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May 22, 2015

## **CORPORATE SERVICES INFORMATION REPORT - FINANCIAL SERVICES 2015-29**

**TO:** Mayor Tony Van Bynen and Members of Council

**SUBJECT:** 2014 Reserves and Reserve Funds Continuity

**ORIGIN:** Senior Financial Analyst

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*In accordance with the Procedure Bylaw, any member of Council, may request an Information Report to be placed on an upcoming Committee of the Whole agenda for discussion.*

### **COMMENTS**

Reserves and reserve funds, including obligatory reserve funds, had a combined balance of \$73.9 million at the beginning of 2014 and a balance of \$71.1 million at the end of 2014. The decrease is primarily due to transfers for operating needs from rate stabilization, legal services, winter control and insurance.

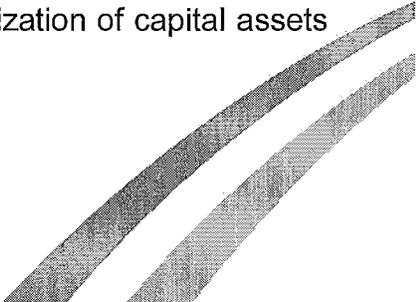
All transfers to and from the reserves and reserve funds have been previously approved by Council through the budget process, delegation of authority or specific requests. Staff is providing a consolidation of these previous approvals. Also, the continuity provides information on contributions and interest earned.

Total reserves and discretionary reserve funds stood at 41.2% of operating expenses in 2014 (46.3% in 2013). The level of reserves and reserve funds impacts the Town's capacity to deal with financial sustainability, potential fluctuations in the tax rate, and unforeseen events.

The following highlights the activities of reserves and reserve funds by group in 2014:

#### **1. Reserves and reserve funds for capital purposes**

These reserves and reserve funds were set up to fund future capital projects. As of December 31, 2014, the balance of capital reserves was 7.6% of the accumulated amortization of capital assets (2013 – 9.1%).

A decorative graphic in the bottom right corner consisting of two parallel, curved, shaded lines that sweep upwards and to the right.

| Category                | Beginning Balance 2014 | Revenues            | Expenses            | Ending Balance 2014 | Change over 2013     |
|-------------------------|------------------------|---------------------|---------------------|---------------------|----------------------|
| General Capital         | \$3,303,121            | \$551,602           | \$4,389,179         | \$(534,456)         | \$(3,837,577)        |
| Loan to Capital         | (4,062,461)            | 378,538             | 639,185             | (4,323,108)         | (260,647)            |
| Designated Capital      | 7,881,265              | 976,087             | 648,400             | 8,208,952           | 327,687              |
| Asset Replacement Funds | 14,539,143             | 14,351,946          | 12,985,662          | 15,905,427          | 1,366,284            |
| <b>TOTAL</b>            | <b>\$21,661,068</b>    | <b>\$16,258,173</b> | <b>\$18,662,426</b> | <b>\$19,256,815</b> | <b>\$(2,404,253)</b> |

Revenues in the above funds were mainly budgeted transfers from the operating fund. Expenses in the above funds were mainly for capital financing which were much lower than budgeted, due to lower capital spending.

## 2. Reserves and reserve funds for operating purposes

These reserves were set up for rate stabilization and operational contingencies. As of December 31, 2014, the balance is 7.8% of tax revenues (2013 – 13.8 %).

| Category                  | Beginning Balance 2014 | Revenues         | Expenses           | Ending Balance 2014 | Change Over 2013     |
|---------------------------|------------------------|------------------|--------------------|---------------------|----------------------|
| Cash Flow                 | \$1,101,458            | -                | \$1,101,458        | -                   | \$(1,101,458)        |
| Operational Contingencies | 2,458,854              | 21,974           | 1,363,803          | 1,117,025           | (1,341,829)          |
| Cyclical Expenses         | 719,472                | 13,605           | 487,785            | 245,292             | (474,180)            |
| Discretionary Operating   | 1,879,622              | 127,085          | 571,732            | 1,434,975           | (444,647)            |
| Operational Carry-overs   | 682,799                | 673,962          | 173,229            | 1,183,532           | 500,733              |
| <b>TOTAL</b>              | <b>\$6,842,205</b>     | <b>\$836,626</b> | <b>\$3,698,007</b> | <b>\$3,980,824</b>  | <b>\$(2,861,381)</b> |

The Reserve for cash flow was transferred to the Rate Stabilization Reserve, included in the Discretionary Operating category. Transfers to operational carry-overs included a \$500,000 prepaid contribution from Magna for 2015. Expenses in Operational contingencies were transfers to operating, including \$444,516 for legal services, \$616,943 for insurance premiums and \$178,000 for winter control to offset higher snow ploughing and winter control road expenses due to the longer and more severe winter season.

### 3. Obligatory reserves and reserve funds

These include cash-in-lieu contributions for parkland from developers, development charges, the unused portion of the Investing in Ontario grant received in 2007, gas tax grant, and engineering administration, design, review and field monitoring fees on development. They have statutory restrictions.

| Category                   | Beginning Balance 2014 | Revenues           | Expenses           | Ending Balance 2014 | Change over 2013 |
|----------------------------|------------------------|--------------------|--------------------|---------------------|------------------|
| Parkland                   | \$1,455,475            | \$126,755          | \$250,000          | \$1,332,230         | \$(123,245)      |
| Development Charges        | 21,477,223             | 2,140,214          | 1,949,075          | 21,668,362          | 191,139          |
| Investing In Ontario       | 159,256                | 2,683              | -                  | 161,939             | 2,683            |
| Gas Tax Grant              | 2,035,750              | 2,408,250          | 2,216,552          | 2,227,448           | 191,698          |
| Engineering Administration | 1,147,284              | 693,966            | 699,086            | 1,142,164           | (5,120)          |
| <b>TOTAL</b>               | <b>\$26,274,988</b>    | <b>\$5,371,868</b> | <b>\$5,114,713</b> | <b>\$26,532,143</b> | <b>\$257,155</b> |

Contributions from developers were \$4.0 million lower than projected. Gas tax grant spending was \$2.0 million under the level budgeted, as the associated capital costs were not incurred.

