

**AGENDA
CHATHAM-KENT POLICE SERVICES BOARD MEETING
(REGULAR)**

**Boardroom
Chatham-Kent Police Headquarters**

**October 8, 2019
Time: 10:00 A.M.**

1. Call to Order
2.
 - a) Declaration of Conflict of Interest
 - b) Approval of Agenda
 - c) Approval of Minutes of September 10, 2019
3. Business arising from previous Minutes: None
4. Reports from Chief of Police:
 - 4.1 New Hires, Elevation and Auxiliary Resignation
 - 4.2 Board Auction Account – 2nd Quarter
 - 4.3 CKPS/Salvation Army Toy Drive
5. Reports from Deputy Chief:
 - 5.1 Chatham-Kent Police – Multi Facility Security Enhancements
 - 5.2 Police Check Adjustment 2020
6. Acknowledgement letters: None
7. Consent Agenda: None
8. Non-agenda items:
9. Date and time of next meeting scheduled for November 12 at 10:00 a.m.

Board Resolution re: Next Closed Session Meeting- MOTION

THE BOARD WILL CONVENE IN CLOSED SESSION TO DISCUSS MATTERS THAT IT IS OF THE OPINION FALLS UNDER SECTION 35 (A) OR (B) OF THE POLICE SERVICES ACT AND THAT THE NEXT CLOSED SESSION MEETING WILL BE HELD TUESDAY, NOVEMBER 12, 2019.

10. Adjournment

MINUTES
CHATHAM-KENT POLICE SERVICES BOARD MEETING
(REGULAR)

Boardroom

September 10, 2019

Chatham-Kent Police Headquarters

Time: 10: 02 A.M.

PRESENT:

Motion #

Mr. Pat Weaver, Chair

Councillor Marjorie Crew, Vice-Chair

Mayor Darrin Canniff

Mrs. Darlene Smith

Chief Gary Conn

Deputy Chief

ABSENT

Mr. Don Fuoco

1. **Call to Order**

Welcome everyone and Guests

2. a) **Declaration of Conflict of Interest**

None declared

b) **Approval of Agenda**

The Chair requested an amendment to the Agenda

Moved by Councillor Crew and seconded by Darlene Smith

"MOTION TO APPROVE THE AMENDED AGENDA"

#2639

Carried

c) **Approval of Minutes of June 11, 2019**

Moved by Mayor Canniff and seconded by Councillor Crew

"MOTION TO APPROVE THE MINUTES OF JUNE 11, 2019"

#2640

Carried

3. **Business Arising from Previous Minutes:** None

4. **Reports from Chief of Police:**

4.1 **New Hires, Reclassification, Promotions, Retirements**

The Chief presented the report on the New Hires, Reclassification, Promotions, and Retirements

New Hires

Moved by Councillor Crew and seconded by Darlene Smith

"MOTION TO APPROVE THE FOLLOWING NEW HIRES:

- THAT CURTIS CONN, ALENA FIALA AND SYDNYE GAGNER BE HIRED AS CADETS, LEVEL 1, EFFECTIVE AUGUST 6, 2019; AND**
- THAT PART-TIME PERMANENT ECO, JENNIFER PAUWLES BE HIRED AS FULL TIME DATA ENTRY CLERK, EFFECTIVE JUNE 10, 2019.**

#2641

Carried

Reclassification

Moved by Darlene Smith and seconded by Councillor Crew

"MOTION TO APPROVE THE FOLLOWING RECLASSIFICATIONS:

- THAT THIRD CLASS CONSTABLE KIM PFAFF BE RECLASSIFIED TO SECOND CLASS CONSTABLE EFFECTIVE JULY 21, 2019;**
- THAT THIRD CLASS CONSTABLES KYLE WRIGHT, DANICA QUENNVILLE AND TREVOR BISKEY BE RECLASSIFIED TO SECOND CLASS CONSTABLES EFFECTIVE AUGUST 10, 2019**
- THAT THIRD CLASS DESTINY JOHNSON BE RECLASSIFIED TO SECOND CLASS CONSTABLE EFFECTIVE AUGUST 15, 2019; AND**
- THAT FOURTH CLASS CONSTABLES JESSICA BUTLER AND ASHWIN ROY BE RECLASSIFIED TO THIRD CLASS CONSTABLES EFFECTIVE AUGUST 2, 2019".**

