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**Date** December 15, 2020

**Report No.** 2020-508

**To** Chair and Members  
City Council

**From** Inderjit Hans  
General Manager Public Works

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## 1.0 Type of Report

Consent Item	<input type="checkbox"/>
Item For Consideration	<input checked="" type="checkbox"/>

## 2.0 Topic Pilot Project for Physical Security Guard Services Expansion [Financial Impact: None]

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## 3.0 Recommendation

- A. THAT Report 2020-508 Pilot Project for Physical Security Guard Services Expansion BE RECEIVED; and
- B. THAT staff BE DIRECTED to implement the Pilot Project for the short term expansion of Physical Security Guard Services with Active Security Enterprises, as outlined in this report for a period of 4 months; and
- C. THAT previously approved funds in the total amount of \$160,000 BE REALLOCATED to the Pilot Project for Short Term Expansion of Physical Guard Services as follows and in accordance with Table 3:
  - i. \$50,000 previously allocated from reserve RF0537 (Roads and Related) to WK1907 (Operations Works Yard Security Improvements and Replacements - Gates and Security Camera Expansion)

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- ii. \$110,000 previously allocated from reserve RF0526 (Facilities Asset Management) to PM1512 (Site Security and Camera Upgrades at Administrative Facilities)

D. THAT Capital Project WK1907 BE CLOSED; and

E. THAT staff BE DIRECTED to formulate a plan from the results of the Pilot Project and report back Q2 2021.

#### **4.0 Purpose and Overview**

The Chief Administrative Officer has deemed this report urgent as to provide City Council with prompt recommendations to expand the City's existing Physical Security Guard Services. A pilot project is recommended in response to the significant rise in nuisance and petty crime incidents on and in the vicinity of the campus of City facilities and properties within the downtown and into Eagle Place/ Ward 5 surrounding the City Housing sites.

The report outlines the review undertaken of various options and provides recommendations for implementation for a 24 hour 7 day per week service over the next four months with the goal of achieving an improved municipal security presence and crime deterrence in the downtown area. The recommended expansion will provide the necessary immediate coverage and allow staff the necessary time to investigate and report back with a more permanent and holistic approach to Corporate Security.

#### **5.0 Background**

In May 2019, Council approved a resolution to direct staff to establish a Municipal Video Surveillance System within the Downtown Core of the City of Brantford. This was in response to the impacts on Brantford from the national opioid crisis, as well as rising crime; the City was looking to employ new strategies to deter and detect criminal and adverse behaviour in the downtown core.

Staff Report 2020-95 was presented to City Council on May 26, 2020 in response to the resolution and included the plan to develop and implement a Corporate Security Program including the implementation of a municipal video surveillance system in the City of Brantford's downtown core and the establishment of a fulltime resource dedicated to Corporate Security. Staff were directed to include any capital and operating related costs associated with the implementation and ongoing operations in the 2021 Estimates process.

Since May, Staff have sought out efficiencies and alternative funding sources to support the recommended solutions, including a Council approved restructuring in the Facilities Management & Security Department which allowed for the creation of a resource dedicated to Corporate Security, and made application to the Ontario Closed-Circuit Television (CCTV) Grant Program.

In February 2020, the Province established the CCTV Grant program to support police services and communities in increasing public safety. The Ontario CCTV Grant program supports the expansion of CCTV systems in municipalities across the province, as part of Ontario's Guns, Gangs and Violence Reduction Strategy. In November 2020, the Province agreed to support the City with one-time funding of \$123,000, which will cover 50% of the budget needed to implement the CCTV system in the City's downtown core. The Corporate Security Program and Downtown CCTV System project is currently on the pre-approval list for 2021 capital projects and has a projected total cost of \$246,000. The project aims to begin promptly in January 2021 and be fully implemented by the end of year 2021.

In October 2020 City Council identified key priorities for 2021, including the need to work with Brantford Police Service and other community partners to address short-term needs associated with community safety, including CCTV cameras, increased police presence and solutions to petty crime.

A new Security Technical Specialist was hired on November 16, 2020 as the City's resource dedicated to Corporate Security and has begun to review security expenses and practices across the City. The Security Technical Specialist's first priority has been to address the urgent need for increased security presence in the downtown core surrounding several City owned properties and facilities, including temporary overnight shelter accommodations, and in the Eagle Place neighborhood surrounding many City owned vacant lands and Housing facilities.

