

- ## ROUTINE APPROVALS AND INFORMATION

- 27 - 29 C. Current Projects Status Report (Report)
Received and filed.

ADJOURNMENT

REPORT OF THE CLOSED MEETING – June 1, 2017

The Sarnia Police Services Board met in closed session on June 1st, 2017 to discuss Chief Nelson's report in response to an anonymous letter dated May 15th, 2017. The following resolution was passed: ***That the Sarnia Police Services Board accept Chief Nelson's comprehensive report on legal and personnel matters and that there be no further action taken.***

OPEN MINUTES
9:30 a.m. - THURSDAY, MAY 25, 2017
BOARD ROOM
POLICE SERVICES BUILDING

The Sarnia Police Services Board met in regular session.

Mayor Mike Bradley took the Chair and the following Members of the Board were present: B. Trothen, S. Palko, and Councillor D. Boushy.

Absent: J. Girard and Deputy Chief Bob Farlow

Present from staff were: Chief Phil Nelson, Inspector Jeff Hodgson, Inspector Norm Hansen, Staff Sergeant Owen Lockhart, Constable Jordan Laird, Constable Miro Soucek, President of the Sarnia Police Services Association, Director of Financial Services & Supply Cathy Dam, and City Solicitor Scott R. McEachran as Board Secretary.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest.

MINUTES

Moved by Board Member Trothen, seconded by Board Member Councillor Boushy, and **carried**:

THAT the Minutes of April 27, 2017 be adopted.

PRESENTATIONS

1. Presentation by Inspector Norm Hansen – Ontario Police Technology Information Co-operative (OPTIC) (Verbal)

Inspector Norm Hansen made a presentation to the Sarnia Police Services Board regarding the Ontario Police Technology Information Co-operative (OPTIC). OPTIC allows Sarnia Police Service to tie into criminal records

across the province. Thirty four services and agencies use this common system of records management.

2. Presentation of Award of Merit to Constable Jordan Laird (Verbal)

Chief Nelson explained that the Sarnia Police Service is involved in many community initiatives; often these initiatives come from individual officers. Constable Laird took it upon himself to raise funds for a boy with cancer by having police shave their heads at Lambton Mall. Constable Laird was presented with the Award of Merit by Chief Nelson.

REPORTS AND INQUIRIES

1. Community Policing Partnership (CPP) Grant Application (Report)

Cathy Dam, Director Financial Services provided a report dated May 12th, 2017 to the Sarnia Police Services Board regarding the Community Policing Partnership (CPP) Grant Application.

Moved by Board Member Trothen, seconded by Board Member Palko, and **carried**:

THAT the Sarnia Police Services Board authorize the Police Board Chair to sign the Agreement for the 2017/18 Community Policing Partnership (CPP) program.

ROUTINE APPROVALS AND INFORMATION

A. Budget Status – April 30, 2017 (Report)

Cathy Dam, Director of Financial Services provided a report to the Sarnia Police Services Board dated May 17th, 2017 regarding the budget status April 30th, 2017.

B. Month End Statistics – April 2017 (Report)

Chief Nelson provided a report to the Sarnia Police Services Board regarding month end statistics for April 2017.

C. Good Samaritan Drug Overdose Act (Report)

Chief Nelson provided a report dated May 17th, 2017 regarding the Good Samaritan Drug Overdose Act

Moved by Board Member Trothen, seconded by Board Member Palko, and **carried**:

THAT Items A to C, under Routine Approvals and Information, be received and filed.

NEW BUSINESS

1. Shred-It Day

Chief Nelson announced that Shred-It Day will be held on June 24th, 2017 at Walmart.

ADJOURNMENT

Moved by Board Member Trothen, seconded by Board Member Palko, and **carried**:

THAT the Sarnia Police Services Board adjourn.

CHAIR



SARNIA POLICE SERVICE

DEPARTMENT CORRESPONDENCE

People Serving People

DATE: June 13, 2017

TO: James P. Nelson, Chief of Police

FROM: Cathy Dam, Director Financial Services

**RE: TENDER NO. 17-08 INSTALLATION COOLING TOWER
REPLACEMENT, 555 N. CHRISTINA ST.**

RECOMMENDATION

It is recommended that the Sarnia Police Service Board approve the tender submitted by TSM Limited in the amount of \$94,800 (\$96,468 including the non-rebatable portion of HST) for the installation of a replacement cooling tower for the Sarnia Police Service facility and to fund the project from the Police Building Reserve.

