

Report FR-CW-01-17

To: Warden Barfoot and Members of Grey County Council
From: Kevin Wepler, Director of Finance
Meeting Date: January 12, 2017
Subject: **2016 Year-End Unbudgeted Transfers**
Status: Recommendation adopted by Committee of the Whole as presented per Resolution CW03-17; Endorsed by County Council January 26, 2017 per Resolution CC05-17;

Recommendation

- 1. That Council receive Report FR-CW-01-17 titled 2016 Year-End Unbudgeted Transfers; and that Council approve the recommendations to and from Reserves as contained and estimated in Report FR-CW-01-17; and**
- 2. That Council approve the carryover of funding for those self-financed debentured and provincially funded projects listed in Report FR-CW-01-17; and**
- 3. That Council approve that any surplus/deficit arising in the 2016 budget be transferred to/(from) the respective departmental reserves.**

Background

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 2016 transfers to and from reserves. These transfers are estimates and will be finalized once all 2016 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 2016 but due to various factors have been delayed until 2017 have been accounted for. Staff is recommending the transfer of these projects to/from reserve for use in the 2017 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 2016 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 2016 to 2017. Where the amount of remaining work being carried over is greater than what has been budgeted in 2017, it is requested that the remaining project funding be authorized for use in the 2017 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 Standing Committees that these departmental budgets were under the direction of in 2016. These year-end financial projections do not vary greatly from what had been previously reported to the various Standing Committees in November 2016.

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

Departmental Budget	Projected Year-End Surplus / (Deficit)
Corporate Services	(\$7,000)
Planning and Community Development	\$128,000
Social Services	\$402,000
Transportation and Public Safety	\$717,000
Total	\$1,240,000

Surplus / (Deficit) Transfers To / From Reserve

The following table lists the transfers to/from reserve to fund any surplus / (deficits) projected for the 2016 year-ending.

Department/Function	Reserve / Notes	Projected Surplus/(Deficit)	Estimated To/From Reserve Amount
Corporate Services Committee	Committee Projected Surplus/(Deficit)	(\$78,100)	
	Weekly Indemnity Reserve		(\$33,100)
	Workers' Compensation Reserve		(\$44,700)
	Any Remaining Surplus/Deficit to/from One-Time Funding Reserve		\$300
Social Services Committee	Committee Projected Surplus/(Deficit)	\$515,000	
	Social Services - One-Time Funding Reserve		\$154,100
	Housing Reserve		\$173,400
	Long Term Care - Grey Gables Reserve		\$187,500
Planning & Community Development Committee	Committee Projected Surplus/(Deficit)	\$148,500	
	Forestry Deficit from Trails Reserve		(\$32,500)
	Tourism Reserve		\$30,000
	Economic Development Reserve		\$75,000
	Grey Roots General Reserve		\$88,000
Transportation & Public Safety Committee	Committee Projected Surplus/(Deficit)	\$894,000	
	Transportation Services General Reserve		\$874,000
	Paramedic Services Reserve		\$20,000

Non-Budgeted Transfers to/from Reserve for Use in 2017

The following table lists purchases that were budgeted to occur in 2016, but due to various factors have been delayed until 2017. Where projects were funded from taxation in 2016, these funds are being recommended to be transferred to reserve for use in 2017. Projects funded from reserves in 2016 are being recommended to be transferred from reserve in 2017. Staff is recommending the transfer of these projects to/from reserve for use in the 2017 budget.

Departmental Budget	Project	Reserve	2016 Unbudgeted Reserve Transfer Amount	2017 Project Amount From Reserve
General Administration	Building Condition Assessments	Federal Gas Tax – Grey Corporate Reserve		\$64,000
Human Resources	Job Hazard Analysis & Physical Demands Analysis	One-Time Funding Reserve		\$148,100
Forestry Trails	St. Vincent Project	Trails Reserve	\$8,200	\$8,200
Tourism	Cycling Guide & Quebec Distribution Georgian Triangle Tourism Association	Tourism Reserve	\$10,000	\$10,000
	Tourism Branding	Tourism Reserve	\$5,000	\$5,000
Grey Roots	Gallery Refresh	Grey Roots Exhibit Reserve	\$40,000	\$40,000
	Website Refresh	Grey Roots Website Reserve	\$22,000	\$22,000
	Augmented Reality	Grey Roots General Reserve	\$13,700	\$13,700
	Sale of Assets	Grey Roots Artifacts Reserve	\$2,500	
Economic Dev.	Local Food Strategy	Economic Dev. Reserve	\$20,000	\$20,000
Social Services	Ontario Early Years Centre – Retaining Walls and Rear Asphalt Play Area	Ontario Early Years Centre Capital Reserve		\$30,000
	Ontario Early Years Centre – Exterior Doors	Ontario Early Years Centre Capital Reserve		\$8,500
Housing	Repayments for Ontario Renovates and Home Ownership Programs	Revolving Fund (Ontario Renovates/Home Ownership) Reserve	\$51,300	\$51,300
	Ceiling and Lighting, 650 4 th St A East, Owen Sound	Housing Reserve		\$40,000
	Kitchen Cabinets, 130 Rowe's Lane, Dundalk	Housing Reserve		\$45,600
	Kitchen Cabinets, Family Units Meaford	Housing Reserve		\$66,100
	Emergency Generators (Chatsworth, Flesherton and Holstein)	Housing Reserve		\$60,000
	Video and Key Fob, Chatsworth	Housing Reserve		\$13,000