The development of a Corporate Security Program is under way and community partners, such as the Special Constable Service of Wilfrid Laurier University (WLU), the Brantford Police Service BEAT team, and the Downtown Brantford Business Improvement Association (DBBIA) have been engaged to help inform program effectiveness and enable working together towards common security goals and integrating shared strategies.

A report from the Brantford Police Services Crime Analyst notes that between September 1, 2017 and September 1, 2020 comparing crimes by city wards indicates there are a disproportionately high number of occurrences in Ward 5 in

comparison to other parts of Brantford. Ward 5 includes the downtown, and the communities of Eagle Place, East Ward and Echo Place.

The study focuses on six “occurrence types” including property damage, drugs, intoxicated persons, unwanted persons, theft under \$5,000, and mischief; and “less serious offences”. According to the findings, the total number of occurrences in Ward 5 over the three-year study period was two to five times greater than those in the city’s other four wards. It is important to note that these results reflect only the numbers of calls for police service and do not account for unreported or undiscovered crime. These types of “petty crimes” are typically considered a low priority for an overburdened police service, and response times can be significantly delayed when officers must respond to other more urgent issues.

By-law Officers can respond to by-law violations on City property as resources are available, however current resources are not adequate to establish regular, let alone extended attention to specific City-owned sites due to demands in other areas, both through public complaints and City directives.

As security concerns and risks to City property and it’s users, including staff and the public, increase in prevalence and complexity, security goals of the City need to include integration of security resources, enhancing safety and security training, crime prevention through visual presence deterrence and environmental design interventions like landscaping and additional lighting, and the presence of security services 24/7/365. This report responds to the urgent need for an increased municipal security presence in the downtown core and surrounding areas.

## **6.0 Corporate Policy Context**

#1 Desired Outcome “All neighbourhoods in the City are safe, vibrant, attractive, and inclusive”

Tier 1:

b) Improve municipal capacity for by-law enforcement, including extended hours and expanded scope, to address concerns related to property standards, noise, nuisance, and compliance with COVID-19 regulations.

Tier 2:

- b) Mandate the City to lead by example in property standards and maintenance, ensuring municipal assets contribute to civic pride.
- f) Work with Brantford Police Service and other community partners to address short-term needs associated with community safety, including CCTV cameras, increased police presence and solutions to petty crime

## **7.0 Input From Other Sources**

Facilities Management and Security Department was involved in the development of this report.

Various City departments including Purchasing, Parking Services, Transit Services, Brantford Public Library, and Community Services and Social Development were consulted on the development of the analysis and recommendations provided in this report.

WLU Special Constable Services, the Downtown Brantford Business Improvement Association, and Brantford Police Services were also consulted.

Finance has reviewed this report and provided input into the recommendations and proposed funding sources.

## **8.0 Analysis**

Staff have begun to review several options to partner our current contracted security guard services with the City's By-law Enforcement staff, WLU Special Constable Service, and the Brantford Police Services to enhance the City's security presence in the downtown core and surrounding communities. However these models require significantly more time to develop and implement including the employing and training of additional resources.

There is, however, opportunity to immediately optimize and expand the existing security guard services for significantly improved level of service that provides 24/7 consistent and enhanced security presence and response.

Currently, private security services are contracted to Active Security Enterprises to assist with day to day security operations at City owned facilities open to the public within the downtown core including City Hall, 220 Colborne Street, the

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Brantford Public Library and the Market Street Parking Garage (Parkade). Since reopening from the COVID-19 pandemic closures, additional security coverage has been required to assist with screening and monitoring of distancing restrictions at the Provincial Offences Court and the Transit Terminal; a second guard assists with screening and monitoring at 220 Colborne; and an additional security guard patrols between and around City facilities and supports guards at the various municipal facilities during business hours (~8am-5pm) to provide breaks. There is evening and late-night security in place at both the Transit Terminal and the Parkade, with coverage at the Parkade in place 24/7.

Staff are recommending a four month Pilot Project that involves the optimization and expansion of the current Physical Security Guard Services with Active Security Enterprises, including additional security personnel in the evenings, late nights and weekends to enhance the City's ability to address safety and security issues on or related to City properties and facilities in the downtown core, as well as surrounding neighborhoods. The implementation would quickly improve the consistency of the City's security presence, perceptions of safety, and deterrence of prohibited and criminal activity.