BACKGROUND

Last fall, during the 2017 budget process, the Sarnia Police Services Board approved the funding from the Building Reserve for the purchase and installation of a replacement cooling tower at Sarnia Police Headquarters at an estimated cost of \$70,000 plus taxes. This was approved by City Council as part of the 2017 Budget Deliberation process. As part of the 2017 Reserves Budget, City Council also approved a request for \$60,000 from the Building reserve to cover unplanned one-time expenditures related to major repairs.

It was indicated in the October 2016 report to the board that the current cooling tower is the primary outstanding vulnerability in the facility's HVAC system following recent upgrades to both the chiller and boiler units. The current cooling tower is the same age (now 32 years) as the building and the labyrinth "fill" surfaces are decomposing at a rapid rate inhibiting the cooling function. In the interest of providing continuous climate comfort to building users and protecting the investment in the new (2016) chilling system, it was recommended that steps be taken to replace the cooling tower.

During preparation for the tender issuance, City Purchasing was in contact with Baltimore Air Coil, the manufacturer of the current tower. The tender was written with a specification of a “like to like” system. This reduces the need for major infrastructure changes and keeps costs as low as possible.

COMMENTS

Two vendor submissions satisfied all the requirements of the Request for Tender issued in April 2017 by the Purchasing Department of the City of Sarnia.

Vendor	Bid Amount	Bid Amount including non-rebatable HST
TSM Limited	\$94,800	\$96,468
Lockhart Electric	\$110,061	\$111,998

FINANCIAL CONSIDERATIONS

The total cost of the TSM tender is \$94,800 (\$96,468 including non-rebatable HST). It is proposed to fund the project from the Building Reserve:

- \$70,000 as per the specific approval already obtained for this project;
- \$26,468 from the \$60,000 approved for unplanned infrastructure repairs or upgrades;

Bluewater Power has indicated that this project may be eligible for a small Energy Incentive as there are potential energy efficiencies to be realized with the upgrade.

CONSULTATION

Shawn Unsworth, Purchasing Manager, City of Sarnia coordinated the tendering process and was consulted in regards to the recommendations in this report.



Cathy Dam
Director of Financial Services

cc. Lisa Armstrong, Director of Finance, City of Sarnia
Shawn Unsworth, Purchasing Manager, City of Sarnia

Attachments: Memo, Shawn Unsworth, Purchasing Manager
October 13, 2016 Resolution of Sarnia Police Services Board

DEPARTMENT CORRESPONDENCE
People Serving People

DATE: May 30, 2017

TO: Cathy Dam
Director of Financial Services – Sarnia Police Service

FROM: Shawn Unsworth
Purchasing Manager

RE: Tender 17-08

At your request, a Request for Tender was issued for the Cooling Tower Replacement on April 24, 2017.

The Request for Tender was posted on the Biddingo.com and advertised in accordance with the Procurement Policy.

Submissions were received until May 30, 2017 and opened according to policy from the following:

Proponent Description	Bid Amount including non-rebateable HST
Black and McDonald	\$92,442.85 (Disqualified)
Cimco	\$111,998.07
TSM Limited	\$96,468.48

The following representatives were present during the opening process:

- Two city representatives and no vendor representatives.

The submission from Black and McDonald did not include the required bid securities which as per the Procurement Policy results in disqualification.

Submissions are available for review in the Finance Department. Could you please review the submissions regarding compliance to technical specifications and submit a recommendation for Sarnia City Council's consideration.

