

# Report to Council



**Date:** December 9, 2024  
**To:** Council  
**From:** City Manager  
**Subject:** Security Alarm System Bylaw No. 9147 update  
**Department:** Community Safety Department

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**Recommendation:**

THAT Council receives, for information, the report from the Community Safety Department dated December 9, 2024 with respect updated Security Alarm Systems Bylaw;

AND THAT Security Alarm System Bylaw No. 9147 be rescinded;

AND THAT Bylaw 12730, being Security Alarm System Bylaw be forwarded for reading consideration;

AND FURTHER THAT the Mayor and City Clerk be authorized to execute the Agreement to Provide the Service of Administration and Enforcement of Security Alarm Systems.

**Purpose:**

To consider a new Bylaw and associated Agreement for the Regional District of Central Okanagan to continue to provide a Security Alarm Systems service for the City of Kelowna.

**Background:**

The City of Kelowna Security Alarm System Bylaw No. 9147 sets out rules and fees for the use of security alarm systems in buildings and structures within City limits. The intent of the Bylaw is to pass RCMP response costs to excessive false alarms to individual owners. The City of Kelowna Bylaw No. 9147 Security Alarm System was adopted on December 6, 2004, and there have been no amendments to the Bylaw since its enactment.

RDCO currently provides program administration of security alarm systems on behalf of the City of Kelowna, Westbank First Nation (IR#9 and IR#10), City of West Kelowna, District of Lake Country, District of Peachland, Central Okanagan West Electoral Area and Central Okanagan East Electoral Area. RDCO repealed their False Alarm Reduction Bylaw No. 1382 and created a new Security Alarm Systems Bylaw No. 1546 in May of 2024. The City of Kelowna Bylaw No. 9147 has been updated to parallel/mirror that of the RDCO False Alarm Reduction Bylaw No. 1546, ensuring program alignment.

**Discussion:**

The following chart depicts the amendments made from the 2004 Bylaw to the proposed 2024 version:

Current (2004)	Proposed (2024)	Reasoning
Fees based on 2004 rates.	An increase in fees is recommended. The Chart below provides specifics.	The requested increase is based on costs to operate the program and to align with industry standards.
An alarm response may be suspended if there are excessive false alarms.	No suspension of alarm response is sought.	The Kelowna RCMP have committed to responding to all alarms if they meet the criteria defined in the current policy given the difficulty in defining what may or may not be a false alarm.
Establishment of an Advisory Board appointed by Council that represents the community, alarm industry, and the RCMP. This Board is involved in appeals when an issuance or renewal is denied.	Alarm registration will no longer be suspended/denied; the Advisory Board is therefore, not necessary.	Given the Advisory Board was never used, both City and RDCO felt this could be managed at the Program Administrator level.
Registration of an alarm active for one year.	Registration of an alarm active for two years.	To use the available time more efficiently.
Reduction in administrative requirements. (ie - After two false alarms in one year, a licensed alarm company must be hired by the alarm user to inspect the alarm and submit a report.	The new bylaw has been drafted with less administrative requirements, (ie - No requirement to hire a company to inspect an alarm and submit a report).	This promotes efficient use of staff and alarm user time and resources.

### False Alarm Program Fees

Old Program	New Program
Residential - \$10	Residential - \$40 (biannual renewal - \$30)
Business - \$15	Business - \$80 (biannual renewal - \$60)
Residential: <ul style="list-style-type: none"> <li>• First Offence - \$0</li> <li>• Second Offence - \$0</li> <li>• Third Offence - \$50</li> <li>• Fourth (and subsequent) - \$100</li> </ul>	Residential: <ul style="list-style-type: none"> <li>• First Offence - No charge</li> <li>• Second Offence - \$100</li> <li>• Third Offence - \$200</li> <li>• Fourth (and subsequent) - \$300</li> </ul>

<b>Business:</b> <ul style="list-style-type: none"> <li>• First Offence - \$0</li> <li>• Second Offence - \$0</li> <li>• Third Offence - \$100</li> <li>• Fourth (and subsequent) - \$200</li> </ul>	<b>Business:</b> <ul style="list-style-type: none"> <li>• First Offence – No charge</li> <li>• Second Offence - \$200</li> <li>• Third Offence - \$400</li> <li>• Fourth (and subsequent) - \$600</li> </ul>
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### Service Level Agreement (SLA)

In 2016, the City of Kelowna signed an agreement with RDCO that laid out the parameters for a collective Security Alarm System program. The agreement stipulated that RDCO would provide an Alarm Administrator and run the program across the Central Okanagan while surplus program funds would be split between RDCO and City of Kelowna on a proportionate basis. The current SLA expired on December 31, 2021. RDCO has recently updated the SLA, generally mirroring the parameters of the last agreement. The new proposed agreement would run until December 31, 2028.

### Conclusion:

The draft bylaw and SLA provide the necessary authorities to continue with the Security Alarm System program. As the RDCO provides administrative oversight for the other members of the Regional District, it makes sense for them to administer the program in the City as well. Staff will ensure that any future amendments to the RDCO Bylaw are tracked and brought forward for Council's consideration as appropriate.

### Internal Circulation:

Community Safety Department  
Communications Department

### Considerations applicable to this report:

**Legal/Statutory Authority:** Community Charter, s. 196 & s. 258

### Considerations not applicable to this report:

**Legal/Statutory Procedural Requirements:**

**Existing Policy:**

**Financial/Budgetary Considerations:**

**Consultation and Engagement:**

**Communications Comments:**

Submitted by: T. White, Police Services Branch Manager

**Approved for inclusion:** S. Leatherdale, General Manager, Corporate & Protective Services

cc:

S. Leatherdale, General Manager, Corporate & Protective Services

K. Triance, Officer In Charge, Kelowna RCMP Detachment

D. Caul, Community Safety Director