#2642

Carried

Promotions

Moved by Councillor Crew and seconded by Mayor Canniff

"MOTION TO APPROVE THE PROMOTIONS OF CADETS JEREMY WEEDON, MAX BOSSENCE, BRANDEN GRELLMORE AND JASON HAM, GRADUATES FROM BASIC CONSTABLE TRAINING BE PROMOTED TO THE RANK OF FOURTH CLASS CONSTABLES EFFECTIVE AUGUST 19, 2019."

#2643

Carried

Retirements

Moved by Darlene Smith and seconded by Mayor Canniff

"MOTION TO ACCEPT/APPROVE THE FOLLOWING RETIREMENTS:

- THE RETIREMENT OF FIRST CLASS CONSTABLE PETE BAKKER BE EFFECTIVE JUNE 30, 2019;**
- THE RETIREMENT OF FIRST CLASS CONSTABLE TIM PERCY BE EFFECTIVE OCTOBER 31, 2019;**
- THE RETIREMENT OF SERGEANT STEVE MISIK BE EFFECTIVE DECEMBER 31, 2019;**
- THE RETIREMENT OF COURT SERVICES ADMINISTRATOR CLERK, CHRISTINE MACFARLANE BE EFFECTIVE APRIL 30, 2020;**
- THE RETIREMENT OF ECO, CARRIE ALWARD BE EFFECTIVE MAY 29, 2020.**

#2644

Carried

4.2 Crime Severity Index Report 2018

The Chief presented the Crime Severity Index Report 2018 released by Statistics Canada on July 22, 2019. The Crime Severity Index is a measure of police-reported crime that reflects the relative seriousness of individual offences and tracks change in crime severity. It compliments two other measures of crime: the police-reported Crime Rate which measures the volume of crime, and victimization survey data, which measures Canadian experiences of Crime.

The Chief highlighted various sections of the report and the Severity Index Numbers for Crime, Non-violent Crime and Violent Crime.

The Mayor commented given the numbers throughout the province Chatham-Kent is a very safe place to live.

Councillor Crew asked how the community can assist the police in reducing the non-violent crime rate. The Chief said some people still feel they don't want to bother the police when they see something suspicious, but those types of reports are important. The police can follow-up and sometimes deter a crime such as a break in occurring due to police presence.

"We want you to be our eyes and our ears, but we don't want you to be our hands and our feet," he stated.

Moved by Councillor Crew and seconded by Darlene Smith

"MOTION TO RECEIVE THE REPORT FOR INFORMATION"

#2645

Carried

4.3 SIU Investigation and section 11 parallel compulsory CKPS investigation

The Chief gave a brief overview of the SIU Investigation and section 11 parallel compulsory CKPS investigation. The SIU found no grounds in the evidence to proceed with criminal charges against the Officer.

The section 11 parallel investigation found no breaches of procedure and Officer Doug Littlewood will be facing no internal discipline.

Moved by Councillor Crew and seconded by Mayor Canniff

"MOTION TO ACCEPT THE REPORT"

#2646

Carried

4.4 Board Auction Account-1st Quarter

The Chief presented the report on the Reconciliation of Board Auction Account.

Balance of the Auction Account Balance as of March 31, 2019 is \$19,465.79.

