



STAFF REPORT TO COMMITTEE

DATE OF REPORT July 25, 2019
MEETING TYPE & DATE Electoral Area Services Committee Meeting of August 7, 2019
FROM: Public Safety Division
Community Services Department
SUBJECT: Budget Amendment – Fire Protection Malahat
FILE:

PURPOSE/INTRODUCTION

The purpose of this report is to provide information about and request approval for an amendment to the Function 355 - Fire Protection Malahat 2019 Budget.

RECOMMENDED RESOLUTION

That it be recommended to the Board that:

1. The 2019 budget for Function 355 - Fire Protection Malahat be amended as follows:
 - a) Reduce Transfer to Capital Reserve by \$15,000
 - b) Increase Capital Expenditure – Buildings by \$15,000
2. The purchase of eligible energy efficient upgrades for the Malahat Volunteer Fire Department, such as heat pump, doors, windows and LED lights valuing \$15,000, be funded by Gas Tax Reserves already allocated to Function 355 – Fire Protection Malahat.

BACKGROUND

In years previous \$15,000 of Gas Tax Program funds was allocated to Fire Protection Malahat for the purchase of a generator. It was believed that purchasing a generator was an eligible expense at the time these funds were allocated.

In January 2019 staff purchased a generator and it has become part of the Malahat Fire Department's equipment inventory.

In recent weeks staff were notified by a Union of British Columbia Municipalities Program Analyst that a generator is not an eligible expense under the current guidelines.

\$15,000 of eligible project expenses for Malahat Fire Protection can still be applied to the Gas Tax Program.

ANALYSIS

A generator for the Malahat Fire Department was purchased utilizing \$15,000 of allocated Gas Tax Program funds. The Gas Tax Program has determined that a generator is not an eligible expense under the Program Guidelines, therefore it is necessary to identify another source of funds. The recommendation proposes the generator be funded through a reduction in the transfer to Capital Reserves.

Staff have recently completed an energy audit of the Malahat Fire Hall and identified a number of energy efficiency upgrades eligible under the Gas Tax Program. Possible projects include

upgrading the heating system, doors, windows and LED lights. Any of these possible building improvements would result in significant savings due to reduced electrical consumption.

FINANCIAL CONSIDERATIONS

1. Reduce Transfer to Capital Reserve by \$15,000
2. Increase Capital Expenditure – Buildings by \$15,000

COMMUNICATION CONSIDERATIONS

N/A

STRATEGIC/BUSINESS PLAN CONSIDERATIONS

N/A

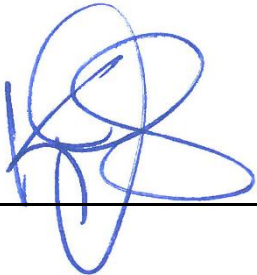
GENERAL MANAGER COMMENTS

☐ Not Applicable

Referred to (upon completion):

- ☐ Communications & Engagement
- ☐ Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- ☒ Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology, Procurement*)
- ☐ Engineering Services (*Environmental Services, Recycling & Waste Management, Water Management*)
- ☐ Land Use Services (*Community Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)

Prepared by:



Keir Gervais
Manager

Reviewed by:

Not Applicable
Not Applicable



Terri Askham
A/General Manager

Reviewed for form and content and approved for submission to the Committee:

Resolution:

Financial Considerations:

☒ Corporate Secretary, Legislative Services

☒ Manager, Finance