The proposed Pilot Project to expand the existing security guard services is described in the following sections and includes the efficiency analysis undertaken, the financial implications and the proposed implementation plan that will measure the success of the project.

## **8.1 Expansion of Existing Security Guard Services**

At this time expanding and enhancing the City's current security guard services is the most cost-effective choice based on existing resources and additional costs required to increase the level of service and is the only option available for immediate implementation. The City will also realize considerable added value through integrating and optimizing current guard resources.

The City currently has security guards stationed at several facilities during business hours and one patrol guard, walking the area, that spends a significant portion of their shift relieving other guards for breaks. The only facility with a security guard on duty 24 hours, 7 days per week, is the Parkade. There is a separate contracted guard service on duty 24/7 at Marlene Ave. since October 2020. Patrol guards would improve the visibility of security, while serving as an additional resource to support guards stationed at various facilities.

The following table provides a summary of the existing and the proposed configuration of security personnel resources.

**Table 1 - Security Guard Resource Deployment**

<b>Resource Description</b>	<b>Existing</b>	<b>Proposed Expansion/ Difference</b>	<b>Total Revised</b>
Static Security Guards*	8	- 2**	6
Patrol Security Guards (including squad leaders/supervisor)	1	+ 5	6
Supervisor/squad leaders	0	+ 3	3
Security Vehicles	0	+ 1	1
Centralized Security Office	0	+ 1	1
Hours of Patrol Coverage	5 hours 5days/week	Full 24/7	24/7
Monthly Cost	\$ 34,842.75	\$ 37,317.47	\$ 72,160.22

\* 2 static guards each at Market Square and the Parkade; 1 static guard at City Hall, Transit Terminal, POA, and Library

\*\* 1 static guard each from Market Square and the Library will be reallocated to patrol duties

An improved physical security presence can be accomplished by implementing a 24 hour 7 day per week security patrol of the municipal facilities located in the downtown area, coordinated by a security supervisor or squad leader on duty at all times reporting from a centralized security office. Initially, a minimum of one patrol guard (on foot) and a mobile supervisor (in vehicle) or squad leader would be on duty during any given time, with an extra patrol guard on duty during evening hours.

Patrol routes and priority areas will gradually and continually adapt to security concerns discussed with stakeholders, including staff and management from various municipal facilities, neighboring partners and specified by the City's Security Technical Specialist. This will be implemented through post orders outlining duties for the security guards and supervisor/squad leaders. These designated areas for patrol will include various municipal facilities and areas in the downtown core, including the Parkade, Beckett Building, Farmers' Market, Sanderson Centre, existing City Hall, new City Hall, Brantford Public Library, 84 Market, 220 Colborne, the Transit Terminal as well as other sites of concern, including the Civic Centre, Earl Haig, City parks and parking lots, Brant and Lorne Towers, Echo Park and vacant lands and Housing properties in Eagle

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Place, including Marlene Avenue and Riveside Gardens. At this time the proposed guard patrol would not replace guard services at Marlene Ave., as the security needs at this location will require further review and the availability of additional resources. Staff will continue to evaluate integration of security service providers throughout the four month pilot, which may lead to additional efficiencies in security service delivery. The temporary shelter at Lucy Marco Place will also be covered in the designated patrol area while it is active.

Situations on or related to non-municipal properties will be addressed by reporting incidents to Brantford Police Services, City By-Law Enforcement Office, property owners or management, and through ongoing collaboration with the Downtown Brantford Business Improvement Association (DBBIA). Private property owners will be reminded that this cannot be relied on alone, as no security model can guarantee deterrence or prevention; building and site improvements are also required for effective deterrence.

Security guards have the same powers as any member of the public under the Criminal Code. Specifically, section 494 of the Criminal Code describes when it is appropriate for a member of the public to make an arrest. If a security guard is guarding property and is authorized by the owner of the property or the person in lawful possession of the property, they may make an arrest for any criminal offence that is committed on or in relation to the property, as long as the security guard witnessed the offence being committed. If the offence is an indictable offence, they may make the arrest, even if the offence is not committed on or in relation to the property they are guarding, so long as the security guard has witnessed the offence. Indictable offences are more serious and a lot of the offences that security guards normally encounter are indictable (e.g. theft over \$5,000).

