



**CURRENT PROJECT NAME:** Records Warehouse Lift  
**AMENDED PROJECT NAME:**

Group I/O Revenue I/O Expense I/O **New Project**

**ORDER CODES (if assigned):**

**CURRENT PROJECT BUDGET**

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Other Sources	Debenture Financed
2018 & Prior		\$ -	\$ -			
2019	-	-	-			-
2020	-	-	-			-
2021	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**CURRENT COST AND COMMITMENT**

As at	Current Budget	Actual to Date	Commitments	Available
				\$ -

**DESCRIPTION/RATIONALE FOR BUDGET AMENDMENT**

*Corporate Records has moved into a new records storage warehouse, which has 12 ft. high shelving units and narrow hallways. A hydraulic lift is needed for staff to safely access, store and retrieve boxes on higher shelves. There is no existing lift owned by the RMWB that is sized to access this facility. Without a lift, access to approximately 1/3 of the shelving will be restricted, and boxes of files will have to be stacked on the floor or on pallets in the garage bay, which compromises the integrity of the records.*

**AMENDED PROJECT BUDGET**

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Other Sources	Debenture Financed
2018 & Prior	\$ -		\$ -			\$ -
2019	28,000	-	-	28,000	-	-
2020	-	-	-	-	-	-
2021	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
<b>TOTAL</b>	\$ 28,000	\$ -	\$ -	\$ 28,000	\$ -	\$ -

**Budget Change**

<b>TOTAL</b>	\$ 28,000	\$ -	\$ -	\$ 28,000	\$ -	\$ -
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**FISCAL RESPONSIBILITY POLICY CRITERIA:**

- Will the change result in an efficient administrative and project delivery process? Yes
- Will the change result in an addition or cancellation of a capital project? Yes
- Will the underlying scope change alter the nature and type of capital project? n/a
  
- Where additional funding is required, are the funds from a combination of savings from fully tendered projects, other uncommitted sources such as grants and offsite levies, and cash flow management with other capital projects? n/a
- Will the change result in Council set debt and debt service limits being exceeded? No

*In order for this to be a Fiscal Management Policy Amendment the questions above must answer, Yes, No, No, Yes, No, respectively.*