2027 Budget Information Paper

Name of Department *

Public Works

Budget *

- [x] Capital (included in capital Forecast, over $5,000)
- [ ] Maintenance (On existing items)
- [x] New (new item not replacing an existing item)
- [ ] Operating (not part of Capital Forecast)
- [ ] Replacement (replacing an existing item in it's entirety)
- [ ] Refurbish (repair to extend the life of the item)

Please enter a date *

November 5, 2026

Name: *

Corey Dunsby, Public Works Manager

Account # *

10-06-0600-5540

Account Name *

Capital Construction

Category *

Capital- New Construction

Subject: *

Fuel Management System at Public Works Depot

Recommendation: *

That Council approve the purchase and installation of a fuel management system to track and record fuel being dispensed from the Public Works Depot.

Background: *

The fuel system has been in place since the Public Works depot was established by the Township. Fuel dispensing is controlled through a wall-mounted timer that is manually activated by the employee dispensing fuel. Upon completion, the operator is required to manually record the fuel type and quantity dispensed on the appropriate paperwork. This system is labour-intensive and relies entirely on accurate reporting by the operator, resulting in a high potential for human error. Errors in recording fuel transactions can lead to inaccurate allocations, reduced accountability, and challenges in monitoring fuel consumption, inventory levels, and departmental operating costs..

Analysis: *

The fuel system has been in place since the Public Works depot was established by the Township; however, the way it is utilized has evolved over time. Currently, employees from Public Works, Building and Planning, Parks and Recreation, Waste Management, and Peterborough County access the fuel pumps. As the number of users and departments has increased, tracking fuel consumption and managing inventory has become more complex. To improve accountability, streamline fuel tracking, and enhance overall management of the fuel system, it is recommended that a fuel management system be installed.

Financial Implications:

Dollar Amount of Item *

25000

How does it affect your budget *

Increase in Expenses Over Previous Year Budget for this item

How will it be funded? *

OMPF

Details if Other: