



Memorandum

To: Mayor and Council
From: Laura E. Barta, CPA, CMA, Director of Finance / Treasurer
Date: February 23, 2026
File #: Report FIN-2026-002
Subject: **Updated Attachment to 2025 Capital Project Status Report – as at November 30, 2025**

The Finance Department prepares reports to Council to update them on the status of capital projects two or three times per year depending on scheduling. When these reports are prepared, information is pulled from the financial system electronically and reviewed by staff before the attachments are finalized.

It has come to my attention that a few items in the most recent capital project status report contained a few errors and/or omissions in the budget numbers. The most notable error involved our report generator pulling the budget from two projects that had been accidentally given the same project number and combined them in error. While the project numbers were fixed in the system prior to any actual costs being incurred, the budget upload still showed the wrong account codes. We have corrected the budget upload file to reflect the originally approved 2026 budget plus any in-year adjustments adopted by report prior to November 30th. Appended to this memo is the revised attachment to Report FIN-2026-002, which now reflects the updated approved budget values.

I sincerely regret any confusion caused by this issue and most specifically the error to the budget line amount for the Community Land Visioning Exercise project. The \$100,000 budget for this project was approved as a 2025 budget adjustment through Report CAO-2025-011 on September 15, 2025. This amount has not changed and will not change without Council direction.

The following items have also been corrected from the previous capital project status report, and are included in the revised attachment:

- **ADDED:** Capital Project #925054 (Development Processing Review) with a project amount of \$115,000.
- **CORRECTED:** Capital Project #924020 (Replacement of Tandem Axle - #5013086) – the correct budget amount is \$413,767 instead of the previously

reported \$400,000. The increase was previously approved by Council through Report PWIS-2024-005 on March 25, 2024.

- CORRECTED: Capital Project #924021 (Replacement of Tandem Axle - #5014089) – the correct budget amount is \$413,767 instead of the previously reported \$400,000. The increase was previously approved by Council through Report PWIS-2024-005 on March 25, 2024.