



Committee Meeting Agenda

ad hoc Budget Advisory Committee Meeting

Monday, January 30, 2023

5:00 p.m.

Council Chambers

60 Snyder's Road West

Baden, Ontario

N3A 1A1

This meeting will be held in-person and electronically in accordance with Section 238 (3.3) of the Municipal Act, 2001. Please subscribe to the Township of Wilmot You Tube Channel to watch the live stream or view after the meeting.

Delegations must register with the Legislative Services Department. The only matters being discussed at this meeting will be those on the Agenda.

Pages

- 1. MOTION TO CONVENE INTO CLOSED MEETING**
There will be no Closed Meeting of the ad hoc Budget Advisory Committee.
- 2. MOTION TO CONVENE IN OPEN MEETING**
RECOMMENDATION
THAT Committee convenes in Open Session at 5:00 p.m.
- 3. MOMENT OF REFLECTION**
- 4. LAND ACKNOWLEDGEMENT**
Councillor S. Martin
- 5. ADDITIONS TO THE AGENDA**
- 6. ADOPTION OF THE AGENDA**
RECOMMENDATION
That the Agenda as presented for January 30, 2023 be adopted.
- 7. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL
CONFLICT OF INTEREST ACT**

8. MINUTES OF PREVIOUS MEETINGS

3

RECOMMENDATION

THAT the minutes of the following meetings be adopted as presented:

- ad hoc Budget Committee Meeting December 12, 2022

9. PUBLIC MEETINGS - NONE

10. PRESENTATIONS - NONE

11. CONSENT AGENDA - NONE

12. REPORTS

12.1 2022 Operating Summary, COR-2023-03

12

RECOMMENDATION

THAT Report COR 2023-03, prepared by the Manager of Finance / Deputy Treasurer, regarding the 2022 Operating Budget vs. Actual, for the year ended December 31, 2022 (un-audited), be received for information purposes.

12.2 Final Review of 2022 Capital Program (un-audited), COR-2023-04

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RECOMMENDATION

THAT Report COR 2023-04, prepared by the Manager of Finance / Deputy Treasurer, regarding the 2022 Capital Program, for the period ending December 31, 2022, be received for information purposes.

12.3 Reserves and Reserve Funds (un-audited) For the year ended December 31, 2022, COR-2023-05

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RECOMMENDATION

THAT Report COR 2023-05, prepared by the Manager of Finance / Deputy Treasurer, regarding Reserves and Reserve Funds, for the year ended December 31, 2022, be received for information purposes.

12.4 Annual Debenture Update (un-audited) For the year ended December 31, 2022, COR-2023-06

76

RECOMMENDATION

THAT Report COR 2022-06, prepared by the Manager of Finance / Deputy Treasurer, regarding the Annual Debenture Update (un-audited), for the year ended December 31, 2022, be received for information purposes.

12.5 O. Reg 284/09 – Excluded Expense Estimate, COR-2023-08

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RECOMMENDATION

THAT pursuant to Ontario Regulation 284/09, Report COR 2023-08 serve as a method for communicating the exclusion of estimated amortization expenses from the 2023 Municipal Budget.

13. ADJOURNMENT

RECOMMENDATION

THAT we do now adjourn to meet again at the call of the Mayor.

Committee Meeting Minutes**ad hoc Budget Advisory Committee Meeting**

December 12, 2022, 4:00 P.M.

Council Chambers - Hybrid

60 Snyder's Road West

Baden, Ontario

N3A 1A1

Members Present: Mayor N. Salonen
Councillor S. Cressman
Councillor K. Wilkinson
Councillor H. Sidhu
Councillor S. Martin
Councillor L. Dunstall

Staff Present: Chief Administrative Officer, S. Chambers
Director of Parks, Facilities, and Recreation Services, S. Jackson
Director of Corporate Services/Treasurer, P. Kelly
Fire Chief, R. Leeson
Director of Public Works and Engineering, J. Molenhuis
Director of Development Services, H. O'Krafka
Supervisor of IT, K. Jeffreys
Manager of Planning/EDO, A. Martin
Manager of Finance/Deputy Treasurer, A. Romany
Deputy Clerk, C. Curtis
Administrative Clerk, C. Greenley
Financial Analyst/Accounts Receivable, J. Vincent
Financial Analyst/Accounts Payable, B. Kim
Supervisor of Procurement and Payroll, M. Kutnik
Manager of Parks & Facilities, G. Dubrick
Manager of Customer Service & Com Dev, M. O'Krafka
Desktop Support Technician, R. Ubhi

1. MOTION TO CONVENE INTO CLOSED MEETING

There was no Closed Meeting of the ad hoc Budget Advisory Committee.

2. MOTION TO CONVENE IN OPEN MEETING

Moved by: Councillor L. Dunstall

Seconded by: Councillor S. Martin

THAT the ad hoc Budget Advisory Committee convenes in Open Session at 4:00 p.m.

Motion Carried

3. TERRITORIAL ACKNOWLEDGEMENT

The Territorial Acknowledgement was read by Councillor K. Wilkinson.

4. ADDITIONS TO THE AGENDA

There were no additions to the agenda for this meeting.

5. ADOPTION OF THE AGENDA

Moved by: Councillor K. Wilkinson

Seconded by: Councillor S. Cressman

That the Agenda as presented for December 12, 2022 be adopted.

Motion Carried

6. DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT

6.1 Councillor K. Wilkinson - Affiliation Policy - PFRS-2022-43

Councillor K. Wilkinson declared pecuniary interest on this matter. Please visit [Registry of Disclosure of Pecuniary Interest](#) for further details.

6.2 Councillor S. Martin - 2023 Municipal Grants Program - COR-2022-38

Councillor S. Martin declared pecuniary interest on this matter. Please visit [Registry of Disclosure of Pecuniary Interest](#) for further details.

6.3 Councillor S. Martin - Affiliation Policy - PFRS-2022-43

Councillor S. Martin declared pecuniary interest on this matter. Please visit [Registry of Disclosure of Pecuniary Interest](#) for further details.

7. MINUTES OF PREVIOUS MEETINGS

There were no minutes from a previous meeting.

8. PUBLIC MEETINGS - NONE

There were no Public Meetings on this date.

9. PRESENTATIONS - NONE

There were no Presentations on this date.

10. CONSENT AGENDA - NONE

11. REPORTS

11.1 2023 Pre-Budget Consultation, COR-2022-34

Director of Corporate Services/Treasurer P. Kelly gave a high-level overview of Report COR-2022-34.

Committee asked and received answers on the following topics:

- The sample size of residents who responded to the survey
- Whether each survey response can be made unique

Moved by: Councillor S. Martin

Seconded by: Councillor L. Dunstall

THAT Report COR 2022-34, outlining feedback from the 2023 Pre-Budget Consultations be received for information purposes; and further,

THAT staff be directed to incorporate feedback from the 2023 Pre-Budget Consultations within the draft 2023 Operating and Capital Budgets.

Motion Defeated

11.2 Inflationary Tax Levy Adjustment, COR-2022-35

Director of Corporate Services/Treasurer P. Kelly gave a high-level overview of Report COR-2022-35.

Committee asked and received answers on the following topics:

- accuracy of past inflationary targets
- expected resumption of MPAC property assessment updates
- applicability of lowering the target levy

Councillor K. Wilkinson put forward an amending motion:

THAT the Ad hoc Budget Advisory Committee refer this report back to staff to be reviewed at the next ad hoc Budget Advisory Committee meeting, ideally with a lower target levy

Amendment:

Moved by: Councillor K. Wilkinson

Seconded by: Councillor H. Sidhu

THAT the Ad hoc Budget Advisory Committee refer this report back to staff to be reviewed at the next ad hoc Budget Advisory Committee meeting, ideally with a lower target levy.

Motion Deferred

11.3 Dedicated Infrastructure Levy Adjustment, COR-2022-36

Director of Corporate Services/Treasurer P. Kelly gave a high-level overview of Report COR-2022-36.

Committee asked and received answers regarding how the Dedicated Infrastructure Levy Adjustment of 2.80% was calculated.

Moved by: Councillor H. Sidhu

Seconded by: Councillor S. Cressman

THAT Council approve a Dedicated Infrastructure Levy Adjustment of 2.80% to be included within the 2023 Municipal Budget; and further

THAT the proceeds from the Infrastructure Levy be allocated directly to the Township's Infrastructure Reserve Funds; and further

THAT the use of these funds be dedicated to achieving sustainability within the Township's long-term capital forecast and Asset Management Plan.

Motion Carried

11.4 2023 Fees and Charges & 2023 Water/Sanitary Rates, COR-2022-37

Manager of Finance/Deputy Treasurer, A. Romany, gave a high-level overview of Report COR-2022-37.

Committee asked and received answers on the following topics:

- new charges on the Fee Schedule and anticipated revenue these may add

- revenue generation that specific items bring to the Township
- whether fees and charges can be reassessed at a later date in 2023
- rationale regarding implementation of \$20.00 Recreational Fire Permit fee in 2022
- effect on revenue when facility rental fees are waived

Chief Administrative Officer, S. Chambers, discussed the importance of the Fees and Charges By-law being passed in a timely manner.

Moved by: Councillor S. Martin

Seconded by: Councillor H. Sidhu

THAT the Ad Hoc Budget Advisory Committee recommends to Council the Fees and Charges report dated December 12, 2022 be adopted, and further;

THAT the Water and Sanitary Rates By-Law and Fees and Charges By-Laws be updated accordingly.

Motion Carried

11.5 2023 Municipal Grants Program - COR-2022-38

Councillor S. Martin declared a conflict on this item. (Councillor S. Martin declared pecuniary interest on this matter. Please visit Registry of Disclosure of Pecuniary Interest for further details.)

Due to a Declaration of Pecuniary Interest, Councillor H. Sidhu put forward an amending motion:

THAT the Ad-Hoc Budget Advisory Committee approve the Municipal Grant Program as per Appendix A, excluding allocations to the Wilmot Family Resource Centre (as determined by Committee); and further;

THAT \$32,310 in Municipal Grants be incorporated within the 2023 draft operating budget.

Manager of Finance/Deputy Treasurer, A. Romany, gave a high-level overview of Report COR-2022-38.

Chair Salonen called a five-minute recess at 4:56 p.m.

Committee reconvened at 5:01 p.m.

Committee asked and received answers on the following topics:

- difference in grant funds requested compared to grant funds to be given
- individuals applying for Municipal Grants
- use of Municipal Grant funds

Due to a Declaration of Pecuniary Interest, Councillor H. Sidhu put forward an amending motion:

THAT the Ad Hoc Budget Advisory Committee approve the Municipal Grant Program allocation to the Wilmot Family Resource Centre and Firebirds as per Appendix A, of Report COR 2022-037 (as determined by committee); and further

THAT \$40,212 in Municipal Grants be incorporated within the 2023 draft operating budget.

Amendment:

Moved by: Councillor H. Sidhu

Seconded by: Councillor K. Wilkinson

THAT the Ad Hoc Budget Advisory Committee approve the Municipal Grant Program as per Appendix A, excluding allocations to the Wilmot Family Resource Centre, of Report COR 2022-037 (as determined by committee); and further

THAT \$32,310 in Municipal Grants be incorporated within the 2023 draft operating budget.

Motion Carried

Amendment:

Moved by: Councillor H. Sidhu

Seconded by: Councillor L. Dunstall

THAT the Ad Hoc Budget Advisory Committee approve the Municipal Grant Program allocation to the Wilmot Family Resource Centre and Firebirds as per Appendix A, of Report COR 2022-037 (as determined by committee); and further

THAT \$40,212 in Municipal Grants be incorporated within the 2023 draft operating budget.

Motion Carried

11.6 Target Levy Adjustment – Levels of Service, CAO-2022-11

Chief Administrative Officer, S. Chambers, gave a high-level overview of Report COR-2022-11, noting that the previous decision with respect to the target levy increase was deferred back to staff, and Committee may wish to defer this item to the next ad hoc Budget Advisory Committee Meeting as well.

Committee referred this report back to staff and review again at the next meeting of ad hoc Budget Advisory Committee.

Moved by: Councillor H. Sidhu

Seconded by: Councillor S. Martin

THAT the ad hoc Budget Advisory Committee endorse a target special levy adjustment of 2.20% for additional service levels, which will be monitored throughout the 2023 budget process.

Motion Deferred

11.7 Pre-Budget Approval of Two (2) Ice Resurfacers, PFRS-2022-34

Director of Parks, Facilities, and Recreation Services, S. Jackson, and Manager of Parks & Facilities, G. Dubrick gave a high-level overview of Report PFRS-2022-34.

Committee asked and received answers on the following topics:

- purchase cost comparison of propane and electric model Zamboni
- maintenance cost comparison of propane and electric model Zamboni
- life expectancy comparison of propane and electric model Zamboni
- emissions related to propane model Zamboni
- wear and tear on ice resurfacer once third ice pad is installed
- rental costs and turnaround time of rental ice resurfacer, if owned ice resurfacer breaks down

- possibility and cost to repair currently owned ice resurfacer
- possibility of selling parts of currently owned ice resurfacer
- potential for trade-in schedule of future owned ice resurfacer
- potential for leasing ice resurfacer as opposed to purchasing
- cost comparison from different companies that produce ice resurfacers

Moved by: Councillor H. Sidhu

Seconded by: Councillor K. Wilkinson

THAT staff be directed to seek pre-budget approval to incorporate \$375,000 plus applicable taxes into the 2023 Capital budget for replacement of the two (2) ice resurfacers at the Wilmot Recreation Complex (WRC), and further,

THAT staff recommend to Council the contract for supply and delivery of two (2) electric ice resurfacers be awarded to Zamboni Company Ltd. by means of The Canoe Procurement Group of Canada.

Motion Carried

11.8 Affiliation Policy - PFRS-2022-43

Councillor K. Wilkinson declared a conflict on this item. (Councillor K. Wilkinson declared pecuniary interest on this matter. Please visit Registry of Disclosure of Pecuniary Interest for further details. ;)

Councillor S. Martin declared a conflict on this item. (Councillor S. Martin declared pecuniary interest on this matter. Please visit Registry of Disclosure of Pecuniary Interest for further details.)

Director of Parks, Facilities, and Recreation Services, S. Jackson, and Manager of Community Services, M. O'Krafka, gave a high-level overview of Report PFRS-2022-43.

Committee asked and received answers on the following topics:

- range of minor sports discounts in other municipalities within the region
- estimated total subsidy the Affiliation Policy would provide

- how changes to activities / days of week affect the subsidy for organizations grandfathered in
- when council can review and make changes to the policy
- expected user groups who may sign up for the policy
- deadlines for grandfathered affiliates to apply

Moved by: Councillor H. Sidhu

Seconded by: Councillor S. Cressman

THAT the Community Services Department Affiliation Policy be recommended to Council for approval; and further,

THAT subject to Council approval of the Affiliation Policy, the historically discounted uses of Township Facilities be grandfathered for a minimum of one calendar year from the implementation date; and the historical discounts to The Community Players (TCP) be continued until such time as the Anchor Tenancy Agreement is brought to Council for approval; and

THAT staff be directed to implement the Council approved Affiliation Policy effective April 1, 2023.

Motion Carried

12. ADJOURNMENT

Moved by: Councillor S. Cressman

Seconded by: Councillor K. Wilkinson

THAT we do now adjourn to meet again at the call of the Chair.

Motion Carried



CORPORATE SERVICES

Staff Report

REPORT NO: COR 2023-03

TO: Ad Hoc Budget Advisory Committee

SUBMITTED BY: Patrick Kelly, CPA, CMA, Director of Corporate Services / Treasurer

PREPARED BY: Ashton Romany, CPA, Manager of Finance / Deputy Treasurer

REVIEWED BY: Sharon Chambers, CAO

DATE: January 30, 2023

SUBJECT: 2022 Operating Summary

RECOMMENDATION:

THAT Report COR 2023-03, prepared by the Manager of Finance / Deputy Treasurer, regarding the 2022 Operating Budget vs. Actual, for the year ended December 31, 2022 (un-audited), be received for information purposes.

SUMMARY:

This report provides an overview of the Township's 2022 Operating Performance. These unaudited results are provided for information purposes ahead of the presentation of the 2023 Municipal Budget.

BACKGROUND:

As part of the annual budget process, the previous fiscal year operating summary is provided. The attached report includes the un-audited general levy summary, which calculates the year-end transfer to/from reserves factoring in the annual tax levy, operating expenditures, grants, and any investment income. Following this summary statement is a department-level statement of operations with commentary. The final statement included is a review of user-pay operations and their respective transfers to/from reserves.

REPORT:**General Levy Impact**

General operating revenues were above budget at \$2.8M or 108.9% of budget. Overall revenues inclusive of tax levy, grant funding and investment income were approximately \$15.1M or 103.4% of budget. 2022 revenues were above expectations primarily due to higher than anticipated activity levels in Community Services and investment income returns.

Operations costs over the course of the year resulted in expenditures of \$13.2M or 104.4% of budget. Factoring in allocations to current year capital and infrastructure reserves funds results in overall expenditures of \$15.2M or 104.1% of budget. The primary drivers for increased expenditures were fuel, utility costs and legal fees. For reference, overall fuel and utilities costs for the Township exceeded budget expectations by approximately \$201,544 or 124.6%, while legal fees exceeded budget expectations by \$198,330 or 383% of budget. Each of these expenditure categories are anticipated to continue at higher than historical levels within the 2023 operating budget.

Coupling together the aforementioned general levy operating revenues and expenses, the bottom line result is a projected deficit of \$136,542 deficit. For the past several years, the Township experienced modest operating surpluses, which were transferred to infrastructure reserve funds to assist in funding future capital costs. For the past two fiscal years, staff were able to avoid deficits due to Provincial COVID-19 Funding supports (further discussed below). As all Provincial COVID-19 funding supports have now been exhausted, the Township must fund the current year deficit from the Working Funds reserve, in order to avoid impacting the dedicated infrastructure levy to transfer reserves.

Although not complete, the current debt management and reserve fund strategy project being undertaken by staff and consultants intends to recommend that the existing Working Funds Reserve migrate into a tax stabilization reserve fund. Stabilization funds are in place across many municipalities to fund unanticipated operational impacts similar to what was experienced in fiscal 2022. In years of surplus, funds would be transferred into the fund to support future years. Further details on the exact parameters, limits, etc. are intended to be finalized as part of the Debt Management / Reserve Fund Strategy in Q2 2023, and presented for Council approval.

