been paid.
  13. An alarm business or owner may appeal, in writing, a suspension to the Board within thirty (30) days of receipt of the notice of suspension.
  14. The Chief of Police or Alarm Coordinator may develop forms, varied to suit the requirements of this By-law, for the purpose of enforcing the By-law.
  15. User fees pursuant to this By-law shall be as set out in the Schedule.

READ a first, second, and third time and passed this 17<sup>th</sup> day of December, 2015.

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Steve Black, CHAIR

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Joe Torlone, SECRETARY

**TIMMINS POLICE SERVICES BOARD  
BY-LAW B-2015-88**

**SCHEDULE**

**The user fee for each occurrence of a false alarm shall be:**

\$86.25 (eighty-six dollars and twenty-five cents) plus applicable tax.

**The administration fee for each occurrence of a false alarm shall be:**

\$25.00 (twenty-five dollars).

**The user fee for cancellation after the dispatching of police services for each occurrence of an alarm activation shall be:**

\$40.25 (forty dollars and twenty-five cents) plus applicable tax.

**The administration fee for each occurrence cancellation shall be:**

\$25.00 (twenty-five dollars).

Interest on any unpaid user fees shall be charged at a rate of two per cent (2%) per month, compounded monthly.