Moved by Darlene Smith and seconded by Councillor Crew

"MOTION TO RECEIVE THE REPORT FOR INFORMATION"

#2647

Carried

5. **Reports from Deputy Chief:** None

6. **Acknowledgement Letters:**

- 6.1 Thank you letter dated June 27, 2019 from Windsor Police Service, Chief of Police Al Frederick for the assistance of the CKPS motorcycle unit during the 2019 Summer Festival Fireworks held on June 24th, 2019.
- 6.2 Thank you/Appreciation Certificate to the CKPS from MADD for supporting Mothers Against Drunk Driving with the add CKPS placed in the MADD Message Yearbook.
- 6.3 Thank you letter dated June 5, 2019 from Special Olympics Ontario for the generous donation of \$1,000.00 to Special Olympics Ontario.
- 6.4 Thank you letter dated September 4, 2019 from Janet Sullivan, Associate Director, Donor Relations, Canadian Blood Services that the CKPS for donating over 700 unit of blood in support of Canadian patients through our partners for life program. What a great honour to be recognized Chatham-Kent Police Service!!!

Moved by Councillor Crew and seconded by Mayor Canniff

"MOTION TO RECEIVE THE ACKNOWLEDGMENT LETTERS"

#2648

Carried

7. **Consent Agenda:**

- 7.1 2019 Annual Awards Banquet Invite to the Board Members from Constable Marcel Demaiter, President of the Chatham-Kent Police Association to attend the 21st Annual Chatham-Kent Retirees and Award Banquet bring held at the Links of Kent Golf Club and Event Centre on Friday October 18, 2019.

Moved by Councillor Crew and seconded by Darlene Smith

"MOTION TO RECEIVE THE CONSENT AGENDA"

#2649

Carried

8. Request for Public Skating Sponsorship/Donation from the Municipality of Chatham-Kent Facilities Allocation Assistant Recreation Facilities Julie Coolen.

Councillor Crew suggested the Board Sponsor One Month of Free Public Skating rather than a session and made the motion.

Moved by Councillor Crew and seconded by Darlene Smith

"MOTION TO RECEIVE THE CORRESPONDENCE AND TO SPONSOR A MONTHLY SESSION OF PUBLIC SKATING IN THE AMOUNT OF \$535.96 FROM THE AUCTION ACCOUNT"

#2650

Carried

9. Request for Sponsorship of 2019 Mocha Shriners Holiday Magic Show being held November 18, 2019 at the Chatham Theatre.

The Board discussed the sponsorship and agreed to donate \$150.00 plus HST in the program booklet

Moved by Darlene Smith and Councillor Crew

"MOTION TO RECEIVE THE CORRESPONDENCE AND TO SPONSOR THE MOCHA SHRINERS HOLIDAY MAGIC SHOW BY ADVERTISING IN THE PROGRAM WITH A LISTING IN THE COMPANY PROGRAM BOOKLET OF \$150.00 PLUS HST FROM THE AUCTION ACCOUNT"

#2651

Carried

10. 2019 Labour Seminar- Sponsorship Request

The Board discussed the sponsorship opportunity and agreed upon to be a Sponsor as a SILVER Sponsor in the amount of \$600.00.

Moved by Councillor Crew and seconded by Darlene Smith

"MOTION TO RECEIVE THE REQUEST AND TO SPONSER THE 2019 FALL LABOUR SEMINAR IN THE AMOUNT OF \$600.00 AS A SILVER SPONSOR FROM THE BOARD RESERVE"

#2652

Carried

11. **Non-agenda items:**

Councillor Crew wanted thank the Chief and the CK Police Services on behalf of East Side Pride for their contribution and support for the East Side Pride 20 Year Event held on July 20th 2019. The Organization is grateful for your on-going support.

The Chief and the Chair thanked Councillor Crew for her 20 years (2 decades) of community involvement in the East Side Pride Organization.

12. **Date and time of next meeting tentatively scheduled for OCTOBER 8, 2019**

The date and time of the next regular meeting is scheduled for October 8, 2019 at 10:00 A.M.

Board Resolution re: Next Closed Session Meeting-MOTION

THE BOARD WILL CONVENE IN CLOSED SESSION TO DISCUSS MATTERS THAT IT IS OF THE OPINION FALLS UNDER SECTION 35 (A) OR (B) OF THE POLICE SERVICES ACT AND THAT THE NEXT CLOSED SESSION MEETING WILL BE HELD TUESDAY, OCTOBER 8, 2019.