### 4. Other reserves and reserve funds

These are reserves and reserve funds not included in the above groups.

| Category                     | Beginning Balance 2014 | Revenues           | Expenses           | Ending Balance 2014 | Change Over 2013   |
|------------------------------|------------------------|--------------------|--------------------|---------------------|--------------------|
| Development Related Revenues | \$3,405,446            | \$149,903          | \$101,067          | \$3,454,282         | \$48,836           |
| Restricted Operating         | 13,419,917             | 2,947,582          | 1,171,506          | 15,195,993          | 1,776,076          |
| Growth Funds                 | 2,321,904              | 1,024,137          | 626,933            | 2,719,108           | 397,204            |
| <b>TOTAL</b>                 | <b>\$19,147,267</b>    | <b>\$4,121,622</b> | <b>\$1,899,506</b> | <b>\$21,369,383</b> | <b>\$2,222,116</b> |

Development related revenues included \$36,222 contributions from developers for tree planting and \$57,969 for finance administration fee of development related security deposits. Revenues for Restricted Operating included a \$933,344 transfer to the Town and Library LTD Reserve, \$65,009 transfer to the CYFS Reserve Fund, and \$1,089,454 to water and wastewater rate stabilization reserves from operations. Revenues for Growth Funds consisted of \$628,300 in voluntary trail contributions from developers and \$355,844 from the RAS surcharge.

A detailed list of all the reserves and reserve funds' activities in 2014 is attached to this report.

## **Next Steps**

Hemson Consulting's report on the Capital Financing Sustainability Strategy will help inform a review of reserves and reserve funds which will be undertaken in 2015. Recommendations, including a formal policy and the consolidation of some reserves, will be presented to Council for consideration later this year.

## **BUSINESS PLAN AND STRATEGIC PLAN LINKAGES**

This report links to Newmarket's key strategic directions in being Well Managed through fiscal responsibility.

## **CONSULTATION**

The 2014 Reserves and Reserve Fund Budget was created from the 2014 Capital and Operating Budgets which were developed by staff and have undergone extensive review by the public and Council. Transfers to and from the reserves and reserve funds require Council's direct or delegated approval.

## **BUDGET IMPACT**

### Operating Budget (Current and Future)

This report is for information purposes and has no direct impact on the Operating Budget.

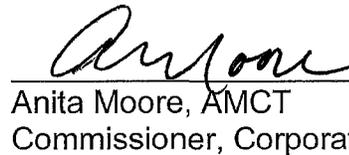
### Capital Budget

This report is for information purposes and has no direct impact on the Capital Budget.

## **CONTACT**

For more information on this report, contact: Mike Mayes at 905-953-5300, ext. 2102 or via e-mail at [mmayes@newmarket.ca](mailto:mmayes@newmarket.ca)

  
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Mike Mayes, CPA, CGA  
Director, Financial Services/Treasurer

  
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Anita Moore, AMCT  
Commissioner, Corporate Services

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Attachment:

- a) 2014 Reserves & Reserve Funds Budget and Actual (10 pgs.)