Provincial COVID-19 Funding Supports

In an effort to alleviate some of the unprecedented fiscal pressures on municipalities caused by COVID-19, the Province of Ontario established the Safe Restart Funding Agreement with Wilmot receiving total funding of \$686,400. A portion of this funding was used in 2020, leaving approximately \$409,000 to assist with continued budget pressures for fiscal 2021.

Subsequent to the 2021 Budget, Wilmot received additional Provincial funding in the amount of \$391,615, under the 2021 Provincial COVID-19 Recovery Funding program.

To balance municipal operations, meet the levy funding requirements within the Capital Program, and maintain reserve fund transfers as prescribed under the Dedication Infrastructure Levy, a total of \$467,200 of COVID-19 Provincial funding was budgeted for 2022. This funding was intended to offset the impact of COVID-19 on rental revenues, special events, and investment income, as well as additional costs for PPE.

As outlined in the summary below, all funds from Safe Restart and COVID-19 Recovery programs have now been utilized. It is anticipated that 2023 user-fee based revenue, particularly in the area of community services, will help to offset the majority of this forgone funding.

Summary of Provincial COVID-19 Funding Supports

Funding Sources		
Safe Restart Funding – Phase I	\$482,400	
Safe Restart Funding – Phase II	204,000	
Provincial COVID-19 Recovery Funding	391,615	
Total Funding Allocation		\$1,078,615
Funding Utilization		
2020 Operating Program	\$277,156	
2021 Operating Program	334,259	
2022 Operating Budget	467,200	
2023 Operating Budget (Proposed)	Nil	
Total Funding Utilization		\$1,078,615

Winter Maintenance Reserve Fund

Winter maintenance activity levels were above budget expectations for 2022. As such, \$97,382 was transferred from the dedicated Winter Maintenance Reserve Fund in accordance with the Township's Reserve Fund By-Law. Funds from this dedicated reserve fund are utilized to offset expenditures in years with higher activity levels. In years where there are lower than expected activity levels, those savings are transferred into this fund. The updated balance within the Winter Maintenance Reserve fund entering 2023 is \$58,392.

Water and Sanitary Transfer to Reserve Funds

The net transfer to Water and Sanitary Reserve Funds is projected to be approximately \$1.2M or 109.8% of budget. The sanitary system continues to experience noticeable levels of inflow and infiltration (I&I); however, these flows were slightly lower than anticipated this year. Staff continue to investigate potential causes of infiltration across the sanitary network through a combination of staffing and consulting resources.

This 2022 reserve transfer will be distributed amongst the three utility reserve funds, based upon the actual results of 2022, and assist in funding future infrastructure replacement costs.

Cemetery Transfer to Reserve Funds

The net transfer to Cemetery Reserve Funds were above budgetary estimates due to higher-than-average user fee collections and investment income. Transfers to the cemetery reserve fund assist in reducing the existing deficit.

Building Transfer from Reserve Funds

Building was relatively steady during the COVID-19 pandemic, as noted in quarterly building statistical analysis. Having said that, overall operating activities from this user-pay division will require a draw from building reserve funds to balance current year operations. As per Bill 124 legislation, the building division must be self-sustainable through the development industry. Therefore, significant future growth will need to be achieved to eliminate the deficit within this obligatory reserve fund.

Consistent with quarterly reporting, operating revenue and expense lines are broken down within the attached statement, with comments on those items that have large variances from budget estimates. As noted through the year, most operating budget lines will exceed budget projections due to economic factors in a high inflation environment. Factors beyond inflation have been noted within the commentary to the attached statements.

Future Reporting

It is anticipated when the 2023 Operating Budget will be presented in a different format to align better with the organizational structure review outcomes. Staff will work to ensure that the 2022 Budget and Actuals presented in this report are revised to be comparable under new structure for 2023.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is aligned with the Strategic Plan goal of Responsible Governance, through the strategies of fiscal responsibility and infrastructure investments.

ACTIONS TOWARDS UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS:

This report is aligned with several of the UN Sustainable Development Goals:

- Goal 3 – Good Health and Well-Being
- Goal 6 – Clean Water and Sanitation
- Goal 7 – Affordable and Clean Energy
- Goal 8 – Decent Work and Economic Growth
- Goal 9 – Industry, Innovation and Infrastructure
- Goal 11 – Sustainable Cities and Communities
- Goal 16 – Peace, Justice and Strong Institutions

FINANCIAL CONSIDERATIONS:

The results contained within this report are preliminary and may vary with subsequent year-end adjustments. When results are finalized, the 2022 year-end transfers to/from reserve funds will occur and audited financial statements will be compiled.

It is worth reinforcing the importance of reserve fund growth, especially in light of the continued reduction in senior government funding towards Township operations (i.e. OMPF). Infrastructure reserve funds ensure the sustainability of the Township's Capital program in the absence of external funding. Continued growth in transfers from the Township's dedicated infrastructure levy, and positive operating results in user pay divisions will assist in the Township as we continue to grow and maintain owned infrastructure.

ATTACHMENTS:

APPENDIX A – 2022 Statement of Operations as of December 31, 2022 (un-audited)

TOWNSHIP OF WILMOT
2022 OPERATING SUMMARY AS OF DECEMBER 31, 2022 (UN-AUDITED)

		2022 Budget	2022 Actual	Variance %
<u>EXPENDITURES</u>				
OPERATING (EXCLUDING USER-PAY DIVISIONS)		12,669,925	13,291,852	104.9%
TRANSFER TO CAPITAL PROGRAM ¹		1,402,400	1,419,818	101.2%
TRANSFER TO INFRASTRUCTURE RESERVE FUNDS ²		520,760	520,760	100.0%
<u>TOTAL EXPENDITURES FROM GENERAL LEVY</u>		14,593,085	15,232,430	104.4%
<u>REVENUES</u>				
TAXATION	2021 GENERAL LEVY	9,087,346	9,087,346	100.0%
	ASSESSMENT GROWTH (1.34%)	121,771	121,771	100.0%
	TAX INCREASE (COLA) (2.90%)	267,065	267,065	100.0%
	INFRASTRUCTURE LEVY (2.00%)	184,182	184,182	100.0%
	SPECIAL LEVEL OF SERVICE LEVY (2.83%)	260,626	260,626	100.0%
		\$ 9,920,990	\$ 9,920,999	100.0%
OPERATING (EXCLUDING USER-PAY DIVISIONS)		2,613,370	2,855,218	109.3%
PAYMENTS IN LIEU OF TAXES		199,100	205,495	103.2%
SUPPLEMENTARY TAXES (NET OF WRITE-OFFS) ³		94,225	7,845	8.3%
GRANTS ⁴		1,072,700	1,072,722	100.0%
INVESTMENT INCOME ⁵		692,700	1,033,609	149.2%
<u>TOTAL REVENUES TO GENERAL LEVY</u>		14,593,085	15,095,888	103.4%
<u>NET SURPLUS/(DEFECIT)</u>		-	(136,542)	N/A

NOTES:

- 1 Represents the portion of Capital Program funded from the General Levy during 2022 net of additional funding to required for completed capital projects as per Council report COR 2023-002.
- 2 Represents the dedicated infrastructure levy approved under COR 2021-041.
- 3 Represents anticipated supplementary taxes, net of write-offs in 2022. Supplementary taxes received during 2022 were significantly less than historic levels. Staff have opened a dialogue with MPAC to further understand assessment growth activities.
- 4 Includes 15% decrease in OMPF Funding (\$605,500) and remaining allocation of Safe Restart Funding (\$467,200) to offset impact of COVID-19 on 2022 operations.
- 5 Represents dividends (\$354,200) and investment income (\$192,655) from Kitchener-Wilmot Hydro, and general bank investment income (\$486,754). Bank investment income significantly higher than anticipated due to several Bank of Canada rate increases during 2022.

TOWNSHIP OF WILMOT
2022 STATEMENT OF OPERATIONS AS OF DECEMBER 31, 2022 (UN-AUDITED)

	2022 Budget	2022 Actual	Variance %
<u>GENERAL GOVERNMENT</u>			
<u>REVENUE</u>			
Administration Fees / Sale of Surplus Assets ¹	(100,000)	(101,638)	101.6%
Grant Funding - General Government ²	(35,000)	(35,000)	100.0%
Licenses and Fines ³	(83,000)	(84,583)	101.9%
Penalties & Interest Revenue ⁴	(231,500)	(206,048)	89.0%
	<u>(449,500)</u>	<u>(427,269)</u>	<u>95.1%</u>
<u>EXPENSES</u>			
Council ⁵	177,950	188,842	106.1%
Municipal Grants Program ⁶	65,600	67,164	102.4%
Office of the CAO ⁷	426,495	493,169	115.6%
Information and Legislative Services ⁸	284,000	395,378	139.2%
Insurance & Legal Expenses ⁹	325,225	524,688	161.3%
Municipal Law Enforcement/Animal Control ¹⁰	202,245	207,173	102.4%
Crossing Guards Operating Expenses ¹¹	56,100	46,578	83.0%
Municipal Election ¹²	22,500	85,950	382.0%
Corporate Services ¹³	960,860	961,789	100.1%
IT Services ¹⁴	456,880	480,444	105.2%
	<u>2,977,855</u>	<u>3,451,176</u>	<u>115.9%</u>
<u>FIRE SERVICES</u>			
<u>REVENUE</u>			
Fire Services Revenues ¹⁵	(80,080)	(35,058)	43.8%
	<u>(80,080)</u>	<u>(35,058)</u>	<u>43.8%</u>
<u>EXPENSES</u>			
Fire Services Administration ¹⁶	1,106,460	986,813	89.2%
Fire Services Operating Expenses ¹⁷	405,875	423,064	104.2%
	<u>1,512,335</u>	<u>1,409,877</u>	<u>93.2%</u>

