



**OTTAWA POLICE SERVICES BOARD  
FALSE ALARM REDUCTION BY-LAW NO. 1 OF 2010**

*Approved 26 April 2010*

***Last reviewed 5 December 2023***

*AS AMENDED BY BY-LAW NO. 1 OF 2013, NO. 1 OF 2015, and NO. 1 AND  
NO. 2 OF 2017.*

## OTTAWA POLICE SERVICES BOARD

### FALSE ALARM REDUCTION BY-LAW NO. 1 of 2010

(As amended by By-law No. 1 of 2013, No. 1 of 2015, and No. 1 and No. 2 of 2017)

A by-law of the City of Ottawa 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 City of Ottawa;

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 Part XII of the Municipal Act, 2001, S.O. 2001, c. 25, as amended.

AND WHEREAS the number of false alarms in Ottawa 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 Ottawa and to enhance officer safety;

THEREFORE the Ottawa Police Services Board enacts as follows:

#### PART I

#### GENERAL

#### DEFINITIONS

1. In this by-law:

“Alarm Administrator” means the person appointed by the Chief of Police pursuant to section 3 of this by-law;

“Alarm Incident” means the activation of a Security Alarm System and the direct or indirect reporting of the activation to the Police Service;

“Alarm Registration Certificate” means a certificate issued pursuant to section 7 of this by-law;

“Chief of Police” means the Chief of Police of the Ottawa Police Service, or his or her designate;

“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:

- (a) the activation of a security alarm system during its testing,
- (b) a security alarm system activated by mechanical failure, malfunction or faulty equipment,
- (c) a security alarm system activated by atmospheric conditions, vibrations or power failure,
- (d) a security alarm system activated by user error;

“Registration Certificate Holder” means the person or entity in possession of a valid Alarm Registration Certificate;

“Police Service” means the Ottawa Police Service;

“Security Alarm System” means an assembly of mechanical or electrical devices which is designed or used for:

- (a) 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
- (b) 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.

## PART II

### SECURITY ALARM SYSTEM REGISTRY

#### ALARM REGISTRATION

2. The Chief of Police shall establish a Security Alarm System Registry.
3. (1) There shall be an Alarm Administrator who shall be appointed by the Chief of Police.

- (2) 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. Every owner or occupant (“Applicant”) of premises on which is installed a Security Alarm System may, at no cost, apply to have that Security Alarm System registered with the Police Service on the form provided for that purpose by the Chief of Police. Every application for registration shall contain the names, addresses and telephone numbers of:
  - (a) an alarm monitoring company; or
  - (b) at least three persons who may be contacted in the event of a security alarm system activation.
5. The alarm monitoring company or the persons whose names are provided pursuant to subsection 4(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.
6. The Applicants who have submitted their information voluntarily shall ensure that the information required by section 4 is accurate and shall notify the Alarm Administrator forthwith, in writing, of any changes in the information.
7. Upon receipt of the completed registration form application, 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.
8.
  - (1) No person shall be deemed to have been issued an Alarm Registration Certificate until the Chief of Police has issued the Alarm Registration Certificate.
  - (2) An application for an Alarm Registration Certificate shall not be deemed to constitute an Alarm Registration Certificate.

9. 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.

10. An Alarm Registration Certificate shall not be re-assigned or transferred.

11. 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.

### PART III

#### FALSE ALARMS

##### FEES

12. Where the Police Service is required to attend at a building, structure or premises as a result of an Alarm Incident that is a False Alarm, a fee as set and approved in the current Annual Budget, in the Fee Schedule Appendix (plus any applicable taxes) shall be charged to the Registration Certificate Holder for the Security Alarm System responsible for the False Alarm. (By-law No. 2 of 2017.)

13. Any collection costs for charges imposed pursuant to this by-law that are due and unpaid shall be added to the outstanding amount.

14. Any 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 charges, and may be collected in like manner as municipal taxes.

### PART IV

#### ADMINISTRATION

##### INTERPRETATION

15. It is declared that if any section, subsection or part or parts thereof be declared by any Court of Law to be bad, illegal or ultra vires, such section, subsection or part or parts shall be deemed to be severable and all parts hereof are declared to be separate and independent and enacted as such.

16. 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.

##### REPEAL

17. By-law No. 1 of 1998 of the City of Ottawa Police Services Board entitled "A by-law of the Regional Municipality of Ottawa-Carleton Police Services Board establishing a

system for the registration of security alarm systems and reduction of false alarms” and By-law No. 1 of 2007 of the Police Services Board entitled “A by-law of the Ottawa Police Services Board to amend By-law 1 of 1998 respecting the fees for false alarms and alarm registrations” are hereby repealed.

EFFECTIVE DATE

18. This by-law shall come into force and take effect on the date of the passing thereof.

SHORT TITLE

19. This by-law may be cited as the "False Alarm Reduction By-law".

ENACTED AND PASSED this 26<sup>th</sup> day of April, 2010



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EXECUTIVE DIRECTOR



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CHAIR

CITY OF OTTAWA POLICE SERVICES BOARD  
BY-LAW NUMBER 1 of 2013

A by-law of the Ottawa Police Services Board to amend By-law No. 1 of 2010 respecting the fees for false alarms.