Moved by Darlene Smith seconded by Councillor Crew

#2653

Carried

13. **Adjournment**
Moved by Councillor Crew

"MOTION TO ADJOURN"

Carried

Time: 10:32 a.m.

Pat Weaver, Chair
Chatham-Kent Police Services

10. 2019 Labour Seminar Sponsorship Request
The Board discussed the sponsorship opportunity and agreed upon to be in the amount of \$600.00.
A letter of invitation was provided by the sponsor with
"MOTION TO RECEIVE THE REQUEST AND TO SPONSOR THE 2019 FALL LABOUR SEMINAR IN THE AMOUNT OF \$600.00 AS A SPONSOR FROM THE BOARD RESERVE."
Carried

11. Non-Resident Rates
The Chief and the Chair thanked the staff for their hard work and dedication in providing excellent service to the community.
The Board discussed the rates for the 2020-2021 fiscal year and agreed upon the following rates:
Carried

12. Board Resolution re: Next Closed Session Meeting-MOTION
THE BOARD WILL CONVEY IN CLOSED SESSION TO DISCUSS MATTERS THAT IT IS OF THE OPINION FALL UNDER SECTION 35 (A) OR (B) OF THE POLICE SERVICES ACT AND THAT THE NEXT CLOSED SESSION MEETING WILL BE HELD THURSDAY, OCTOBER 3, 2019.
Moved by: Danie Smith seconded by: Councillor Crew
Carried

REPORT OF THE POLICE SERVICE

CKPSB REGULAR

ITEM #

4.1

TO

THE CHATHAM-KENT POLICE SERVICES BOARD

Board Report Number: 4.1 (Regular)
Date of Report: September 30, 2019
Date of Board Meeting: October 8, 2019

Reference:

Hires

As a result of a hiring process, it is recommended that Grant Renders be hired as Cadet, Level 1, effective September 16, 2019.

Elevation

Executive Assistant, Emily Murphy, is eligible for elevation to Executive Assistant Level 4, effective October 24, 2019.

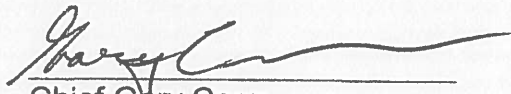
Auxiliary Resignation

Auxiliary member Justin Richardson tenured his resignation effective September 30, 2019.

Recommendation:

A Board resolution approving the above-mentioned hire, elevation and Auxiliary resignation.

Recommended by:



Chief Gary Conn

REPORT OF THE POLICE SERVICE

TO

THE CHATHAM-KENT POLICE SERVICES BOARD

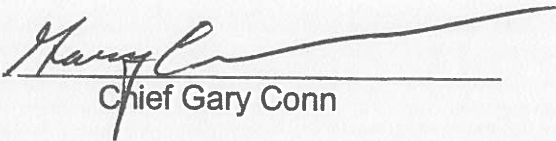
Board Report Number: 4.2 (Regular)**Date of Report:** September 30, 2019**Date of Board Meeting:** October 8, 2019**Reference:** Board Auction Account – 2nd Quarter

Please find attached the Reconciliation Report of the Board Auction Account for the period of April 1st, 2019 to June 30th, 2019, prepared by Executive Assistant, Emily Murphy.

The report indicates a total of \$66.88 in funds generated from Police Auctions Canada Inc. There were disbursements of \$2,000.00 for an ending balance of \$17,532.67 when 2019's 1st Quarter balance is carried forward and taken into account.

Recommendation: Receive the report for information.

