



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2019/32**

TO: Administration & Finance Executive Committee

FROM: Dawn Galusha, Treasurer

DATE: March 14, 2019

SUBJECT: 2018 Contributions to Reserve Funds

BACKGROUND

We are nearing the end of our year-end preparation for the fiscal period ending December 31, 2018. In accordance with our Long-Term Capital Financial Plan, Policy No. 1.19, being a plan to help align short-term actions with long-term financial management strategy and that identifies, that with Council approval, that Operating Surplus be transferred to the Corporate Reserve Funds, and that Water & Sewer Fund surpluses be transferred to Waterworks & Sanitary Sewer Reserve Fund at year end.

The Water Fund and Sewer Fund surplus amount transferred to the Waterworks & Sanitary Sewer Reserve Fund amount is \$692,425.61 for the 2018 fiscal year end at this point in time.

The General Operating Fund is realizing a surplus due mostly to under spending of Corporate legal fees budgeted, the Operations and Facilities division had unspent salaries and benefits, savings on winter operations due to favorable weather conditions, and savings on other road and sidewalk work, in addition to increased Private Crossing Revenue and Airport Fuel revenue. In 2018 we also had HR expense savings, Treasury salary & benefits were underspent, combined with additional revenue in administration and finance, and increased revenue for building permits and planning fees. We are projecting a 2018 surplus as we work towards finalizing the 2018 year end.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the year-end contributions to the Reserve Funds as follows:

Waterworks & Sanitary Sewer	-	100% Water & Sewer Operating Surplus
Corporate Vehicle/Equipment	-	100% of General Operating Surplus