

Request for Decision



To: Regular Meeting

From: **Emergency Services / Corporate Services**

Date: August 12, 2019

Subject: Fire Department Capital and Operating Budget re-allocation

Recommendation: **THAT Council approves the following items:**
1. Remove the Capital Project "Command Vehicle 2" - \$80,000,
2. Create a new Capital Project "Fire Dept. Equipment" - \$27,000,
3. Allocate an additional \$53,000 to the Fire Department Operating Budget;
and directs staff to amend the Five-Year Financial Plan bylaw to include these changes.

Background

Due to the recent Fire Department review and Worksafe BC workplace investigations, the department will experience cost overruns on the operating budget.

To mitigate this, staff is asking to remove a Fire Department Fleet replacement scheduled for this year, effectively saving \$80,000 in the capital budget.

Staff will require an increase in the operating budget by \$53,000 to cover operational expenses.

Staff also requires \$27,000 in a new capital project "Fire Department Equipment" to allow for procurement of hoses and other items that have been found to be out of Worksafe compliance.

Below is a breakdown on the operating cost expenses to date that were not anticipated during the budget cycle. Additional management wages are not included in this breakdown but are estimated at \$3,000 to date. Additional expenses are required as well from the outcome of the audit that was recently performed in accordance with the Office of the Fire Commissioners Checklist.

Future operating and capital budgets will also see an increase due to the outcome of the review, audit, and Worksafe BC investigation. Increased annual budgets are anticipated due to mandatory annual testing procedures. Capital budget changes are anticipated to accommodate findings of the Office of the Fire Commissioners Checklist and replacement needs.

| Item | Capital / Operating | Costs to date (approximate) |
|---|---------------------|-----------------------------|
| Investigative Report | Operating | \$10,164 |
| Additional HR support | Operating | \$2,756 |
| Audit – Fire Commissioners Checklist & Safety program | Operating | \$12,440 |
| Review of Workplace policies | Operating | \$10,000 |
| Hose Testing | Operating | \$8,060 |
| Hearing Testing | Operating | \$3,675 |
| Fit Testing | Operating | \$1,733 |
| Personal Protective Equipment | Capital | \$15,000 |
| Hose replacements (due to testing) | Capital | \$12,000 |
| Current total | | \$75,828.00 |

Benefits or Impacts

General

Adjusting capital and operating budgets to meet the current needs of the organization.

Strategic Impact



Fiscal Responsibility

- Deferring purchase of a Command Vehicle, while replacing other aged out equipment and funding unanticipated operating expenses.

Policy/Legislation

Five-Year Financial Plan Bylaw No. 2055

Attachments

Five-Year Financial Plan Bylaw No. 2055

Recommendation

THAT Council approves the following items:

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 - 2. Create a new Capital Project “Fire Dept. Equipment” - \$27,000,**
 - 3. Allocate an additional \$53,000 to the Fire Department Operating Budget;**
- and directs staff to amend the Five-Year Financial Plan bylaw to include these changes.**

Options

1. THAT Council accepts the report.
2. THAT Council does not accept the report.
3. THAT Council refers the matter back to staff for further information.

Report Approval Details

| | |
|----------------------|--|
| Document Title: | 2019-08-12 - Fire Department Capital and Operations Budgets.docx |
| Attachments: | - By2055 - Establish Five-Year Financial Plan 2019-2023.pdf |
| Final Approval Date: | Aug 6, 2019 |

This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to George Seigler was completed by assistant Kevin McKinnon

George Seigler - Aug 6, 2019 - 12:21 PM

Diane Heinrich - Aug 6, 2019 - 3:31 PM