Submitted by:


Chief Gary Conn

**Chatham-Kent Police Services Board - Auction Account
from April 1, 2019 to June 30, 2019.**

Revenue:		
Auction revenue (April, May, June)	\$	66.88
TOTAL REVENUE:	\$	66.88
Deductions:		
2019 CKPS Public Safety Scholarship – Video Winner Abigail Thompson	\$	1,000.00
2019 CKPS Public Safety Scholarship – Video Winner Kayla Coates	\$	1,000.00
TOTAL DEDUCTIONS:	\$	2,000.00
Sub-total		\$ 1,933.12
Balance carried forward		\$ 19,465.79
Auction Account balance as of March 31, 2019	\$	17,532.67

REPORT OF THE POLICE SERVICE
TO
THE CHATHAM-KENT POLICE SERVICES BOARD

Board Report Number: 4.3 (Regular)
Date of Report: October 1, 2019
Date of Board Meeting: October 8, 2019
Reference: CKPS/Salvation Army Toy Drive
Recommendation: Receive the report for information purposes and authorize request of funding from Auction Account

Overview:

This is our fifth annual event to collect toys for underprivileged children, in conjunction with the Salvation Army. The Salvation Army chooses the children in need from our community and arranges the distribution of the toys prior to Christmas. We advertise and collect items from police service members at headquarters, outlying areas and courts.

Ms. Kris Herfest and Ms. Karen Baillargeon have chaired these efforts for the past four years. This year they are asking the Chatham-Kent Police Association for a \$400.00 donation. They have also appealed to the public, via media relations.

It was hailed as a success over the past 4 years. We are looking to build on it further this coming season and to continue the productive partnership with the Salvation Army in bringing the spirit of Christmas to our Chatham-Kent Community.

Subsequently, the Co-Chairs have requested that the Chatham-Kent Police Services Board generously match the donation provided by the Chatham-Kent Police Association of \$400.00.

Prepared and Recommended by:


Chief Gary Conn

**REPORT OF THE POLICE SERVICE
TO
THE CHATHAM-KENT POLICE SERVICES BOARD**

CKPSB REGULAR

ITEM #

5.1

Board Report Number: 5.1 (Regular)

Date of Report: September 30, 2019

Date of Board Meeting: October 8, 2019

Reference: Chatham Kent Police - Multi Facility Security Enhancements

Recommendation: Motion to approve the costs associated to enhancing security in all Chatham-Kent Police Service buildings, to be funded through the Police IT Reserve

Overview

As the Chatham Kent Police Service continues to change and adapt to the ever-growing needs of our community and police service, so does the need to analyze the safety and security of our Police buildings. As an organization we must ensure we have the capability to monitor and maintain safety and security of Police buildings, property and personnel. The Chatham Kent Police Service is recognized throughout the Province, as a progressive and forward thinking leader in technological advances. Police facility security and personal safety is vital for the successful day to day operations, and although great strides and advancements have been made, there is a need to modernize and enhance our current platform.

We live in an age of computer hacking, and a wide variety of sophisticated internet, technological crimes threaten the very safety, security and integrity of Police information systems. There are very strict guidelines and security expectations from Law enforcement agencies and Police intelligence providers to ensure that these information systems are not compromised.

An internal review has identified the need to enhance our current security system at Police Headquarters and in our outlining substations. This enhancement will address the physical aspect of safety and security as well as the technological security measures set forth by various external partners. It is our responsibility to ensure that security measures in all stations meet or exceed industry standards.

Industry Standards

NCACR - National Police Services Network Connection Authorization Change Request and CISC - Criminal Intelligence Service Canada regulates the industry and ensures compliance relating to Police information systems. These agencies require a biennial blueprint of all of the technological security features. Further any upgrades or changes to this blueprint must be approved by the above agencies. Further, the security must meet or exceed the Canadian Police Information Centre (CPIC) security standards. The CKPS must keep all system documentation and supplied software secure and ensure that it is not copied or duplicated in any form or distributed to anyone other than the intended agency.

As per NCACR standards any police facility that does not have personnel present 24/7, they must have adequate monitoring and security of said facility. The substations located in: Wallaceburg, Ridgetown, Blenheim, Tilbury and the Dillon Road facility lack adequate security and video surveillance. In order to adhere to the NCACR standard and requirement, each substation requires an enhanced door code access system and security camera monitoring system. Further, the door code access system currently in place at Police Headquarters is antiquated and outdated. The system does not allow for proper tracking of individuals throughout the building.

