



## CORPORATE SERVICES *Staff Report*

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REPORT NO: COR-2024-12

TO: Finance and Budget Committee

SUBMITTED BY: Dan Elliott, Interim Treasurer and Chief Financial Officer

PREPARED BY: Dan Elliott, Interim Treasurer and Chief Financial Officer

REVIEWED BY: Sharon Chambers, CAO

DATE: February 15, 2024

SUBJECT: Missing Capital Project Justification Sheets

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### RECOMMENDATION:

THAT Report COR-2024012 be received for information.

### SUMMARY:

During the recent Capital Budget deliberations, it was discovered that four capital project justification sheets were omitted from the budget materials in error.

### BACKGROUND:

Four capital projects' detailed justification sheets were missing from the Budget Package circulated for deliberation and review.

### REPORT:

Attached to this report are three capital justification sheets:

#61 Website Upgrades

- #62 Development Charges Background Study
- #64 Asset Management Plan update (regulatory for 2024)

The fourth project, #60 – Corporate Health and Safety Audit is being withdrawn by staff at this time and will be brought forward in future budgets.

#### FINANCIAL CONSIDERATIONS:

There are no direct financial implications arising from this report.

#### ATTACHMENTS:

- Project sheet #61 – Website Upgrades
- Project sheet #62 – Development Charges Background Study
- Project sheet #64 – Asset Management Plan update (regulatory for 2024)