**2014 RESERVES & RESERVE FUNDS BUDGET AND ACTUAL**

| Reserve / Reserve Fund Account                        | Account # | Balance Forward Jan. 1/14 | REVENUES                   |               |                   |         |               | EXPENDITURES    |                 |                           |       | Closing Balance Dec. 31 |           |
|---|-----------|---------------------------|----------------------------|---------------|-------------------|---------|---------------|-----------------|-----------------|---------------------------|-------|-------------------------|-----------|
|   |           |                           | Bank & Investment Interest | Contributions | From General Fund | Other   | Total Revenue | To Capital Fund | To General Fund | Internal Transfers/ Other | Total |                         |           |
|   |           | \$                        | \$                         | \$            | \$                | \$      | \$            | \$              | \$              | \$                        | \$    | \$                      |           |
| <b>RESERVE FUNDS:</b>                                 |           |                           |                            |               |                   |         |               |                 |                 |                           |       |                         |           |
| <b>Reserve Funds for Development-Related Revenues</b> |           |                           |                            |               |                   |         |               |                 |                 |                           |       |                         |           |
| Tree Planting   | 432300    | Budget                    | 296,299                    | 3,837         |                   |         |               | 3,837           | 80,972          |                           |       | 80,972                  | 219,164   |
|   | 432300    | Actual                    | 296,299                    | 5,244         | 36,222            |         |               | 41,466          |                 |                           |       | -                       | 337,765   |
| Perpetual Maintenance                                 | 442170    | Budget                    | 1,464,686                  | 20,095        |                   |         |               | 20,095          | 250,000         |                           |       | 250,000                 | 1,234,781 |
|   | 442170    | Actual                    | 1,464,686                  | 24,675        |                   |         |               | 24,675          |                 |                           |       | -                       | 1,489,361 |
| Planning App. Subdivision Fees                        | 468110    | Budget                    | 1,126,980                  | 17,457        |                   | 73,600  |               | 91,057          |                 |                           |       | -                       | 1,218,037 |
|   | 468110    | Actual                    | 1,126,980                  | 19,367        |                   |         |               | 19,367          |                 |                           |       | -                       | 1,146,347 |
| <b>Reserve Funds for Cyclical Expenses</b>            |           |                           |                            |               |                   |         |               |                 |                 |                           |       |                         |           |
| Election  | 413706    | Budget                    | 295,639                    | 2,935         |                   | 80,000  |               | 82,935          |                 | 280,000                   |       | 280,000                 | 98,573    |
|   | 413706    | Actual                    | 295,639                    | 3,245         |                   |         |               | 3,245           |                 | 303,981                   |       | 303,981                 | (5,096)   |
| Inauguration  | 413707    | Budget                    | 15,200                     | 266           |                   | 20,000  |               | 20,266          |                 | 15,000                    |       | 15,000                  | 20,466    |
|   | 413707    | Actual                    | 15,200                     | 360           |                   |         |               | 360             |                 |                           |       | -                       | 15,560    |
| <b>Discretionary Operating Reserve Funds</b>          |           |                           |                            |               |                   |         |               |                 |                 |                           |       |                         |           |
| NEER Support  | 410907    | Budget                    | 389,194                    | 5,538         |                   |         |               | 5,538           |                 | 40,000                    |       | 40,000                  | 354,732   |
|   | 410907    | Actual                    | 389,194                    | 7,079         |                   | 85,809  |               | 92,888          |                 | 482,082                   |       | 482,082                 | (0)       |
| <b>Restricted Operating Reserve Funds</b>             |           |                           |                            |               |                   |         |               |                 |                 |                           |       |                         |           |
| CYFS Reserve Fund                                     | 421240    | Budget                    | 768,396                    | 11,848        |                   | 55,000  |               | 66,848          |                 | 12,000                    |       | 12,000                  | 823,244   |
|   | 421240    | Actual                    | 768,396                    | 13,577        |                   | 65,009  |               | 78,586          | (4,914)         |                           |       | (4,914)                 | 851,896   |
| LTD - Town  | 410227    | Budget                    | 6,031,387                  | 94,521        |                   | 585,000 |               | 679,521         |                 | 45,000                    |       | 45,000                  | 6,665,908 |
|   | 410227    | Actual                    | 6,031,387                  | 106,578       | 200,976           | 893,894 |               | 1,201,448       |                 | 558,894                   |       | 558,894                 | 6,673,941 |
| Medical Benefits Plan                                 | 410228    | Budget                    | -                          | -             |                   |         |               | -               |                 |                           |       | -                       | -         |
|   | 410228    | Actual                    | -                          | 1,624         | 128,909           |         |               | 130,533         |                 |                           |       | -                       | 130,533   |
| LTD - Library   | 455107    | Budget                    | 280,882                    | 4,386         |                   | 23,002  |               | 27,388          |                 |                           |       | -                       | 308,270   |
|   | 455107    | Actual                    | 280,882                    | 5,067         |                   | 39,450  |               | 44,517          |                 |                           |       | -                       | 325,399   |
| Senior Fund   | 457371    | Budget                    | -                          | -             |                   |         |               | -               |                 |                           |       | -                       | -         |
|   | 457371    | Actual                    | -                          | 17            |                   |         | 1,130         | 1,147           |                 |                           |       | -                       | 1,147     |
| McLarty Fund  | 457790    | Budget                    | 2,807                      | 42            |                   |         |               | 42              |                 |                           |       | -                       | 2,849     |
|   | 457790    | Actual                    | 2,807                      | 47            |                   |         |               | 47              |                 |                           |       | -                       | 2,854     |
| L.A.C.A.C.-Heritage Fund                              | 458321    | Budget                    | 22,380                     | 336           |                   |         |               | 336             |                 |                           |       | -                       | 22,716    |
|   | 458321    | Actual                    | 22,380                     | 349           |                   |         |               | 349             |                 | 5,000                     |       | 5,000                   | 17,729    |
| Fire Training Costs                                   | 421230    | Budget                    | 83,783                     | 1,257         |                   |         |               | 1,257           |                 |                           |       | -                       | 85,039    |
|   | 421230    | Actual                    | 83,783                     | 1,411         |                   |         |               | 1,411           |                 |                           |       | -                       | 85,194    |
| <b>General Capital Reserve Funds</b>                  |           |                           |                            |               |                   |         |               |                 |                 |                           |       |                         |           |
| Capital Contingency Fund                              | 410901    | Budget                    | 155,371                    | 943           |                   |         |               | 943             | 185,000         |                           |       | 185,000                 | (28,686)  |
|   | 410901    | Actual                    | 155,371                    | 2,600         |                   |         |               | 2,600           | 3,147           |                           |       | 3,147                   | 154,824   |
| Capital Financing Fund                                | 410908    | Budget                    | 891,783                    | 10,961        |                   | 312,776 |               | 323,737         | 634,859         |                           |       | 634,859                 | 580,661   |
|   | 410908    | Actual                    | 891,783                    | 14,408        | 69,737            | 312,776 |               | 396,921         | 486,211         |                           |       | 486,211                 | 802,493   |
| Community Benefit                                     | 410909    | Budget                    | 70,424                     | 1,056         |                   |         |               | 1,056           |                 |                           |       | -                       | 71,481    |
|   | 410909    | Actual                    | 70,424                     | 1,186         |                   |         |               | 1,186           |                 |                           |       | -                       | 71,611    |

