



Saint John Board of Police Commissioners

Open Session Agenda

Tuesday, November 4, 2025 – 4:15 pm

Community Room, One Peel Plaza / MS Teams

1. Call to Order

1.1 Remarks from the Chair

2. Approval of Minutes

2.1 Adoption of October 14, 2025, Open Session minutes

3. Adoption of Agenda

3.1 November 4, 2025, Agenda

4. Disclosure of Conflict of Interest

4.1 Declaration of members in conflict of interest with any item on the agenda

5. Consent Agenda

6. Delegations and Presentations

7. Consideration of Issues Separated from Consent Agenda

8. General Correspondence

8.1 Internal Monthly Report October 2025

8.2 SJBPC Operating Budget September 2025

8.3 SJP Operating Budget September 2025

8.4 PSCC Operating Budget September 2025

8.5 Highlights of Monthly Activity Report October 2025

9. New Business

10. Adjournment



**MINUTES - OPEN SESSION MEETING
SAINT JOHN BOARD OF POLICE COMMISSIONERS
OCTOBER 14, 2025 – 4:27 P.M.
COMMUNITY ROOM ONE PEEL PLAZA**

PRESENT

Commissioners

Tamara Kelly, Chair
Katelin Dean, Vice Chair
Maike White, Secretary
Donna Reardon
Charles Bryant

Absent

Greg Norton
Michael Costello

Staff

Chief Robert Bruce
Frank Szalai, Senior Financial Manager
Daphne Waye, Recording Secretary

Media

Brice McVicar, Reporter | Brunswick News Inc.

Guest

Ray Upham

1. Call to Order

1.1 Remarks from the Chair

Chair Kelly welcomed everyone to the Saint John Board of Police Commissioners' October 14, 2025, Open Session meeting and called the meeting to order. She reminded those in attendance that the meeting was being recorded in compliance with the Privacy Policy.

2. Approval of Minutes

2.1 September 9, 2025, Open Minutes

Moved by Vice Chair Dean, seconded by Commissioner Reardon:

RESOLVED, that the Open Session minutes of September 9, 2025, be approved.
(O2510-01)

MOTION CARRIED UNANIMOUSLY

3. Adoption of Agenda

3.1 October 14, 2025, Agenda

Moved by Vice Chair Dean; seconded by Commissioner Reardon:

RESOLVED, that the agenda distributed for October 14, 2025, be adopted.
(O2510-02)

MOTION CARRIED UNANIMOUSLY

4. Disclosure of Conflict of Interest

5. Consent Agenda

6. Delegations / Presentations

6.1 Operation Safe Streets – Waterloo Village

Chief Bruce reported that between September 22 and 28, 2025, the Saint John Police, deployed dedicated foot, bike, and vehicle patrol teams in the Waterloo Village area of Saint John. The goal of Operation Safe Streets was to increase police presence, proactively address and disrupt criminal activity, and to restore a sense of public safety to the community.

The results of the operation are as follows:

- Twenty-six arrests - 14 of which were drug related.
- Sixteen traffic stops.
- Nine motor vehicle tickets issued.
- Eleven well-being checks conducted; and
- Three medical assistance calls were attended.

The Quick Reaction Team (QRT) will continue to be proactive in enhancing visibility, familiarity, and enforcement activity as well as, in conjunction with other members, be reactive to specific community needs and issues that arise in the Waterloo Village area and the uptown business district.

The Saint John Police would like to thank the Saint John Police Street Crime Integrated Enforcement Unit (IEU) which is comprised of members of the Kennebecasis Regional Police Force, Justice and Public Safety, and the RCMP. They would also like to thank Safer Communities and Neighbourhoods (SCAN), Mobile Mental Health, and the City of Saint John By-Law enforcement for their efforts and partnership on this operation.

Moved by Commissioner Reardon; seconded by Vice Chair Dean:

RESOLVED, that the information contained in the Operation Safe Streets – Waterloo Village document, be received and filed. (O2510-03)

MOTION CARRIED UNANIMOUSLY

7. Consideration of Issues Separated from Consent Agenda

8. General Correspondence

8.1 Internal Monthly Report – September 2025

Chief Bruce reported that during the month of September there were two (2) complaints, two (2) complimentary correspondences and zero (0) grievances.

Moved by Commissioner Reardon, seconded by Vice Chair Dean:

RESOLVED, that the Internal Monthly Report – September 2025, be received and filed. (O2510-04)

MOTION CARRIED UNANIMOUSLY

8.2 SJBPC Operating Budget – August 31, 2025

Frank Szalai, Senior Financial Manager, reported that the Police Commission's August 31, 2025, unaudited preliminary operating budget results show an overbudget position of \$17,122 year to date.

Overall wages and benefits are over budget by \$1,660 and goods and services are over budget by \$15,462 year to date.

The Professional Services and Legal Costs have moved into an unfavourable variance. There is a risk that these accounts may close the year over budget if the current pattern continues.

Moved by Commissioner Reardon; seconded by Vice Chair Dean:

RESOLVED, that the Saint John Board of Police Commissioners Unaudited Financial Results as of August 31, 2025, be received and filed as presented. (O2510-05).

MOTION CARRIED UNANIMOUSLY

8.3 SJPF Operating Budget August 31, 2025

Frank Szalai, Senior Financial Manager reported that the Saint John Police Force's August 31, 2025, unaudited preliminary operating budget results show a surplus of \$1,870,735 year to date.

Overall wages and benefits are under budget by \$1,487,603 and goods and services are under budget by \$383,132 year to date.

The overall financial outlook remains stable, with current variances largely tied to timing and temporary adjustments. While costs are tracking on or below budget, upcoming fleet payments and ongoing staffing adjustments may draw down some of the present favourability in the months ahead. The financial trajectory is expected to normalize over the remainder of the year, remaining favourable overall, though at a lower level than currently reported.

Detailed explanations around Wages and Benefits, as well as Goods and Services are highlighted in the submitted financial report.

Moved by Commissioner Reardon, seconded by Vice Chair Dean:

RESOLVED, that the Saint John Police Force's Unaudited Financial Results as of August 31, 2025, be received and filed as presented. (O2510-06)

MOTION CARRIED UNANIMOUSLY

8.4 PSCC Operating Budget August 31, 2025

Frank Szalai, Senior Financial Manager, reported that the Public Safety Communication Centre's (PSCC's) preliminary unaudited Operating Budget as of August 31, 2025, shows a surplus of \$104,933 year to date.

Overall wages and benefits are under budget by \$5,721 and goods and services are under budget by \$99,212. Detailed explanations are included in the board report submitted.

Moved by Commissioner Reardon; seconded by Vice Chair Dean:

RESOLVED, that the Public Safety Communications Centre (PSCC) Unaudited Financial Results as of August 31, 2025, be received and filed as presented. (O2510-07)

8.5 Highlights of Monthly Activity Report / September 2025

Chief Bruce provided context around the information contained in the submitted report.

Activity	September 2025	YTD – 2025	YTD – 2024
Calls for Service	5,944	46,757	45,993
Incident Reports Generated	906	7,313	7,370
Violent Crimes	174	1,126	1,047
Property Crimes	244	2,063	2,443
Mental Health Act	27	248	293
Mental Health <i>RELATED</i> Calls for Service*	210	1,772	1,675
Arrests	179	1,292	886
Persons Charged / Charges Recommended	287	1,541	1,514
Impaired Driving	3	49	73
Motor Vehicle Collisions	115	1,293	1,294
Citations Issued (POPA)	112	975	1,023
Training	824	10,580	7,642.5
Auxiliary	302.5	1,670.25	1,226.5
Auxiliary Follow-Up Calls	29	35	n/a
Alternative Response Unit	23	1,574	1,615
Online Reporting	174	1,136	839
In-Person (Walk-Ins)	50	266	297
In-Person (Walk-Ins (Incident Reports Generated))	16	149	141

**Statistics are estimates only, due to the variability in the data collection*

Quick Reaction Team (QRT)

	March	April	May	June	July	August	Total
Arrests – Warrants	10	6	7	8	13	6	50
Arrests	11	15	7	15	21	8	77
Files	19	9	10	24	42	22	126
Calls				44	43	45	132
Foot Patrol	35	9	15	17	20	17	113
Bike Patrol		3	4	5	5	5	22
Community Engagement	53	10	16	15	10	10	114
FI Check	9	7	5	10	9	10	50
Traffic Stops	33	33	50	47	27	40	230
Tickets	8	11	45	25	14	21	124
Warnings	15	22	7	24	9	10	87

Moved by Commissioner Reardon, seconded by Vice Chair Dean:

RESOLVED, that the Highlights of Monthly Activity Report for September 2025 and the QRT statistics for March to August 2025 be received and filed. (O2510-08)

MOTION CARRIED UNANIMOUSLY

9. New Business

10. Adjournment

Moved by Vice Chair Dean, seconded by Commissioner Reardon:

RESOLVED, that the Saint John Board of Police Commissioners September 9, 2025, Open Session meeting be adjourned. (O2510-09)

MOTION CARRIED UNANIMOUSLY

The Chair declared the meeting adjourned at 4:54 p.m.

Chair Tamara Kelly

Vice Chair Katelin Dean

8.1

REPORT TO SAINT JOHN BOARD OF POLICE COMMISSIONERS



OPEN SESSION

November 4, 2025

Tamara Kelly, Chair and
Members of the Saint John Board of Police Commissioners
1 Peel Plaza
Saint John, NB E2L 0E1

Chair Kelly and Members:

SUBJECT: Internal Monthly Report / October 2025

2025	Complaints	Complimentary Correspondence	Grievances
January	3	2	0
February	1	2	1
March	2	3	0
April	1	1	0
May	0	2	0
June	2	3	2
July / August	5	5	0
September	2	2	0
October	0	1	0
November	-	-	-
December	-	-	-
TOTALS	16	21	3

RECOMMENDATION

It is recommended this report be received and filed.

Robert M. Bruce
Chief of Police

8.2



REPORT TO SAINT JOHN BOARD OF POLICE COMMISSIONERS



Nov 4, 2025

Members of the Saint John Board of Police Commissioners

OPEN OR CLOSED SESSION

This matter is to be discussed in the Open Session of the Saint John Board of Police Commissioners meeting.

RECOMMENDATION

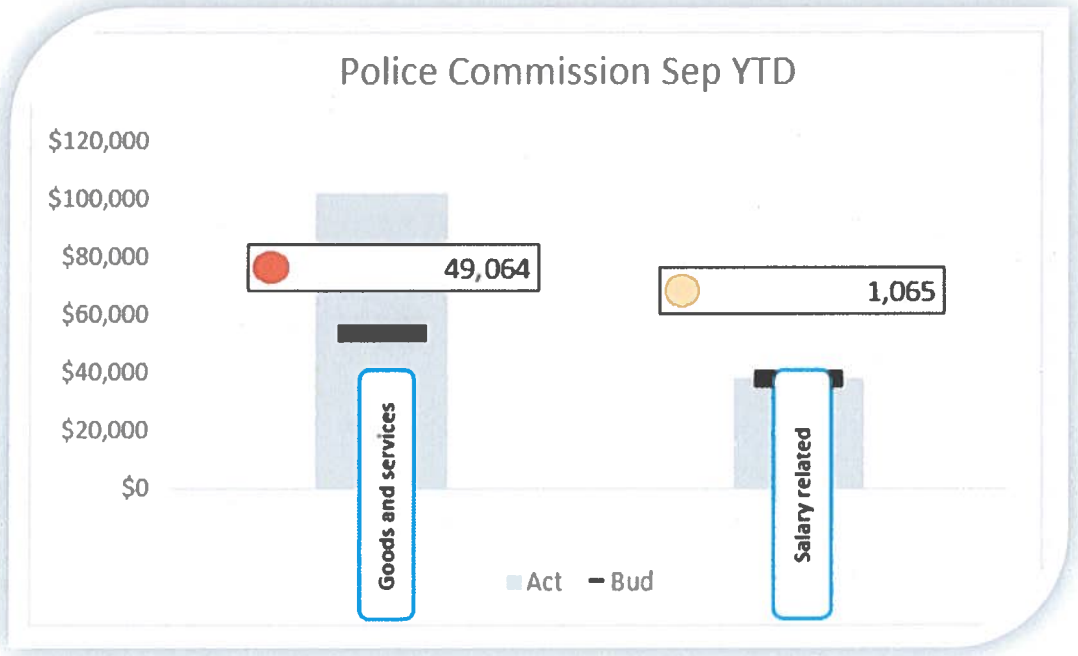
It is recommended that the Board receive and file this report as presented.

EXECUTIVE SUMMARY

The purpose of this report is to provide a budget update on the unaudited financial position of the Police Commission's Operating Budget as of Sep 30, 2025.

REPORT

The Police Commission's Sep 30, 2025, operating budget results show an over budget position \$50,128 year-to-date. The figures being provided are preliminary and have not been audited.



Overall wages and benefits are over budget by \$1,065 and goods and services are over budget by \$49,064 year to date.

Explanations:

Professional Services & Legal Costs: Savings that were reported earlier in the year under YTD analysis have since been offset by current-year expenditures.

Legal and professional service expenditures remain above budget, though the rate of increase appears to be stabilizing.

While the underlying case is managed outside of Finance’s direct oversight and is therefore not detailed here, the cost escalation may be leveling off. Provided this trend continues, the accounts could still finish the year in this position, though overage remains possible.

