



P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 15.2.2**  
**Halifax Regional Council**  
**September 28, 2021**

**TO:** Mayor Savage and Members of Halifax Regional Council

**Original Signed**

**SUBMITTED BY:** \_\_\_\_\_  
Councillor Paul Russell, Chair, Audit and Finance Standing Committee

**DATE:** September 16, 2021

**SUBJECT:** **Funding of Station Alerting Project CI210013**

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**ORIGIN**

September 15, 2021 meeting of the Audit and Finance Standing Committee, Item 12.2.1:

MOVED by Councillor Hendsbee, seconded by Councillor Morse

THAT the Audit and Finance Standing Committee approve the transfer of \$275,000 from capital project CI190005 – Intelligent Dispatching to capital project CI210013 – Station Alerting in the 2021/22 fiscal year.

MOTION PUT AND PASSED.

**LEGISLATIVE AUTHORITY**

Halifax Regional Municipality approved December 11, 2012, that all budget increases are to be presented to the Audit and Finance Standing Committee, prior to submission to Council.

*Halifax Regional Municipality Charter, S.N.S., 2008, c. 39*

Subsection 35(2)(d)(i):

The Chief Administrative Officer may

(d) subject to policies adopted by Council

(i) make or authorize expenditures, and enter into contracts on behalf of the Municipality, for anything required for the Municipality where the amount of the expenditure is budgeted or within the amount determined by the Council by policy, and may delegate this authority to employees of the Municipality

Subsection 79:

The Municipality may spend money for municipal purposes in accordance with this section

Subsection 93(1):

The Council shall make estimates of the sums that are required by the Municipality for the fiscal year

**RECOMMENDATION ON PAGE 2**

Subsection 120(6):

The Municipality may maintain other reserve funds for such purposes as the Council may determine

Halifax Regional Municipality policy on *Changes to Cost Sharing for Capital Projects* - Changes requiring Council approval

Halifax Regional Municipality Reserve Policy - No reserve funds will be expended without the CAO's recommendation and Council approval.

### **RECOMMENDATION**

It is recommended that Halifax Regional Council approve the transfer of \$275,000 from capital project CI190005 – Intelligent Dispatching to capital project CI210013 – Station Alerting in the 2021/22 fiscal year.

### **BACKGROUND**

A staff recommendation report dated July 30, 2021 pertaining to a budget transfer for the Funding of Station Alerting Project CI210013 was before the Audit and Finance Standing Committee for consideration at its September 28, 2021 meeting.

For further information, please refer to the attached staff recommendation report dated July 30, 2021.

### **DISCUSSION**

The Audit and Finance Standing Committee considered the request and approved the recommendations as outlined in this report.

### **FINANCIAL IMPLICATIONS**

Financial implications are outlined in the attached July 30, 2021 staff report.

### **RISK CONSIDERATION**

Risk considerations are outlined in the attached July 30, 2021 staff report.

### **COMMUNITY ENGAGEMENT**

The agenda, reports, and minutes of the Audit and Finance Standing Committee are posted on Halifax.ca.

### **ENVIRONMENTAL IMPLICATIONS**

Environmental implications are outlined in the attached July 30, 2021 staff report.

### **ALTERNATIVES**

Alternatives are outlined in the attached July 30, 2021 staff report.

**ATTACHMENTS**

Attachment 1: Staff recommendation report dated July 30, 2021

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A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Annie Sherry, Legislative Assistant, Office of the Municipal Clerk, 902.943.8741.

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**Attachment 1**  
**Audit & Finance Standing Committee**  
**September 15, 2021**

**TO:** Chair and Members of Audit & Finance Standing Committee

**SUBMITTED BY:** - Original Signed -

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Ken Stuebing, Executive Director / Fire Chief

- Original Signed -

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Jacques Dubé, Chief Administrative Officer

**DATE:** July 30, 2021

**SUBJECT:** Funding of Station Alerting Project CI210013

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**ORIGIN**

This report originates from a need to increase the funding available for Capital Account CI210013 to the RFP for station alerting equipment and implementation cost.

**LEGISLATIVE AUTHORITY**

Halifax Regional Municipality Council approved, Dec 11, 2012, that all budget increases are to be presented to the Audit and Finance Standing Committee, prior to submission to Council.