As designated agents of the corporation, security guards may arrest without warrant any person he or she believes on reasonable and probable grounds to be on the premises in contravention of section 2 of the Trespass to Property Act. Section 2 prohibits entering on premises when entry is prohibited, engaging in an activity on premises when the activity is prohibited, and refusal to leave the premises immediately after being directed to do so.

The proposed enhanced Security team will also collaborate with the WLU Special Constable Service to address security concerns in shared facilities, including Market Square (1 Market/220 Colborne). Measures of collaboration will include sharing of incident related information, coordinated proactive patrols and incident response, and providing the Special Constable Service with access



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key cards to spaces designated for City staff and operations. These protocols would be implemented through an orientation session for our security guards with the Special Constable Service and through prescribed post orders.

The City's current rate for all Static and Patrol Security guards with Active Security is contracted at a daily total rate of approximately \$1,430.04. The consolidated existing deployment of static and patrol guards examined in this report costs the City approximately \$43,616.32 monthly. Staff are recommending reallocating two static guards to patrol duties and hiring an additional patrol guard, which will provide 24/7 security patrol coverage for a total monthly increase of \$12,885.86, resulting in a \$51,543.44 four month budget allocation requirement. Two Supervisors and the Squad Leader with a vehicle by Active Security can be provided at a daily rate of \$750.48, which represents a monthly increase of approximately \$24,443.61. Staff are recommending adding a security vehicle and increasing the Supervisor/Squad Leaders deployed from 0 to 3, resulting in a \$97,774.44 four month budget allocation requirement.

## **8.2 Integration and Coordination of Security Personnel**

Staff met with Wilfrid Laurier University's Special Constable Service on November 25, 2020, and with the Downtown Brantford Business Improvement Area on December 2, 2020 to have a conversation about the overall collaboration efforts that the Facilities Management and Security team can work with them to address safety and security issues in the downtown area. This included an orientation to the services provided by our community partners, walk-through of facilities and areas of concern, discussions about information sharing, common security goals, issues and strategies, and integration of incident management related to shared facilities, such as Market Square.

The coordination of an integrated approach involving community stakeholders will be supported by expanding the City's existing security guard services, with the addition of a contracted security supervisor. This is an important step towards a corporate-wide security approach, as the new supervisor resource will be able to ensure the deployment is meeting the City's expectations regarding service standards at all times, while coordinating the integration of the guard deployment by overseeing the daily workflow, schedules, assignments, and performance. It is expected the daytime supervisor will be the lead contact to enable effective coordination and communication between the City's Security Technical Specialist and the entire security team. A squad leader will be in place for the evening and overnight shifts to carry the oversight and coordination

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forward throughout the rotation, as well as provide enhanced incident management as required (see Appendix A for a flow chart of the proposed incident management process). The Security Technical Specialist will also be involved in the recruitment process and decision to onboard and/or retain security guards, squad leaders and the supervisor to ensure that qualified and appropriate candidates are selected for the proposed positions.

Ensuring that the supervisor or squad leader on shift is mobile with access to a vehicle provides an additional patrol duty resource with the enhanced visibility associated with a marked security vehicle, and supports timely response to calls for service from staff, the general public or other security guards across municipal properties. This will include response to intrusion, surveillance and other security system alarms, which will allow us to move towards consolidating the duties and function of multiple existing security guard service providers and systems. It is recommended that a sport utility vehicle be required, which will easily accommodate additional patrol guards, travelling through various terrains (i.e. parks, snow, etc.), and required equipment. The vehicle will be equipped with a first aid kit, automated external defibrillator, sharps disposal bin, naloxone kits, inclement weather gear, emergency blanket, road flares & traffic cones, fire extinguisher, water, reflective vests, hardhats, hazmat suits, jumper cables, tire maintenance kit, simple detailing equipment, small utility box, flashlight, work gloves, trash bags, hand sanitizer, batteries, Bluetooth headset, phone charger, GPS, etc.

### **8.3 Optimization of Security Guard Deployment**

A review of incident reports and discussions with stakeholders has been conducted to inform the proposal of removing stationed security guards at several locations, including the one deployed at Brantford Public Library (173 Colborne St.) and one of two deployed at Community Services and Social Development offices (220 Colborne St.). Converting these static deployments to patrol roles will improve service delivery and deter and mitigate security issues or concerns by improving the visible security presence in and around City owned properties and the downtown core. However, the patrol deployments will still circulate through these locations to maintain a presence and continue the required deterrence and monitoring. The City will also increase the required experience, training, certifications, and tools patrol guards are equipped with, and increase the number of guards and capabilities of the team to respond in a timely manner to security incidents.