/SU

255 N. CHRISTINA STREET
SARNIA, ONTARIO N7T 7N2
TEL. 519-332-0330 Ext. 3347

FAX 519-332-3995

City of Sarnia Police Services Board

October 13, 2016

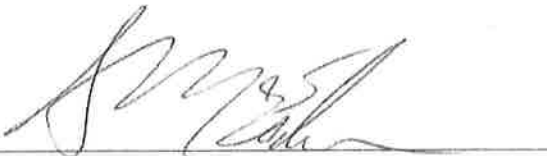
Chief Phil Nelson
Sarnia Police Services
555 N. Christina Street
Sarnia, ON N7T 7X6

Dear Chief Nelson:

Re: 2017 Replacement Cooling Tower

Sarnia Police Services Board at its open meeting held on October 13, 2016 considered the above matter and adopted the following resolution:

THAT the Sarnia Police Services Board approve the submission of an additional request for 2017 funding from the Building Reserve for City Council approval for the purchase and installation of a replacement chilling tower at Sarnia Police headquarters at an estimated cost of \$70,000 plus taxes.



Scott R. McEachran, Secretary to
the Sarnia Police Services Board

/ad

c.c. C. Dam, Director Financial Services

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SARNIA POLICE SERVICE

DEPARTMENT CORRESPONDENCE

People Serving People

DATE: June 12, 2017
TO: James P. Nelson, Chief of Police
FROM: Cathy Dam, Director Financial Services

RE: MOBILE DATA TERMINALS (MDTs)

RECOMMENDATION

It is recommended that the Sarnia Police Services Board approve a quotation by CloudTech Mobile Inc. for fifteen (15) Getac F110 Mobile Data Terminal (MDTs), mounting gear, and accessories at an installed price of \$97,737.00 plus HST (\$99,457 including the non-rebatable portion of HST).

BACKGROUND

While out in the community, officers in patrol cruisers require access to the most current information. The following electronic information banks are currently utilized by Sarnia Police Service:

- Niche Records Management System (RMS) – a centralized provincial police data portal under the oversight of the Ontario Police Technology Information Cooperative (OPTIC) which assists police services in the development and management of operational records management;
- Canadian Police Information Centre (CPIC) – a national central database maintained by the RCMP;
- Ministry of Transportation (MTO) – personal license and plate records and insurance status;
- Email – updates officers with the latest local alerts;
- Suspect Photo Library – access to suspect photos enhances officer safety;

Mobile technologies used by Sarnia Police Service in recent years include:

- Blackberry Phone – An older obsolete version of the phone supported two-factor authentication; the screen was very small and difficult to read and the authentication technology was cumbersome. No current hand-held technology offers the two-factor authentication required for OPTIC approval.

- Blackberry Playbook – In an attempt to provide officers with readable screen access and improved technology, SPS began to deploy Blackberry Playbooks to the cruisers several years ago, following the lead of several other police services in Ontario. After the roll-out of only several units, the manufacturer, Research in Motion, announced that the Playbook was no longer supported. Deployment was halted at that point as it was deemed unwise to continue with unsupported technology.

As old technology has become redundant, officers are communicating verbally with the 911/Communications Centre to look up and verbally transmit the data they require. This is a cumbersome process with adverse impacts on:

- The efficiency of the officer out in the community: Running a driver's license or license plate through the 911/Communications Centre may result in a wait of several minutes to get information back to the car. The officer with an MDT can look up the same information in a fraction of the time.
- The effectiveness of the 911/Communications Centre: The limitations of radio technology restrict radio use to one operator at a time. Consequently, the whole radio system is dedicated to information transmission while a possible three to four pages worth of information from Niche RMS is being verbally transmitted out to the officer.

COMMENTS

Features of the MDT include:

- Integrated card reader – required for two-factor authentication;
- GPS locator for officer safety;
- Large screen for improved readability;
- Full functionality of Niche RMS for enhanced searching (MTO, CPIC);
- Access to all internal Sarnia Police Service data to assist with investigations and tasks;
- Access to mapping – beneficial for safe approach and response speed;

Only two MDTs have been approved by OPTIC for installation of RMS software:

1. Getac F110 – available from sole Canadian-licensed vendor CloudTech Mobile Inc. of Saskatoon;
2. Panasonic FGZ1 – available from multiple vendors;

An evaluation of the two MDTs was carried out with consideration to the following criteria:

1. User Interface – there is better visibility on the larger screen on the Getac model;
2. Ruggedness – the Getac model can withstand greater temperature and humidity extremes than the Panasonic unit;
3. Technological features – Getac's MDT has the faster "next generation" processor and has an internal modem; the Panasonic model operates on an external modem.
4. Costing – installed and connected, the Getac model comes in between \$500 – \$1,000 less per unit;
5. Warranty – the Getac has a 3 year warranty which includes coverage for accidental damage; the Panasonic has a standard 3 year warranty with optional accidental coverage available;

The Getac unit scored higher than the Panasonic unit in all five areas and is recommended for deployment in our Service.

