



Authorization for Funds Re-allocation for Large Format Scanner Replacement

RECOMMENDATION

That the Board approve the transfer of \$30,000 from the Geographic Information System (GIS) Service operating budget to the GIS Service capital budget for the replacement of a failing large format scanner, and that the 2025-2029 Financial Plan be amended accordingly.

BACKGROUND

The GIS Service relies on a large format scanner to allow for the digitization of submitted paper drawings as well as scanning and duplicating older archived maps and other documents as needed.

Large format scanners have a longer lifecycle than general computing equipment and an operational delay in replacement can generally be tolerated; as such, replacement is done on failure rather than on a scheduled basis to reduce total lifecycle costs. The current device has been in service since 2013.

The GIS Service does maintain a small reserve for unanticipated expenditures. However, in this case staff recommend the use of anticipated 2025 operating surplus achieved through cancellation of a remote sensing project where the technology was deemed unsuitable.

The Board's approval is required to transfer funds between operating and capital.

FINANCIAL IMPLICATIONS

Replacement of the large format scanner can be accommodated by amending the 2025-2029 Financial Plan with a transfer of \$30,000 from the GIS Service operating budget to the GIS Service capital budget.

REVIEWED BY:

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