ATTACHMENT

Police Commission September 2025 YTD Supplemental.pdf

Respectfully submitted,

Frank Szalai

Frank Szalai, CPA, CIA, MBA
Senior Financial Manager



Robert Bruce
CHIEF OF POLICE

Police Commission
2023 Actual vs Budget - By Period, by FTD

Goods and services
Salary related

102,326 53,242 49,664 92.1%
38,323 37,458 1,865 2.8%

Sum of Total		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	YTD to PB	YTD to PB	YTD DIF	YTD % DIF
Detail	Org	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
Police Commission	01	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451
PROFESSIONAL SERVICES / LEGAL		3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451
SALARIES & WAGES / NON-UNION		2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882	2,882
PROFESSIONAL SERVICES / OTHER PROFESSIONAL SERV		893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893
OTHER PERSONNEL COSTS / ALLOWANCES		740	740	740	740	740	740	740	740	740	740	740	740	740	740	740	740	740	740	740	740	740	740
OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES		893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893	893
FRINGE BENEFITS / FRINGE BENEFITS		248	248	248	248	248	248	248	248	248	248	248	248	248	248	248	248	248	248	248	248	248	248
PURCHASED GOODS / MEALS		196	196	196	196	196	196	196	196	196	196	196	196	196	196	196	196	196	196	196	196	196	196
PURCHASED GOODS / OFFICE SUPPLIES		44	44	44	44	44	44	44	44	44	44	44	44	44	44	44	44	44	44	44	44	44	44
GENERAL SERVICES / CONFERENCES/COURSES		179	179	179	179	179	179	179	179	179	179	179	179	179	179	179	179	179	179	179	179	179	179
GENERAL SERVICES / TRAVEL		134	134	134	134	134	134	134	134	134	134	134	134	134	134	134	134	134	134	134	134	134	134
GENERAL SERVICES / MEMBERSHIPS		110	110	110	110	110	110	110	110	110	110	110	110	110	110	110	110	110	110	110	110	110	110
PURCHASED GOODS / OTHER GOODS		18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18
Police Commission Total		3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452	3,452
Grand Total		3,452	10,720	3,119	9,740	3,643	9,740	3,142	10,720	7,884	9,740	3,958	9,740	14,280	10,720	32,494	9,740	42,244	9,740	160,848	90,720	50,128	53.3%

Police Commission
2025 Actual vs Budget - By Period, by YTD

Sum of Total		AccPer												
Detailed_merge_DeptName	GL	Detailed_merge_GL_Name	1	2	3	4	5	6	7	8	9	10	11	12
Police Commission	150-8005-511.24-04	PROFESSIONAL SERVICES / LEGAL	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451
	150-8005-511.10-02	SALARIES & WAGES / SALARIES - NON-UNION	3,727	2,982	2,982	3,727	2,982	2,982	3,727	2,982	2,982	3,727	2,982	3,727
	150-8005-511.26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	893	893	893	893	893	893	893	893	893	893	893	893
	150-8005-511.24-12	PROFESSIONAL SERVICES / OTHER PROFESSIONAL SERV	893	893	893	893	893	893	893	893	893	893	893	893
	150-8005-511.12-04	OTHER PERSONNEL COSTS / ALLOWANCES	740	592	592	740	592	592	740	592	592	740	592	740
	150-8005-511.14-04	FRINGE BENEFITS / FRINGE BENEFITS	335	268	268	335	268	268	335	268	268	335	268	335
	150-8005-511.40-02	PURCHASED GOODS / MEALS	196	196	196	196	196	196	196	196	196	196	196	196
	150-8005-511.20-14	GENERAL SERVICES / CONFERENCES/COURSES	179	179	179	179	179	179	179	179	179	179	179	179
	150-8005-511.20-12	GENERAL SERVICES / TRAVEL	134	134	134	134	134	134	134	134	134	134	134	134
	150-8005-511.20-22	GENERAL SERVICES / MEMBERSHIPS	110	110	110	110	110	110	110	110	110	110	110	110
	150-8005-511.40-14	PURCHASED GOODS / OFFICE SUPPLIES	44	44	44	44	44	44	44	44	44	44	44	44
	150-8005-511.40-50	PURCHASED GOODS / OTHER GOODS	18	18	18	18	18	18	18	18	18	18	18	18
Police Commission Total			10,720	9,760	9,760	10,720	9,760	9,760	10,720	9,760	9,760	10,720	9,760	10,720
Grand Total			10,720	9,760	9,760	10,720	9,760	9,760	10,720	9,760	9,760	10,720	9,760	10,720



REPORT TO SAINT JOHN BOARD OF POLICE COMMISSIONERS



Nov 4, 2025

Members of the Saint John Board of Police Commissioners

OPEN OR CLOSED SESSION

This matter is to be discussed in the Open Session of the Saint John Board of Police Commissioners meeting.

RECOMMENDATION

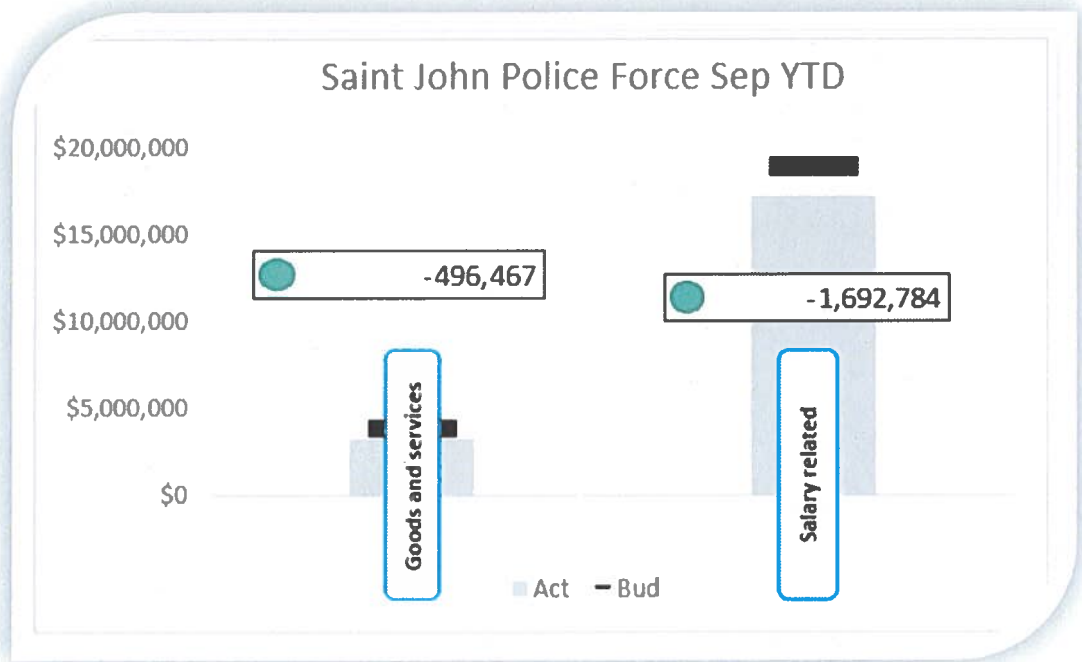
It is recommended that the Board receive and file this report as presented.

EXECUTIVE SUMMARY

The purpose of this report is to provide a budget update on the unaudited financial position of the Saint John Police Force's Operating Budget as of Sep 30, 2025.

REPORT

The Force's Sep 30, 2025, operating budget results show a surplus of \$2,189,251 year to date. The figures being provided are preliminary and have not been audited.



Overall wages and benefits are currently under budget at \$1,692,784.
 Goods and services currently under budget at \$496,467.

Explanations:

Wages and Benefits:

- A total of \$721,461 in WorkSafeNB wage recoveries has been recorded as of September, exceeding the original budget estimate by 7%. While this contributes to a positive financial variance, it reflects ongoing staffing pressures, while impacting overtime pressures.

Goods and Services:

Key timing-related variances in the YTD figures include:

- **Vehicle Purchases (temporary favorable):** The variance is purely timing-related. Vehicles have not yet arrived, but delivery and payment are expected later in the year. Expectation is to see an unfavorable variance, the 4 vehicles will create a temporary unfavorable variance. To be on budget for year end.

Overall Summary

The overall financial outlook remains stable, with current variances largely tied to timing and temporary adjustments.

While costs are tracking on or below budget, upcoming fleet payments and ongoing staffing adjustments may draw down some of the present favourability in the months ahead.

The financial trajectory is expected to normalize over the remainder of the year, remaining favorable overall, though at a lower level than currently reported.

