

Report to Council

Report Title:	Video Surveillance Cameras – Public Comments		
Prepared By:	Fiona Hamilton, Clerk		
Department:	Parks and Recreation		
Date:	July 9, 2019		
Report Number:	REC2019-13	File Number:	C11REC, M04VI, P15VI
Attachments:	Public Comments Security Threat Assessment Form – Walkerton Community Centre Security Threat Assessment Form – Centennial Pool Draft Video Surveillance Policy		

Recommendation:

That the Council of the Municipality of Brockton hereby approves Report Number REC2019-13 – Video Surveillance Cameras – Public Comments, prepared by Fiona Hamilton, Clerk for information purposes, and in doing so approves the installation of video surveillance cameras at the Centennial Pool in Walkerton at a cost of \$3,000.00 and the Walkerton Community Centre at a cost of \$6,900.00 to be transferred from the Recreation Reserve Fund, and further authorizes a By-Law coming forward to adopt the Video Surveillance Policy.

Report:

Background:

On June 18, 2019, staff brought forward a report to Council about potentially installing video surveillance cameras at the Walkerton Community Centre and Centennial Pool to address employee safety concerns and to deter vandalism or damage to municipal facilities.

Staff recommended at the June 18, 2019 Council Meeting that the public be provided an opportunity to comment on the use and location of the video surveillance cameras prior to their installation, as doing so was a best practice recommended by the Information and Privacy Commissioner.

The proposed use and location of the video surveillance cameras was published on the website. The public were invited to submit comments via email, telephone or in person about the video surveillance cameras. The invitation was circulated on other social media platforms as well.

Analysis:

A number of members of the public provided email comments about the proposed use and location of the video surveillance cameras. These comments have been attached to this report (with all personal information removed). All of the public comments that were submitted to staff at the Municipality of Brockton supported the use of video surveillance cameras as a deterrent and agreed with the proposed locations. Many residents felt that additional cameras could be installed at other municipal facilities throughout Brockton. Staff are recommending that the video surveillance cameras be installed at the Walkerton Community Centre and the Centennial Pool first, and, if there is a noticeable deterrent effect, then additional cameras could be considered in the next municipal budget.

Municipal staff are requesting that Council approve the installation of the video surveillance cameras that has currently been scheduled for July 10, 2019 and July 11, 2019 at a cost of \$3,000.00 at the Centennial Pool and \$6,900.00 (to be transferred from reserves) for the Walkerton Community Centre as described in the report of June 18, 2019.

As part of the recommendation that video surveillance cameras be installed, staff have also developed a Video Surveillance Policy for Council's review to ensure that the privacy rights of residents and visitors are protected to the greatest extent possible. The draft Video Surveillance Policy has been attached, but the main points for consideration are:

- 1) Video Surveillance is to be viewed only by the Chief Administrative Officer for set purposes (such as to aid in a law enforcement investigation, investigate an allegation of serious employee misconduct, etc.);
- 2) Any new video surveillance cameras require a completed Security Threat Assessment Form to ensure they are necessary, and would require additional public consultation;
- 3) The video recordings would be automatically destroyed within fourteen (14) days, unless the recording was required for a lawful purpose, in which case it would be securely stored for one (1) years;
- 4) The Clerk would perform an annual audit to ensure that all appropriate controls were in place and being followed to prevent any privacy breaches.

Staff are proposing that the video recording be automatically deleted after fourteen (14) days to allow municipal staff to conduct routine inspections of both the Walkerton Community Centre and the Centennial Pool. In the winter season, municipal staff may not enter the Centennial Pool facility to determine whether an incident has occurred more frequently given the amount of snow, etc.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

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| • Do the recommendations help move the Municipality closer to its Vision? | Yes |
| • Do the recommendations contribute to achieving Cultural Vibrancy? | N/A |

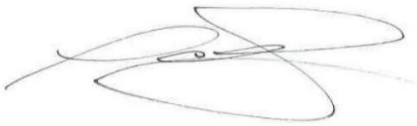
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| • Do the recommendations contribute to achieving Economic Prosperity? | Yes |
| • Do the recommendations contribute to Environmental Integrity? | N/A |
| • Do the recommendations contribute to the Social Equity? | N/A |

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The video surveillance cameras for the Centennial Pool were included in the 2019 Municipal Budget, but the video surveillance cameras for the Walkerton Community Centre were not. Staff are recommending that these funds (\$6,900.00) be transferred from the recreation reserve fund for this purpose.

Reviewed By:



Trish Serratore, Chief Financial Officer

Respectfully Submitted by:



Fiona Hamilton, Clerk

Reviewed By:



Sonya Watson., Chief Administrative Officer