HAMILTON POLICE SERVICES BOARD

BY-LAW NO. 22-001

BEING A BY-LAW TO AMEND THE POLICE SERVICES BOARD BY-LAW 11-001 (BEING A BY-LAW TO IMPOSE FEES AND CHARGES FOR CERTAIN SERVICES PROVIDED BY THE HAMILTON POLICE SERVICES BOARD AND TO REPEAL BY-LAWS 96-002, 99-001, 00-01, 02-001 and 20-001)

WHEREAS the Hamilton Police Services Board is a local board of the City of Hamilton;

AND WHEREAS section 391 of the *Municipal Act, 2001*, S.O. 2001, as amended, authorizes a local board of a municipality to impose fees or charges on persons:

(a) for services or activities provided or done by or on behalf of it;

(b) for costs payable by it for services or activities provided or done by or on behalf of any municipality or other local board; and

(c) for the use of its property including property under its control;

AND WHEREAS the Hamilton Police Services Board incurs costs related to the purposes set out in section 391 of the *Municipal Act, 2001*, S.O. 2001, as amended;

AND WHEREAS section 31(6) of the *Police Services Act*, R.S.O. 1990, as amended, permits the Board, by by-law, to make rules for the effective management of the Hamilton Police Service;

AND WHEREAS the Hamilton Police Services Board has determined that, wherever feasible, the total costs related to the purposes set out in section 391 of the *Municipal Act, 2001*, S.O. 2001 shall be recovered by the Board;

WHEREAS the Hamilton Police Services Board, at its meeting on April 18, 2011, approved Report 11-051, which authorized the amendments to, and introduction of, certain Fees and Charges, as well as the consolidation of By-Laws 96-002, 99-001 and 00-01 into By-Law 11-001;

AND WHEREAS the Hamilton Police Services Board, at its meeting on January 16, 2012, approved Report 12-002, which authorized the amendments to, and introduction of, certain Fees and Charges, as well as the consolidation of By-Law 02-001 into By-Law 11-001;

AND WHEREAS the Hamilton Police Services Board, at its meeting on April 22, 2014, approved the creation of a new schedule to By-Law 11-001 to regulate the operations of the False Alarm Reduction Unit;

AND WHEREAS the Hamilton Police Services Board, at its meeting on September 15, 2014, approved Report PSB 14-050, which authorized Schedule 'D' of By-law 11-001 to be revoked and replaced with an updated Schedule 'D';

SCHEDULE "A"

To By-Law 11-001

FEES AND CHARGES FOR RECORDS SERVICES

SERVICE	FEE
Criminal Records Check - Employment	$50.00
Criminal Records Check - Volunteers and Students	$15.00
Vulnerable Sector Criminal Records Check - Employment	$50.00
Vulnerable Sector Criminal Records Check - Volunteers and Students	$25.00
Vulnerable Sector Criminal Records Check - School Crossing Guards	$25.00
Vulnerable Sector Confirmation Letter - Third Party Referral	$10.00
Police Information Check - Employment	$50.00
Police Information Check - Volunteers and Students	$20.00
All police checks - Extra Embossed Original Copies	$5.00 per copy
Closure of Criminal File	$35.00
U.S. Waiver Letter	$50.00
Copy of Edited Incident Report - Property Crimes	$50.00
Local Police Records Check - Pardon Application	$50.00
Fingerprints - Civil Purposes	$40.00
Thumbprint - Civil Purposes	$15.00
Service of Summons for Third Party	$60.00 each

1. In this Schedule:

   (a) *"Criminal File"* means the record of criminal contacts, assembled and maintained by the Police Service, which have not resulted in the registering of criminal convictions.

   (b) *"Summons"* means any process compelling the attendance of a person to a court proceeding issued under the provisions of the *Provincial Offences Act,* R.S.O. 1990, as amended.

2. The Fees and Charges for Records Services in this Schedule shall be collected at the time that the request is tendered, and shall be collected in cash, by cheque, by credit card (VISA or Mastercard) or by debit transaction, in the discretion of the Police Service.

3. The Fee for closure of a criminal file shall be payable whether or not the request for closure of the file is granted.