Departmental Budget	Project	Reserve	2016 Unbudgeted Reserve Transfer Amount	2017 Project Amount From Reserve
Housing	Video Project, Alpha Street, Owen Sound	Housing Reserve		\$2,000
	Windows and Doors, East Side Owen Sound Family Units	Housing Reserve	\$30,000	\$30,000
	Sealing Balcony Decks, 650 4 th St A East, Owen Sound	Housing Reserve	\$40,000	\$40,000
	Water Treatment Plant, Holstein	Housing Reserve		\$125,000
	Bath Rebuilds, 490 7 th Ave East, Owen Sound	Housing Reserve	\$160,000	\$160,000
	Exterior Cladding, 305 14 th St West, Owen Sound	Housing Reserve	\$96,600	\$351,000
	Air Make Up System, 214 11 th Ave, Hanover	Housing Reserve	\$20,000	\$20,000
	Consulting Fees (General and Family Unit Review)	Housing Reserve	\$30,000	\$30,000
Lee Manor	Drapes and Blinds	Lee Manor Capital Reserve	\$20,000	\$45,000
	Washer Disinfectors	Lee Manor Capital Reserve	\$60,000	\$100,000
	Sanitary Waste Removal System	Lee Manor Capital Reserve	\$18,000	\$21,000
	Exterior Common Area Redevelopment	Lee Manor Capital Reserve		\$16,000
Grey Gables	Dietary Equipment	Grey Gables Capital Reserve	\$22,000	\$28,000
	Drapes and Blinds	Grey Gables Capital Reserve	\$15,000	\$15,000
	Washer Disinfectors	Grey Gables Capital Reserve	\$1,500	\$40,000
	Tub Rooms	Grey Gables Capital Reserve	\$18,200	\$47,500
	Flooring	Grey Gables Capital Reserve		\$100,200
Rockwood Terrace	Heating/Cooling System	Grey Gables Capital Reserve	\$25,200	\$35,200
	Washer Disinfectors	Rockwood Terrace Capital Reserve	\$20,000	\$40,000
	Interior Doors and Suite Door Power Assists.	Rockwood Terrace Capital Reserve		\$42,100
	Exterior Door Replacement	Rockwood Terrace Capital Reserve		\$24,700
Transportation Services	Replacement of Plumbing Fixtures	Rockwood Terrace Capital Reserve		\$15,600
	Structures on Grey Road 10	Transportation Services General Reserve	\$741,500	

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	\$3,300
Lee Manor	Lee Manor Donations Reserve	\$1,600
Rockwood Terrace	Rockwood Terrace Donation Reserve	\$3,800
Grey Roots	Archives Reserve	\$2,000

Self-Financed Debentured Projects and Provincial Funded Programs

The 2017 budget contained 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 2016 and into 2017. Where the amount of remaining work being carried over is greater than what has been budgeted in 2017, it is requested that the remaining project funding, for those projects listed below, be authorized for use in the 2017 budget.

- Grey County Administration Building Renovation and Expansion
- Paramedic Chatsworth Station Build
- Social Housing Efficiency Program (SHEEP)
- Social Housing Improvement Program (SHIP)
- Sourcewater Implementation & Collaboration Fund
- Rural Economic Development Fund (RED)

Financial/Staffing/Legal/Information Technology Considerations

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 2017 budget or for future potential expenses.

Link to Strategic Goals/Priorities

The analysis of current financial statements compared to the approved budget is a key mechanism to ensure Council's goals of ensuring financial stability and ongoing public accountability are maintained.

Attachments

None

Respectfully submitted by,

Kevin Weppeler
Director of Finance