



STAFF REPORT TO COUNCIL

Report No: TR-2024-08

March 25, 2024

From: Zoe Bougie – Director of Finance/Treasurer

RE: 2023 Reserve Update

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. TR-2024-08 Reserve Update; and

THAT the Council of the Township of North Glengarry approves the transfer to and from reserves as outlined in Schedule A

Background / Analysis:

As required by legislation, Council must approve transfers to and from reserves. This report summarizes the request to confirm transfers done in 2023. This report also summarizes the carry forward amounts for projects that were approved in 2023 but were unable to be completed. These transfers will ensure that the balance in each reserve account reflects the actuals.

North Glengarry Working Reserve

Council approved \$20,000.00 towards the replacement of computers and software upgrades. Only \$8,000 was spent with the remaining \$12,000.00 being carried forward to be used in 2024.

R.A.R.E. Reserve

Council approved \$30,000.00 to replace the HVAC system in the sorting room at R.A.R.E. Staff were able repair the HVAC instead of replacing the system at a cost of \$13,080.50.

Elections Reserve

\$7,500.00 was approved as a transfer to reserves as part of the 2023 operating budget. Funds were transferred out of the reserve to cover the \$2,584.00 of expenditures which were accumulated throughout the year.

Planning Reserve

\$5,000.00 was approved as a transfer to reserves as part of the 2023 operating budget.

Recreation Working Fund

In 2023, Council approved \$35,000.00 for upgrades to the Dalkeith outdoor rink as well as building upgrades. This work was unable to be completed and the funds will be carried forward to 2024.

Modernize and Efficient Reserve

\$100,000.00 was approved for the purchase of a records management software and \$70,000.00 for fire training props, both funded through the Modernize and Efficient Reserve. The final expenses were \$39,686.42 and \$69,359.66 respectively.

Facilities Reserve

Due to the sale of buildings, \$306,972.00 was transferred into the Facilities Reserve.

Fleet Reserve

Staff purchased a new SUV for the Public Works department, a slip in water tank for the Roads department and a pickup truck for the Fire Department for a total of \$124,905.94 funded from the Fleet Reserve. Surplus vehicles were also disposed of and \$21,234.72 was transferred into the Fleet Reserve as a result from the sale of the vehicles.

Canada Community Building Fund Reserve (formerly Federal Gas Tax)

\$330,569.94 was used towards the paving that was completed in Glen Robertson. The remaining amount of \$156,242.36 will be carried over to 2024 to fund new road projects.

Fire Reserve

\$30,000.00 of funds will be carried forward to 2024 to fund renovations for three fire stations.

Infrastructure Reserve

\$618,757.64 was not spent in 2023 and will be carried forward to 2024.

Waste Disposal Site Reserve

\$50,000.00 was approved as a transfer to reserves as part of the 2023 operating budget.

Cash in Lieu of Parkland Reserve

Throughout 2023, \$14,000 of revenue was earned. At year end, this amount is transferred into the reserve.

Maxville Soccer Lights Reserve

Council approved funds allocated for the Maxville Soccer Lights to be redistributed to the asphalt pad in Maxville at a cost of \$ 20,070.35.

North Glengarry Sewer Reserve

\$140,000.00 was approved for Phase 3 of the Alexandria Sludge Removal. Of this only \$22,358.72 was spent, with the remaining \$117,641.28 being carried forward to 2024.

Schedule A shows the transfers to and from reserves as well as the amounts carried forward for 2024. Schedule A also shows the beginning and ending balance for each reserve.

Alternatives:

1. Council approve the transfers to and from reserves (recommended)
2. Council does not approve transfers to and from reserves

Financial Implications:

The approved 2023 budget included \$499,800.00 to be transferred from reserves and \$62,500.00 to be transferred to reserves for a net decrease to reserves of \$437,300.00.

Due to additional transfers in to reserves as well as work that was not completed, there will instead be a net increase to reserves of \$795,091.49.

2022 Ending Balance	2023 Transfers In	2023 Transfers Out	2023 Carry Forward	2023 Consolidated Totals In/Out	2023 Ending Balance
- \$8,385,222.09	- \$425,706.72	\$600,256.51	- \$969,641.28	-\$795,091.49	-\$9,180,313.58

Attachments & Relevant Legislation:

Schedule A – Reserve Transfers

Others Consulted:

Sarah Huskinson, CAO

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk