

<b>To:</b>	Warden Halliday and Members of Grey County Council
<b>Committee Date:</b>	February 22, 2018
<b>Subject / Report No:</b>	FR-CW-09-18
<b>Title:</b>	2017 Year-End Transfers
<b>Prepared by:</b>	Kevin Weppler, Director of Finance
<b>Reviewed by:</b>	Kim Wingrove, CAO
<b>Lower Tier(s) Affected:</b>	None
<b>Status:</b>	Recommendation adopted by Committee as presented per Resolution CW65-18; Endorsed by County Council March 8, 2018 per Resolution CC30-18;

## Recommendation

1. That Council receive Report FR-CW-09-18 titled 2017 Year-End Transfers and approve the recommendations, as contained and estimated in Report FR-CW-09-18, regarding transfers to and from Reserve; and
2. That Council approve the carryover of funding for those self-financed debentured and provincially funded projects listed in Report FR-CW-09-18; and
3. That Council approve any insurance deductibles to be expensed in 2017 to be funded from the insurance deductibles reserve; and
4. That Council approve that any surplus/deficit arising in the 2017 budget be transferred to/(from) the respective departmental reserves.

## Executive Summary

The purpose of this report is to provide information to Council regarding the adjustments necessary to finalize the County's 2017 year-end financials. The report includes the following information:

- Year-end review of actual to budget figures.
- Year-end surplus and deficit transfers.
- Year-end transfers for purchases that were budgeted to occur in 2017 and need to be carried forward to 2018.
- Year-end transfers for any insurance deductibles expensed.
- Year-end transfers for donations for specific purposes.

## Background and Discussion

Each Department has reviewed its actual to budget figures and projected a year-end position by estimating results still to happen. These adjustments have been incorporated into the projections contained in this report and these projections have been used to recommend 2017 transfers to and from reserves. These transfers are estimates and will be finalized once all 2017 budgeted and endorsed transactions have been completed.

As well as year-end surplus and deficit transfers, transfers for purchases that were budgeted to occur in 2017 but due to various factors have been delayed until 2018 have been accounted for. Staff is recommending the transfer of these projects to/from reserve for use in the 2018 budget.

The County also has received donations from individuals to be used for specific purposes. These funds are required to be transferred to reserve to be used for these specific purposes.

The non-budgeted transfers included in this report are estimates at this time and the actual transfers to and from reserves may vary once all 2017 budgeted and endorsed transactions have been completed.

The remaining transfers are for the completion of self-financed debentured projects and provincially funded programs. Best estimates were used as to the amount of remaining work that would be carried over from 2017 to 2018. Where the amount of remaining work being carried over is greater than what has been budgeted in 2018, it is requested that the remaining project funding be authorized for use in the 2018 budget.

## Summary

The following table summarizes the projected year-end surplus or deficits that have been estimated by each Department. These year-end financial projections have been summarized by functions that these departmental budgets were budgeted under in 2017. These year-end financial projections overall do not vary greatly from what had been previously reported to the Committee of the Whole in November 2017, where a year-end surplus of \$1,536,100 had been projected.

### Summary of Projected Departmental Year-End Surplus / (Deficit)

Departmental Budget	Projected Year-End Surplus/(Deficit)
Corporate Services	\$100,100
Planning and Community Development	\$168,300
Social Services	\$630,900
Transportation and Public Safety	\$992,100
<b>Total</b>	<b>\$1,891,400</b>

## Surplus / (Deficit) Transfers To / From Reserve

The following table lists the transfers to/from reserve to fund any surplus / (deficits) projected for the 2017 year-ending.