The Board of the Ottawa Police Service enacts as follows:

1. Section 12 of By-law #1 of 2010 entitled "A by-law of the City of Ottawa Police Services Board establishing a system for the registration of security alarm systems and reduction of false alarms" is amended by striking out the expression "One Hundred and Thirty Dollars (\$130.00)" where it occurs therein and substituting the expression "One Hundred and Thirty-Five Dollars (\$135.00) therefor.
2. This by-law shall be in force on 1 June 2013.

ENACTED AND PASSED this 27<sup>th</sup> day of May, 2013.



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EXECUTIVE DIRECTOR



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CHAIR

BY-LAW NO.1 of 2013

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A by-law of the Ottawa Police Services Board to amend  
By-law No. 1 of 2010 respecting the fees for false alarms

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Enacted by the City of Ottawa Police Services Board  
at its meeting of May 27, 2013.

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File: 00-01-0041

POLICE SERVICES BOARD

Meeting November 26, 2012

Agenda 30, Item 2

COUNCIL AUTHORITY:

City Council November 28, 2012

Police Services Board Report 9, Item 1

CITY OF OTTAWA POLICE SERVICES BOARD  
BY-LAW NO. 1 of 2015

A by-law of the Ottawa Police Services Board to amend By-law No. 1 of 2010 respecting the fees for false alarms.

The Board of the Ottawa Police Service enacts as follows:

1. Section 12 of By-law No. 1 of 2010 entitled "A by-law of the City of Ottawa Police Services Board establishing a system for the registration of security alarm systems and reduction of false alarms", as amended, is amended by striking out the expression "One Hundred and Thirty-Five Dollars (\$135.00)" where it occurs therein and substituting the expression "One Hundred and Forty Dollars (\$140.00)" therefor.
2. This by-law shall be in force on 1 June 2015.

ENACTED AND PASSED this 25<sup>th</sup> day of May 2015.



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EXECUTIVE DIRECTOR



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CHAIR

BY-LAW NO.1 of 2015

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A by-law of the Ottawa Police Services Board to amend  
By-law No. 1 of 2010 respecting the fees for false alarms

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Enacted by the City of Ottawa Police Services Board  
at its meeting of May 25, 2015.

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File: 00-01-0041

POLICE SERVICES BOARD

Meeting February 23, 2015

Agenda 4, Item 2

COUNCIL AUTHORITY:

City Council March 11, 2015

Police Services Board Report 2, Item 1

CITY OF OTTAWA POLICE SERVICES BOARD

BY-LAW NO. 1 of 2017

A by-law of the Ottawa Police Services Board to amend By-law No. 1 of 2010 respecting the fees for false alarms.

The Board of the Ottawa Police Service enacts as follows:

2. Section 12 of By-law No. 1 of 2010 entitled “A by-law of the City of Ottawa Police Services Board establishing a system for the registration of security alarm systems and reduction of false alarms”, as amended, is amended by striking out the expression “One Hundred and Forty Dollars (\$140.00)” where it occurs therein and substituting the expression “One Hundred and Forty-Nine Dollars (\$149.00)” therefor.

2. This by-law shall be in force on 1 June 2017.

ENACTED AND PASSED this 29<sup>th</sup> day of May 2017.



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EXECUTIVE DIRECTOR



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CHAIR

BY-LAW NO.1 of 2017

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A by-law of the Ottawa Police Services Board to amend  
By-law No. 1 of 2010 respecting the fees for false alarms

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Enacted by the City of Ottawa Police Services Board  
at its meeting of May 29, 2017.

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File: 00-01-0041

POLICE SERVICES BOARD  
Meeting November 28, 2016  
Agenda 25, Item 2

COUNCIL AUTHORITY:  
City Council December 14, 2016  
Police Services Board Report 5, Item 1

CITY OF OTTAWA POLICE SERVICES BOARD

BY-LAW NO. 2 of 2017

A by-law of the Ottawa Police Services Board to amend By-law No. 1 of 2010 respecting the fees for false alarms.

The Board of the Ottawa Police Service enacts as follows:

3. Section 12 of By-law No. 1 of 2010 entitled “A by-law of the City of Ottawa Police Services Board establishing a system for the registration of security alarm systems and reduction of false alarms”, as amended, is amended by striking out the expression “a fee of One Hundred and Forty-Nine Dollars (\$149.00)” where it occurs therein and substituting the expression “a fee as set and approved in the current Annual Budget, in the Fee Schedule Appendix (plus any applicable taxes)” therefor.
2. This by-law shall be in force on 1 January 2018.

ENACTED AND PASSED this 18<sup>th</sup> day of December 2017.



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EXECUTIVE DIRECTOR



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CHAIR

BY-LAW NO.2 of 2017

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A by-law of the Ottawa Police Services Board to amend  
By-law No. 1 of 2017 respecting the fees for false alarms

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Enacted by the City of Ottawa Police Services Board  
at its meeting of December 18, 2017.

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File: 00-01-0041

POLICE SERVICES BOARD  
Meeting December 18, 2017  
Agenda 40, Item 10

COUNCIL AUTHORITY:  
City Council December 13, 2017  
Police Services Board Report 7, Item 4