TOWNSHIP OF WILMOT
2022 STATEMENT OF OPERATIONS AS OF DECEMBER 31, 2022 (UN-AUDITED)

	2022 Budget	2022 Actual	Variance %
<u>INFRASTRUCTURE SERVICES</u>			
<u>REVENUE</u>			
Infrastructure Services - Service Charges ¹⁸	(251,500)	(348,067)	138.4%
Aggregate Resource Fees ¹⁹	(175,000)	(133,317)	76.2%
Grant Funding - Infrastructure Services ²⁰	(35,000)	(15,000)	42.9%
	<u>(461,500)</u>	<u>(496,385)</u>	<u>107.6%</u>
<u>EXPENSES</u>			
Infrastructure Services Administration ²¹	420,070	340,845	81.1%
Roads Administration ²²	733,085	760,421	103.7%
Roads Operating Expenses ²³	763,900	794,496	104.0%
Winter Control Expenses ²⁴	776,310	776,310	100.0%
Municipal Drainage Operating Expenses ²⁵	57,000	27,215	47.7%
Street Lighting Operating Expenses ²⁶	130,000	111,808	86.0%
	<u>2,880,365</u>	<u>2,811,096</u>	<u>97.6%</u>

TOWNSHIP OF WILMOT
2022 STATEMENT OF OPERATIONS AS OF DECEMBER 31, 2022 (UN-AUDITED)

	2022 Budget	2022 Actual	Variance %
<u>COMMUNITY SERVICES</u>			
<u>REVENUE</u>			
Wilmot Recreation Complex Revenues ²⁷	(1,136,920)	(1,418,332)	124.8%
Grant Funding - Community Services ²⁸	(3,750)	(11,170)	297.9%
Park, Facility and Community Centre Rental Revenue ²⁹	(149,550)	(219,101)	146.5%
	<u>(1,290,220)</u>	<u>(1,648,603)</u>	<u>127.8%</u>
<u>EXPENSES</u>			
Recreation Administration ³⁰	830,970	856,498	103.1%
Wilmot Recreation Complex Administration ³¹	1,446,820	1,491,048	103.1%
Wilmot Recreation Complex Operating Expenses ³²	742,600	977,349	131.6%
Parks & Facilities Administration ³³	1,159,725	1,149,248	99.1%
Parks and Community Centre Operating Expenses ³⁴	278,100	286,177	102.9%
Municipal Facilities Operating Expenses ³⁵	152,830	140,907	92.2%
Abandoned Cemetery Operating Expenses	3,670	3,670	100.0%
	<u>4,614,715</u>	<u>4,904,897</u>	<u>106.3%</u>

TOWNSHIP OF WILMOT
2022 STATEMENT OF OPERATIONS AS OF DECEMBER 31, 2022 (UN-AUDITED)

	2022 Budget	2022 Actual	Variance %
<u>CULTURAL SERVICES</u>			
<u>REVENUE</u>			
Castle Kilbride Admissions & Events ³⁶	(26,825)	(36,642)	136.6%
Grant Funding - Castle Kilbride ³⁷	(25,005)	(25,783)	103.1%
	<u>(51,830)</u>	<u>(62,426)</u>	<u>120.4%</u>
<u>EXPENSES</u>			
Castle Kilbride Administration ³⁸	310,840	328,825	105.8%
Castle Kilbride Operating Expenses ³⁹	23,050	19,582	85.0%
Archives Operating Expenses	1,830	1,409	77.0%
Heritage Wilmot Operating Expenses	8,940	8,603	96.2%
	<u>344,660</u>	<u>358,419</u>	<u>104.0%</u>
<u>DEVELOPMENT SERVICES</u>			
<u>REVENUE</u>			
Planning Application Fees ⁴⁰	(287,240)	(180,523)	62.8%
Business Licensing ⁴⁰	(5,000)	(4,955)	99.1%
	<u>(292,240)</u>	<u>(185,478)</u>	<u>63.5%</u>
<u>EXPENSES</u>			
Planning ⁴¹	269,995	286,615	106.2%
Economic Development ⁴²	70,000	69,771	99.7%
	<u>339,995</u>	<u>356,386</u>	<u>104.8%</u>
<u>TOTAL OPERATING</u>			
<u>REVENUES</u>	<u>(2,625,370)</u>	<u>(2,855,218)</u>	<u>108.8%</u>
<u>EXPENSES</u>	<u>12,669,925</u>	<u>13,291,852</u>	<u>104.9%</u>
<u>NET GENERAL LEVY EXPENDITURE</u>	<u>10,044,555</u>	<u>10,436,634</u>	<u>103.9%</u>

NOTES:

- 1 Includes administrative fees associated with tax certificates; NSF payments; account balance transfer fees; tax sales and sale of surplus assets.
- 2 OCIF formula funding towards the Asset Management Capacity Building (\$35,000).
- 3 Includes Dog and Kennel Licences (\$51,965); Parking Fines (\$8,184); Marriage Licences (\$11,370); Property Standards Fees (\$3,550); Lottery Licences (\$4,502); Provincial Offences (\$5,012).
- 4 Includes penalty and interest on overdue water accounts (\$16,608) and taxes receivable (\$189,440). Revenues lower than historical averages are indicative of ratepayers ability to meet tax/water bill payment obligations.
- 5 Includes honorariums Council Members, as well as unbudgeted funding allocations approved by Council for the Community Bike Safety Event; Ukrainian Crisis Event; and U15 Baseball Championships.
- 6 Municipal Grant Program allocations were approved under Report COR 2021-046, also includes Celebrate Canada funding towards Canada Day in Wilmot Event (\$3,600).
- 7 Includes direct / indirect staffing costs and contracted services associated with the Office of the CAO. 2022 expenditures were impacted by additional external consulting services to support key strategic initiatives.
- 8 Includes direct / indirect staffing costs and contracted services associated with Information and Legislative Services. 2022 expenditures were impacted by additional consulting services and staffing supports throughout departmental transitions.
- 9 Waterloo Region Municipal Insurance Pool (WRMIP) Premiums were remitted in Q3 (\$224,527). Insurance related expenditures include claims under the Township's deductible limit (\$10,000), net of allocations to user-pay operations. Insurance costs are net of include a transfer from the Township's dedicated self-insured reserve fund of \$884. Legal expenses significantly exceeded annual budget allocations for fiscal 2022, due to higher than historic activity levels, future operating budgets will be adjusted based on this
- 10 Includes direct and indirect staffing costs associated with Municipal Law Enforcement Officers and contracted services for Animal Control.
- 11 Includes direct and indirect staffing costs associated with crossing guards.
- 12 Expenditures includes costs associated with the 2022 Municipal Election such as invoicing towards electronic voting software, mail-outs and staffing resources required to run in-person voting. Costs were well above budget projections to support both in-person and online voting. Costs are net of transfer from the outstanding funds from the dedicated elections reserve fund (\$57,704). In future Municipal Elections will be treated as a Capital project, outside of general operations.
- 13 Includes direct / indirect staffing costs and contracted services for Corporate Services, net of cost allocations from user-pay divisions.
- 14 Includes direct / indirect staffing costs for IT Services. Expenditures also include support contracts and web service charges which are remitted throughout the year. Includes unbudgeted Minor Capital: Website Calendar Updates (\$2,295).
- 15 Includes revenue from Fire Permits (\$10,393); billable calls/activities (\$19,085) and Boundary Service Agreement with Blandford-Blenheim (\$5,580). First year of fire Permit fee collections were well below what staff anticipated under the new program. The 2023 operating budget will be adjusted accordingly.