The roll-out of MDT technology to the patrol cruisers is consistent with the following strategic priorities and goals identified in the current Business Plan:

- Continual Development and Evolution of Communication
- Ensure Effective Resource Management
- Ongoing Evaluation and implementation of Technological Advancement

CONSULTATION

Early in 2017, Sarnia Police Service implemented an MDT trial placing Getac Mobile Data Terminals with three units: Community Policing, Traffic, and General Patrol. The trial was to determine the benefits of this technology for our Service. The response from the users of the trial units has been enthusiastic and overwhelmingly positive.

Consultation has also taken place with several Police departments using similar MDT technology, including the OPP and a comparable force, Peterborough Police Service. Peterborough Police Service has used this particular MDT for two years.

The Purchasing Department of the City of Sarnia has been consulted in regards to the technology and vendor selection process.

This report has been prepared in collaboration with Inspector Hansen and Dan Cyr, Systems Administrator.

FINANCIAL IMPLICATIONS

The cost of the project will be offset by projected savings in the Salary/Benefits area of the budget. Some of these projected savings are being realized through the unexpected retirement of experienced officers and replacement with Cadet Recruits.

There will be ongoing data costs related to the operation of the MDTs. Therefore, further to board approval of the mobile technology, Police Service staff will work with the City's Purchasing Department to obtain optimal pricing for a data package.

Due to the level of expenditure for this quotation, a motion of City Council is required to authorize the signing of the documents. To that effect, a copy of this report is being sent to the Director of Finance of the City of Sarnia.



Cathy Dam
Director of Financial Services

cc: Lisa Armstrong, Director of Finance, City of Sarnia
Shawn Unsworth, Purchasing Manager, City of Sarnia

City of Sarnia Police Services Board

FAX 519-332-3995

June 15, 2017

TO: SARNIA POLICE SERVICES BOARD MEMBERS

RE: COMMUNITY POLICING PARTNERSHIP PROGRAM (CPP) FUNDING

At Sarnia City Council's May 29th, 2017 open meeting, the following resolution was adopted:

THAT Sarnia City Council authorize the Mayor and Clerk to enter into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Community Safety and Correctional Services with respect to the provision of a grant under the Community Policing Partnership (CPP) Program.

At that time, Councillor Scholten inquired about the funding strategy for the positions subsidized by the grant should the amount received under the new Policing Effectiveness and Modernization Grant provide less than the current Community Policing Partnership Grant. I have been asked to take this question to the Police Services Board for a response.



Scott R. McEachran, Secretary
Sarnia Police Services Board

/ad

City of Sarnia Police Services Board

FAX 519-332-3995

June 12, 2017

TO: SARNIA POLICE SERVICES BOARD MEMBERS

RE: ANONYMOUS COMPLAINTS

Further to the receipt of the anonymous complaint, it has been noted that there is no Board policy dealing with the handling of complaints. The Board may wish to consider the following resolution:

THAT the Secretary to the Sarnia Police Services Board draft a policy regarding the handling of anonymous complaints.

All of which is respectfully submitted.



Scott R. McEachran, Secretary
Sarnia Police Services Board

/ad

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SARNIA POLICE SERVICE
DEPARTMENT CORRESPONDENCE

People Serving People

DATE: June 14, 2017
TO: James P. Nelson, Chief of Police
FROM: Cathy Dam, Director Financial Services

RE: BUDGET STATUS May 31, 2017

RECOMMENDATION

It is recommended that Sarnia Police Services Board receive this report as information.

COMMENTS

If there are any questions, please feel free to ask.

