

Town of Riverview

COUNCIL REPORT FORM



Presented to: Mayor & Council

Department: Engineering & Public Works
Parks, Recreation and Community Relations

Date: March 10, 2023

Subject: Improvements to the Security System at Operation
Centre

BACKGROUND

During the weekend of November 11-12, the Operation Centre building was the target of a break and enter. Since that event, we have increased controls to limit the risk of this happening again. Many of these new controls required little cost, however, the next level of measures will require a significant budget to implement.

Since the event occurred after the 2023 budget deliberation, this was not brought up for Council's consideration and due to the importance of the request, it is felt that we cannot wait until the 2024 budget deliberation to bring this forward.

The items included in this request are as follows:

1. New zone security inside the building; including motion sensors.
2. New swipe cards to improve zone control and to upgrades doors without access control, including the cold storage facility.

The new system would work for all existing employees and the Engineering & Works Department and the Parks, Recreation, and Community Relations, as well as summer students. The building operates 24 hrs per day, every day of the year and access and security is important for safety of employees and the proper function of tasks. During the peak of the summer, approximately 85 employees, including summer students, use this building for work.

CONSIDERATIONS

Financial:

The budget request to perform the work as described above is \$35,000.

Interdepartmental Consultation:

The plan to improve the security was prepared by Martin, Facilities Coordinator, and Geoff Crossman with the help of experts in security. The budget was prepared by the suppliers of the existing systems. The existing controls and proposed new controls were reviewed by Shannon Parlee, Director of Finance, and Geoff Crossman, Manager of Public Works.

Communication Plan:

The new security system access practice will be communicated to employees prior to activation. The system will integrate very well with the existing systems in place.

OPTIONS

Option 1 – Proceed with the improvements to the security system at the Operation Centre in 2023. The budget for this work is to be managed from the approved 2023 Capital Budget without additional funds.

Option 2 – Bring the request to Council during the budget deliberation in the fall of 2023.

RECOMMENDATION FROM STAFF

We recommend that council direct staff to proceed with OPTION 1 and implement the improvements to the security system in 2023.

Prepared by: _____



CAO Approval: _____

Date of Approval: _____