- 16 Includes direct and indirect staffing costs for Fire Services, including Practices, Fire Calls and other VFF activities. Costs lower than anticipated due to lower than expected VFF training and reductions in emergency call-out activity.
- 17 Includes non-staffing related costs to maintain an effective Fire Services such as building/grounds maintenance, vehicle repairs and maintenance, fuel, clothing/PPE, dispatch fees and utilities. Fuel and Vehicle Repair/Maintenance costs were higher in 2022.
- 18 Infrastructure Services fees and charges are collected in accordance with the Fees and Charges by-law. Activity levels in these areas were well above expectations for 2022.
- 19 Ontario Aggregate Resources Corporation (OARC) fees are based upon actual tonnage extracted from private pits within the Township from the preceding fiscal year. Budgets are based on historical activity levels. Fees received were lower than anticipated due to lower activity levels in 2021.
- 20 Represents OMAFRA funding for Municipal Drainage Superintendent Services for 2022. Funding correlates to lower activity levels.
- 21 Reflects direct / indirect staffing costs for Infrastructure Services Administration net of cost allocation to Water/Sanitary. Reduced expenditures associated with staff transitions and timing for hiring / on-boarding Council approved levels of service increases.
- 22 Costs reflect direct / indirect staffing costs for Road Operations excluding Winter Control.
- 23 Costs include maintenance of Hardtop and Loosetop Roads, Boundary Roads, Roadside, and safety (Signage, Line Painting, etc.). Includes unbudgeted Minor Capital: Diesel Pump Switch Repair (\$1,801); Oxford-Waterloo Road Emergency Bridge Repairs (\$8,425).
- 24 Costs represent winter control activities for 2022, net of transfer of \$93,732 from the dedicated Winter Maintenance Reserve Fund, as per the Reserve Fund By-Law to offset these costs. Overages in 2022 was result of fuel, vehicle repairs/maintenance and supply of salt and sand products.
- 25 Costs reflect billing for Drainage Superintendent Services. Township related drainage activity costs were lower than anticipated for
- 26 Annual expenditures include a transfer of \$42,493 to the dedicated Street Light Reserve Fund. This transfer completes the payback period to finance the network-wide LED lighting upgrades.
- 27 Revenues include: Aquatics (\$457,644); Ice Pads/Arena Floor (\$683,602); Concession (\$97,384); Programming (\$80,998); Room/Field Rentals (\$45,799); Rink Board Advertising (\$31,368); Other (\$21,537). Revenues well exceeded budget expectations as activity slowly returns to pre-COVID levels. 2023 revenues estimates will be adjusted accordingly.
- 28 Includes a donation from the New Dundee Women's Institute towards the Bandshell Garden (\$1,000) and two (2) park bench donations (\$10,170).
- 29 Revenues include: NH Arena/CC (\$42,495); Baden (\$68,318); Haysville (\$9,100); Mannheim (\$11,448); New Dundee (\$32,345); New Hamburg Parks (\$33,520); Petersburg (\$9,288); St Agatha (\$12,532); Other (\$55). Revenues well exceeded budget expectations as activity returns to pre-COVID levels.
- 30 Costs include direct / indirect staffing costs for Recreation Administration, Scheduling and Customer Service personnel.
- 31 Costs include direct / indirect, full-time and part-time, staffing costs for the Wilmot Recreation Complex.

- 32 Costs include Building/Grounds Maintenance, Utility Costs, Equipment Repairs and Maintenance at the WRC. Costs exceeded budget expectations due to higher than anticipated utilities and buildings/grounds maintenance activities. Includes unbudgeted Minor Capital: emergency ice resurfer repair (\$8,980); emergency lap pool impeller replacement (\$4,059).
- 33 Costs include direct / indirect, full-time and part-time, staffing costs for the Parks & Facilities, excluding the WRC.
- 34 Costs include Building/Grounds Maintenance, Utility Costs, Equipment Repairs and Maintenance at parks and community centres. Includes unbudgeted Minor Capital: Accessible Swing (\$2,389).
- 35 Costs include Building/Grounds Maintenance, Utility Costs, Equipment Repairs and Maintenance at municipal facilities. Includes unbudgeted Minor Capital: Administration Complex Emergency Roof Repairs (\$2,320).
- 36 Revenue includes: Admission (\$21,198); Giftshop (\$2,321); Programs & Workshops (\$2,840); Special Events (\$10,168) and Other (\$115). Overall revenues from Castle Kilbride exceeded expectations with the return of in-person activities.
- 37 Revenues include Federal/Provincial Grants for Part-Time Staffing: Community Museums Operating Grant (\$16,608); Young Canada Works (\$5,901); Canada Summer Jobs (\$3,274).
- 38 Costs include direct / indirect staffing costs for Castle Kilbride Administration.
- 39 Costs include Marketing/Promotion and Materials/Supplies to support Castle Kilbride related initiatives.
- 40 Planning application revenues were the highest they have been for Wilmot in recorded history but fell short of budget expectations due to delays in the filing of an anticipated subdivision application and delays in the servicing and registration of the Wilmot
- 41 Costs include direct / indirect staffing costs for Planning, net of cost allocations from Building Services.
- 42 YTD Expenditures include Waterloo Region Economic Development Corporation (WREDC) membership (\$50,000); Waterloo Region Tourism Marketing Corporation (\$10,000) and Other (\$9,771).

TOWNSHIP OF WILMOT
2022 STATEMENT OF OPERATIONS (USER-PAY) AS OF DECEMBER 31, 2022 (UN-AUDITED)

	2022 Budget	2022 Actual	Variance %
<u>WATER/SANITARY</u>			
<u>REVENUE</u>			
Utility User Fees ¹	(6,381,810)	(6,300,476)	98.7%
Utilities Sales, Service Charges ²	(59,390)	(92,163)	155.2%
	<u>(6,441,200)</u>	<u>(6,392,640)</u>	<u>99.2%</u>
<u>EXPENSES</u>			
Water/Sanitary Administration ³	618,050	568,077	91.9%
Water/Sanitary Operating Expenses ⁴	1,385,830	1,376,482	99.3%
Water Regional Charges ⁵	1,517,000	1,514,902	99.9%
Sanitary Regional Charges ⁵	1,854,830	1,764,978	95.2%
	<u>5,375,710</u>	<u>5,224,439</u>	<u>97.2%</u>
<u>TRANSFER (TO)/FROM RESERVE FUNDS ⁶</u>	<u>(1,065,490)</u>	<u>(1,168,201)</u>	<u>109.6%</u>
<u>CEMETERY</u>			
<u>REVENUE</u>			
Cemetery User Fees ⁷	(80,300)	(95,010)	118.3%
Cemetery Investment Income ⁸	(3,000)	(9,630)	321.0%
	<u>(83,300)</u>	<u>(104,640)</u>	<u>125.6%</u>
<u>EXPENSES</u>			
Cemetery Administration ⁹	22,200	19,054	85.8%
Cemetery Operating Expenses ¹⁰	58,170	63,104	108.5%
	<u>80,370</u>	<u>82,158</u>	<u>102.2%</u>
<u>TRANSFER (TO)/FROM RESERVE FUNDS ¹¹</u>	<u>(2,930)</u>	<u>(22,482)</u>	<u>767.3%</u>

TOWNSHIP OF WILMOT (USER-PAY)
2022 STATEMENT OF OPERATIONS (USER-PAY) AS OF DECEMBER 31, 2022 (UN-AUDITED)

	2022 Budget	2022 Actual	Variance %
<u>BUILDING</u>			
<u>REVENUE</u>			
Building Permit Fees ¹²	(671,500)	(398,328)	59.3%
	<u>(671,500)</u>	<u>(398,328)</u>	<u>59.3%</u>
<u>EXPENSES</u>			
Building Administration ¹³	468,210	478,000	102.1%
Building Operating Expenses ¹⁴	278,515	275,555	98.9%
	<u>746,725</u>	<u>753,555</u>	<u>100.9%</u>
<u>TRANSFER (TO)/FROM RESERVE FUNDS</u> ¹⁵	<u>75,225</u>	<u>355,227</u>	<u>472.2%</u>

NOTES:

- 1 Revenue reflects all bills for water/sanitary system users. Revenues were just below budget projections across the entire network.
- 2 Sales and Service Charges include Sale of Water Meters, Final Reading fees and other misc. fees. Fees higher than anticipated due to cost recovery on billable activities to the Region of Waterloo.
- 3 Costs reflect direct / indirect staffing costs for Utilities division.
- 4 Utilities operating expenses include allocation to General Levy, Contracted Services, Fuel, etc.
- 5 Reflects flows to/from Region of Waterloo during 2022.
- 6 Year end surplus projections will help fund future infrastructure costs within the utility. Transfers to/from reserve funds are completed as part of year end processing.
- 7 Cemetery User Fees include Burials, Sale of Plots, etc. with higher than anticipated activities.
- 8 Investment income higher than anticipated due to several Bank of Canada Interest rate increases during 2022.
- 9 Costs reflect direct / indirect staffing costs for Cemetery Operations.
- 10 Cemetery Operating expenses include Grave Opening, Foundations, Buildings/Grounds Maintenance, Allocation to General Levy for administrative support.
- 11 Year end surplus projections will help re-build Cemetery reserve fund, which is in a deficit position due to columbarium installations. Transfers to/from reserve funds are completed as part of year end processing.
- 12 YTD permit fees at just below 60% of expectation were previously outlined within the Building Statistics reporting from Development Services.

- 13 Includes direct / indirect staffing costs for Building Services Operations.
- 14 Includes operating expenses include allocation to General Levy, Contracted Services, Vehicle Repairs/Maintenance, etc.
- 15 Year end deficit projection will increase the overall deficit within the Building Services Reserve Fund. Transfers to/from reserve funds are completed as part of year end processing.



CORPORATE SERVICES

Staff Report

REPORT NO: COR 2023-04

TO: Ad Hoc Budget Advisory Committee

SUBMITTED BY: Patrick Kelly, CPA, CMA, Director of Corporate Services / Treasurer

PREPARED BY: Ashton Romany, CPA, Manager of Finance / Deputy Treasurer

REVIEWED BY: Sharon Chambers, CAO

DATE: January 30, 2023

SUBJECT: Final Review of 2022 Capital Program (un-audited)

RECOMMENDATION:

THAT Report COR 2023-04, prepared by the Manager of Finance / Deputy Treasurer, regarding the 2022 Capital Program, for the period ending December 31, 2022, be received for information purposes.

SUMMARY:

This report provides an overview of the Township's 2022 Capital Program. A number of initiatives are multi-year in nature and will be carried forward into the 2023 Capital Program, as noted within the attached statements.

BACKGROUND:

The attached report is presented to provide the Ad-Hoc Budget Advisory Committee with information concerning the status of the Township's active Capital Program.

The structure of the report is divided into two separate columns; the first column outlines the current year Capital Budget of funding and expenditures, while the second column outlines the total funding available and actual expenditures across the life of each capital initiative.