**2014 RESERVES & RESERVE FUNDS BUDGET AND ACTUAL**

| Reserve / Reserve Fund Account          | Account # |        | Balance Forward Jan. 1/14 \$ | REVENUES                   |               |                   |         |               | EXPENDITURES    |                 |                           |           | Closing Balance Dec. 31 \$ |
|---|-----------|--------|------------------------------|----------------------------|---------------|-------------------|---------|---------------|-----------------|-----------------|---------------------------|-----------|----------------------------|
|   |           |        |                              | Bank & Investment Interest | Contributions | From General Fund | Other   | Total Revenue | To Capital Fund | To General Fund | Internal Transfers/ Other | Total     |                            |
|   |           |        |                              | \$                         | \$            | \$                | \$      | \$            | \$              | \$              | \$                        | \$        |                            |
| Designated Capital Fund                 | 410903    | Budget | 1,748,476                    | 23,798                     |               | 50,000            |         | 73,798        | 293,834         | 80,000          |                           | 373,834   | 1,448,441                  |
|   | 410903    | Actual | 1,748,476                    | 29,106                     |               |                   |         | 29,106        | 10,112          | 42,132          |                           | 52,244    | 1,725,339                  |
| Investment Income Fund                  | 410910    | Budget | -                            |                            |               |                   |         | -             |                 |                 |                           | -         | -                          |
|   | 410910    | Actual | -                            | 1,912                      |               | 7,979             | 112,741 | 122,632       |                 | 125,000         |                           | 125,000   | (2,368)                    |
| Streetlight Retrofit Loan               | 410911    | Budget | (1,187,476)                  |                            |               |                   |         | -             | 8,639,506       |                 |                           | 8,639,506 | (9,826,982)                |
|   | 410911    | Actual | (1,187,476)                  |                            |               |                   |         | -             | 4,390,318       |                 |                           | 4,390,318 | (5,577,794)                |
| Solar Panel at RJT                      | 410912    | Budget | -                            |                            |               |                   |         | -             | 865,080         |                 |                           | 865,080   | (865,080)                  |
|   | 410912    | Actual | -                            |                            |               |                   |         | -             | 639,185         |                 |                           | 639,185   | (639,185)                  |
| 2013 Solar Panel                        | 410902    | Budget | (277,060)                    |                            |               |                   |         | -             |                 |                 |                           | -         | (277,060)                  |
|   | 410902    | Actual | (277,060)                    |                            |               | 24,356            |         | 24,356        |                 |                 |                           | -         | (252,703)                  |
| Loan to Capital Fund                    | 410900    | Budget | (2,597,925)                  | (131,348)                  |               | 467,696           |         | 336,348       |                 |                 |                           | -         | (2,261,577)                |
|   | 410900    | Actual | (2,597,925)                  | (114,358)                  |               | 467,696           |         | 353,338       |                 |                 |                           | -         | (2,244,587)                |
| <b>Designated Capital Reserve Funds</b> |           |        |                              |                            |               |                   |         |               |                 |                 |                           |           |                            |
| Road Reconstruction                     | 432215    | Budget | 245,627                      | 3,684                      |               |                   |         | 3,684         |                 |                 |                           | -         | 249,311                    |
|   | 432215    | Actual | 245,627                      | 4,138                      |               |                   |         | 4,138         |                 |                 |                           | -         | 249,765                    |
| Purchase of Municipal Easement          | 432217    | Budget | 33,926                       | 509                        |               |                   |         | 509           |                 |                 |                           | -         | 34,435                     |
|   | 432217    | Actual | 33,926                       | 572                        |               |                   |         | 572           |                 |                 |                           | -         | 34,498                     |
| Sidewalks                               | 432170    | Budget | 240,540                      | 3,608                      |               |                   |         | 3,608         |                 |                 |                           | -         | 244,148                    |
|   | 432170    | Actual | 240,540                      | 3,879                      |               |                   |         | 3,879         | 34              |                 |                           | 34        | 244,386                    |
| Pony Drive                              | 432214    | Budget | 67,777                       | 1,017                      |               |                   |         | 1,017         |                 |                 |                           | -         | 68,793                     |
|   | 432214    | Actual | 67,777                       | 1,142                      |               |                   |         | 1,142         |                 |                 |                           | -         | 68,918                     |
| Dawson Manor Blvd.                      | 432216    | Budget | 12,591                       | 189                        |               |                   |         | 189           |                 |                 |                           | -         | 12,780                     |
|   | 432216    | Actual | 12,591                       | 212                        |               |                   |         | 212           |                 |                 |                           | -         | 12,803                     |
| Insurance Proceeds Barn                 | 410905    | Budget | 268,946                      | 2,241                      |               |                   |         | 2,241         | 239,113         |                 |                           | 239,113   | 32,073                     |
|   | 410905    | Actual | 268,946                      | 4,366                      |               |                   |         | 4,366         | 19,796          |                 |                           | 19,796    | 253,515                    |
| Public Art                              | 457215    | Budget | 97,117                       | 1,457                      |               |                   |         | 1,457         |                 |                 |                           | -         | 98,574                     |
|   | 457215    | Actual | 97,117                       | 2,778                      |               | 155,500           |         | 158,278       |                 |                 |                           | -         | 255,395                    |
| Theatre CIF Fund                        | 457352    | Budget | 661,638                      | 10,270                     |               | 75,000            |         | 85,270        | 28,942          |                 |                           | 28,942    | 717,966                    |
|   | 457352    | Actual | 661,638                      | 11,827                     |               | 52,134            |         | 63,961        |                 |                 |                           | -         | 725,598                    |
| Theatre                                 | 457351    | Budget | 28,330                       | 425                        |               |                   |         | 425           |                 |                 |                           | -         | 28,755                     |
|   | 457351    | Actual | 28,330                       | 477                        |               |                   |         | 477           |                 |                 |                           | -         | 28,807                     |
| Museum Board                            | 457531    | Budget | 7,982                        | 120                        |               |                   |         | 120           |                 |                 |                           | -         | 8,101                      |
|   | 457531    | Actual | 7,982                        | 137                        |               |                   | 200     | 337           |                 |                 |                           | -         | 8,318                      |
| Museum Conservation                     | 457532    | Budget | 10,928                       | 164                        |               |                   |         | 164           |                 |                 |                           | -         | 11,092                     |
|   | 457532    | Actual | 10,928                       | 184                        |               |                   |         | 184           |                 |                 |                           | -         | 11,112                     |
| Museum Exhibit                          | 457533    | Budget | 8,530                        | 128                        |               |                   |         | 128           |                 |                 |                           | -         | 8,658                      |
|   | 457533    | Actual | 8,530                        | 144                        |               |                   |         | 144           |                 |                 |                           | -         | 8,673                      |
| SWM Pond Maintenance                    | 442183    | Budget | 884,854                      | 9,164                      |               |                   |         | 9,164         | 547,782         |                 |                           | 547,782   | 346,236                    |
|   | 442183    | Actual | 884,854                      | 15,446                     | 50,000        |                   |         | 65,446        | 23,839          |                 |                           | 23,839    | 926,461                    |