Cathy Dam
Director of Financial Services



SARNIA POLICE SERVICE

BUDGET STATUS

31-May-17

		2017 Budget	YTD Budget	2017 Actuals	Variance (Unfavorable)
REVENUES					
GENERAL REVENUES & GRANTS					
05-4-2600-00400	County Grant - Police Grant	(374,653)	(374,653)	(374,653)	-
05-4-2600-00401	County Cont.to Court Security	(882,383)	(220,596)	(219,550)	(1,046)
05-4-2600-00403	Aamjiwnaang First Nations	(114,000)	-	-	-
05-4-2600-00404	Police Cruiser Escort Service	(30,000)	-	(3,198)	3,198
05-4-2600-00405	Identification Branch Services	(18,000)	-	(1,534)	1,534
05-4-2600-00407	Licences - Business (Taxi/Clearances)	(115,000)	(47,917)	(49,658)	1,741
05-4-2600-00750	Provincial Subsidy - Court Security	(49,289)	(49,289)	(49,290)	1
05-4-2600-00753	Community Policing Partnership Grant	(150,000)	-	-	-
05-4-2600-00805	Federal Crown Recoveries	-	-	(405)	405
05-4-2600-00901	Other Fees & Service Charges	(60,000)	(25,000)	(8,484)	(16,516)
05-4-2600-00925	Special Duties (Administration Fees)	(50,000)	(20,833)	(8,690)	(12,143)
05-4-2600-00930	Costs Recovered (Crown/briefs/other)	(8,000)	(3,333)	(3,162)	(171)
05-4-2625-00755	Provincial Grant - R.I.D.E. Grant	(24,365)	(24,365)	(24,365)	-
05-4-2625-00762	Civil Remedies Grant	-	-	-	-
05-4-2625-00766	Provincial Strategy Grant - ICE	-	-	(12,713)	12,713
05-4-2630-00941	Sale of Stolen & Abandoned Property	(6,000)	(2,500)	(2,415)	(85)
		(1,881,690)	(768,486)	(758,117)	(10,369)
COMMUNICATIONS CENTRE REVENUES					
05-4-2610-00402	Revenue - Pt. Ed. Fire Dispatch (0.5%)	(10,900)	(10,900)	(10,900)	-
05-4-2610-00929	Revenue - Pt. Ed. 911 Dispatch	(2,978)	(2,978)	(2,978)	-
05-4-2610-00939	Revenue - Sarnia Fire Dispatch (20.0%)	(436,000)	(436,000)	(436,000)	-
		(449,878)	(449,878)	(449,878)	-
TOTAL REVENUES		(2,331,568)	(1,218,364)	(1,207,995)	(10,369)

EXPENDITURES

UNIFORM

05-5-2600-01000	Salaries - Regular	11,901,214	4,760,486	4,636,843	123,643
05-5-2600-01025	Salaries - Overtime	540,000	205,644	208,887	(3,243)
05-5-2600-01035	Salaries - Specialist Pay	6,300	-	-	-
05-5-2600-01090	Salaries - Court Time	166,900	63,559	36,306	27,253
05-5-2600-01095	Salaries - Stand By Pay (On Call Pay)	75,000	28,562	31,010	(2,448)
05-5-2600-01100	Salaries - Acting Rank	40,000	15,233	9,925	5,308
05-5-2600-01105	Special Duties	-	-	-	-
05-5-2600-01110	Salaries - Vacation/Vac. Term. Pay	24,000	24,000	70,484	(46,484)
05-5-2600-01115	Salaries - Statutory Holiday Pay	171,000	28,400	28,968	(568)
05-5-2600-01125	Salaries - Shift Differential	23,000	8,759	7,967	792
05-5-2600-01130	Salaries - Severance Pay	-	-	3,215	(3,215)
05-5-2600-01299	Benefits	3,772,488	1,776,418	1,782,938	(6,520)
05-5-2600-01253	Car Allowance	2,400	1,000	940	60
05-5-2600-01254	Clothing Allowance	25,400	10,583	11,253	(670)
05-5-2600-01255	Uniform Equipment	60,856	25,357	27,623	(2,266)
05-5-2600-01258	Dry Cleaning Allowance	17,100	-	-	-
05-5-2600-02301	Memberships and Subscriptions	8,143	3,393	3,099	294