The total budget value of the Township's 2022 Capital Program is \$14,095,000. It is important to note that for multi-year projects, the first column only reflects the current year, and not the consolidated budget for all years the project has been active.

This second column includes amounts carried forward from previous years for multi-year projects. The column may show empty values for some sources of funding, which would indicate that although funding was anticipated during the initial project budget, those funds have not yet been received. For example, this would include third-party grant funding that is received via claims throughout various stages of a project.

To be clear, projects showing zero funding and expenditures within the first column (2022 Budget) were either budgeted within a previous fiscal year or represent an unbudgeted emergency initiative completed within the current year.

REPORT:

During 2022, the Township successfully completed forty-two (42) Capital Initiatives, including some unbudgeted emergency projects. These projects will be closed as part of year end processing, and the remaining projects will be carried forward into 2023. It is anticipated that the majority of these carry forward projects will be completed during 2023.

The total unexpended funding across the Township's entire Capital program as of statement date is approximately \$14.4M. A significant portion of this funding relates to the Wilmot Employment Lands and other significant Infrastructure Services related projects. Any unexpended funds on completed projects, will be returned to their original funding source as part of year end processing.

Staff have included commentary regarding the status of all projects and will be present at the budget meeting to attend to any inquiries from the Budget Committee.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is aligned with the Strategic Plan goal of Responsible Governance, through the strategies of fiscal responsibility and infrastructure investments.

ACTIONS TOWARDS UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS:

This report is aligned with several of the UN Sustainable Development Goals:

- Goal 3 – Good Health and Well-Being
- Goal 6 – Clean Water and Sanitation
- Goal 7 – Affordable and Clean Energy
- Goal 8 – Decent Work and Economic Growth
- Goal 9 – Industry, Innovation and Infrastructure

Goal11 – Sustainable Cities and Communities
 Goal 16 – Peace, Justice and Strong Institutions

FINANCIAL CONSIDERATIONS:

Projects that were completed within fiscal 2022 will be closed to ensure that actual funding and expenditures for projects are balanced. Any excess/shortfall funding will be allocated against the original funding source and as a result, an additional \$17,611 will be allocated as part of the 2022 capital funding from the general levy.

Actual Capital Expenditures from General Levy	\$1,420,011
Budgeted Capital Expenditures from General Levy	<u>1,402,400</u>
Net additional allocation from General Levy	<u>\$ 17,611</u>

The additional general levy funding towards the capital program will be combined with levy funded operating expenses and levy funded transfers to infrastructure reserves to determine the overall municipal expenditures for 2022. This is outlined within the summary page of Report COR 2023-03.

Net impacts from the general levy and other funding sources on the Township's Reserve Funds are outlined in Report COR 2023-05.

ATTACHMENTS:

APPENDIX A – 2022 Capital Program Review (un-audited)

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>BYLAW ENFORCEMENT VEHICLE</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(38,000.00)	RFP was issued and received zero (0) bids. Staff negotiated directly with vendor in accordance with Procurement By-Law and placed an order for \$48,788 (net of HST rebate). Vehicle is anticipated to be received in 2023.
	-	(38,000.00)	
<u>EXPENSES</u>			
Expenditures	-	-	
	-	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(38,000.00)	
<u>PRIME MINISTER'S PATH CONSULTATION</u>			
<u>FUNDING</u>			
Contribution from General Levy	(7,500.00)	(82,500.00)	Costs to date include consulting services from First People's Group (\$45,792); legal fees (\$12,657) and costs for the removal (\$29,409) and on-going storage of PM Statues (\$14,653). Staff continue dialogue with MP and Ministry staff regarding external funding supports.
Contribution from Grants (CSMARI)	(37,500.00)	-	
Contribution from Donations	-	(100.00)	
	(45,000.00)	(82,600.00)	
<u>EXPENSES</u>			
Expenditures	45,000.00	102,511.49	
	45,000.00	102,511.49	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		124.11%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	19,911.49	
<u>COMPREHENSIVE CORPORATE COMMUNICATION STRATEGY</u>			
<u>FUNDING</u>			
Contribution from General Levy	(30,000.00)	(30,000.00)	Contract awarded to Redbrick Communications in the amount of \$29,510 (net of HST rebate). Stakeholder consultation is substantially complete. Communications Strategy was paused to allow for input from the incoming Council.
	(30,000.00)	(30,000.00)	
<u>EXPENSES</u>			
Expenditures	30,000.00	17,509.08	
	30,000.00	17,509.08	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		58.36%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(12,490.92)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>ORGANIZATIONAL STRUCTURAL REVIEW</u>			
<u>FUNDING</u>			
Contribution from General Levy	(65,000.00)	(65,000.00)	Contract awarded to Whitesell & Company in the amount of \$58,263 (net of HST rebate). Additional costs associated with expanded scope of work. Stakeholder consultations are substantially complete, with final report to Council anticipated in Q1 2023.
	(65,000.00)	(65,000.00)	
<u>EXPENSES</u>			
Expenditures	65,000.00	72,992.95	
	65,000.00	72,992.95	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		112.30%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	7,992.95	
<u>ASSET MANAGEMENT ROADMAP (PHASE II & III)</u>			
<u>FUNDING</u>			
Contribution from Development Charges	-	(42,000.00)	Project Completed.
Contribution from Grants (OCIF)	-	(172,000.00)	
Contribution from FCM Municipal Asset Management Program	-	(43,717.70)	
	-	(257,717.70)	
	-	(257,717.70)	
<u>EXPENSES</u>			
Expenditures	-	253,995.44	
	-	253,995.44	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		98.56%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(3,722.26)	
<u>DEBT MANAGEMENT AND RESERVE FUND STRATEGY</u>			
<u>FUNDING</u>			
Contribution from General Levy	(3,000.00)	(3,000.00)	Project awarded to 2Mi Consulting for \$30,222.72 (net of HST rebate). Project anticipated to be completed with presentation of strategy to Council in Q2 2023.
Contribution from Development Charges	(27,000.00)	(27,000.00)	
	(30,000.00)	(30,000.00)	
<u>EXPENSES</u>			
Expenditures	30,000.00	24,472.32	
	30,000.00	24,472.32	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		81.57%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(5,527.68)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>NEW CORPORATE SERVICES ELECTRIC VEHICLE</u>			
<u>FUNDING</u>			
Contribution from Development Charges	(40,000.00)	(40,000.00)	RFP was issued and received zero (0) bids. Staff negotiated directly with vendor in accordance with Procurement By-Law and placed an order for \$49,792.18 (net of HST rebate). Vehicle is anticipated to be received in early Q1 2024.
	(40,000.00)	(40,000.00)	
<u>EXPENSES</u>			
Expenditures	40,000.00	1,000.00	
	40,000.00	1,000.00	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		2.50%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(39,000.00)	