There is also opportunity to include the response to calls for service related to security incidents and false alarms impacting the property and operations of City owned facilities beyond business hours. Currently, this is done differently at each location; on-call Staff or a private security service is dispatched by the alarm response company to attend alarms at various costs to the City. Most often, the calls are false alarms. This efficiency would also ultimately lead to a higher return on the City's investment in the Downtown Surveillance System by enabling active monitoring of, and response to, the security surveillance and various facility alarm systems.

#### **8.4 Centralized Security Services Office**

Staff are recommending the immediate implementation of a centralized security services office to support the transition towards a corporate-wide security guard team. The proposed interim location is the Parkade located at 59 Icomm Dr. on level 2 of the office area, where security guards currently monitor the Parkade surveillance system. This office will serve as a communications centre, where the security team will monitor surveillance at various municipal facilities and receive calls for service, including alarm response to various municipal facilities.

All security guards will report to the security office at the beginning and end of their shifts to connect with the supervisor/squad leader, sign out and turn in equipment (i.e. radios, notebooks), ensure incident reports are submitted, and to engage in daily briefings among the security team. Since this security office is already in place, minimal additional costs are required. However, some upgrades to facilities through physical environmental design interventions may be identified and deemed required to reduce the risk of security incident reoccurrence. As an example, it is suggested that one-way privacy film be applied to the existing transparent glass that encloses the security office area, which will enhance the safety of security staff by preventing monitoring of security personnel, activities and resources (i.e. surveillance footage). An allowance of \$10,000 is recommended to be carried in the Pilot Project budget for any necessary upgrades to facilities or environmental design.

#### **8.5 Implementation Plan**

The plan for implementation includes working with the security director of Active Security Enterprises to expand the corporate security guard team and implement the required resource and service enhancements required by the City. This will include additional patrol guards, a supervisor and squad leaders that are equipped with considerable experience in similar roles, training and

certification (i.e. non-violent crisis intervention, communication, defensive tactics, use of force, powers of arrest, mental health and addictions, safety planning, fire safety planning etc.). All stakeholders will continue to be consulted regarding appropriate training opportunities for security personnel and to inform staff of these changes.

It is recommended that the security team be equipped with and trained on the use of essential tools required for enabling a corporate-wide focus and safe performance of enhanced duties, including radios, ballistic vests, a vehicle, first aid kits, automated external defibrillator, naloxone kits, handcuffs, batons, office, and equipment to monitor surveillance across facilities and to receive calls for service from staff and the general public. It will be beneficial for the City to invest in key infrastructure and resources, such as radios, that will support the development and enhancement of the corporate security program over the long-term.

Key milestones and target dates for the successful implementation of this pilot project are shown in Table 2.

**Table 2 – Key Milestones**

<b>Activity</b>	<b>Milestone Date</b>
Supervisors and patrol guards hired	December 28, 2020
Obtain equipment (radios, vehicle, naloxone kits, first aid kits, automated external defibrillators)	January 8, 2021
Post orders updated to reflect feedback from stakeholders	January 22, 2020
Training and certifications updated	January 29, 2021
Service Evaluation and Review	Ongoing

A communication strategy will be developed to inform all City Staff, the DBBIA, WLU, and other community partners in the downtown area of the physical security strategy improvements, including procedures for reporting safety and security concerns. See Appendix A for a flow chart of the proposed incident management process.

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Measurement of the impact of this pilot project on enhancing the City's physical security presence will include security incident reports and the input of various stakeholders, including Staff and housing tenants, regarding service level expectations and enhancements. This will include comparing overall perceptions of safety and security, volume and type of security incidents, service quality, including response capabilities of security guards to calls for service, number of facilities security guards will patrol, patrol frequencies, deterrence of nuisance and crime incidents, and situations encountered during patrol duties and active monitoring of surveillance.

## **8.6 Next Steps**

Staff will continue to explore other opportunities, as mentioned above, to enhance our physical corporate security and advance community safety and security, including integration of other physical security elements (i.e. surveillance systems, alarm systems, crime prevention through environmental design strategies, education, and collaboration with community stakeholders).