ATTACHMENT

Saint John Police Force September 2025 YTD Supplemental.pdf

Respectfully submitted,

Frank Szalai

Frank Szalai, CPA, CIA, MBA
Senior Financial Manager



Robert Bruce
CHIEF OF POLICE

Sum of Total		AccPer												
Detailed_mergr_DeptName	GL	Detailed_mergr_GL_Name	1	2	3	4	5	6	7	8	9	10	11	12
Patrol Services			1,118,868	895,095	895,095	1,118,868	895,095	895,095	1,118,868	895,095	895,095	1,118,868	895,095	1,118,868
	150-8200-511.10-08	SALARIES & WAGES / SALARIES - 61	1,118,868	895,095	895,095	1,118,868	895,095	895,095	1,118,868	895,095	895,095	1,118,868	895,095	1,118,868
	150-8200-511.14-04	FRINGE BENEFITS / FRINGE BENEFITS	356,916	285,533	285,533	356,916	285,533	285,533	356,916	285,533	285,533	356,916	285,533	356,916
	150-8200-511.11-08	OVERTIME / OVERTIME - 61	83,577	66,862	66,862	83,577	66,862	66,862	83,577	66,862	66,862	83,577	66,862	83,577
	150-8200-511.10-02	SALARIES & WAGES / SALARIES - NON-UNION	69,073	55,258	55,258	69,073	55,258	55,258	69,073	55,258	55,258	69,073	55,258	69,073
	150-8200-511.12-03	OTHER PERSONNEL COSTS / COURT TIME	17,670	14,136	14,136	17,670	14,136	14,136	17,670	14,136	14,136	17,670	14,136	17,670
	150-8200-511.11-09	OVERTIME / EXTRA DUTY OVERTIME	7,586	6,069	6,069	7,586	6,069	6,069	7,586	6,069	6,069	7,586	6,069	7,586
	150-8200-511.40-13	PURCHASED GOODS / SAFETY SUPPLIES	3,408	3,408	3,408	3,408	3,408	3,408	3,408	3,408	3,408	3,408	3,408	3,408
	150-8200-511.26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	2,727	2,727	2,727	2,727	2,727	2,727	2,727	2,727	2,727	2,727	2,727	2,727
	150-8200-511.40-50	PURCHASED GOODS / OTHER GOODS	2,232	2,232	2,232	2,232	2,232	2,232	2,232	2,232	2,232	2,232	2,232	2,232
	150-8200-511.40-54	PURCHASED GOODS / ETS EQUIPMENT & SUPPLIES	2,232	2,232	2,232	2,232	2,232	2,232	2,232	2,232	2,232	2,232	2,232	2,232
	150-8200-511.10-04	SALARIES & WAGES / SALARIES - 486	432	346	346	432	346	346	432	346	346	432	346	432
	150-8200-511.32-04	RENTALS / EQUIPMENT RENTAL	256	256	256	256	256	256	256	256	256	256	256	256
	150-8200-511.20-12	GENERAL SERVICES / TRAVEL	134	134	134	134	134	134	134	134	134	134	134	134
	150-8200-511.40-02	PURCHASED GOODS / MEALS	110	110	110	110	110	110	110	110	110	110	110	110
	150-8200-511.40-41	PURCHASED GOODS / BATTERIES	107	107	107	107	107	107	107	107	107	107	107	107
	150-8200-511.40-14	PURCHASED GOODS / OFFICE SUPPLIES	22	22	22	22	22	22	22	22	22	22	22	22
	150-8200-511.12-02	OTHER PERSONNEL COSTS / ON CALL	0	0	0	0	0	0	0	0	0	0	0	0
	150-8200-511.11-02	OVERTIME / NON-UNION	0	0	0	0	0	0	0	0	0	0	0	0
	150-8200-511.11-04	OVERTIME / OVERTIME - 486	0	0	0	0	0	0	0	0	0	0	0	0
	150-8200-511.12-05	OTHER PERSONNEL COSTS / WORKSAFE RECOVERY	0	0	0	0	0	0	0	0	0	0	0	0
	150-8200-511.70-28	INTERNAL CHARGES / POOLED VEHICLES	0	0	0	0	0	0	0	0	0	0	0	0
	150-8200-511.59-82	RECOVERIES / WAGE RECOVERIES	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000
Patrol Services Total			1,890,380	1,289,827	1,289,827	1,890,380	1,289,827	1,289,827	1,890,380	1,289,827	1,289,827	1,890,380	1,289,827	1,890,380
Criminal Investigations			321,778	257,423	257,423	321,778	257,423	257,423	321,778	257,423	257,423	321,778	257,423	321,778
	150-8300-511.10-08	SALARIES & WAGES / SALARIES - 61	321,778	257,423	257,423	321,778	257,423	257,423	321,778	257,423	257,423	321,778	257,423	321,778
	150-8300-511.14-04	FRINGE BENEFITS / FRINGE BENEFITS	114,563	91,651	91,651	114,563	91,651	91,651	114,563	91,651	91,651	114,563	91,651	114,563
	150-8300-511.10-02	SALARIES & WAGES / SALARIES - NON-UNION	23,735	18,988	18,988	23,735	18,988	18,988	23,735	18,988	18,988	23,735	18,988	23,735
	150-8300-511.11-08	OVERTIME / OVERTIME - 61	22,462	17,970	17,970	22,462	17,970	17,970	22,462	17,970	17,970	22,462	17,970	22,462
	150-8300-511.10-04	SALARIES & WAGES / SALARIES - 486	16,414	13,131	13,131	16,414	13,131	13,131	16,414	13,131	13,131	16,414	13,131	16,414
	150-8300-511.12-02	OTHER PERSONNEL COSTS / ON CALL	4,998	3,518	3,518	4,998	3,518	3,518	4,998	3,518	3,518	4,998	3,518	4,998
	150-8300-511.26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	3,834	3,834	3,834	3,834	3,834	3,834	3,834	3,834	3,834	3,834	3,834	3,834
	150-8300-511.40-09	PURCHASED GOODS / APPAREL	3,347	3,347	3,347	3,347	3,347	3,347	3,347	3,347	3,347	3,347	3,347	3,347
	150-8300-511.32-06	RENTALS / VEHICLES/HEAVY EQUIPMENT	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678
	150-8300-511.40-74	PURCHASED GOODS / IMPREST FUND	1,338	1,338	1,338	1,338	1,338	1,338	1,338	1,338	1,338	1,338	1,338	1,338
	150-8300-511.11-04	OVERTIME / OVERTIME - 486	1,196	957	957	1,196	957	957	1,196	957	957	1,196	957	1,196
	150-8300-511.12-03	OTHER PERSONNEL COSTS / COURT TIME	920	736	736	920	736	736	920	736	736	920	736	920
	150-8300-511.32-04	RENTALS / EQUIPMENT RENTAL	643	643	643	643	643	643	643	643	643	643	643	643
	150-8300-511.40-73	PURCHASED GOODS / PHOTOGRAPHY SUPPLIES	625	625	625	625	625	625	625	625	625	625	625	625
	150-8300-511.40-75	PURCHASED GOODS / SPECIAL OPERATIONS	447	447	447	447	447	447	447	447	447	447	447	447
	150-8300-511.40-50	PURCHASED GOODS / OTHER GOODS	357	357	357	357	357	357	357	357	357	357	357	357
	150-8300-511.20-12	GENERAL SERVICES / TRAVEL	132	132	132	132	132	132	132	132	132	132	132	132
	150-8300-511.40-02	PURCHASED GOODS / MEALS	106	106	106	106	106	106	106	106	106	106	106	106
	150-8300-511.99-99	RECOVERIES / RECOVERIES	0	0	0	0	0	0	0	0	0	0	0	0
	150-8300-511.11-09	OVERTIME / EXTRA DUTY OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0
Criminal Investigations Total			818,973	647,881	647,881	818,973	647,881	647,881	818,973	647,881	647,881	818,973	647,881	818,973
Support Services			66,018	52,814	52,814	66,018	52,814	52,814	66,018	52,814	52,814	66,018	52,814	66,018
	150-8100-511.10-04	SALARIES & WAGES / SALARIES - 486	66,018	52,814	52,814	66,018	52,814	52,814	66,018	52,814	52,814	66,018	52,814	66,018
	150-8100-511.10-08	SALARIES & WAGES / SALARIES - 61	58,547	46,838	46,838	58,547	46,838	46,838	58,547	46,838	46,838	58,547	46,838	58,547
	150-8100-511.20-10	REPAIRS & MAINTENANCE / COMPUTER MAINTENANCE	42,605	42,605	42,605	42,605	42,605	42,605	42,605	42,605	42,605	42,605	42,605	42,605
	150-8100-511.14-04	FRINGE BENEFITS / FRINGE BENEFITS	35,958	28,767	28,767	35,958	28,767	28,767	35,958	28,767	28,767	35,958	28,767	35,958
	150-8100-511.70-20	INTERNAL CHARGES / Computer Replacement Plan	26,967	26,967	26,967	26,967	26,967	26,967	26,967	26,967	26,967	26,967	26,967	26,967
	150-8100-511.20-09	GENERAL SERVICES / MOBILE RADIOS	19,427	19,427	19,427	19,427	19,427	19,427	19,427	19,427	19,427	19,427	19,427	19,427
	150-8100-511.32-04	RENTALS / EQUIPMENT RENTAL	16,512	16,512	16,512	16,512	16,512	16,512	16,512	16,512	16,512	16,512	16,512	16,512
	150-8100-511.10-02	SALARIES & WAGES / SALARIES - NON-UNION	12,062	9,649	9,649	12,062	9,649	9,649	12,062	9,649	9,649	12,062	9,649	12,062
	150-8100-511.20-08	GENERAL SERVICES / TELEPHONE	5,778	5,778	5,778	5,778	5,778	5,778	5,778	5,778	5,778	5,778	5,778	5,778
	150-8100-511.13-08	OVERTIME / OVERTIME - 61	5,333	4,426	4,426	5,333	4,426	4,426	5,333	4,426	4,426	5,333	4,426	5,333
	150-8100-511.40-09	PURCHASED GOODS / APPAREL	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346
	150-8100-511.11-04	OVERTIME / OVERTIME - 486	2,593	2,075	2,075	2,593	2,075	2,075	2,593	2,075	2,075	2,593	2,075	2,593
	150-8100-511.40-08	PURCHASED GOODS / FOOTWEAR	1,321	1,321	1,321	1,321	1,321	1,321	1,321	1,321	1,321	1,321	1,321	1,321
	150-8100-511.24-12	PROFESSIONAL SERVICES / OTHER PROFESSIONAL SERV	873	873	873	873	873	873	873	873	873	873	873	873
	150-8100-511.65-10	GOVERNMENT SERVICES / RADIO LICENCES	724	724	724	724	724	724	724	724	724	724	724	724
	150-8100-511.40-13	PURCHASED GOODS / SAFETY SUPPLIES	218	218	218	218	218	218	218	218	218	218	218	218
	150-8100-511.26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	218	218	218	218	218	218	218	218	218	218	218	218
	150-8100-511.12-03	OTHER PERSONNEL COSTS / COURT TIME	210	168	168	210	168	168	210	168	168	210	168	210
	150-8100-511.40-14	PURCHASED GOODS / OFFICE SUPPLIES	66	66	66	66	66	66	66	66	66	66	66	66
	150-8100-511.20-12	GENERAL SERVICES / TRAVEL	0	0	0	0	0	0	0	0	0	0	0	0
	150-8100-511.11-02	OVERTIME / NON-UNION	0	0	0	0	0	0	0	0	0	0	0	0
	150-8100-511.40-02	PURCHASED GOODS / MEALS	0	0	0	0	0	0	0	0	0	0	0	0
Support Services Total			289,976	233,782	233,782	289,976	233,782	233,782						

