



## COMMITTEE OF THE WHOLE

CDR# 2025024

Date: March 27, 2025

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**TO:** Mayor Small and Members of Amherst Town Council

**SUBMITTED BY:** Dwayne Pike – Chief of Police

**DATE:** March 17, 2025

**SUBJECT:** Capital Budget 2025/26 – LiveScan Fingerprinting System Replacement

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**ORIGIN:** 2025/2026 Capital Budget

**AUTHORITY:** Town of Amherst Procurement Policy; MGA 65 Power to expend money

**RECOMMENDATION:** That Council forward to the March 24, 2025 regular meeting, approval of \$40,000 in the 2025/2026 capital budget for the purchase of new LiveScan system to replace our current system.

**BACKGROUND:** This item is brought to Council at this time as staff received a quote for the device for budgeting purposes. We have very recently been informed that the price will increase by about \$10,000 in the next couple of weeks. Staff are asking that Council approve this one capital item now in order to avoid the price increase.

This device has been recommended by the Police Commission for inclusion in the upcoming capital budget.

**DISCUSSION:** I Our current LiveScan system is in excess of 10 years old, the software and hardware components are no longer supported and the computer poses a security risk. This system is used to digitally scan and send fingerprint information to the Canadian Police Information Centre databases and allows for near instantaneous results on checks. It is a required instrument for any Police agency. Most agencies are replacing their LiveScan System this coming year as a result.

In 2014, the National Police Information Services Advisory Board resolved that all Canadian police services and law enforcement partners must submit fingerprint forms electronically to the Canadian Criminal Real-Time Identification Service. As a result, our paper-based system was phased out so that all agencies had to purchase or have access to a LiveScan system to submit fingerprints collected as a result of criminal charges or to run fingerprint based criminal record checks for screening purposes for employment, adoptions, citizenship, foreign travel and other purposes. Automating the submissions of fingerprints is a key factor for accurate, complete and timely criminal records updates because they reduce the administrative errors and burden associated with paper-based processes and criminal records maintenance. In order to submit the fingerprint forms electronically, Police Services need to procure LiveScan devices.

Criminal fingerprints are scheduled on Wednesdays and are primarily completed by our By-Law Officer. On average, we schedule 7-8 people for prints on Wednesdays for this purpose, which does not include fingerprinting people held in custody for court or for identification purposes for criminal record checks, both of which are common occurrences.



As noted, our current LiveScan system was purchased in 2014 and Thales has determined that it is at 'end of life' as the software and hardware components are no longer supported and the computer poses a security risk. As a sole-source supplier our quote for this capital purchase was received in October 2024. In our last communications with Thales, the quoted price will expire on April 7, 2025.

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**FINANCIAL IMPLICATIONS:** \$40,000.00 from the 2025/2026 Capital Budget.

**COMMUNITY ENGAGEMENT:** NA

**ENVIRONMENTAL IMPLICATIONS:** None to my knowledge.

**SOCIAL JUSTICE IMPLICATIONS:** None to my knowledge.

**ALTERNATIVES:** Do not purchase a system and run the risk of using current system for another year before replacing.

**ATTACHMENTS:** NIL.

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Report prepared by: Dwayne Pike, Chief of Police  
Report and Financial approved by: