

**Thunder Bay Police Services Board**  
**By-law PC7-2002- Registration of Security Alarm Systems in the City of**  
**Thunder Bay**

**BEING A BY-LAW** of the Thunder Bay Police Services Board establishing a system for the registration of security alarm systems and reduction of false alarms.

**WHEREAS** the Police Services Board is responsible for the provision of police services within the Municipality of Thunder Bay.

**AND WHEREAS** the Police Services Board may, by by-law, make rules for the effective management of the police force, pursuant to section 31(6) of the Police Services Act;

**AND WHEREAS** the Police Services Board may pass by-laws imposing fees or charges for services or activities provided by or on behalf of it, pursuant to section 220.1(2) of the Municipal Act, as amended by the Savings and Restructuring Act, 1996;

**AND WHEREAS** the number of false alarms in Thunder Bay has been identified as consuming a significant quantity of police resources which could be better directed to enhancing the police presence in the community;

**AND WHEREAS** the registration of Security Alarm Systems is an integral part of the strategy to reduce the number of false alarms in Thunder Bay and to enhance officer safety;

**NOW THEREFORE** the Thunder Bay Police Services Board enacts as follows;

**DEFINITIONS**

1. In this by-law:
  - (a) **"Alarm Administrator"** means the person appointed by the Chief of Police pursuant to section 3 of this by-law;
  - (b) **"Alarm Incident"** means the activation of a Security Alarm System and the direct or indirect reporting of the activation to the Police Service.
  - (c) **"Alarm Registration Certificate"** means a certificate issued pursuant to section 8 of this by-law;
  - (d) **"Chief of Police"** means the Chief of Police of the Thunder Bay Police Service, or his or her designate;
  - (e) **"False Alarm"** means an Alarm Incident where there is no evidence that an unauthorized entry or unlawful act has been attempted or made into, on or in respect of a building, structure or premises and includes, but is not limited to:
    - i) the activation of a security alarm system during its testing;
    - ii) a security alarm system activated by mechanical failure, malfunction or faulty equipment;
    - iii) a security alarm system activated by atmospheric conditions, vibrations or power failure;
    - iv) a security alarm system activated by user error

- (f) **“Local Alarm” means a non-monitored alarm;**
- (g) **“Registration Certificate Holder” means the person or entity in possession of a valid alarm Registration Certificate;**
- (h) **“Police Service” means the Thunder Bay Police Service;**
- (i) **“Security Alarm System” means an assembly of mechanical or electrical devices which is designed or used for:**
  - i) the detection of entry into or damage to a building, structure or premises and which emits sound or transmits a sound, signal or message when activated, but does not include a device that is installed in a “motor vehicle” or “motor home” as those terms are defined in the Highway Traffic Act; or
  - ii) the transmission of a manually activated emergency signal to an alarm monitoring company, but does not include a device designed to alert in case of medical emergency.

## GENERAL REQUIREMENTS

### Alarm Registration

2. The Chief of Police shall establish a Security Alarm System Registry.
3. There shall be an Alarm Administrator who shall be appointed by the Chief of Police. The Alarm Administrator shall maintain and administer the Security Alarm System Registry and carry out such other duties in respect of this by-law as assigned by the Chief of Police.
4. The Monitoring Agencies will be responsible for providing Alarm Registration Applications to subscribers with alarms monitored in the Municipality of Thunder Bay **and shall provide the Alarm Administrator with a complete list of monitored alarm subscribers on January 1<sup>st</sup> of each year.**
5. Every owner or occupant (“Applicant”) of premises on which is installed a Security Alarm System shall apply to have that Security Alarm System registered with the Police Service on the form provided for that purpose by the Chief of Police. A one-time fee will be assessed to cover administration costs.( See Schedule A). Every application for registration shall contain the names, addresses and telephone numbers of:
  - a) an alarm monitoring company; or
  - b) **in the case of a local alarm** at least three persons who may be contacted in the event of a security alarm system activation

6. The alarm monitoring company or the persons whose names are provided pursuant to subsection 5(b) shall be:
  - a) available to receive telephone calls from the police in the event of an Alarm Incident;
  - b) able to attend at the address of the Alarm Incident within 30 minutes of being requested to do so by the police;
  - c) capable of affording police access to the premises where the Security Alarm System is installed; and
  - d) capable of operating the Security Alarm System and able to safeguard the premises.
  
7. The applicant shall ensure that the information required by section 5 is accurate and shall notify their Monitoring Agency forthwith, in writing, of any changes in the information. The Monitoring agency will in turn forward such information to the Alarm Administrator. In the case of local alarms the applicant will be responsible for providing information changes forthwith to the Alarm Administrator directly.
  
8. Upon receipt of the completed application and payment of the prescribed fee, the Alarm Administrator shall cause the Security Alarm System to be entered on the Police Service's Alarm Registry and shall issue an Alarm Registration Certificate. The prescribed registration fee is set out in Schedule "A" to this by-law.
  
9. No person shall be deemed to have been issued an Alarm Registration Certificate until the Chief of Police has issued the Alarm Registration Certificate. An application for an Alarm Registration Certificate shall not be deemed to constitute an Alarm Registration Certificate.
  
10. An Alarm Registration Certificate that has been granted shall be issued in the name of the person or entity occupying the premises in which the Security Alarm System is installed.
  
11. An Alarm Registration Certificate shall not be assigned or transferred.
  
12. If a label or decal is issued with or assigned to an Alarm Registration Certificate, it shall be affixed in a visible location on the outside of the premises on which is installed the Security Alarm System.

### FALSE ALARM REDUCTION

13. Whenever the Police Service has a police officer attend at a building, structure or premises as a result of an Alarm Incident that is a False Alarm, a **fee shall be charged to the monitoring agency of the Security Alarm System responsible for the False Alarm or in the case of a local alarm charged to the alarm user (See Schedule A)**.
14. Where an Alarm Registration Certificate has not been issued for the Security Alarm System responsible for the False Alarm, the appropriate registration fee, calculated in accordance with Schedule A, shall be added to the charge imposed pursuant to paragraph 13. Upon payment of this fee and any outstanding amounts incurred as a result of a False Alarm, the Chief of Police shall cause the Security Alarm System to be entered in the Security Alarm System Registry and an Alarm Registration Certificate shall be issued.
15. Fees for registration and false alarm fees will be collected from each respective Monitoring Agency. Local alarm subscribers will be individually responsible for the payment of registration and false alarm fees.
16. Any fees or charges imposed pursuant to this by-law may be added to the tax roll for any real property, all of the owners of, which are responsible for paying such fees and charges, and may be collected in like manner as municipal taxes.
17. Schedule "A" is attached to and forms part of this by-law.
18. The requirements of this by-law are severable. If any requirements of this by-law are held invalid, the application of such requirements to other circumstances and the remainder of this by-law shall not be affected.
19. This by-law is not to be construed at any time in such a fashion as to hold the Police Service or its officers liable for failing to ensure that persons comply with the provisions of this by-law.

---

Secretary

---

Chair