Admin	150-8001-511.90-30	ASSET PURCHASES / OTHER ASSETS	26	26	26	26	26	26	26	26	26	26	26	26
	150-8001-511.10-10	SALARIES & WAGES / SALARIES - TEMP	0	0	0	0	0	0	0	0	0	0	0	0
	150-8001-511.24-70	PROFESSIONAL SERVICES / POLICE ACT INVESTIGATIONS	0	0	0	0	0	0	0	0	0	0	0	0
	150-8001-511.30-10	REPAIRS & MAINTENANCE / COMPUTER MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0	0
	150-8001-511.24-12	PROFESSIONAL SERVICES / OTHER PROFESSIONAL SERV	0	0	0	0	0	0	0	0	0	0	0	0
	150-8001-511.20-10	GENERAL SERVICES / ADVERTISING	0	0	0	0	0	0	0	0	0	0	0	0
	150-8001-511.26-19	OTHER PURCHASED SERVICES / TRANSLATION SERVICES	0	0	0	0	0	0	0	0	0	0	0	0
	150-8001-511.20-30	GENERAL SERVICES / OTHER GENERAL SERVICES	0	0	0	0	0	0	0	0	0	0	0	0
Admin Total			26,033	26,033	26,033	26,033	26,033	26,033	26,033	26,033	26,033	26,033	26,033	26,033
Automotive Equipment	150-8600-511.90-12	ASSET PURCHASES / VEHICLES	57,934	57,934	57,934	57,934	57,934	57,934	57,934	57,934	57,934	57,934	57,934	57,934
	150-8600-511.70-04	INTERNAL CHARGES / FLEET - FUEL	28,119	28,119	28,119	28,119	28,119	28,119	28,119	28,119	28,119	28,119	28,119	28,119
	150-8600-511.70-23	INTERNAL CHARGES / FLEET - LABOUR	11,835	11,835	11,835	11,835	11,835	11,835	11,835	11,835	11,835	11,835	11,835	11,835
	150-8600-511.22-04	INSURANCE / VEHICLE INSURANCE	0	132,250	0	0	0	0	0	0	0	0	0	0
	150-8600-511.70-24	INTERNAL CHARGES / FLEET - PARTS	10,225	10,225	10,225	10,225	10,225	10,225	10,225	10,225	10,225	10,225	10,225	10,225
	150-8600-511.70-29	INTERNAL CHARGES / WELDING - LABOUR	2,404	2,404	2,404	2,404	2,404	2,404	2,404	2,404	2,404	2,404	2,404	2,404
	150-8600-511.26-40	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	1,116	1,116	1,116	1,116	1,116	1,116	1,116	1,116	1,116	1,116	1,116	1,116
	150-8600-511.22-08	INSURANCE / DEDUCTIBLE	893	893	893	893	893	893	893	893	893	893	893	893
	150-8600-511.70-30	INTERNAL CHARGES / WELDING - PARTS	709	709	709	709	709	709	709	709	709	709	709	709
	150-8600-511.40-50	PURCHASED GOODS / OTHER GOODS	536	536	536	536	536	536	536	536	536	536	536	536
	150-8600-511.90-30	ASSET PURCHASES / OTHER ASSETS	13	13	13	13	13	13	13	13	13	13	13	13
Automotive Equipment Total			83,784	226,034	83,784	83,784	83,784	83,784	83,784	83,784	83,784	83,784	83,784	83,784
Stations and Buildings	150-8500-511.32-08	RENTALS / BUILDING RENTALS	83,505	83,505	83,505	83,505	83,505	83,505	83,505	83,505	83,505	83,505	83,505	83,505
	150-8500-511.40-16	PURCHASED GOODS / ELECTRICITY	915	915	915	915	915	915	915	915	915	915	915	915
	150-8500-511.26-12	OTHER PURCHASED SERVICES / JANITORS	223	223	223	223	223	223	223	223	223	223	223	223
	150-8500-511.26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	128	128	128	128	128	128	128	128	128	128	128	128
	150-8500-511.40-18	PURCHASED GOODS / WATER	85	85	85	85	85	85	85	85	85	85	85	85
	150-8500-511.70-06	INTERNAL CHARGES / MUNICIPAL OPERATIONS	0	0	0	0	0	0	0	0	0	0	0	0
Stations and Buildings Total			84,258	84,258	84,258	84,258	84,258	84,258	84,258	84,258	84,258	84,258	84,258	84,258
Detention Services	150-8501-511.24-10	PROFESSIONAL SERVICES / POLICE	15,995	15,995	15,995	15,995	15,995	15,995	15,995	15,995	15,995	15,995	15,995	15,995
	150-8501-511.40-02	PURCHASED GOODS / MEALS	350	350	350	350	350	350	350	350	350	350	350	350
	150-8501-511.20-08	GENERAL SERVICES / TELEPHONE	172	172	172	172	172	172	172	172	172	172	172	172
	150-8501-511.26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	44	44	44	44	44	44	44	44	44	44	44	44
	150-8501-511.40-14	PURCHASED GOODS / OFFICE SUPPLIES	8	8	8	8	8	8	8	8	8	8	8	8
Detention Services Total			16,569	16,569	16,569	16,569	16,569	16,569	16,569	16,569	16,569	16,569	16,569	16,569
Grand Total			2,837,941	2,448,508	2,336,258	2,837,941	2,336,258	2,336,258	2,837,941	2,336,258	2,336,258	2,837,941	2,336,258	2,837,941

8.4



REPORT TO SAINT JOHN BOARD OF POLICE COMMISSIONERS



Nov 4, 2025

Members of the Saint John Board of Police Commissioners

OPEN OR CLOSED SESSION

This matter is to be discussed in the Open Session of the Saint John Board of Police Commissioners meeting.

