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## STAFF REPORT

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**TO:** Chief Administrative Officer  
**FROM:** Ronnie Gill, Director of Finance  
**SUBJECT:** BUDGET AMENDMENT  
**MEETING DATE:** OCTOBER 21, 2025

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### PURPOSE

The purpose of this report is to bring to Council's attention a request for a budget amendment to account for the heat pump replacement servicing the ambulance area of the emergency services building which also houses the fire department.

### BACKGROUND

The contractor and Fire Chief determined that the heat pump servicing the ambulance section of the firehall building could not be repaired, therefore it has been replaced by the contractor.

### IMPLICATIONS

- a. **Financial:**  
The cost (excluding GST) of the heat pump is \$16,450 which was not included in the capital budget for 2025. This cost could be covered from surplus funds (increasing the deficit) or by reducing another capital budget. There is a \$400,000 budget for the Mildred Child Area upgrades that will not be spent.
- b. **Policy/Legislation:**  
The five-year financial plan capital budget will be amended to allocate funds for this purchase.
- c. **Strategic Priority:**  
N/A.

**d. Sustainability:**

N/A

**e. Communication:**

N/A

**f. Staffing Implication:**

N/A

**OPTIONS**

1. To amend the budget by adding \$20,000 to the capital budget for the heat pump at the ambulance portion of the firehall building.
2. **To amend the capital budget by adding \$20,000 for the ambulance building heat pump and also reducing the Mildred Child area upgrades capital budget by \$20,000.**

**Recommendation**

Option 2

Signed:

**Ronnie Gill**

Ronnie Gill, CPA, CGA

Director of Finance

Concurrence:

**John T**

John Thomas

Chief Administrative Officer