The options of partnering with the City's By-law Enforcement staff, WLU Special Constable Service, and the Brantford Police Services will continue to be evaluated as potential models for enhancing our corporate security team for the long term.

Staff will report back with updates regarding evaluation of this pilot project, the new corporate security program, surveillance monitoring and policy, alarm monitoring and response, and future guard service recommendations by early Q2 2021.

## **9.0 Financial Implications**

There are currently two previously approved Capital projects that have funding available to be reallocated to support the implementation of this four month Pilot Project detailed in Table 4.

The project identified for the Operations Works Yards Security Improvements and Replacements - Gates and Security Camera Expansion (WK1907) with a remaining budget \$50,000, is recommended to not proceed since the design for the redevelopment of this site is planned for in 2022. This project was funded from reserve RF0537 Roads and Related and is recommending to be closed.

This can be consolidated with \$110,000 of Capital project funds in PM1512 for Site Security and Camera Upgrades at Administrative Facilities. This project was

funded from reserve RF0526 Facilities Asset Management. Various small facility upgrades have been completed recently from this project budget to address environmental design deficiencies and improve security at the existing Administrative Facilities. Since we will be vacating many of the existing administrative facilities throughout 2021, camera upgrades at these locations are not recommended at this time.

This would provide the City with a total budget of \$160,000 to implement a four month pilot project to optimize and expand the current Physical Security Guard Services.

Table 2 below compares the current monthly costs associated with the existing deployment of guards and the total required increase to expand the current level of security guard services as recommended.

**Table 3 – Security Guard Deployment Costs**

<b>Security Resource Description</b>	<b>Current Cost</b>	<b>Proposed Cost</b>	<b>Cost Difference</b>
Security Director and Supervisors		\$ 20,051.61	\$ 20,051.61
Patrol Guards	\$ 4,230.00	\$ 17,115.86	\$ 17,115.86
Static Guards	\$ 30,612.75	\$ 30,612.75	
Vehicle		\$ 4,380.00	\$ 4,380.00
<b>Total per Month</b>	<b>\$ 34,842.75</b>	<b>\$ 72,160.22</b>	<b>\$ 37,317.47</b>
Equipment & Contingency	\$ 10,700.00		
<b>Total for 4 Months</b>			<b>\$ 159,969.89</b>

The recommendations to optimize and expand the City's current security guard services can be implemented for an estimated additional cost of \$38,324.19 per month; and a budget total of \$160,000 will provide an estimated 4 months of enhanced security services.

Staff are recommending that the additional funding required be reallocated to the Pilot Project from previously approved Capital Projects that are no longer required, as indicated in Table 4.

**Table 4 – Summary of Recommended Capital Funding Reallocations**

<b>Project</b>	<b>Project Description</b>	<b>Recommended Funding Action</b>	<b>Amount to be Reallocated</b>	<b>Reserve Description</b>
WK1907	Operations Works Yard Security Improvements	Return Funding to reserve	(\$50,000)	Roads and Related RF0537
PM1512	Site Security and Camera Upgrades	Return Funding to reserve	(\$110,000)	Facilities Asset Management RF0526
New project	Pilot Project for Physical Security Guard Services Expansion	Funding from reserves	\$50,000	Roads and Related RF0537
			\$110,000	Facilities Asset Management RF0526
<b>Total</b>			<b>\$0</b>	

## 10.0 Conclusion

The recommendations in this report are informed by best practices of municipal corporate security programs and can be promptly implemented in response to the Council priority to respond to the significant rise in nuisance and petty crime incidents throughout the downtown and campus of City facilities and properties within the downtown and into Eagle Place/ Ward 5 surrounding the City Housing sites.

Staff recommend the implementation of a four month Pilot Project be approved with a total budget requirement of \$160,000 involving the optimization and expansion of the current Physical Security Guard Services with Active Security Enterprises, including additional security personnel in the evenings, late nights and weekends to enhance the City's ability to address safety and security issues on or related to City properties and facilities in the downtown core, as well as surrounding neighborhoods. The implementation is expected to quickly improve the consistency of the City's security presence, perceptions of safety, and deterrence of prohibited and criminal activity and can be funded through the reallocation of unused funds from previously approved Capital projects to address security upgrades at various City facilities that are no longer required.

