

**TOWN OF INGERSOLL
Clerk's Report**

Administration Capital

January 11, 2010
Report No. C-029/10

Background

A primary server for the Town of Ingersoll failed on Friday, December 18th, 2009. Mr. Brown worked continuously over the weekend trying to rebuild the server to no avail. On Monday evening, it became very evident that the server could not be brought back on line in a stable mode resulting in a request by Mr. Brown to make a request for emergency approval to purchase a new server in order to restore certain programmes (accounting). Approval was granted and the server is to be received Wednesday, December 23rd, 2009 and will require considerable hours to bring this unit on line.

A report is being presented to Council requesting the transfer of certain capital dollars to not only cover the cost of the emergency purchase but to request a transfer of unused capital funds to the Administration equipment fund to cover such events in the future.

Proposal

1. That Council authorize the purchase of the server (\$11,433.06) and that surplus monies in the Telephone Upgrades Account (10-1037-801) be utilized to cover the said emergency purchase.
2. That the following transfers be completed based on information as at November 30, 2009
 - i) There is an overrun in the I.T. Workstations Replacement (10-1038-801) of \$6,606.03 and it is being proposed that this account be closed by transferring funds from the E-agenda capital account (10-1030-801) and the balance being transferred to the Reserve Account.
 - ii) That the balance in the IT Computer Upgrades of \$9,722.76 (10-1024-801) and the E-Agenda of \$1,710,64 be transferred to the Administrative Equipment Reserve.
 - iii) That the excess monies in the Telephone Upgrades Account (10-1037-801) less the outstanding purchases of a telephone line and new phones of approximately

\$3,000 be transferred to the Administrative Equipment Reserve of approximately \$19,256.59.

Transfer of these funds to the Administrative Reserve Fund would protect the municipality in the event a server or computer(s) are needed in an emergency situation. Fortunately, surplus monies in the Capital were available to cover the emergency purchase with Council's permission.

Administration's goal is to be financially fiscal in recommending the transfer of surplus capital funds to the Administration Equipment Reserve (02-0500-704).

Should Council have any questions, Mr. Brown is available to discuss the contents of this report.

I would like to take this opportunity to express my thanks to Mr. John Brown for his dedication and many hours of his time this past weekend attempting to rebuild the server.

Recommendation:

That the Clerk's Report No. C-029/10 be received and that Council approve the emergency purchase of a server at a cost of \$11,433.06 with monies being utilized from the Telephone Upgrade Capital Account;

And further, that Council approve the recommended transfers outlined in the Report.

Respectfully submitted

Elaine Clark
Clerk

John Brown
I. T.