Halifax Charter, section 93(1) - The Council shall make estimates of the sums that are required by the Municipality for the fiscal year; Halifax Charter, section 79 – The Municipality may spend money for municipal purposes in accordance with this section; Halifax Charter, section 35(2)(d)(i) - The CAO can only authorize budgeted expenditures or within the amount determined by Council by policy; Halifax Charter, section 120(6) - The Municipality may maintain other reserve funds for such purposes as the Council may determine; Halifax Regional Municipality policy on Changes to Cost Sharing for Capital Projects - Changes requiring Council approval; and the Halifax Regional Municipality Reserve Policy - No reserve funds will be expended without the CAO's recommendation and Council approval.

**RECOMMENDATION**

It is recommended that the Audit and Finance Standing Committee approve the transfer of \$275,000 from capital project CI190005 – Intelligent Dispatching to capital project CI210013 – Station Alerting in the 2021/22 fiscal year.

## **BACKGROUND**

Capital project CI210013 – “*Station Alerting*” has been approved in fiscal 2021/22 capital budget in the amount of \$100,000.

The HRFE Technology Roadmap Steering Committee recognizes that beyond scoping for an RFP, there is no ability to commence project work in 2021/22 due to the funding amount in this fiscal year. Station Alerting is an important project that will have a direct impact on our service to the public. It will enable faster dispatching of firefighters, improved clarity of critical emergency information, accurate record-keeping of our dispatch times, and enhanced emergency response time target reporting to Regional Council.

Capital project CI190005 – “Intelligent Dispatching” can continue with the remaining \$25,000 recommended to commence project initiation and planning in 2021/22. Having Station Alerting proceed ahead of Intelligent Dispatching will allow it to be more successful in fiscal 2022/23. The Intelligent Dispatching project is dependent on current AVL projects that are in progress of being delivered.

## **DISCUSSION**

Staff have begun work on an RFP which consists of implementation, training and support of fire station alerting software, integration with the computer aided dispatch system and installation and testing of all required hardware in HRFE fire stations.

The RFP will focus on the following major components:

- Software which interfaces with Versaterm CAD and communicates audibly and visually fire dispatch information automatically on-air and to specified stations.
- The creation of the relevant interfaces between the Versaterm CAD, and the fire station alerting system.
- Provision of electronic hardware and cabinetry for the primary and back up dispatch centres and the initial 6 career fire stations with an option to add an additional 33 career fire stations.
- Provision of testing of the systems and assist with user acceptance testing, detailing the testing plans and user acceptance plans.
- Provision of training for both internal IT system support staff and users, detailing the scope of the training and the training methodology.

To fund the purchase of the necessary fire station alerting equipment and services, staff is requesting a transfer from capital project CI190005 to increase capital project CI210013.

**FINANCIAL IMPLICATIONS**

Funding in the amount of \$250,000 is available from Project Account No. C1190005 – Intelligent Dispatching. The budget availability has been confirmed by Finance.

**Budget Summary:**

**Station Alerting – C1210013**

Cumulative Available Balance	\$ 100,000
Add: Transfer from C1190005 – Intelligent Dispatching	<u>\$ 275,000</u>
Balance	\$ 375,000

**Intelligent Dispatching – C1190005**

Cumulative Available Balance	\$ 300,000
Less: Transfer to C1210013 – Station Alerting	<u>(\$ 275,000)</u>
Balance	\$ 25,000

**RISK CONSIDERATION**

There are no significant risks associated with the recommendation in this report. The risks considered rate low. To reach this conclusion, consideration was given to financial, legal and compliance, and service delivery risks.

**COMMUNITY ENGAGEMENT**

There are no community engagements required or implications.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications.

**ALTERNATIVES**

**Option 1:** Decline the request to move funding. This would allow the project to draft the RFP for station alerting and post the RFP when additional funding is available. This would delay the procurement process and contract award until 2022/23.

**Option 2:** HRM approve the RFP to be posted without sufficient funding. This option would allow the RFP to be posted and contract negotiations to proceed in 2021/22. Implementation would commence in 2022/23 when additional funding is approved.

**ATTACHMENTS**

N/A

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A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: David Meldrum, Deputy Chief, 902.490.6552

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