



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Special Fund Quarterly Activity Report for the Period of October 1, 2023, to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-03-04

Recommendation(s)

That the Niagara Police Services Board (Board) receive this report for information.

Key Facts

- The purpose of this report is to provide the Board with a detailed listing of quarterly activity in the Special Fund, as well as a bank reconciliation in accordance with the Administration, Limitations and Guidelines of the Special Fund By-Law 392-2021.
- The report contains any reward(s) offered/paid, revenue, disbursements, and provides the balance and unrestricted balance available to the Board.
- This report summarizes the balances and details the activities of the Niagara Regional Police Special Funds Accounts for the period of October 1, 2023 to December 31, 2023.

Financial Considerations

The Board has a discretionary pool of funds, which it uses primarily for donations. Disbursements from the fund are in accordance with guidelines provided in the Police Services Act (PSA), and with Board By-law 392-2021, Administration, Limitations and Guidelines of the Special Fund. Section 132(2) of the PSA establishes that the Board has the sole authority for spending the proceeds from the sale of found or seized property, which lawfully comes into the possession of the police service and is unclaimed. The PSA stipulates that "the Chief of Police may cause the property to be sold, and the Board may use the proceeds for any purpose that it considers in the public interest." These funds do not form part of the police operating budget and are separate from the Regional tax base.

Analysis

The balances of the Police Special Funds as of December 31, 2023, and detailed in Appendix 1 are as follows:

- Special Fund – Special Operating Account #125-255-0 – \$59,832.33
- Special Fund – General Operating Account (Informant) #103-543-5 – \$47,336.01
- Total Special Funds – Special and General (Informant) Accounts – \$107,168.34

The summary of activities for the period ended December 31, 2023, is provided in Appendix 2. Informant payments during the period totalled \$8,750.00, made up of 14 payments ranging from \$100.00 - \$1,700.00 with a median of \$625.00.

Alternatives Reviewed

Not applicable.

Relationship to Police Service/Board Strategic Priorities

To ensure compliance with the Administration, Limitations and Guidelines of the Special Fund By-Law 392-2021.

Relevant Policy Considerations

Section 132 and 133 of the PSA governs the disposition of personal property that comes into the possession of the police service and where the Board may use the proceeds for any purpose that it considers in the public interest.

Other Pertinent Reports

8.8 2023.11.23 Special Fund Quarterly Activity Report – July 1 to September 30, 2023

This report was prepared by Anthony Gallo, Finance Coordinator, Finance Unit; in consultation with Laura Rullo, Manager, Finance Unit; reviewed by Mario Lagrotteria, Superintendent, Corporate Services. Recommended by Luigi Greco, Deputy Chief, Support Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Appendix 1 Reconciliation of Balance of Special Funds
Appendix 2 Summary of Special Funds Activity

Appendix 1
Niagara Regional Police Service
Reconciliation of Balance of Special Funds as at:

December 31, 2023

	Special Operating Account #125-255-0	General Operating Account #103-543-5	Total Special Funds
Balance per Bank Statement	\$ 64,547.82	\$ 47,336.01	\$ 111,883.83
Outstanding Cheques:			
Description	Doc. #		
Grant Thornton LLP	983	\$4,715.49	\$ 4,715.49
Total Outstanding Cheques		\$4,715.49	\$0.00
Available Bank Balance	\$ 59,832.33	\$ 47,336.01	\$ 107,168.34
Deposits not Recorded			
Bank Charges not Recorded			
Niagara Regional Police Service	59,832.33	47,336.01	107,168.34

Appendix 2: Niagara Regional Police Service: Summary of Special Funds Activity

Special Fund - Special Operating			Activity Period		Account Number
			10/01/2023 - 12/31/2023		125-255-0
Date	Description	Ref.	Withdrawals	Deposits	Balance
1/Oct/23	Previous Balance				53,172.24
10/Oct/23	Police Auctions Canada Deposit Correction			2,011.59	55,183.83
25/Oct/23	Penner Home Hardware Gala	980	2,500.00		52,683.83
6/Nov/23	Activity Fee		0.21		52,683.62
17/Nov/23	Heartland Forest	979	1,000.00		51,683.62
17/Nov/23	Seized/Found Money Deposit	0040		731.69	52,415.31
17/Nov/23	Seized/Found Money Deposit	0039		11,862.21	64,277.52
21/Nov/23	Police Auctions Canada	26373		3,285.40	67,562.92
4/Dec/23	ABLE Awards Gala	982	1,500.00		66,062.92
6/Dec/23	Activity Fee		15.10		66,047.82
14/Dec/23	Out of the Cold - Knox Presbyterian Church	981	1,500.00		64,547.82
31/Dec/23	Grant Thornton LLP	983	4,715.49		59,832.33
					59,832.33
	Totals		11,230.80	17,890.89	
31/Dec/23	Closing Balance - General Fund				\$ 59,832.33

Special Fund - General Operating (Informant)			Activity Period		Account Number
			10/01/2023 - 12/31/2023		103-543-5
Date	Description	Ref.	Withdrawals	Deposits	Balance
1/Oct/23	Previous Balance				\$50,440.05
6/Oct/23	Activity Fee		1.87		\$50,438.18
10/Oct/23	Informant	LA321504	700.00		\$49,738.18
1/Nov/23	Informant - Return of Funds	LA325794		150.00	\$49,888.18
1/Nov/23	Informant - Return of Funds	LA325795		500.00	\$50,388.18
2/Nov/23	Deposit			5,000.00	\$55,388.18
2/Nov/23	Informant	LA326084	1,200.00		\$54,188.18
2/Nov/23	Informant	LA326083	1,700.00		\$52,488.18
6/Nov/23	Informant	LA326915	600.00		\$51,888.18
6/Nov/23	Informant	LA326916	600.00		\$51,288.18
6/Nov/23	Activity Fee		0.17		\$51,288.01
6/Dec/23	Informant	LA322974	250.00		\$51,038.01
6/Dec/23	Informant	LA322972	300.00		\$50,738.01
6/Dec/23	Informant	LA322971	450.00		\$50,288.01
6/Dec/23	Informant	LA322973	450.00		\$49,838.01
6/Dec/23	Activity Fee		2.00		\$49,836.01
12/Dec/23	Informant	LA324020	780.00		\$49,056.01
18/Dec/23	Informant	LA325265	100.00		\$48,956.01
18/Dec/23	Informant	LA325262	300.00		\$48,656.01
18/Dec/23	Informant	LA325263	420.00		\$48,236.01
18/Dec/23	Informant	LA325264	900.00		\$47,336.01
	Totals		8,754.04	5,650.00	
31/Dec/23	Closing Balance - Informant Fund				\$47,336.01

31/Dec/23	Total Special Funds Closing Balance	107,168.34
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