<u>MUNICIPAL ACCOUNTING SOFTWARE UPGRADE</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	(50,000.00)	Project deferred to 2023, following the approval of the 2023 Municipal Budget. Bid documents anticipated for release in early Q2 2023.
Contribution from Grants (OCIF)	-	(100,000.00)	
	-	(150,000.00)	
<u>EXPENSES</u>			
Expenditures	-	-	
	-	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(150,000.00)	
<u>IT MASTER PLAN (INCL. CYBER SECURITY STRATEGY & DISASTER RECOVERY PLAN)</u>			
<u>FUNDING</u>			
Contribution from General Levy	(2,500.00)	(2,500.00)	Project Completed. Project cost increases associated with expanded scope of work to cover all necessary areas of IT services.
Contribution from Grants (Modernization Fund)	(32,500.00)	(55,405.42)	
	(35,000.00)	(57,905.42)	
<u>EXPENSES</u>			
Expenditures	35,000.00	70,050.99	
	35,000.00	70,050.99	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		120.97%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	12,145.57	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>JOINT GIS FRAMEWORK REVIEW</u>			
<u>FUNDING</u>			
Contribution from Grants (Modernization Fund)	-	(35,000.00)	Joint service agreement was entered into with Woolwich and Wellesley for esri Enterprise Licensing. Configuration and implementation to be completed in early 2023.
	-	(35,000.00)	
<u>EXPENSES</u>			
Expenditures	-	21,878.40	
	-	21,878.40	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		62.51%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(13,121.60)	
<u>RECORDS MANAGEMENT MODERNIZATION</u>			
<u>FUNDING</u>			
Contribution from General Levy	(20,000.00)	(20,000.00)	Project consists of eScribe Meeting Management Software, TOMRMS records management platform and future SharePoint deployment. Funding derived from Municipal Modernization Fund will support completion of eScribe, launch of TOMRMS and implementation of SharePoint in 2023.
Contribution from Grants (Modernization Fund)	(30,000.00)	(56,671.00)	
	(50,000.00)	(76,671.00)	
<u>EXPENSES</u>			
Expenditures	50,000.00	36,589.93	
	50,000.00	36,589.93	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		47.72%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(40,081.07)	
<u>CORPORATE SECURITY PROGRAM</u>			
<u>FUNDING</u>			
Contribution from General Levy	(200,000.00)	(215,000.00)	Contracts awarded to EllisDon Facilities Services Inc. for \$172,918 (net of HST Rebate) and Delco Security in the amount of \$62,918 (net of HST Rebate), as per Report COR 2022-023. Final installations at the WRC are anticipated to be completed in Q1 2023, to close out this project.
	(200,000.00)	(215,000.00)	
<u>EXPENSES</u>			
Expenditures	200,000.00	224,693.97	
	200,000.00	224,693.97	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		104.51%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	9,693.97	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>LIFT STATION SCADA REPLACEMENT</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	(150,000.00)	Contract awarded to Suma Engineering in the amount of \$148,569.90 (net of HST rebate) as per Council Report PWE 2022-38. Works are underway with anticipated completion in Q1 2023.
	-	(150,000.00)	
<u>EXPENSES</u>			
Expenditures	-	4,408.81	
	-	4,408.81	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		2.94%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(145,591.19)	
<u>ANNUAL HARDWARE, SOFTWARE & NETWORK UPGRADES</u>			
<u>FUNDING</u>			
Contribution from General Levy	(85,000.00)	(85,000.00)	Project Completed.
	(85,000.00)	(85,000.00)	
<u>EXPENSES</u>			
Expenditures	85,000.00	79,069.56	
	85,000.00	79,069.56	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		93.02%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(5,930.44)	
<u>E-PERMIT SOFTWARE UPGRADE</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	(12,500.00)	(12,500.00)	Staff working with software vendor to address existing gaps prior to deployment.
	(12,500.00)	(12,500.00)	
<u>EXPENSES</u>			
Expenditures	12,500.00	-	
	12,500.00	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(12,500.00)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>SCBA REPLACEMENTS</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(290,000.00)	
Contribution from Reserve Fund	(145,000.00)	(289,045.96)	
Sale of Surplus Assets	-	(3,283.75)	
	<u>(145,000.00)</u>	<u>(582,329.71)</u>	Project Completed. Project was financed internally over a 5-year term, with 2023 being the final year.
<u>EXPENSES</u>			
Expenditures	145,000.00	720,229.80	
	<u>145,000.00</u>	<u>720,229.80</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	137,900.09	
<u>WASHROOM RENOVATION - BADEN (STN 1)</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(30,000.00)	
	-	<u>(30,000.00)</u>	Project Completed. Additional costs associated with significant increases in material and labour.
<u>EXPENSES</u>			
Expenditures	-	44,153.55	
	-	<u>44,153.55</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>147.18%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	14,153.55	
<u>PUMP TRUCK REPLACEMENT - BADEN (STN 1)</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(479,200.00)	
Contribution from Reserve Fund	-	(303,000.00)	
	-	<u>(782,200.00)</u>	Project completed.
<u>EXPENSES</u>			
Expenditures	-	788,984.96	
	-	<u>788,984.96</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>100.87%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	6,784.96	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>STATION 1 ASPHALT PARKING LOT</u>			
<u>FUNDING</u>			
Contribution from General Levy	(30,000.00)	(80,000.00)	
	(30,000.00)	(80,000.00)	
<u>EXPENSES</u>			
Expenditures	30,000.00	122,177.28	
	30,000.00	122,177.28	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		152.72%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	42,177.28	
<u>STATION 2 ASPHALT PARKING LOT</u>			
<u>FUNDING</u>			
Contribution from General Levy	(30,000.00)	(74,465.12)	
	(30,000.00)	(74,465.12)	
<u>EXPENSES</u>			
Expenditures	30,000.00	63,464.29	
	30,000.00	63,464.29	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		85.23%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(11,000.83)	
<u>STATION 1 - RESCUE REPLACEMENT</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(193,000.00)	
Contribution from Reserve Fund	(136,250.00)	(458,250.00)	
Contribution from Sale of Surplus Assets	-	-	
	(136,250.00)	(651,250.00)	
<u>EXPENSES</u>			
Expenditures	136,250.00	-	
	136,250.00	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(651,250.00)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>STATION 1 EXTERIOR WINDOW REPLACEMENTS</u>			
<u>FUNDING</u>			
Contribution from General Levy	(15,000.00)	(15,000.00)	
	(15,000.00)	(15,000.00)	
<u>EXPENSES</u>			
Expenditures	15,000.00	8,100.75	
	15,000.00	8,100.75	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		54.01%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(6,899.25)	Project Completed.
<u>STATION 1 OFFICE AND MEETING ROOM FURNITURE</u>			
<u>FUNDING</u>			
Contribution from General Levy	(11,000.00)	(11,000.00)	
	(11,000.00)	(11,000.00)	
<u>EXPENSES</u>			
Expenditures	11,000.00	15,931.36	
	11,000.00	15,931.36	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		144.83%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	4,931.36	Project Completed.
<u>STATION 2 RENOVATIONS AND UPGRADES</u>			
<u>FUNDING</u>			
Contribution from General Levy	(24,000.00)	(24,000.00)	
Contribution from Development Charges	(6,000.00)	(6,000.00)	
	(30,000.00)	(30,000.00)	
<u>EXPENSES</u>			
Expenditures	30,000.00	15,172.42	
	30,000.00	15,172.42	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		50.57%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(14,827.58)	Staff continuing to work with architect to develop drawings and justification. Report anticipated to be included within 2023 Capital Budget.

