



# NIAGARA REGIONAL POLICE SERVICE

## Police Service Board Report

**PUBLIC AGENDA**

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**Subject:** Special Fund Quarterly Activity Report for the Period of July 1, 2024, to September 30, 2024

**Report To:** Chair and Members, Niagara Police Service Board

**Report Date:** 2024-10-25

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### **Recommendation(s)**

**That the Niagara Police Service 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 403-2024.
- 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 Service (Service) Special Funds Accounts for the period of July 1, 2024 to September 30, 2024.
- The Special Operating Account has exceeded the \$90,000.00 limit by an excess amount of \$118,217.86. As per the direction of the Board's Executive Director, any excess amount at year end will be transferred to the General Revenue Account of the Service.

### **Financial Considerations**

The Board has a discretionary pool of funds, which it uses for grants and donations. Disbursements from the fund are in accordance with guidelines provided in the Community Safety and Policing Act (CSPA), and also with Board By-Law 403-2024, Special Fund Administration, Limitations and Guidelines. Section 258(2) of the CSPA establishes that the Board has the sole authority for spending the proceeds from the sale of property, which lawfully comes into the possession of the police service. The Act 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, including charitable donations." These funds do not form part of the police operating budget and are separate from the Regional tax base.

In accordance with By-Law 403-2024 section 8.1 *Special Operating Account: The Chief shall ensure that the balance not exceed \$90,000.00 and that any amount exceeding the limit be paid over to the General Revenue Account of the Service.* The Special Operating Account has exceeded the \$90,000.00 limit during the quarter. As of September 30, 2024, the balance of the Special Operating Account is \$208,217.86. As per the direction of the Board's Executive Director, any excess amount at year end will be transferred to the General Revenue Account of the Service.

## **Analysis**

The balances of the Police Special Funds as of September 30, 2024, and detailed in Appendix 1 are as follows:

- Special Fund – Special Operating Account #125-255-0 – \$208,217.86
- Special Fund – General Operating Account (Informant) #103-543-5 – \$51,921.38
- Total Special Funds – Special and General (Informant) Accounts – \$260,139.24

The summary of activities for the period ended September 30, 2024, is provided in Appendix 2. Informant payments during the period totalled \$13,700.00, made up of 21 payments ranging from \$200.00 - \$1,850.00, with a median of \$500.00.

## **Alternatives Reviewed**

Not applicable.

## **Relationship to Police Service/Board Strategic Priorities**

To ensure compliance with By-Law 403-2024 - Special Fund Administration, Limitations and Guidelines.

## **Relevant Policy Considerations**

Sections 132 and 133 of the CSPA govern 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**

8.5-2024.05.23 Special Fund Quarterly Activity Report for the period of January 1 to March 31, 2024

8.10-2024.09.26 Special Fund Quarterly Activity Report for the period of April 1 to June 30, 2024

*This report was prepared by Anthony Gallo, Finance Coordinator, Finance Unit; in consultation with Laura Rullo, Director Finance & Asset Management, Finance Unit; and recommended by Luigi Greco, Deputy Chief, Support Services.*



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**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:

September 30, 2024

	Special Operating Account #125-255-0	General Operating Account #103-543-5	Total Special Funds
<b>Balance per Bank Statement</b>	\$ 212,217.86	\$ 51,921.38	<b>\$ 264,139.24</b>
<b><u>Outstanding Cheques:</u></b>			
<b><u>Description</u></b>	<b><u>Doc. #</u></b>		
Canadian Association of Police Governance	1005	\$1,000.00	\$ 1,000.00
The Heather Winterstein Foundation	1018	\$1,000.00	\$ 1,000.00
Niagara Health Foundation Fire Truck Pull	1026	\$500.00	\$ 500.00
Niagara Regional Native Centre	1027	\$1,500.00	\$ 1,500.00
Total Outstanding Cheques	\$4,000.00	\$0.00	\$4,000.00
<b>Available Bank Balance</b>	<b>\$ 208,217.86</b>	<b>\$ 51,921.38</b>	<b>\$ 260,139.24</b>
Deposits not Recorded			
Bank Charges not Recorded			
<b>Niagara Regional Police Service</b>	<b>208,217.86</b>	<b>51,921.38</b>	<b>260,139.24</b>

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

Special Fund - Special Operating			Activity Period		Account Number
			07/01/2024 - 09/30/2024		125-255-0
Date	Description	Ref.	Withdrawals	Deposits	Balance
1/Jul/24	Previous Balance				<b>208,753.89</b>
5/Jul/24	Activity Fee		0.24		208,753.65
9/Jul/24	Seized/Found Money Deposit	26373		5,698.68	214,452.33
9/Jul/24	Wise Girls Tee Party	1017	1,000.00		213,452.33
9/Jul/24	Canada Beyond the Blue Gala	1013	1,500.00		211,952.33
9/Jul/24	Regional Chair's Golf Tournament	1016	1,700.00		210,252.33
16/Jul/24	Canadian Police Memorial Ride to Remember	1014	6,000.00		204,252.33
18/Jul/24	Canada Beyond the Blue Ontario Police Suicide	1006	1,000.00		203,252.33
6/Aug/24	Activity Fee		0.47		203,251.86
13/Aug/24	National Peace Officers' Run to Remember	1015	2,000.00		201,251.86
15/Aug/24	Cliff Priest Golf Tournament	1025	600.00		200,651.86
19/Aug/24	Youth Resources Niagara Wagner House	1023	500.00		200,151.86
27/Aug/24	Versaterm Annual Conference	1022	1,500.00		198,651.86
30/Aug/24	Seized/Found Money Deposit			12,875.84	211,527.70
30/Aug/24	Police Auctions Canada	26373		2,867.22	214,394.92
6/Sep/24	Activity Fee		16.33		214,378.59
11/Sep/24	Cheque Order Printing Fee		54.69		214,323.90
19/Sep/24	Receiver General for Canada Court Order	1019	1,306.04		213,017.86
20/Sep/24	Niagara Falls Fire Chiefs' Association Golf	1024	800.00		212,217.86
30/Sep/24	Canadian Association of Police Governance	1005	1,000.00		211,217.86
30/Sep/24	The Heather Winterstein Foundation	1018	1,000.00		210,217.86
30/Sep/24	Niagara Health Foundation Fire Truck Pull	1026	500.00		209,717.86
30/Sep/24	Niagara Regional Native Centre	1027	1,500.00		208,217.86
	<b>Totals</b>		<b>21,977.77</b>	<b>21,441.74</b>	
30/Sep/24	<b>Closing Balance - General Fund</b>				<b>\$ 208,217.86</b>

Special Fund - General Operating (Informant)			Activity Period		Account Number
			07/01/2024 - 09/30/2024		103-543-5
Date	Description	Ref.	Withdrawals	Deposits	Balance
1/Jul/24	Previous Balance				<b>\$54,276.96</b>
8/Jul/24	Deposit			5,000.00	\$59,276.96
30/Jul/24	Deposit			5,000.00	\$64,276.96
6/Aug/24	Activity Fee		3.23		\$64,273.73
20/Aug/24	Informant - Return of Funds			1,350.00	\$65,623.73
6/Sep/24	Activity Fee		2.35		\$65,621.38
30/Sep/24	Informants		13,700.00		\$51,921.38
	<b>Totals</b>		<b>13,705.58</b>	<b>11,350.00</b>	
30/Sep/24	<b>Closing Balance - Informant Fund</b>				<b>\$51,921.38</b>

30/Sep/24	<b>Total Special Funds Closing Balance</b>				<b>260,139.24</b>
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