		2017 Budget	YTD Budget	2017 Actuals	Variance (Unfavorable)
05-5-2600-02310	Travel	24,110	10,046	14,776	(4,730)
05-5-2600-02311	Education and Training	89,060	37,108	45,671	(8,563)
05-5-2600-02388	Overtime Meals	10,000	4,167	3,643	524
05-5-2600-02396	Personnel Equipment	15,700	6,542	5,045	1,497
05-5-2600-05000	Sundry	1,500	625	109	516
05-5-2600-05126	Medical Exams	6,000	2,500	7,503	(5,003)
05-5-2600-05128	Employee Assistance Program	10,000	4,167	7,199	(3,032)
05-5-2600-05130	Occupational Health & Wellness	22,125	-	-	-
		17,012,296	7,016,547	6,943,404	73,143

COURT SECURITY

05-5-2605-01000	Salaries - Regular	581,848	227,160	207,093	20,067
05-5-2605-01025	Salaries - Overtime	14,600	5,560	2,323	3,237
05-5-2605-01110	Salaries - Vacation Pay	7,855	-	-	-
05-5-2605-01120	Salaries - Service Pay	2,250	2,250	1,350	900
05-5-2605-01299	Benefits	165,458	66,160	65,393	767
05-5-2605-02388	Overtime Meals	-	-	17	(17)
		772,011	301,130	276,176	24,971

COMMUNICATIONS CENTRE

05-5-2610-01000	Salaries - Regular	1,491,877	589,598	585,610	3,988
05-5-2610-01025	Salaries - Overtime	20,000	7,616	11,219	(3,603)
05-5-2610-01040	Salaries - Training Pay	1,200	457	1,117	(660)
05-5-2610-01110	Salaries - Vacation Pay	15,665	-	-	-
05-5-2610-01115	Salaries - Statutory Holiday Pay	17,125	6,522	6,160	362
05-5-2610-01120	Salaries - Service Pay	5,550	5,550	4,300	1,250
05-5-2610-01125	Salaries - Shift Differential	5,000	1,904	1,863	41
05-5-2615-01299	Benefits	453,673	182,468	188,262	(5,794)
05-5-2610-02104	Telephone Lines	63,200	26,333	25,620	713
05-5-2610-02222	Radio Licences	7,000	7,000	6,977	23
05-5-2610-02388	Overtime Meals	-	-	221	(221)
05-5-2610-02410	Equipment Maintenance	72,725	30,302	18,744	11,558
05-5-2610-05505	Central Dispatch-Equipment	3,950	1,646	554	1,092
05-5-2610-05640	Equipment Reserve - 911	20,000	20,000	20,000	-
		2,176,965	879,396	870,647	8,749

CIVILIAN

05-5-2615-01000	Salaries - Regular	1,874,554	742,632	720,019	22,613
05-5-2615-01025	Salaries - Overtime	10,000	3,808	14,471	(10,663)
05-5-2615-01040	Salaries - Training Pay	600	239	530	(291)
05-5-2615-01110	Salaries - Vacation Pay	4,735	-	8,886	(8,886)
05-5-2615-01115	Salaries - Statutory Holiday Pay	4,800	1,828	1,615	213
05-5-2615-01120	Salaries - Service Pay	8,950	8,950	9,000	(50)
05-5-2615-01125	Salaries - Shift Differential	2,600	990	770	220
05-5-2615-01299	Benefits	628,038	254,960	253,249	1,711
05-5-2615-01253	Car Allowance	600	250	235	15
		2,534,877	1,013,657	1,008,775	4,882

STATION AND FLEET MAINTENANCE

05-5-2620-01000	Salaries - Regular	200,733	78,753	74,019	4,734
05-5-2620-01025	Salaries - Overtime	375	143	595	(452)
05-5-2620-01110	Salaries - Vacation Pay	3,055	1,199	-	1,199
05-5-2620-01115	Salaries - Statutory Holiday Pay	910	357	416	(59)
05-5-2620-01120	Salaries - Service Pay	500	500	650	(150)
05-5-2620-01299	Benefits	59,074	23,607	22,754	853