<b>Department/Function</b>	<b>Reserve / Notes</b>	<b>Projected Surplus/(Deficit)</b>	<b>Estimated To/From Reserve Amount</b>
Corporate Services	Portfolio Projected Surplus/(Deficit)	\$100,100	
	Communications – General Reserve		\$50,000
	Any Remaining Surplus/Deficit to/from One-Time Funding Reserve		\$50,100
Planning & Community Development	Portfolio Projected Surplus/(Deficit)	\$168,300	
	Forestry Deficit – One-Time Funding Reserve		(\$33,500)
	Economic Development – General Reserve		\$49,900
	Economic Development – Saints & Sinners Reserve		\$8,700
	Grey Roots – One-Time Funding Reserve		\$33,500
	Grey Roots – Exhibit Reserve		\$109,700
Social Services	Portfolio Projected Surplus/(Deficit)	\$630,900	
	Social Services – Child Care Caseload Reserve		\$109,000
	Housing Reserve		\$240,000
	Long Term Care – Long Term Care Redevelopment		\$281,900
Transportation & Public Safety	Portfolio Projected Surplus/(Deficit)	\$992,100	
	Paramedic Services – One-Time Funding Reserve		(\$185,000)
	Transportation Services General Reserve		\$1,177,100

## Non-Budgeted Transfers to/from Reserve for Use in 2018

The following table lists purchases that were budgeted or endorsed to occur in 2017, but due to various factors have been delayed until 2018. Where projects were funded from taxation in 2017, these funds are being recommended to be transferred to reserve for use in 2018. Projects funded from reserves in 2017 are being recommended to be transferred from reserve in 2018. Staff is recommending the transfer of these projects to/from reserve for use in the 2018 budget.

Departmental Budget	Project	Reserve	2017 Project Funding To Reserve Transfer Amount*	2018 Project Amount From Reserve**
Property	Roof Replacement	One-Time Funding Reserve Report HDR-CW-05-17		\$463,200
	Furniture	One-Time Funding Reserve		\$10,300
	Security/Audio Visual	One-Time Funding Reserve		\$33,400
	Carpet	One-Time Funding Reserve		\$109,000
Forestry Trails	Signs	Forestry Reserve	\$3,000	
	Maintenance of Trails	Forestry Reserve	\$8,000	
	St. Vincent Tract – Hired Equipment - Forestry Trails	Forestry Reserve	\$13,500	
Tourism	Billboard Signage	Tourism Reserve	\$12,000	\$12,000
	Partner Marketing – South Georgian Bay	Tourism Reserve	\$8,000	\$8,000
Grey Roots	High-Density Rolling Storage Units and Watercraft Racking	Grey Roots General Reserve		\$50,000
		Grey Roots Archives Reserve		\$4,000
	Gallery Refresh	Grey Roots Exhibit Reserve		\$31,000
Housing	Flooring, Holstein	Housing Reserve	\$8,000	
	Asphalt Parking Lot, 17 Legion Road, Meaford	Housing Reserve	\$40,000	
	Roof Replacement, 43 Hill Street Flesherton	Housing Reserve	\$75,000	
	Flooring, 157 Nelson Street, Meaford	Housing Reserve	\$20,000	
	Basement/Foundation	Housing Reserve	\$12,500	

<b>Departmental Budget</b>	<b>Project</b>	<b>Reserve</b>	<b>2017 Project Funding To Reserve Transfer Amount*</b>	<b>2018 Project Amount From Reserve**</b>
	Repairs Family Units			
	Concrete Piers, 181 Victoria Street, Dundalk	Housing Reserve (as per Report HDR-CW-10-17)	\$30,000	\$30,000
	Repayments for Ontario Renovates and Home Ownership Programs	Revolving Fund (Ontario Renovates/home Ownership) Reserve	\$120,000	2018 budget contains \$50,000, if required utilize \$120,000

\* Projects funded from taxation in 2017 with funds being recommended to be transferred to reserve for use in 2018.

\*\*Projects funded from reserve in 2017, that have been delayed and being recommended to be funded from reserve in 2018.