RECOMMENDATION

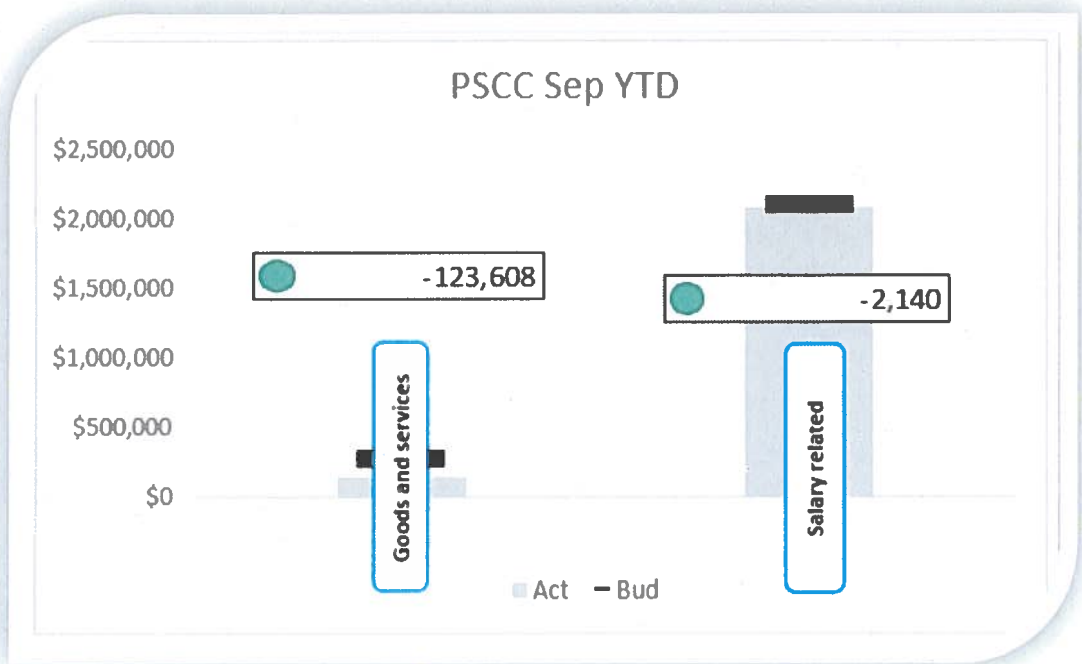
It is recommended that the Board receive and file this report as presented.

EXECUTIVE SUMMARY

The purpose of this report is to provide a budget update on the unaudited financial position of the Public Safety Communication Centre's Operating Budget as of Sep 30, 2025.

REPORT

PSCC's Sep 30, 2025, operating budget results show a surplus of \$125,748 year to date. The figures being provided are preliminary and have not been audited.



Overall wages and benefits are under budget by \$2,140 and goods and services are under budget by \$123,608 year to date.

Explanations:

Overtime & Salaries: Staffing initiatives launched earlier this year to curb overtime are continuing, though progress has been tempered by higher-than-anticipated turnover among new hires. Overtime levels remain elevated but are being offset by savings in other salary lines. While this is not the preferred approach to achieving balance, the overall salary budget remains on target pending full team stabilization. Recruitment efforts and interviews are ongoing, with further adjustments planned to restore operational balance.

Training Costs: Training expenditures continue to track below budget, as key sessions remain tied to system and software development timelines. The Versaterm CAD (computer-aided dispatch) project is progressing as a joint local-provincial initiative, with implementation structured to occur in coordination across jurisdictions to maximize interoperability for all emergency response teams. Consequently, SJPF's training schedule remains dependent on the Province's timelines and integration milestones. Related training costs are expected to flow through later in the fiscal year.

Other Costs: No new cost pressures or anomalies have emerged. All other Goods and Services lines continue to perform within expected ranges and align with historical trends.

ATTACHMENT

PSCC September 2025 YTD Supplemental.pdf

Respectfully submitted,

Frank Szalai

Frank Szalai, CPA, CIA, MBA
Senior Financial Manager



Robert Bruce
CHIEF OF POLICE

PSCC
2025 Actual vs Budget - By Period, by YTD

Goods and services
Salary related

146,518 270,126 -123,608 -45.8%
2,091,314 2,093,454 -2,140 -0.1%

Detailed_merage_DisplayName	GL	Detailed_merage_GL_Name	Actual		Budget		Actual		Budget		Actual		Budget		Actual		Budget		Actual		Budget		YTD to P9	YTD to P9	YTD Diff	YTD % Diff
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
110-1602-444-10-04		SALARIES & WAGES / SALARIES - 486	142,074	180,377	112,299	164,301	117,769	144,301	157,199	180,377	129,388	144,301	124,157	144,301	150,178	180,377	115,473	144,301	123,738	164,301	1,171,431	1,406,937	-235,506	-16.7%		
110-1602-444-14-04		FRINGE BENEFITS / FRINGE BENEFITS	43,759	51,176	33,368	40,841	34,896	40,841	45,743	51,176	37,407	40,841	36,176	40,841	44,311	51,176	33,918	40,841	36,213	40,841	444,750	199,174	-55,444	-11.9%		
110-1602-444-11-04		OVERTIME / OVERTIME - 486	47,203	18,473	41,363	11,179	45,465	11,179	59,836	18,473	42,549	33,179	38,501	18,473	48,373	18,473	37,376	18,473	19,952	13,179	400,720	128,493	-272,227	-213.4%		
110-1602-444-10-02		SALARIES & WAGES / SALARIES - NON-UNION	20,959	20,966	17,578	18,292	17,144	18,292	21,430	20,966	17,144	18,292	17,144	18,292	21,372	20,966	17,925	18,292	17,523	18,292	169,821	184,908	-10,927	-6.9%		
110-1602-444-30-20		REPAIRS & MAINTENANCE / OTHER REPAIRS & MAINTEN	42,761	5,539		5,539	12,141	5,539		5,539		5,539		5,539		5,539		5,539		5,539	5,802	49,851	5,051	10.1%		
110-1602-444-20-16		GENERAL SERVICES / OTHER TRAINING		9,373		9,373		9,373		9,373		9,373		9,373		9,373		9,373		9,373		84,327	-84,327	-100.0%		
110-1602-444-20-06		GENERAL SERVICES / TELEPHONE	63	4,821	9,388	4,821	4,461	4,821	4,466	4,821	101	4,821	5,267	4,821	9,465	4,821	4,507	4,821	144	4,821	38,261	64,219	-6,028	-13.4%		
110-1602-444-70-20		INTERNAL CHARGES / COMPUTERS	2,904	3,042	2,904	3,042	2,904	3,042	2,974	3,042	3,006	3,042	2,996	3,042	2,996	3,042	2,991	3,042	2,988	3,042	26,738	27,378	-640	-2.3%		
110-1602-444-20-09		GENERAL SERVICES / MOBILE RADIOS	1,995	2,385	1,995	2,385	1,995	2,385	1,995	2,385	1,995	2,385	1,995	2,385	1,995	2,385	1,995	2,385	1,995	2,385	17,956	21,465	-3,507	-16.3%		
110-1602-444-40-02		PURCHASED GOODS / METALS	656	3,333	560	3,333	716	3,333	946	3,333	616	3,333	446	3,333	516	3,333	574	3,333	192	3,333	5,026	79,917	-64,891	-82.3%		
110-1602-444-40-14		PURCHASED GOODS / OFFICE SUPPLIES		299		299		299		299		299		299		299		299		299		587	2,491	-1,904	-76.2%	
110-1602-444-40-30		PURCHASED GOODS / OTHER GOODS	291	85	43	85	465	85	100	85	706	85	1,447	85	29	85	64	85	86	85	2,638	765	-1,873	-244.8%		
110-1602-444-20-30		OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES		256		256		256		256		145		256		256		256		256		145	2,304	-2,159	-93.7%	
111-1602-444-90-14		ASSET PURCHASES / OFFICE EQUIPMENT	0	264		264		264		264		264		264		264		264		264		372	2,176	-1,804	-83.0%	
110-1602-444-90-14		ASSET PURCHASES / OFFICE FURNITURE		213		213		213		213		213		213		213		213		213		1,817	-1,604	-88.2%		
110-1602-444-10-10		SALARIES & WAGES / SALARIES - TEMP	262	0	524	0	515	0	378	0	0	0	0	0	0	0	0	0	0	0	408	0	2,496	0	0.0%	
110-1602-444-11-14		RENTALS / OFFICE EQUIPMENT		110		110		110		110		635		110		110		110		110		110	990	-880	-88.9%	
110-1602-444-20-10		GENERAL SERVICES / TRAVEL	-218	85	218	85	85	85	85	85	85	85	85	85	85	85	85	85	85	85		765	-580	-76.0%		
110-1602-444-20-14		GENERAL SERVICES / CONFERENCE/COURSES		66		66		66		66		66		66		66		66		66		594	-594	-100.0%		
110-1602-444-90-90		GENERAL SERVICES / OTHER GENERAL SERVICES		43		43		43		43		43		43		43		43		43		187	-144	-77.1%		
110-1602-444-11-10		OVERTIME / OVERTIME - TEMP		0		0		0		0		0		0		0		0		0		87	-87	-100.0%		
110-1602-444-12-04		OTHER PERSONNEL COSTS / COURT TIME	18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		78	-78	-100.0%		
110-1602-444-20-08		GENERAL SERVICES / POSTAGE		0		0		0		0		0		0		0		0		0		0	0	0	0.0%	
PSCC Total			300,620	298,008	222,816	264,727	235,768	244,727	296,667	298,456	232,439	264,717	238,767	264,727	291,737	298,408	224,338	264,727	223,912	264,727	2,239,833	2,363,200	-123,367	-5.2%		
Revenue Total			300,620	298,008	222,816	264,727	235,768	244,727	296,667	298,456	232,439	264,717	238,767	264,727	291,737	298,409	224,338	264,727	223,912	264,727	2,239,833	2,363,200	-123,367	-5.2%		