**2014 RESERVES & RESERVE FUNDS BUDGET AND ACTUAL**

| Reserve / Reserve Fund Account | Account # |               | Balance Forward Jan.1/14 | REVENUES                   |                  |                   |                |                   | EXPENDITURES      |                  |                           |                   | Closing Balance Dec. 31 |
|--------------------------------|-----------|---------------|--------------------------|----------------------------|------------------|-------------------|----------------|-------------------|-------------------|------------------|---------------------------|-------------------|-------------------------|
|                                |           |               |                          | Bank & Investment Interest | Contributions    | From General Fund | Other          | Total Revenue     | To Capital Fund   | To General Fund  | Internal Transfers/ Other | Total             |                         |
|                                |           |               |                          | \$                         | \$               | \$                | \$             | \$                | \$                | \$               | \$                        | \$                | \$                      |
| <b>Asset Replacement Funds</b> |           |               |                          |                            |                  |                   |                |                   |                   |                  |                           |                   |                         |
| CYFS                           | 471117    | Budget        | (436,468)                | (7,119)                    |                  | 850,000           |                | 842,881           | 926,267           |                  |                           | 926,267           | (519,854)               |
|                                | 471117    | Actual        | (436,468)                | (1,974)                    | 2,063            | 850,000           | 3,018          | 853,107           | 790,620           |                  |                           | 790,620           | (373,980)               |
| IT                             | 473628    | Budget        | 2,777,750                | 22,763                     |                  | 790,204           |                | 812,967           | 1,842,847         |                  |                           | 1,842,847         | 1,747,870               |
|                                | 473628    | Actual        | 2,777,750                | 49,820                     |                  | 790,204           |                | 840,024           | 558,839           |                  |                           | 558,839           | 3,058,935               |
| Roads                          | 482267    | Budget        | 3,683,624                | 15,567                     |                  | 4,667,880         |                | 4,683,447         | 9,351,454         | 608,013          |                           | 9,959,467         | (1,592,395)             |
|                                | 482267    | Actual        | 3,683,624                | 59,666                     |                  | 3,846,107         |                | 3,905,773         | 3,164,423         | 564,380          |                           | 3,728,803         | 3,860,594               |
| Water                          | 482437    | Budget        | 19,185,755               | 289,161                    |                  | 2,340,537         |                | 2,629,698         | 1,854,689         | 302,563          |                           | 2,157,252         | 19,658,201              |
|                                | 482437    | Actual        | 19,185,755               | 345,526                    |                  | 2,340,537         |                | 2,686,063         | 825,055           | 99,190           |                           | 924,245           | 20,947,574              |
| Sewer                          | 482477    | Budget        | 12,343,364               | 186,534                    |                  | 2,650,528         |                | 2,837,062         | 2,090,000         | 376,063          |                           | 2,466,063         | 12,714,363              |
|                                | 482477    | Actual        | 12,343,364               | 236,434                    |                  | 2,703,277         |                | 2,939,711         | 607,771           | 62,683           |                           | 670,454           | 14,612,622              |
| Parks                          | 482817    | Budget        | (8,186,066)              | (137,852)                  |                  | 760,259           |                | 622,407           | 1,379,432         | 1,389,000        |                           | 2,768,432         | (10,332,091)            |
|                                | 482817    | Actual        | (8,186,066)              | (120,080)                  |                  | 760,259           | 10,000         | 650,179           | 303,180           | 1,450,249        |                           | 1,753,429         | (9,289,315)             |
| Other                          | 482917    | Budget        | 2,071,511                | 28,222                     |                  | 503,182           |                | 531,404           | 249,042           | 634,206          |                           | 883,248           | 1,719,668               |
|                                | 482917    | Actual        | 2,071,511                | 34,034                     |                  | 503,182           |                | 537,216           | 129,669           | 584,390          |                           | 714,059           | 1,894,669               |
| Library                        | 485127    | Budget        | 1,061,642                | 11,290                     |                  | 223,550           |                | 234,840           | 841,542           |                  |                           | 841,542           | 454,940                 |
|                                | 485127    | Actual        | 1,061,642                | 18,347                     |                  | 223,550           |                | 241,897           | 231,106           |                  |                           | 231,106           | 1,072,433               |
| Fire                           | 487717    | Budget        | 283,230                  | (6,181)                    |                  | 15,738            |                | 9,557             | 1,406,352         |                  |                           | 1,406,352         | (1,113,565)             |
|                                | 487717    | Actual        | 283,230                  | 1,080                      |                  | 15,738            |                | 16,818            | 462,611           |                  |                           | 462,611           | (162,563)               |
| Facilities                     | 487767    | Budget        | (18,245,202)             | (290,060)                  |                  | 1,119,425         |                | 829,365           | 2,102,715         | 1,201,008        |                           | 3,303,723         | (20,719,560)            |
|                                | 487767    | Actual        | (18,245,202)             | (273,294)                  |                  | 1,941,198         | 13,253         | 1,681,157         | 2,050,905         | 1,100,592        |                           | 3,151,497         | (19,715,542)            |
| <b>Growth Reserve Funds</b>    |           |               |                          |                            |                  |                   |                |                   |                   |                  |                           |                   |                         |
| Growth Fund                    | 490949    | Budget        | 736,743                  | 5,489                      |                  |                   |                | 5,489             | 708,570           | 33,050           |                           | 741,620           | 612                     |
|                                | 490949    | Actual        | 736,743                  | 11,582                     |                  |                   |                | 11,582            | 121,396           |                  |                           | 121,396           | 626,929                 |
| Recommending A Strategy        | 457306    | Budget        | 981                      | 15                         | 400,000          |                   | 400,015        |                   |                   | 400,000          |                           | 400,000           | 996                     |
|                                | 457306    | Actual        | 981                      | 156                        | 355,844          |                   | 356,000        |                   |                   | 355,844          |                           | 355,844           | 1,137                   |
| Trail Voluntary Levies         | 462100    | Budget        | 1,473,554                | 20,090                     | 600,000          |                   | 620,090        |                   | 868,459           |                  |                           | 868,459           | 1,225,185               |
|                                | 462100    | Actual        | 1,473,554                | 28,255                     | 628,300          |                   | 656,555        |                   | 149,693           |                  |                           | 149,693           | 1,980,416               |
| <b>TOTAL RESERVE FUND</b>      |           | <b>Budget</b> | <b>34,144,411</b>        | <b>299,039</b>             | <b>1,000,000</b> | <b>16,165,377</b> | <b>-</b>       | <b>17,464,416</b> | <b>38,065,984</b> | <b>5,697,283</b> | <b>-</b>                  | <b>43,763,267</b> | <b>7,845,560</b>        |
|                                |           | <b>Actual</b> | <b>34,144,411</b>        | <b>648,403</b>             | <b>1,527,551</b> | <b>16,580,655</b> | <b>165,740</b> | <b>18,922,349</b> | <b>15,286,344</b> | <b>6,015,797</b> | <b>-</b>                  | <b>21,302,141</b> | <b>31,764,619</b>       |
| <b>RESERVES:</b>               |           |               |                          |                            |                  |                   |                |                   |                   |                  |                           |                   |                         |
| <b>Cash Flow Reserves</b>      |           |               |                          |                            |                  |                   |                |                   |                   |                  |                           |                   |                         |
| Working Funds                  | 321110    | Budget        | 1,101,458                | -                          |                  |                   |                | -                 |                   |                  |                           | -                 | 1,101,458               |
|                                | 321110    | Actual        | 1,101,458                |                            |                  |                   |                | -                 |                   |                  | 1,101,458                 | 1,101,458         | (0)                     |







**2014 RESERVES & RESERVE FUNDS BUDGET AND ACTUAL**

| Reserve / Reserve Fund Account          | Account # | Balance Forward Jan. 1/14 | REVENUES                   |                |                   |                   |                | EXPENDITURES      |                   |                          |             | Closing Balance Dec. 31 |                   |
|---|-----------|---------------------------|----------------------------|----------------|-------------------|-------------------|----------------|-------------------|-------------------|--------------------------|-------------|-------------------------|-------------------|
|   |           |                           | Bank & Investment Interest | Contributions  | From General Fund | Other             | Total Revenue  | To Capital Fund   | To General Fund   | Internal Transfers/Other | Total       |                         |                   |
|   |           |                           | \$                         | \$             | \$                | \$                | \$             | \$                | \$                | \$                       | \$          | \$                      |                   |
| <b>Growth Reserves</b>                  |           |                           |                            |                |                   |                   |                |                   |                   |                          |             |                         |                   |
| Historic Downtown Centre                | 328410    | Budget                    | 15,122                     |                |                   |                   |                |                   |                   |                          |             |                         | 15,122            |
|   | 328410    | Actual                    | 15,122                     |                |                   |                   |                |                   |                   |                          |             |                         | 15,122            |
| Regional Healthcare Centre              | 328510    | Budget                    | 58,179                     |                |                   |                   |                |                   | 25,000            |                          |             | 25,000                  | 33,179            |
|   | 328510    | Actual                    | 58,179                     |                |                   |                   |                |                   |                   |                          |             |                         | 58,179            |
| Regional Urban Centre                   | 328610    | Budget                    | 37,326                     |                |                   |                   |                |                   |                   |                          |             |                         | 37,326            |
|   | 328610    | Actual                    | 37,326                     |                |                   |                   |                |                   |                   |                          |             |                         | 37,326            |
| <b>TOTAL RESERVES</b>                   |           | <b>Budget</b>             | <b>13,506,130</b>          |                |                   | <b>1,570,989</b>  |                | <b>1,570,989</b>  | <b>430,033</b>    | <b>871,079</b>           |             | <b>1,301,112</b>        | <b>13,776,007</b> |
|   |           | <b>Actual</b>             | <b>13,506,130</b>          |                | <b>6,426</b>      | <b>2,287,646</b>  |                | <b>2,294,072</b>  | <b>(580,827)</b>  | <b>3,538,623</b>         |             | <b>2,957,796</b>        | <b>12,842,406</b> |
| <b>SUMMARY BY FUNCTION</b>              |           |                           |                            |                |                   |                   |                |                   |                   |                          |             |                         |                   |
| Cash Flow                               |           | Budget                    | 1,101,458                  |                |                   |                   |                |                   |                   |                          |             |                         | 1,101,458         |
|   |           | Actual                    | 1,101,458                  |                |                   |                   |                |                   |                   |                          | 1,101,458   |                         | (0)               |
| Operational Contingencies               |           | Budget                    | 2,458,854                  |                |                   |                   |                |                   | 220,000           | 15,000                   |             | 235,000                 | 2,223,854         |
|   |           | Actual                    | 2,458,854                  |                |                   | 21,974            |                | 21,974            | 17,558            | 1,346,245                |             | 1,363,803               | 1,117,025         |
| Development-Related Revenues            |           | Budget                    | 3,405,446                  | 41,389         |                   | 73,600            |                | 114,989           | 330,972           | 50,000                   |             | 380,972                 | 3,139,464         |
|   |           | Actual                    | 3,405,446                  | 49,286         | 42,648            | 57,969            |                | 149,903           |                   | 101,067                  |             | 101,067                 | 3,454,282         |
| Cyclical Expenses                       |           | Budget                    | 719,472                    | 3,200          |                   | 110,000           |                | 113,200           |                   | 295,000                  |             | 295,000                 | 537,672           |
|   |           | Actual                    | 719,472                    | 3,605          |                   | 10,000            |                | 13,605            |                   | 487,785                  |             | 487,785                 | 245,292           |
| Discretionary Operating                 |           | Budget                    | 1,879,622                  | 5,538          |                   |                   |                | 5,538             | 100,084           | 50,000                   |             | 150,084                 | 1,735,076         |
|   |           | Actual                    | 1,879,622                  | 7,079          |                   | 120,006           |                | 127,085           | 69,356            | 1,603,834                | (1,101,458) | 571,732                 | 1,434,975         |
| Operational Carry-Overs                 |           | Budget                    | 682,799                    |                |                   |                   |                |                   | 6,048             |                          |             | 6,048                   | 676,751           |
|   |           | Actual                    | 682,799                    |                |                   | 673,962           |                | 673,962           |                   | 173,229                  |             | 173,229                 | 1,183,532         |
| Restricted Operating                    |           | Budget                    | 13,419,917                 | 112,390        |                   | 2,223,991         |                | 2,336,381         | 75,000            | 828,079                  |             | 903,079                 | 14,853,218        |
|   |           | Actual                    | 13,419,917                 | 128,670        | 329,885           | 2,487,897         | 1,130          | 2,947,582         | (4,914)           | 1,176,420                |             | 1,171,506               | 15,195,993        |
| General Capital                         |           | Budget                    | (759,340)                  | (94,589)       |                   | 830,472           |                | 735,883           | 10,647,180        | 80,000                   |             | 10,727,180              | (10,750,637)      |
|   |           | Actual                    | (759,340)                  | (65,145)       | 69,737            | 812,807           | 112,741        | 930,140           | 4,861,232         | 167,132                  |             | 5,028,364               | (4,857,564)       |
| Designated Capital                      |           | Budget                    | 7,881,265                  | 93,193         |                   | 577,000           |                | 670,193           | 3,495,364         | 281,380                  |             | 3,776,744               | 4,774,715         |
|   |           | Actual                    | 7,881,265                  | 135,355        | 105,500           | 709,634           | 25,598         | 976,087           | 367,020           | 281,380                  |             | 648,400                 | 8,208,952         |
| Asset Replacement Funds                 |           | Budget                    | 14,539,143                 | 112,325        |                   | 13,921,303        |                | 14,033,628        | 22,044,340        | 4,510,853                |             | 26,555,193              | 2,017,577         |
|   |           | Actual                    | 14,539,143                 | 349,560        | 2,063             | 13,974,052        | 26,271         | 14,351,946        | 9,124,178         | 3,861,484                |             | 12,985,662              | 15,905,427        |
| Growth Funds                            |           | Budget                    | 2,321,904                  | 25,594         | 1,000,000         |                   |                | 1,025,594         | 1,577,029         | 458,050                  |             | 2,035,079               | 1,312,419         |
|   |           | Actual                    | 2,321,904                  | 39,993         | 984,144           |                   |                | 1,024,137         | 271,089           | 355,844                  |             | 626,933                 | 2,719,108         |
| <b>TOTAL RESERVE FUNDS AND RESERVES</b> |           | <b>Budget</b>             | <b>47,650,541</b>          | <b>299,039</b> | <b>1,000,000</b>  | <b>17,736,366</b> |                | <b>19,035,405</b> | <b>38,496,017</b> | <b>6,568,362</b>         |             | <b>45,064,379</b>       | <b>21,621,567</b> |
|   |           | <b>Actual</b>             | <b>47,650,541</b>          | <b>648,403</b> | <b>1,533,977</b>  | <b>18,868,301</b> | <b>165,740</b> | <b>21,216,421</b> | <b>14,705,517</b> | <b>9,554,420</b>         |             | <b>24,259,937</b>       | <b>44,607,025</b> |

## 2014 DEFERRED REVENUE BUDGET AND ACTUAL

| Reserve / Reserve Fund Account | Account # | Balance Forward<br>Jan. 1/14<br>\$ | REVENUES                         |                     |                         |             |                     | EXPENDITURES          |                       |                                |             | Closing Balance<br>Dec. 31<br>\$ |           |
|--------------------------------|-----------|------------------------------------|----------------------------------|---------------------|-------------------------|-------------|---------------------|-----------------------|-----------------------|--------------------------------|-------------|----------------------------------|-----------|
|                                |           |                                    | Bank & Investment Interest<br>\$ | Contributions<br>\$ | From General Fund<br>\$ | Other<br>\$ | Total Revenue<br>\$ | To Capital Fund<br>\$ | To General Fund<br>\$ | Internal Transfers/Other<br>\$ | Total<br>\$ |                                  |           |
| <b>Parkland</b>                |           |                                    |                                  |                     |                         |             |                     |                       |                       |                                |             |                                  |           |
| Parkland                       | 457815    | Budget                             | 1,455,475                        | 16,438              | 240,000                 |             |                     | 256,438               | 709,221               | 250,000                        |             | 959,221                          | 752,692   |
|                                | 457815    | Actual                             | 1,455,475                        | 22,928              | 103,827                 |             |                     | 126,755               |                       | 250,000                        |             | 250,000                          | 1,332,231 |
| <b>Development Charges</b>     |           |                                    |                                  |                     |                         |             |                     |                       |                       |                                |             |                                  |           |
| General Government             | 460100    | Budget                             | 342,095                          | 5,949               | 150,000                 |             |                     | 155,949               | 40,970                |                                |             | 40,970                           | 457,075   |
|                                | 460100    | Actual                             | 342,095                          | 5,656               | 47,046                  |             |                     | 52,702                | 66,424                |                                |             | 66,424                           | 328,373   |
| Library                        | 460200    | Budget                             | 1,880,192                        | 29,211              | 480,000                 |             |                     | 509,211               | 220,650               | 125,000                        |             | 345,650                          | 2,043,753 |
|                                | 460200    | Actual                             | 1,880,192                        | 31,797              | 123,285                 |             |                     | 155,082               | 3,302                 | 125,000                        |             | 128,302                          | 1,906,972 |
| Fire                           | 460300    | Budget                             | 316,238                          | 6,244               | 200,000                 |             |                     | 206,244               |                       |                                |             | -                                | 522,482   |
|                                | 460300    | Actual                             | 316,238                          | 5,913               | 60,376                  |             |                     | 66,289                |                       | 28,000                         |             | 28,000                           | 354,527   |
| Recreation Facilities          | 460400    | Budget                             | 6,701,763                        | 109,840             | 2,179,000               |             |                     | 2,288,840             |                       | 937,140                        |             | 937,140                          | 8,053,464 |
|                                | 460400    | Actual                             | 6,701,763                        | 109,796             | 582,474                 |             |                     | 692,270               |                       | 937,140                        |             | 937,140                          | 6,456,893 |
| Outdoor Recreation             | 460500    | Budget                             | 6,689,706                        | 111,425             | 1,812,000               |             |                     | 1,923,425             | 334,729               |                                |             | 334,729                          | 8,278,402 |
|                                | 460500    | Actual                             | 6,689,706                        | 115,323             | 493,402                 |             |                     | 608,725               | 335,725               |                                |             | 335,725                          | 6,962,705 |
| Yards & Fleet                  | 460600    | Budget                             | 473,679                          | 8,733               | 217,000                 |             |                     | 225,733               |                       |                                |             | -                                | 699,412   |
|                                | 460600    | Actual                             | 473,679                          | 8,811               | 69,669                  |             |                     | 78,481                |                       |                                |             | -                                | 552,160   |
| Town-Wide Engineering          | 460700    | Budget                             | 3,518,114                        | 48,193              | 602,000                 |             |                     | 650,193               | 1,204,535             | 8,000                          |             | 1,212,535                        | 2,955,772 |
|                                | 460700    | Actual                             | 3,518,114                        | 59,924              | 485,061                 |             |                     | 544,985               | 432,112               | 8,000                          |             | 440,112                          | 3,622,987 |
| Dev. Charges-Parking           | 460800    | Budget                             | 684,533                          | 11,265              | 178,000                 |             |                     | 189,265               | 45,000                |                                |             | 45,000                           | 828,798   |
|                                | 460800    | Actual                             | 684,533                          | 12,090              | 51,656                  |             |                     | 63,746                | 13,372                |                                |             | 13,372                           | 734,907   |
| Area Specific DC - Rotundo     | 460101    | Budget                             | 63,371                           | 951                 |                         |             |                     | 951                   |                       |                                |             | -                                | 64,321    |
|                                | 460101    | Actual                             | 63,371                           | 1,068               |                         |             |                     | 1,068                 |                       |                                |             | -                                | 64,438    |
| Area Specific DC - Rawluk Farm | 460102    | Budget                             | 6,966                            | 104                 |                         |             |                     | 104                   |                       |                                |             | -                                | 7,071     |
|                                | 460102    | Actual                             | 6,966                            | 117                 |                         |             |                     | 117                   |                       |                                |             | -                                | 7,084     |
| Area Specific DC - Block 9     | 460103    | Budget                             | 17,711                           | 266                 |                         |             |                     | 266                   |                       |                                |             | -                                | 17,977    |
|                                | 460103    | Actual                             | 17,711                           | 298                 |                         |             |                     | 298                   |                       |                                |             | -                                | 18,009    |
| Area Specific DC - Walker Farm | 460104    | Budget                             | 19,199                           | 288                 |                         |             |                     | 288                   |                       |                                |             | -                                | 19,487    |
|                                | 460104    | Actual                             | 19,199                           | 323                 |                         |             |                     | 323                   |                       |                                |             | -                                | 19,522    |
| Area Specific DC - Goldstein   | 460105    | Budget                             | 763,656                          | 11,455              |                         |             |                     | 11,455                |                       |                                |             | -                                | 775,111   |

## 2014 DEFERRED REVENUE BUDGET AND ACTUAL

| Reserve / Reserve Fund Account                          | Account # | Balance Forward Jan.1/14 | \$         | REVENUES                   |               |                   |         |               | EXPENDITURES                                       |                 |                          |            | Closing Balance Dec. 31 | \$      |  |
|---|-----------|--------------------------|------------|----------------------------|---------------|-------------------|---------|---------------|--|-----------------|--------------------------|------------|-------------------------|---------|--|
|   |           |                          |            | Bank & Investment Interest | Contributions | From General Fund | Other   | Total Revenue | To Capital Fund                                    | To General Fund | Internal Transfers/Other | Total      |                         |         |  |
|   |           |                          |            | \$                         | \$            | \$                | \$      | \$            | \$   | \$              | \$                       | \$         | \$                      | \$      |  |
|   | 460105    | Actual                   | 763,656    | 6,719                      | (130,590)     |                   |         | (123,871)     |  |                 |                          |            | -                       | 639,785 |  |
| <b>Total DC's</b>                                       |           | Budget                   | 21,477,223 | 343,923                    | 5,818,000     | -                 | -       | 6,161,923     | 1,845,884  | 1,070,140       | -                        | 2,916,024  | 24,723,122              |         |  |
|   |           | Actual                   | 21,477,223 | 357,835                    | 1,782,379     | -                 | -       | 2,140,214     | 850,935  | 1,098,140       | -                        | 1,949,075  | 21,668,362              |         |  |
| <b>Investing In Ontario</b>                             |           |                          |            |                            |               |                   |         |               |  |                 |                          |            |                         |         |  |
| Investing In Ontario                                    | 470100    | Budget                   | 159,256    | 2,134                      |               |                   |         | 2,134         | 33,919   |                 |                          | 33,919     | 127,471                 |         |  |
|   | 470100    | Actual                   | 159,256    | 2,683                      |               |                   |         | 2,683         |  |                 |                          | -          | 161,939                 |         |  |
| <b>Engineering Administration</b>                       |           |                          |            |                            |               |                   |         |               |  |                 |                          |            |                         |         |  |
| Engineering Admin.-Subdivision                          | 469991    | Budget                   | 1,147,284  | 14,727                     | 300,000       |                   |         | 314,727       |  | 630,928         |                          | 630,928    | 831,083                 |         |  |
|   | 469991    | Actual                   | 1,147,284  | 18,063                     | 675,903       |                   |         | 693,966       |  | 699,086         |                          | 699,086    | 1,142,164               |         |  |
| <b>Federal Gas Tax Grant</b>                            |           |                          |            |                            |               |                   |         |               |  |                 |                          |            |                         |         |  |
| Gas Tax   | 432250    | Budget                   | 2,035,750  | 15,736                     | 2,278,999     |                   |         | 2,294,735     | 4,252,407  |                 |                          | 4,252,407  | 78,078                  |         |  |
|   | 432250    | Actual                   | 2,035,750  | 31,567                     | 2,376,683     |                   |         | 2,408,250     | 2,216,552  |                 |                          | 2,216,552  | 2,227,449               |         |  |
| <b>TOTAL DEFERRED REVENUE</b>                           |           | Budget                   | 26,274,989 | 392,959                    | 8,636,999     | -                 | -       | 9,029,958     | 6,841,431  | 1,951,068       | -                        | 8,792,499  | 26,512,447              |         |  |
|   |           | Actual                   | 26,274,989 | 433,076                    | 4,938,792     | -                 | -       | 5,371,868     | 3,067,487  | 2,047,226       | -                        | 5,114,713  | 26,532,144              |         |  |
|   |           |                          |            |                            |               |                   |         |               | Increase/(Decrease) Deferred Revenue Fund Budget   |                 |                          |            | 237,459                 |         |  |
|   |           |                          |            |                            |               |                   |         |               | Increase/(Decrease) Deferred Revenue Fund Actual   |                 |                          |            | 257,155                 |         |  |
| <b>TOTAL RESERVE FUND &amp; RESERVES &amp; DEFERRED</b> |           | Budget                   | 73,925,530 | 691,998                    | 9,636,999     | 17,736,366        | -       | 28,065,363    | 45,337,448   | 8,519,430       | -                        | 53,856,878 | 48,134,014              |         |  |
|   |           | Actual                   | 73,925,530 | 1,081,479                  | 6,472,769     | 18,868,301        | 165,740 | 26,588,290    | 17,773,004   | 11,601,646      | -                        | 29,374,650 | 71,139,169              |         |  |
|   |           |                          |            |                            |               |                   |         |               | Increase/(Decrease) RF & R/Def Revenue Fund Budget |                 |                          |            | (25,791,515)            |         |  |