<b>Departmental Budget</b>	<b>Project</b>	<b>Reserve</b>	<b>2017 Project Funding To Reserve Transfer Amount*</b>	<b>2018 Project Amount From Reserve**</b>
Lee Manor	Resident Lifts	Lee Manor Operations Reserve		\$6,000
	Drapes & Blinds	Lee Manor Operations Reserve		\$16,500
	Floor Replacement	Lee Manor Operations Reserve	\$10,000	
	Kitchen Floor Replacement	Lee Manor Operations Reserve	\$15,000	
	Kitchen Renovation	Lee Manor Operations Reserve	\$150,000	
	Storm Water Management	Lee Manor Operations Reserve	\$27,727	
Grey Gables	Computers	Grey Gables Operations Reserve	\$19,000	\$19,000
	Resident Lifts	Grey Gables Operations Reserve	\$10,000	\$10,000
	Washer/Disinfectors	Grey Gables Operations Reserve	\$10,000	
	Hot Water Heating System	Grey Gables Operations Reserve	\$9,234	
	Heating/Cooling System	Grey Gables Operations Reserve	\$22,000	
	Tub/Shower Room	Grey Gables Operations Reserve		\$82,500
	Railings and Balconies	Grey Gables Operations Reserve	\$7,000	\$7,000
Rockwood Terrace	Computers	Rockwood Terrace Operations Reserve	\$18,000	\$18,000
	Ration Cook Centre	Rockwood Terrace Operations Reserve	\$25,000	\$25,000
	Radiator Valve Replacement	Rockwood Terrace Operations Reserve	\$60,000	\$60,000
	Window Replacement	Rockwood Terrace Operations Reserve	\$50,000	

<b>Departmental Budget</b>	<b>Project</b>	<b>Reserve</b>	<b>2017 Project Funding To Reserve Transfer Amount*</b>	<b>2018 Project Amount From Reserve**</b>
	Home Enhancements	Rockwood Terrace Operations Reserve (\$5,300) Rockwood Terrace Donations Reserve (\$20,000)	\$5,300	\$25,300
Transportation Services	Grader (awarded but not delivered in 2017)	Transportation Services Equipment Reserve		\$240,730

\* Projects funded from taxation in 2017 with funds being recommended to be transferred to reserve for use in 2018.

\*\*Projects funded from reserve in 2017, that have been delayed and being recommended to be funded from reserve in 2018.

## Donation Transfers to Reserve

The following table lists the unbudgeted transfers to reserve that have been donated by individuals to be used for a specific purpose.

Department/Function	Reserve / Notes	Estimated Amount
Grey Gables	Grey Gables Donations Reserve	\$3,125
Lee Manor	Lee Manor Donations Reserve	\$1,339
Rockwood Terrace	Rockwood Terrace Donation Reserve	\$2,486
Grey Roots	Archives Reserve	\$2,000

## Self-Financed Debentured Projects and Provincial Funded Programs

The 2018 budget contains funding for the completion of self-financed debentured projects and provincially funded programs. Best estimates were used as to the amount of remaining work that would be carried over from 2017 and into 2018. Where the amount of remaining work being carried over is greater than what has been budgeted in 2018, it is requested that the remaining project funding, for those projects listed below, be authorized for use in the 2018 budget.

- Grey County Administration Building Renovation and Expansion
- Paramedic Chatsworth Station Build
- Social Housing Improvement Program (SHIP)
- Source Water Implementation & Collaboration Fund
- Museum Assistance Program (MAP)
- Early Learning and Child Care (ELCC) and Expansion Funding

## Legal and Legislated Requirements

The Treasurer appointed by the municipality, as per the Municipal Act, is responsible for providing council with information with respect to the financial affairs of the municipality.

## Financial and Resource Implications

The information contained in this report details the non-budgeted transfers to/from reserves and the carryover of these and other sources of funding that is being recommended for use in the 2018 budget or for future potential expenses.

## Relevant Consultation

Internal: Departmental Managers and relevant staff, Senior Management Team, CAO

External



## Appendices and Attachments

None