PSCC
2025 Actual vs Budget - By Period, by YTD

Sum of Total		AccPer												
Detailed_merge_DeptName	GL	Detailed_merge_GL_Name	1	2	3	4	5	6	7	8	9	10	11	12
PSCC	110-1602-444.10-04	SALARIES & WAGES / SALARIES - 486	180,577	144,301	144,301	180,577	144,301	144,301	180,577	144,301	144,301	180,577	144,301	180,577
	110-1602-444.14-04	FRINGE BENEFITS / FRINGE BENEFITS	51,176	40,941	40,941	51,176	40,941	40,941	51,176	40,941	40,941	51,176	40,941	51,176
	110-1602-444.10-02	SALARIES & WAGES / SALARIES - NON-UNION	20,366	16,292	16,292	20,366	16,292	16,292	20,366	16,292	16,292	20,366	16,292	20,366
	110-1602-444.11-04	OVERTIME / OVERTIME - 486	16,473	13,179	13,179	16,473	13,179	13,179	16,473	13,179	13,179	16,473	13,179	16,473
	110-1602-444.20-16	GENERAL SERVICES / OTHER TRAINING	9,373	9,373	9,373	9,373	9,373	9,373	9,373	9,373	9,373	9,373	9,373	9,373
	110-1602-444.30-30	REPAIRS & MAINTENANCE / OTHER REPAIRS & MAINTEN	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539	5,539
	110-1602-444.20-08	GENERAL SERVICES / TELEPHONE	4,921	4,921	4,921	4,921	4,921	4,921	4,921	4,921	4,921	4,921	4,921	4,921
	110-1602-444.40-02	PURCHASED GOODS / MEALS	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333
	110-1602-444.70-20	INTERNAL CHARGES / COMPUTERS	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042
	110-1602-444.20-09	GENERAL SERVICES / MOBILE RADIOS	2,385	2,385	2,385	2,385	2,385	2,385	2,385	2,385	2,385	2,385	2,385	2,385
	110-1602-444.40-14	PURCHASED GOODS / OFFICE SUPPLIES	299	299	299	299	299	299	299	299	299	299	299	299
	110-1602-444.90-16	ASSET PURCHASES / OFFICE EQUIPMENT	264	264	264	264	264	264	264	264	264	264	264	264
	110-1602-444.26-30	OTHER PURCHASED SERVICES / OTHER PURCHASED SERVICES	256	256	256	256	256	256	256	256	256	256	256	256
	110-1602-444.90-14	ASSET PURCHASES / OFFICE FURNITURE	213	213	213	213	213	213	213	213	213	213	213	213
	110-1602-444.32-04	RENTALS / OFFICE EQUIPMENT	110	110	110	110	110	110	110	110	110	110	110	110
	110-1602-444.40-50	PURCHASED GOODS / OTHER GOODS	85	85	85	85	85	85	85	85	85	85	85	85
	110-1602-444.20-12	GENERAL SERVICES / TRAVEL	85	85	85	85	85	85	85	85	85	85	85	85
	110-1602-444.20-14	GENERAL SERVICES / CONFERENCES/COURSES	66	66	66	66	66	66	66	66	66	66	66	66
	110-1602-444.20-30	GENERAL SERVICES / OTHER GENERAL SERVICES	43	43	43	43	43	43	43	43	43	43	43	43
	110-1602-444.12-03	OTHER PERSONNEL COSTS / COURT TIME	0	0	0	0	0	0	0	0	0	0	0	0
	110-1602-444.20-04	GENERAL SERVICES / POSTAGE	0	0	0	0	0	0	0	0	0	0	0	0
	110-1602-444.10-10	SALARIES & WAGES / SALARIES - TEMP	0	0	0	0	0	0	0	0	0	0	0	0
	110-1602-444.11-10	OVERTIME / OVERTIME - TEMP	0	0	0	0	0	0	0	0	0	0	0	0
PSCC Total			298,406	244,727	244,727	298,406	244,727	244,727	298,406	244,727	244,727	298,406	244,727	298,406
Grand Total			298,406	244,727	244,727	298,406	244,727	244,727	298,406	244,727	244,727	298,406	244,727	298,406