

SARNIA POLICE SERVICES BOARD
July 17, 2018
9:30 a.m.
BOARDROOM, POLICE SERVICES BUILDING,
SARNIA, ONTARIO

SPECIAL OPEN MEETING AGENDA

Page

Closed Meeting

9:20 a.m.

DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

MINUTES

3 - 5

1. Adoption of Minutes - June 28, 2018

THAT the Minutes of June 28, 2018 be adopted

REPORTS AND INQUIRIES

1. Criminal Intelligence Service of Ontario (CISO) - Cannabis Enforcement Officer (Verbal)

THAT the Sarnia Police Services Board authorizes approval to enter into a two year contract with the Criminal Intelligence Service of Ontario (CISO) for the Sarnia Police Service to join the Provincial Cannabis Enforcement team and to hire one officer to replace the person selected to this team.

7 - 8

2. Microsoft Enterprise Agreement for Government (Report)

THAT the Sarnia Police Services Board approve an Enterprise Agreement for Government with Microsoft; and

THAT the Sarnia Police Services Board grant the Director of Financial Services legal authority to

execute this agreement.

ROUTINE APPROVALS AND INFORMATION

9 - 10

- A. Replacement of Uninterrupted Power Supply (UPS) Equipment (Report)

For information.

NEW BUSINESS

ADJOURNMENT

OPEN MINUTES
9:30 a.m. - THURSDAY, JUNE 28, 2018
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, Councillor D. Boushy

Absent: Vice-Chair Scott Palko, Board Member Chief Joanne Rogers

Present from staff were: Chief Norm Hansen, Deputy Chief Owen Lockhart, Director of Financial Services Cathy Dam, Inspector Jeff Hodgson, City Solicitor Scott R. McEachran as Board Secretary and Nick Monsour, Presenter.

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 May 24, 2018 be adopted.

SWEARING-IN CHIEF AND DEPUTY CHIEF

1. Swearing-in of Chief Norm Hansen (Verbal)

Scott McEachran, Secretary, Sarnia Police Service Board administered the Oath of Office to Chief Norm Hansen.

2. Swearing-in of Deputy Chief Owen Lockhart (Verbal)

Scott McEachran, Secretary, Sarnia Police Service Board administered the Oath of Office to Deputy Chief Owen Lockhart.

PRESENTATION

1. Speeding – Nick Monsour (Verbal & Letter)

Mr. Monsour addressed the Sarnia Police Services Board with his concerns with speeding on City of Sarnia streets. He requested that Sarnia Police Services Board ask Sarnia City Council to put out an appeal to the public to slow down and drive carefully to avoid accidents. Mr. Monsour suggested that consideration should be given to installing signs that reflect the speed cars are travelling.

Chief Hansen advised that Sarnia Police Services share a speed sign with the OPP and it will be used on roads with speed concerns. Chief Hansen also advised that Sarnia Police Services is looking into the cost of a License Plate Reader which would aid in identifying expired plates.

ROUTINE APPROVALS AND INFORMATION

A. Budget Status – May 31, 2018 (Report)

Cathy Dam, Director Financial Services provided a report dated June 12, 2018 to the Sarnia Police Services Board regarding the budget status as at May 31, 2018.

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

THAT Item A under Routine Approvals and Information, be received and filed.

ADJOURNMENT

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

THAT the Sarnia Police Services Board adjourn.

SARNIA POLICE SERVICE
People Serving People

DEPARTMENT CORRESPONDENCE

DATE: July 12, 2018
TO: Norman Hansen, Chief of Police
FROM: Cathy Dam, Director of Financial Services
SUBJECT: Microsoft Enterprise Agreement for Government

RECOMMENDATION:

It is recommended:

1. That Sarnia Police Services Board approve an Enterprise Agreement for Government with Microsoft and;
2. That the Board grant the Director of Financial Services legal authority to execute this agreement.

BACKGROUND:

Since the roll-out of our current fleet of PC equipment almost four years ago, Microsoft has changed the licensing structure and requirements for Windows products. The older OEM (Original Equipment Manufacturer) licensing model is no longer a cost effective or workable option in our setting. Under the newer licensing structure, the most expedient option is the three-year "license and software assurance bundle".

COMMENTS:

This agreement structure provides the flexibility for the organization with regards to Microsoft products to further expand to multi-device user experience and a cost effective model with the changing options for Microsoft software. This agreement adjusts to the quantity of devices based on a per-device or per-user basis.

Information Technology training hours are offered in proportion to the quantity of licensing included in the agreement.

CONSULTATION:

This report has been discussed with Systems Branch staff and Shawn Unsworth, Purchasing Manager, City of Sarnia.

FINANCIAL IMPLICATIONS:

The annual cost of the Microsoft Enterprise agreement is \$46,312 for three components within the license bundle and is projected to have a three (3) year cost of \$138,937 including non-rebatable HST.

We are recommending deferring the purchase of the one of the three licenses as we are able to delay Microsoft Office ProPlus updates until early 2019. With this deferral, the annual cost of the Microsoft Enterprise agreement is estimated at \$23,000 and the projected three (3) year cost is \$69,000 including non-rebatable HST. This option authorizes us to buy now only the licensing required to keep us in compliance with Microsoft requirements and to add the third license in the 2019 budget year.

The cost of licensing under the newer licensing structure was not accounted for in the 2018 Budget but will be offset by savings in the Salary area of the budget.

Prepared by:



Cathy Dam
Director, Financial Services

cc. Lisa Armstrong, Director of Finance, City of Sarnia

SARNIA POLICE SERVICE
People Serving People

DEPARTMENT CORRESPONDENCE

DATE: July 12, 2018
TO: Norman Hansen, Chief of Police
FROM: Cathy Dam, Director of Financial Services
SUBJECT: Replacement of UPS Equipment

RECOMMENDATION:

This report is for information only.

BACKGROUND:

Sarnia Police Service has two Uninterrupted Power Supply (UPS) units at the headquarters facility. A UPS is typically used to protect hardware such as computers, data centers, telecommunication equipment or other electrical equipment where an unexpected power disruption could cause serious operational disruption or data loss.

COMMENTS:

The older UPS unit in the facility failed in late June causing a temporary and partial shutdown of information technology and telecommunications infrastructure. An Emergency Purchase Order was used to procure a new replacement UPS from Permanent Waves, the preventative maintenance provider for the City's UPS systems, at a cost of \$22,330 including non-rebatable HST. Additional costs of approximately \$5,000 were incurred for on-site electrical services during the installation process.

During the unexpected failure of the UPS and the resulting shut down of some essential infrastructure, it became apparent that it would be prudent to add some redundancy by securing a small UPS unit that would be situated in the Information Technology Server room. The quoted cost to supply an additional smaller UPS unit from Permanent Waves is \$6,256 including non-rebatable HST.

CONSULTION:

Dan Cyr, Systems Branch Manager, and Shawn Unsworth, Purchasing Manager for the City of Sarnia, were involved in the procurement and installation process.

FINANCIAL IMPLICATIONS:

The \$28,587 total cost of the replacement UPS unit and the new additional smaller UPS unit will be applied to the Police Building Reserve against the \$60,000 commitment for 2018 Unforeseen Expenditures.

Prepared by:

A handwritten signature in black ink, appearing to read "C. Dam".

Cathy Dam
Director, Financial Services

cc. Lisa Armstrong, Director of Finance, City of Sarnia