CKPS- Headquarters

The Avigilon camera/ security system at Headquarters is of a high standard and quality and has served our Police Service very well. We have the ability to monitor and record all activities inside the building and

outside the building. This is the proposed system for all substations, which will allow for proper monitoring and recording of all CKPS buildings.

The current secure door access system is however antiquated and cumbersome. The existing key pad system can easily be manipulated and random codes can be generated, which does not allow for proper tracking of visitors, volunteers and staff. Further, the software which operates the current system is no longer supported by the original vendor. The door access system has also reached its maximum capabilities in term of door swipes, making the system no longer feasible for our needs.

Moving to an Avigilon card swipe/key pad system, allows for future growth and heightened secure access control, which leads to enhanced security of all police buildings. The Avigilon system, provides each member a personal employee access card and employee number. Each card and number is programmed to permit or restrict movements within the facility. Assigned cards also allows for administrators to track, record and monitor individual movement within a facility.

CKPS- Substations

All outlining CKPS substations currently have an old and antiquated keypad security system. In fact, this system requires a general code for entry used by every member. Further, as per NCACR standards a facility without 24/7 occupancy must require a security system. All CKPS substations, must be outfitted with proper door security and camera security, to ensure compliance with our NCACR. As well, over the last several years we have experienced an increase in acts of mischief to staff property. We currently have no self-contained surveillance system at any CKPS substations and the secure door access keypad system is over twenty years old. Moving to the Avigilon system for both surveillance cameras and door security will provide similar coverage as CKPS Headquarters. This will also satisfy the requirements of our NCACR.

Conclusion

Enhancements to the Avigilon system have greatly advanced over the years and as such we should harness these advancements to augment our ability to maintain the safety and security of our employees and our property. Upgrading and enhancing our camera and security system service wide will not only ensure we are compliant with our NCACR, it will also provide our staff and community with peace of mind that the service understands the need to protect the public and its personnel.

Cost

Phase 1 – Security Cameras

STATION	COST
Blenheim	\$ 6,905.00
Tilbury	\$ 6,905.00
Ridgetown	\$ 8,482.00
Dillon	\$ 9,847.00
Wallaceburg	\$ 18,571.40

Phase 1- Total cost - \$ 50,710.40 (see appendix A - for itemized cost)

Phase 2 – Door Access / Card Reader Security System

STATION	COST
Headquarters	\$ 68,018.25
Blenheim	\$ 2,566.34
Dillon	\$ 6,267.99
Ridgetown	\$ 2,566.34
Tilbury	\$ 2,566.34
Wallaceburg	\$ 6,462.99

Phase 2- Total cost - \$ 88,448.25 (see Appendix B – for itemized cost)

Prepared/Recommended by:



S/Sgt. Tetrault

Reviewed by:



Inspector Kirk Earley

Approved by:



Chief Gary Conn

STATION	QUANTITY	UNIT PRICE	TOTAL
Headquarters	2	\$28,018.75	
Blindon	2	\$1,988.34	
Quon			
2 Stations			
Liberty	2	\$1,988.34	
Appleburg	2	\$1,988.34	

"Appendix A"
SECURITY CAMERAS

Phase 3 - Total cost - \$88,443.55 (see Appendix A - for itemized cost)

Prepared by: 
Date: 11/11/11

Reviewed by: 
Date: 11/11/11

Approved by: 
Date: 11/11/11

BLENHEIM

Avigilon 8 port/channel pro appliance 8TB storage (1) \$3,545.00
Milesight 8MP IP cameras (2) \$1,130.00
Milesight 5MP Wide angle IP cameras (1) \$530.00
Material- \$750.00
Labour- \$950.00
Total- \$6,905.00

TILBURY

Avigilon 8 port/channel pro appliance 8TB storage (1) \$3,545.00
Milesight 8MP IP cameras (2) \$1,130.00
Milesight 5MP Wide angle IP cameras (1) \$530.00
Material- \$750.00
Labour- \$950.00
Total- \$6,905.00