		2017 Budget	YTD Budget	2017 Actuals	Variance (Unfavorable)
05-5-2625-02000	Stationery & Office Supplies	51,650	21,521	25,137	(3,616)
05-5-2625-02101	Heating Fuel	28,500	11,875	15,192	(3,317)
05-5-2625-02102	Electricity	125,000	52,083	50,465	1,618
05-5-2625-02103	Water	11,000	4,583	4,126	457
05-5-2625-02104	Telephone	141,000	58,750	73,690	(14,940)
05-5-2625-02220	Vehicle Expense	194,820	81,175	68,562	12,613
05-5-2625-02224	Vehicle Rentals	1,000	417	398	19
05-5-2625-02303	Postage	15,000	6,250	3,211	3,039
05-5-2625-02320	Janitorial Supplies	12,500	5,208	7,006	(1,798)
05-5-2625-02384	Radio	11,650	4,854	10,338	(5,484)
05-5-2625-02386	Meals for Prisoners	3,000	1,250	1,326	(76)
05-5-2625-02400	Service Contracts	49,482	20,618	36,030	(15,413)
05-5-2625-02405	Systems (IT) Maintenance & Support	346,185	144,244	147,627	(3,383)
05-5-2625-02420	Building Maintenance	72,700	30,292	25,597	4,695
05-5-2625-02435	Ground Maintenance	31,000	12,917	9,468	3,449
05-5-2625-02440	Vehicle Maintenance	130,000	54,167	74,019	(19,852)
05-5-2625-04005	Insurance	215,080	215,080	226,439	(11,359)
05-5-2625-05000	Sundry	1,500	625	712	(87)
05-5-2625-05500	Replacement Equipment				
05-5-2625-05505	New Equipment	10,000	4,167	508	3,659
		1,715,714	834,634	878,285	(43,651)

PROGRAM SUPPLIES

05-5-2625-02006	Program Supplies-Identification Branch	5,650	2,354	944	1,410
05-5-2625-03101	Program Supplies-C.I.D.	13,057	5,440	4,585	855
05-5-2625-03102	Program Supplies-Community Serv.	5,000	2,083	3,190	(1,107)
05-5-2625-03103	Program Supplies-Intelligence	14,000	5,833	2,860	2,973
05-5-2625-03104	Program Supplies-Containment Team	60,400	25,167	23,459	1,708
05-5-2625-03105	Program Supplies-Court Security	500	208	51	157
05-5-2625-03106	Program Supplies-Traffic	10,250	4,271	3,176	1,095
05-5-2625-03107	Program Supplies-Media Relations	1,000	417	51	366
05-5-2625-03108	Program Supplies-Firearms & Range	64,790	26,996	22,325	4,671
05-5-2625-03109	Program Supplies-Morality	1,400	583	58	525
05-5-2625-03110	Program Supplies-Uniform Div.	6,000	2,500	4,084	(1,584)
05-5-2625-03111	Program Supplies-Bike Patrol Unit	3,050	1,271	135	1,136
05-5-2625-03112	Program Supplies-Crisis Negotiators	2,150	896	-	896
05-5-2625-03113	Program Supplies-Electronic Crimes	13,620	5,675	385	5,290
05-5-2625-43005	New Equipment - Prov. Strategy Grant	-	-	12,564	(12,564)
		200,867	83,695	77,867	5,828

RESERVES AND ALLOCATIONS

05-5-2625-02225	Cruiser Purchasing	250,000	250,000	250,000	-
05-5-2625-05650	Contribution to HR Specialist	69,274	69,274	69,274	-
05-5-2625-06900	Contribution to Building Reserve	38,000	38,000	38,000	-
05-5-2625-06906	Contribution Major Crime Reserve	15,000	15,000	15,000	-
05-5-2625-06907	Contribution to IT Replacement Reserve	-	-	-	-
05-5-2625-06910	Contribution to Crime Stoppers Program	16,500	16,500	16,500	-
		388,774	388,774	388,774	-

		2017 Budget	YTD Budget	2017 Actuals	Variance (Unfavorable)
POLICE SERVICE BOARD					
05-5-2630-02301	Membership, Municipal Police Authority	4,100	4,100	4,163	(63)
05-5-2630-02305	Awards for Retiring Members	8,000	3,333	1,901	1,432
05-5-2630-02312	Conferences & Seminars	2,500	1,042	-	1,042
05-5-2630-03100	Awards Night for Outstanding Service	2,500	1,042	-	1,042
05-5-2630-04001	Legal Fees	40,000	16,667	6,121	10,546
05-5-2630-05000	Sundry	2,500	1,042	975	67
		59,600	27,225	13,160	14,065
TOTAL EXPENDITURES		24,861,104	10,545,057	10,457,088	87,969
NET BUDGET		22,529,536	9,326,692	9,249,093	77,599



