



GREATER SUDBURY POLICE SERVICE BOARD BY-LAW BY-LAW 2025-004

A By-Law to establish fees for certain services provided by the Greater Sudbury Police Service.

WHEREAS section 46(1) of the *Community Safety and Policing Act* (CSPA) authorizes the Board, by by-law, to make rules for the effective management of the police service;

AND WHEREAS Section 391(1.1) of the *Ontario Municipal Act*, S.O. 2001, c. 25, as amended, allows local boards, including Police Service Boards, to impose fees or charges on persons for services or activities provided or done on behalf of the Board;

AND WHEREAS the Board has determined that it is appropriate to charge fees in respect of certain services provided by the Police Service in order to recover part of the costs expended by the Police Service in the provision of the service;

NOW, THEREFORE, the Greater Sudbury Police Service Board hereby enacts as follows:

1.0 DEFINITIONS

BOARD

Means the Greater Sudbury Police Service Board.

CHIEF FINANCIAL OFFICER/TREASURER

Means the Chief Financial Officer/Treasurer for the City of Greater Sudbury.

CHIEF OF POLICE

Means the Chief of the Greater Sudbury Police Service.

SERVICE

Means the Greater Sudbury Police Service.

2.0 FEES FOR SERVICES

2.1 All applications or requests for services made to the Service shall be accompanied by the appropriate fee as set out in Schedule “A” to this By-Law.

2.2 In appropriate circumstances, an invoice may be sent out following the completion

of the requested service in which case the fee shall be due and payable.

2.3 The Chief of Police may reduce the amount of, or waive the requirement for the payment of a fee where the Chief is satisfied it would be unreasonable to require payment in accordance with Schedule "A".

2.4 Fees included in Schedule "A" attached to this By-Law are subject to Goods and Services Tax and Provincial Sales Tax where applicable.

3.0 ANNUAL INFLATIONARY INCREASE

3.1 The fees provided for in this By-Law shall be automatically adjusted for inflation on January 1, 2010, and on January 1 in every year thereafter by the Chief Financial Officer/Treasurer in the amount the Chief Financial Officer/Treasurer deems appropriate based on the greater of 3% and the September Statistics Canada Consumer Price Index for all items and provided further that the Chief Financial Officer/Treasurer may consider previous index changes, and previous fee adjustments or non-adjustments in making his or her determination.

3.2 The Chief of Police shall inform the Board of these annual adjustments, and this By-Law shall be deemed to have been amended accordingly.

4.0 SCHEDULES

4.1 The Schedule attached and entitled as follows, forms part of this By-Law:

Schedule "A" – Greater Sudbury Police Service Fee Schedule

5.0 In the By-Law and the attached Schedule words imparting singular include the plural and vice versa.

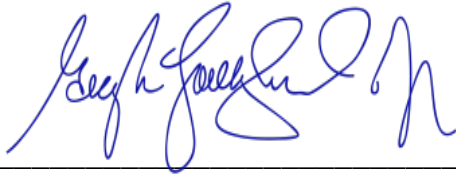
6.0 This By-Law amends and repeals By-Law 2009-3 being a By-Law to Establish Fees for Certain Services Provided by the Greater Sudbury Police Service.

7.0 EFFECTIVE DATE

7.1 By-Law 2009-3, as amended, and all By-Laws, sections of By-Laws and procedural policies of the Board inconsistent with the provisions of this By-Law are hereby repealed.

7.2 This By-Law shall come into effect on passage.

BY-LAW passed by the Greater Sudbury Police Service Board, this 17th day of December 2025.

A handwritten signature in blue ink, appearing to read "Gerry Lougheed, Jr.", written in a cursive style.

Gerry Lougheed, Jr., Chair

A handwritten signature in black ink, appearing to read "Matthew Gatien", written in a cursive style.