RIDGETOWN

Avigilon 8 port/channel pro appliance 8TB storage (1) \$3,545.00
Milesight 8MP IP cameras (1) \$565.00
Milesight 5MP Wide angle IP cameras (3) \$795.00
Avigilon MH 3X3MP multi-Head dome camera (1) \$1,677.00
Material- \$850.00
Labour- \$1,050.00
Total- \$8,482.00

DILLON

Avigilon 8 port/channel pro appliance 8TB storage (1) \$3,545.00
Milesight 8MP IP cameras (1) \$565.00
Milesight 5MP Wide angle IP cameras (4) \$1,860.00
Avigilon MH 3X3MP multi-Head dome camera (1) \$1,677.00
Material- \$950.00
Labour- \$1,250.00
Total- \$9,847.00

WALLACEBURG

Avigilon 16 port/channel pro appliance 12TB storage (1) \$8,022.30
Avigilon ACC 6 Standard to Enterprise software upgrade (1) \$2,687.10
Milesight 8MP IP cameras (2) \$1,130.00
Milesight 5MP IP cameras (2) \$930.00
Milesight 5MP mini dome cameras (5) \$1,325.00
Avigilon MH 3X3MP multi-Head dome camera (1) \$1,677.00
Material- \$1,250.00
Labour- \$1,550.00
Total- \$18,571.40

PHASE 1 PROJECT TOTAL- \$50,710.40

SECURITY

Avigilon 8 port channel ip camera (8) \$2,240.00	
Avigilon 8MP Wide angle ip camera (3) \$230.00	
Material \$250.00	
Labor \$250.00	
Total \$2,970.00	

"Appendix B"

Door Access / Card Reader Security System

Avigilon 8 port channel ip camera (8) \$2,240.00	
Avigilon 8MP Wide angle ip camera (3) \$230.00	
Material \$250.00	
Labor \$250.00	
Total \$2,970.00	

WIRETOWN

Avigilon 8 port channel ip camera (8) \$2,240.00	
Avigilon 8MP Wide angle ip camera (3) \$230.00	
Avigilon MH EX3MP multi-head thermal camera (2) \$1,100.00	
Material \$250.00	
Labor \$250.00	
Total \$4,070.00	

DRIVER

Avigilon 8 port channel ip camera (8) \$2,240.00	
Avigilon 8MP Wide angle ip camera (3) \$230.00	
Avigilon MH EX3MP multi-head thermal camera (2) \$1,100.00	
Material \$250.00	
Labor \$1,100.00	
Total \$4,920.00	

WV

Avigilon 8 port channel ip camera (8) \$2,240.00	
Avigilon 8MP Wide angle ip camera (3) \$230.00	
Avigilon MH EX3MP multi-head thermal camera (2) \$1,100.00	
Material \$250.00	
Labor \$1,100.00	
Total \$4,920.00	

PLEASE CONTACT US AT 850-330-3333

HEADQUARTERS

Avigilon ACM 64 reader virtual (1) \$4,800.60
Software- ACM memory reader licence (64) \$0
LDAP directory connectivity software licence (1) \$2,484.00
Mercury 16 door dual voltage power system (2) \$2,203.20
Mercury 2 door controller (2) \$2,381.40
2 Reader interface module (13) \$8,550.36
HID iClass se r10 mini mullion (26) \$3,650.40
HID iClass se keypad/reader (3) \$1,297.29
iClass se contactless smart card (300) \$1,626.00
Door hardware, material (1) \$12,250.00
Access control, door contact, material (1) \$11,875.00
Labour to install all cables (180) \$11,700.00
Labour system set and configuration (80) \$5,200.00 Total 68,018.25

BLLENHEIM

ACM Mercury door controller (1) \$633.53
Mercurty E5 enclosure (1) \$110.38
HID iClass se keypad/reader (1) \$432.43
MISC. cable, materials (1) \$350.00
Labour to install access control (1) \$1,040.00 Total 2,566.34

DILLON

Mercury 2 door controller (1) \$1,190.70
Mercury 2 door power enclosure (1) \$432.43
HID iClass se keypad/reader (2) \$864.86
Misc. material, hardware etc. (1) \$1,700.00
Labour to install access control (32) \$2,080.00 Total 6,267.99