SARNIA POLICE SERVICE

DEPARTMENT CORRESPONDENCE

People Serving People

DATE: June 14, 2017

TO: James P. Nelson, Chief of Police

FROM: Cathy Dam, Director Financial Services

RE: Current Projects Status Report

RECOMMENDATION

It is recommended that the Sarnia Police Services Board receive this report for information.

BACKGROUND

Sarnia Police Service has approved several projects during the 2016 and 2017 budget process which are in various stages of completion. The project update report is intended to inform the Board of the status of activity and financials on all current projects.

COMMENTS

This report is intended for information purposes only.

Cathy Dam
Director of Financial Services

cc.

Attachment:
2017-Jun-15 Project Updates Report



Sarnia Police Service Project Status Report

June 15, 2017

Project	Summary of Activity	Financials
2016 Generator Replacement System <i>Replacement of original Diesel Generator in order to attain reliable performance and adherence to regulatory requirements;</i>	2015 Fall/Winter – Approval of Capital Project during Budget process; 2016 Spring – Planning; Award of Engineering Services (Collins Frazer); 2016 Summer – Procurement of Natural Gas Generator& Automatic Transfer Switch-ATS (Cummins); 2016 Fall – Factory Construction of Natural Gas Generator & ATS; 2016 December – RFP Process for Installation of New Equipment & Decommissioning of Current Generator/ATS; 2017 January – Board Approval of RFP for Installation of New Generator (Lockhart Electric) and transfer to police reserves for increased project costs; 2017 February – Approval by City Council for RFP and funding for increased costs; 2017 April – Delivery of new generator and Automatic Transfer Switch (ATS); 2017 May – Installation of new generator and ATS; 2017 June – Installation of new gas meter; Completion of connection and commissioning of new generator; 2017 June/July – Decommissioning of old diesel generator;	Budget '15 Approved \$375,000 '16 Approved \$145,000 Total \$520,000 Funding Summary City Reserves \$275,000 Police Reserves \$245,000 Total \$520,000 Project Costs Costs to Date \$353,821 Est. Final \$535,000
2016 Telephone System Replacement <i>Upgrade to digital 911 Telephone System and VOIP for remaining in order to attain reliability and improved performance;</i>	2015 Fall/Winter – Approval of Capital Project during Budget process 2016 Winter/Spring – Planning & Procurement 2016 April – Board Approval of single-source contract to Bell Canada 2016 May – City Council approval of contract to Bell 2016 Summer/Fall – Commencement of work: Cabling and IT infrastructure; 2017 January/February – Completion of Work: System installation by Bell Canada;	Budget Approved \$140,000 Funding Summary Police Reserves \$140,000 Project Costs Final Costs \$139,890

Project	Summary of Activity	Financials
2017 Replacement of Chilling Tower <i>Replacement of original Chilling Tower to attain improved performance and efficiency of entire chilling system;</i>	2016 Fall/Winter – Approval of Project as part of Reserve Budget, falls under the City’s \$75,000 threshold for designation as a “Capital” project; 2017 Spring – Planning and Procurement; 2017 Fall – Anticipated installation; must be undertaken while chilling tower is in non-operational mode or “off-season”;	Budget Approved \$ 70,000 Project Costs Costs to Date \$ 0 Est. Final \$ 96,400 Funding Summary Police Reserves \$ 96,400
2017 Consultation – Communications System <i>Feasibility consulting to prepare for 2018/2019 Upgrade of Radio Communications System</i>	2016 Fall/Winter – Approval of 2017 Project during Budget process 2017 Spring – Planning and Procurement; Feasibility study awarded to Palidor & Associates; 2017 Spring – Needs assessment interviews undertaken; 2017 Fall – Anticipated completion of Feasibility Study	Budget Approved \$150,000 Project Costs Costs to Date \$ 20,000 Est. Final \$150,000 Funding Summary City Reserves \$150,000