Matthew Gatien, Board Administrator

Effective January 1st 2025, the fees for services provided by the Greater Sudbury Police Service as approved by the Police Services

Board will be as follows:

Service	Subtotal	HST	Total
Records Check & Fingerprints			
Record Check (CRC/CRJMC/VSC)	\$ 43.00	\$	43.00
Record Check - Student (for school purposes)	\$ 28.00	\$	28.00
Record Check - VSC Volunteer	\$ 28.00	\$	28.00
Record Check - CRC/CRJMC Volunteer with organization letter (PRCRA Bill 13)-no charge	\$ -	\$	-
Record Check - Extra Copies	\$ 5.00	\$	5.00
Record Check - Expedited	\$ 37.00	\$	37.00
Broad Record Checks (Adoption/Parent Custody) & /Name Change RC-Includes fingerprints	\$ 71.00	\$	71.00
Non-Parent Custody/Access (CLRA)- Includes fingerprints	\$ 71.00	\$	71.00
Record Suspension, Local Police Record Check	\$ 43.00	\$	43.00
Report Requests			
Occurrence List	\$ 65.49	\$ 8.51	\$ 74.00
General Occurrence Reports (GOR)	\$ 65.49	\$ 8.51	\$ 74.00
GOR - Other Related Reports	\$ 30.09	\$ 3.91	\$ 34.00
Witness Statement (per statement)	\$ 30.97	\$ 4.03	\$ 35.00
Officer's Notebook Notes (per officer)	\$ 65.49	\$ 8.51	\$ 74.00
Photographs, Electronic Reproduction (up to 10 photos)	\$ 27.43	\$ 3.57	\$ 31.00
Photographs - Additional Cost per Image	\$ 4.42	\$ 0.58	\$ 5.00
Recordings, Electronic Reproduction (Audio/Video)	\$ 66.37	\$ 8.63	\$ 75.00
Body Worn Camera/In Car Camera Video Footage**New	\$ 66.37	\$ 8.63	\$ 75.00
Motor Vehicle Collision Report (MVCR)	\$ 55.75	\$ 7.25	\$ 63.00
Reconstruction Report	\$ 2,618.75	\$ 340.44	\$ 2,959.19
Reconstruction Supplementary Report (Hourly Charge)	\$ 32.74	\$ 4.26	\$ 37.00
Executive Summary Report (Hourly Charge)	\$ 32.74	\$ 4.26	\$ 37.00
Scene Measurements, Map Overlay and Data	\$ 861.06	\$ 111.94	\$ 973.00
Motor Vehicle Inspection Report (per vehicle)	\$ 176.99	\$ 23.01	\$ 200.00
Other services			
Destruction of Fingerprints and Photograph Application	\$ 39.82	\$ 5.18	\$ 45.00
Statistical Information (Fee per hour - 1/2 hour minimum)	\$ 105.00	\$ -	\$ 105.00
Project LIFESAVER Annual Fee	\$ 245.00	\$ -	\$ 245.00
Verified Security Alarm Response Program			
False Alarm Dispatch Fee	\$ 160.00	\$ 20.80	\$ 180.80
Cancelled Accepted False Alarm Dispatch Fee	\$ 80.00	\$ 10.40	\$ 90.40
Paid Duty fees - 01 January 2025			
Paid Duty Hourly Rate - Constable*	\$ 80.09	\$ 10.41	\$ 90.50
Paid Duty Hourly Rate - Sergeant*	\$ 91.62	\$ 11.91	\$ 103.53
Paid Duty Hourly Rate - Staff Sergeant*	\$ 101.03	\$ 13.13	\$ 114.16
Paid Duty Cruiser Fee Per Hour	\$ 34.64	\$ 4.50	\$ 39.14
Paid Duty Boat, Trailer & Tow Vehicle Fee Per Hour (Minimum 3 hour charge)	\$ 84.77	\$ 11.02	\$ 95.79
Paid Duty Administration Fee - fee equals 20% of total contract	\$ -	\$ -	\$ -
Paid Duty fees - 01 July 2025			
Paid Duty Hourly Rate - Constable*	\$ 80.09	\$ 10.41	\$ 90.50
Paid Duty Hourly Rate - Sergeant*	\$ 91.62	\$ 11.91	\$ 103.53
Paid Duty Hourly Rate - Staff Sergeant*	\$ 101.03	\$ 13.13	\$ 114.16
Paid Duty Cruiser Fee Per Hour	\$ 34.64	\$ 4.50	\$ 39.14
Paid Duty Boat, Trailer & Tow Vehicle Fee Per Hour (Minimum 3 hour charge)	\$ 84.77	\$ 11.02	\$ 95.79
Paid Duty Administration Fee - fee equals 20% of total contract	\$ -	\$ -	\$ -

*Notwithstanding Section 4 of By-Law 2009-3, paid duty rates shall be adjusted in accordance with the collective agreement between the Board and the Sudbury Police Association in effect at the time of the paid duty assignment and not the Consumer Price Index. **A minimum three (3) hour charge shall apply.**