RIDGETOWN

ACM mercury 1 door controller (1) \$633.53
Mercury E5 enclosure for 1501 controller (1) \$110.38
HID iClass se keypad/reader (1) \$432.43
MISC. material, hardware etc. (1) \$350.00
Labour to install access control (16) \$1,040.00 Total 2,566.34

TILBURY

ACM mercury 1 door controller (1) \$633.53
Mercury E5 enclosure for 1501 controller (1) \$110.38
HID iClass se keypad/reader (1) \$432.43
MISC. material, hardware etc. (1) \$350.00
Labour to install access control (16) \$1,040.00 Total 2,566.34

WALLACEBURG

Mercury 2 door controller (1) \$1,190.70
Mercury 2 door power enclosure (1) \$432.43
HID iClass se keypad/reader (2) \$864.86
MISC. material, hardware etc. (1) \$1,700.00
Labour to install access control (35) \$2,275.00 Total 6,462.99

PHASE 2 PROJECT TOTAL- \$88,448.25

**REPORT OF THE POLICE SERVICE
TO
THE CHATHAM-KENT POLICE SERVICES BOARD**

Board Report Number:	5.2 (Regular)
Date of Report:	September 30, 2019
Date of Board Meeting:	October 8, 2019
Reference:	Police Check Adjustment 2020
Recommendation:	Motion to approve the increase in fees charged for police clearance checks for employment reasons only

The Chatham-Kent Police Services provides its citizens, police clearance checks that help them to secure employment, volunteer and educational opportunities. Citizens submit their application online through the CKPS website and civilian staff conduct the necessary checks of the Canadian Police Information Centre database and local police indices. Staff then provide a written report that the citizen can provide to the requesting organization.

Completed Police Clearance Checks Per Year

Year	Employment	Student	Volunteer	TOTAL
2016	2582	1251	2412	6245
2017	2862	1255	2107	6224
2018	3317	1162	1996	6475
2019**	2264	976	1530	4770

In September 2013, the Board approved the implementation of the online police clearance check system including a nominal increase in the fees that citizens are charged.

Fee Increases in 2013

Employment reasons	Increased from \$25.00 to \$35.00 per (including 9.95 cost to CKPS per check)
Student	Increased from \$10.00 to \$15.00 per (including 9.95 cost to CKPS per check)
Volunteer	Increased from \$10.00 to \$15.00 per (including 9.95 cost to CKPS per check)

This fee increase was to help offset costs associated with offering a more convenient online system for citizens to submit their check request as well as inflation increases. The main cost increase to the CKPS was that our vendor for the online clearance check system would be charging the CKPS \$9.95 for every online check completed. The CKPS chose to absorb that per check fee within our fee increases for employment checks and partly for student/volunteer checks.

So in effect, the \$10.00 increase added to all police check fees resulted in an actual 0% increase in revenue per check for the CKPS.

Proposed Increase

To help offset annual rate of inflation increases as well as increased labour burden costs incurred since 2013, the recommendation is to increase the police clearance check fee for employment related checks only from \$35.00 to \$40.00 effective January 2020. There would be zero increase for volunteer or student fees.

Two factors support the increase:

- 1) Based on 2018 figures, if we were to increase only the employment based clearance check fees \$5.00 per, the CKPS would see an approximate revenue increase of \$16,500.

This increase in revenue would help the CKPS work towards actual cost recovery for the services of completing police clearance checks for its citizens while at the same time helping to slowly cover off annual rate of inflation increases.

- 2) The fee increase is not unreasonable at only \$5 per check and still keeps the CKPS fee close to the provincial average of \$40 per.

Comparison of Employment Police Check Fees

Service	Cost
Guelph	\$40.00
Halton	\$30.00
Hamilton	\$50.00
London	\$45.00
OPP	\$41.00
Sarnia	\$43.00
St. Thomas	\$40.00
Stratford	\$25.00
Strathroy-Caradoc	\$42.00
Waterloo	\$40.00
Windsor	\$55.00
Woodstock	\$40.00

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