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The recommended expansion will provide the necessary immediate coverage and allow staff the necessary time to investigate, measure success and report back with a more permanent and holistic approach to Corporate Security.



Lise Sordo, Director Facilities  
Management & Security



Inderjit Hans, P. Eng., PMP  
General Manager Public



Rick Cox, Manager of Facilities  
Operations and Maintenance

Attachments (if applicable)

Appendix A – Security Incident Management Process

Copy to:

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required

☐ yes ☒ no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk

☐ yes ☒ no

Is the necessary by-law or agreement being sent concurrently to Council?

☐ yes ☒ no



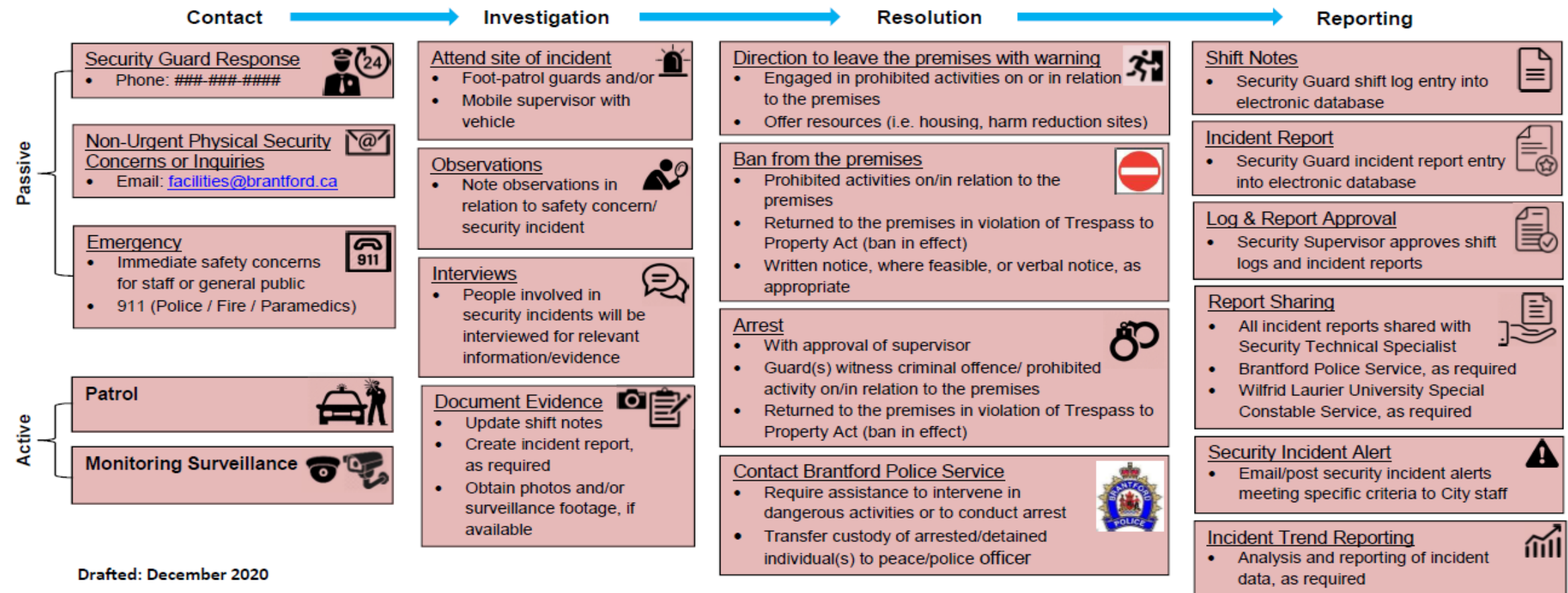
Appendix A – Security Incident Management Process

## The City of Brantford's response by Security Guards to Prohibited Activities on or in relation to Municipal Properties



Under the Private Security and Investigative Services Act (2005), Security Guards have the following authorities:

- 1) Direct people to leave the premises
- 2) Ban (written or verbal) people from returning to the premises
- 3) Arrest for refusing to leave when directed to do so
- 4) Arrest for forbidden activity on or in relation to the premises
- 5) Arrest for criminal offences committed on or in relation to the property, as long as the guard witnessed the offence being committed
- 6) Arrest for any indictable criminal offences, even if the offence is not committed on or in relation to the property, so long as the security guard has witnessed the offence



Drafted: December 2020