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>STATION 3 SITE SELECTION & CONCEPTUAL DESIGN</u>			
<u>FUNDING</u>			
Contribution from General Levy	(5,000.00)	(5,000.00)	
Contribution from Development Charges	(45,000.00)	(45,000.00)	
	<u>(50,000.00)</u>	<u>(50,000.00)</u>	Project deferred to 2023.
<u>EXPENSES</u>			
Expenditures	50,000.00	-	
	<u>50,000.00</u>	<u>-</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(50,000.00)	
<u>EQUIPMENT - HOSE, APPLIANCES, MASTER STREAM</u>			
<u>FUNDING</u>			
Contribution from General Levy	(27,250.00)	(27,250.00)	
Contribution from Reserve Fund	(52,750.00)	(52,750.00)	
	<u>(80,000.00)</u>	<u>(80,000.00)</u>	Project awarded via tender to multiple bidders totalling \$74,963 (net of HST rebate). Continued delays with equipment arrivals, project is anticipated to be completed in Q1 2023.
<u>EXPENSES</u>			
Expenditures	80,000.00	71,597.54	
	<u>80,000.00</u>	<u>71,597.54</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		89.50%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(8,402.46)	
<u>ALL TERRAIN SIDE BY SIDE WITH TRAILER</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	(19,000.00)	(19,000.00)	
Contribution from Donation	(41,000.00)	(35,327.18)	
	<u>(60,000.00)</u>	<u>(54,327.18)</u>	Selection Committee has been formed to finalize equipment specifications, awaiting results prior to initiating purchase process.
<u>EXPENSES</u>			
Expenditures	60,000.00	-	
	<u>60,000.00</u>	<u>-</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(54,327.18)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>SERVICING STUDY AND PRELIMINARY DESIGN</u>			
<u>FUNDING</u>			
Contribution from Development Charges	-	(60,000.00)	
	-	(60,000.00)	
<u>EXPENSES</u>			
Expenditures	-	16,383.38	
	-	16,383.38	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		27.31%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(43,616.62)	
<u>WILMOT EMPLOYMENT LANDS</u>			
<u>FUNDING</u>			
Contribution from Development Charges	-	(146,995.00)	
Contribution from Grants (CWWF)	-	-	
Contribution from Region	-	-	
Contribution from Debentures	-	(2,969,100.00)	
	-	(3,116,095.00)	
<u>EXPENSES</u>			
Expenditures	-	32,206.08	
	-	32,206.08	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		1.03%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(3,083,888.92)	
<u>WILMOT AND CHURCH STREET ENGINEERING AND RECONSTRUCTION</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(189,028.01)	
Contribution from Reserve Fund	-	(1,453,002.00)	
Contribution from Grants (OCIF & CCBF)	-	(2,035,965.00)	
	-	(3,677,995.01)	
<u>EXPENSES</u>			
Expenditures	-	3,676,887.94	
	-	3,676,887.94	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		99.97%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(1,107.07)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>EMPLOYMENT LANDS MULTI-USE TRAIL</u>			
<u>FUNDING</u>			
Contribution from Development Charges	-	(257,600.00)	Draft Plan approved. Servicing approvals and subdivision agreements required to commence site servicing and road construction. OMCC Funding re-allocated to Sandhills multi-use trail project due to pending expiration of funding.
Contribution from Grants (OMCC)	-	-	
	-	(257,600.00)	
<u>EXPENSES</u>			
Expenditures	-	8,377.62	
	-	8,377.62	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		3.25%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(249,222.38)	
<u>SINGLE AXLE DUMP TRUCK REPLACEMENT - 303-10 & 307-11</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(465,000.00)	Project Completed. Additional costs to be sourced from Infrastructure Reserve Funds - Transportation.
	-	(465,000.00)	
<u>EXPENSES</u>			
Expenditures	-	543,589.62	
	-	543,589.62	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		116.90%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	78,589.62	
<u>4X4 PICKUP W/ PLOW & SALTER REPLACEMENT - 304-10</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(75,000.00)	Project Completed.
	-	(75,000.00)	
<u>EXPENSES</u>			
Expenditures	-	68,846.70	
	-	68,846.70	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		91.80%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(6,153.30)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>BRIDGE STREET BRIDGE #34/B-T9 ASSESSMENT</u>			
<u>FUNDING</u>			
Contribution from General Levy	(26,458.00)	(26,458.00)	Contract awarded to Sierra Bridge Inc for \$4,866,436 (net of HST rebate) as per Council Report PWE 2022-27. Other works for contract management and geotechnical investigations & environmental works also approved totalling \$196,804 (net of HST rebate) as per Council Report PWE 2022-27. Project to receive ICIP funding supports based on claims submitted. Additional funds to complete project were secured under fall debenture issuance.
Contribution from Reserve Fund	(47,000.00)	(47,000.00)	
Contribution from Development Charges	(293,070.00)	(315,991.00)	
Contribution from Grants (ICIP & OCIF)	(1,869,172.00)	(104,302.50)	
Contribution from Debentures	-	(1,704,000.00)	
	<u>(2,235,700.00)</u>	<u>(2,197,751.50)</u>	
<u>EXPENSES</u>			
Expenditures	2,235,700.00	968,109.49	
	<u>2,235,700.00</u>	<u>968,109.49</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		44.05%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(1,229,642.01)	
<u>STORMWATER INFRASTRUCTURE MASTER PLAN</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	(16,000.00)	Terms of Reference are currently under review with project commencement in 2023 or 2024.
Contribution from Development Charges	-	(204,000.00)	
Contribution from Grants (CCBF)	-	(35,000.00)	
	<u>-</u>	<u>(255,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	-	-	
	<u>-</u>	<u>-</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(255,000.00)	
<u>NOTRE DAME DRIVE RECONSTRUCTION</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	(88,000.00)	Region of Waterloo led project has been completed. Funding represents Township portion of overall project costs. Surface works completed in Q2 2022. Additional funding to be sourced from infrastructure reserve funds as part of year end closing.
Contribution from Grants (CCBF)	-	(201,000.00)	
	<u>-</u>	<u>(289,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	-	336,280.87	
	<u>-</u>	<u>336,280.87</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		116.36%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	47,280.87	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>PUBLIC WORKS OPERATIONS FACILITY NEEDS STUDY</u>			
<u>FUNDING</u>			
Contribution from General Levy	(2,500.00)	(6,000.00)	
Contribution from Development Charges	(22,500.00)	(54,000.00)	Contract awarded to Stirling Rothesay for \$56,930 (net of HST rebate) as per Council Report PWE 2022-01. Final reporting and land needs sourcing on-going.
	<u>(25,000.00)</u>	<u>(60,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	25,000.00	57,565.61	
	<u>25,000.00</u>	<u>57,565.61</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		95.94%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(2,434.39)	
<u>RAIL CROSSING SIGNAGE AND MARKINGS</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(15,000.00)	
	<u>-</u>	<u>(15,000.00)</u>	Project Completed. Works completed with internal resources as part of operating budget.
<u>EXPENSES</u>			
Expenditures	-	-	
	<u>-</u>	<u>-</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(15,000.00)	
<u>BACKHOE LOADER</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(19,500.00)	
Contribution from Development Charges	-	(175,500.00)	
	<u>-</u>	<u>(195,000.00)</u>	Project Completed.
<u>EXPENSES</u>			
Expenditures	-	197,565.77	
	<u>-</u>	<u>197,565.77</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		101.32%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	2,565.77	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>SNYDER'S ROAD RECONSTRUCTION</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(105,000.00)	
Contribution from Reserve Fund	(198,700.00)	(1,753,100.00)	
Contribution from Development Charges	(528,750.00)	-	
Contribution from Grants (ICIP)	(617,550.00)	-	
Contribution from Debentures	-	(1,294,350.00)	
	<u>(1,345,000.00)</u>	<u>(3,152,450.00)</u>	Region of Waterloo led project. Construction works underway. Stage 2 (Whiting Way to Foundry) anticipated completion end Q1 2023. Stage 3/4 construction in 2023/24.
<u>EXPENSES</u>			
Expenditures	1,345,000.00	1,504,946.14	
	<u>1,345,000.00</u>	<u>1,504,946.14</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		47.74%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(1,647,503.86)	
<u>TYE ROAD #28/C-T13 CULVERT</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(15,000.00)	
Contribution from Grants (CCBF)	(119,000.00)	(119,000.00)	
Contribution from Debentures	(306,000.00)	(306,000.00)	
	<u>(425,000.00)</u>	<u>(440,000.00)</u>	Project Completed.
<u>EXPENSES</u>			
Expenditures	425,000.00	379,995.60	
	<u>425,000.00</u>	<u>379,995.60</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		86.36%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(60,004.40)	
<u>CHRISTNER RD CULVERT REPAIR</u>			
<u>FUNDING</u>			
Contribution from Grants (OCIF)	(200,000.00)	(200,000.00)	
	<u>(200,000.00)</u>	<u>(200,000.00)</u>	Project Completed. Additional funds to be sourced from the General Levy.
<u>EXPENSES</u>			
Expenditures	200,000.00	229,019.75	
	<u>200,000.00</u>	<u>229,019.75</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		114.51%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	29,019.75	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>SALT DOME REPAIRS</u>			
<u>FUNDING</u>			
Contribution from General Levy	(25,000.00)	(25,000.00)	Project anticipated to be complete in Q1/Q2 2023. Additional panel repairs required due to wind damage from May 2022 wind storm. Awaiting contractor and material availability.
	(25,000.00)	(25,000.00)	
<u>EXPENSES</u>			
Expenditures	25,000.00	20,598.26	
	25,000.00	20,598.26	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		82.39%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(4,401.74)	
<u>REPLACE 2009 SERVICE VEHICLE (311-10)</u>			
<u>FUNDING</u>			
Contribution from General Levy	(85,000.00)	(85,000.00)	RFP Awarded to Parkway Ford Sales Ltd. for \$71,211.65 (net of HST rebate).
	(85,000.00)	(85,000.00)	
<u>EXPENSES</u>			
Expenditures	85,000.00	-	
	85,000.00	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(85,000.00)	
<u>SWEEPER AND TRIMMING ATTACHMENT</u>			
<u>FUNDING</u>			
Contribution from General Levy	(4,500.00)	(4,500.00)	Project on-going. Project anticipated to be complete in Q1/Q2 2023 pending product availability.
Contribution from Development Charges	(40,500.00)	(40,500.00)	
	(45,000.00)	(45,000.00)	
<u>EXPENSES</u>			
Expenditures	45,000.00	20,111.47	
	45,000.00	20,111.47	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		44.69%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(24,888.53)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>TRACKLESS CLEARING UNIT</u>			
<u>FUNDING</u>			
Contribution from Development Charges	(125,000.00)	(125,000.00)	Contract awarded to D&S Downham Equipment for \$89,386 (net of HST rebate). Main unit received with other equipment elements on order. Project anticipated to be complete in Q1 2023.
	<u>(125,000.00)</u>	<u>(125,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	125,000.00	89,908.45	
	<u>125,000.00</u>	<u>89,908.45</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>71.93%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(35,091.55)	
<u>HAMILTON RD PEDESTRAIN CROSSING REVIEW & PAVEMENT</u>			
<u>FUNDING</u>			
Contribution from Development Charges	(78,000.00)	(78,000.00)	Location endorsement received. Construction works to commence in 2023.
Contribution from Grants (CCBF)	(26,000.00)	(26,000.00)	
	<u>(104,000.00)</u>	<u>(104,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	104,000.00	2,666.62	
	<u>104,000.00</u>	<u>2,666.62</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>2.56%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(101,333.38)	
<u>VICTORIA & BOULLEE ST RECONSTRUCTION</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	(101,500.00)	(101,500.00)	Contract awarded, as part of multiple engineering projects, to WalterFedy totalling \$485,359.58 (net of HST rebate) as per Council Report PWE 2022-28.
Contribution from Development Charges	(51,300.00)	-	
Contribution from Grants (OCIF & CCBF)	(188,700.00)	(188,700.00)	
Contribution from Region	(250,000.00)	-	
Contribution from Debentures	-	(51,300.00)	
	<u>(591,500.00)</u>	<u>(341,500.00)</u>	
<u>EXPENSES</u>			
Expenditures	591,500.00	10,372.42	
	<u>591,500.00</u>	<u>10,372.42</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>3.04%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(331,127.58)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>GREENWOOD DRIVE RECONSTRUCTION</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	(561,000.00)	(561,000.00)	Design works being completed in-house. Construction inspection considered as part of multiple engineering projects RFP to WalterFedy totalling \$485,359.58 (net of HST rebate) as per Council Report PWE 2022-28. Tender and construction works likely to commence in Q1/Q2 2023.
Contribution from Development Charges	(118,750.00)	-	
Contribution from Grants (CCBF)	(120,250.00)	(120,250.00)	
Contribution from Debentures	-	(118,750.00)	
	<u>(800,000.00)</u>	<u>(800,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	800,000.00	931.66	
	<u>800,000.00</u>	<u>931.66</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.12%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(799,068.34)	
<u>CASSELHOLME CRESCENT RECONSTRUCTION</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	(350,000.00)	(350,000.00)	Design works being completed in-house. Construction inspection considered as part of multiple engineering projects RFP to WalterFedy totalling \$485,359.58 (net of HST rebate) as per Council Report PWE 2022-28. Tender and construction works likely to commence in Q1/Q2 2023.
Contribution from Development Charges	(47,500.00)	-	
Contribution from Grants (OCIF)	(328,500.00)	(328,500.00)	
Contribution from Debentures	-	(47,500.00)	
	<u>(726,000.00)</u>	<u>(726,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	726,000.00	372.66	
	<u>726,000.00</u>	<u>372.66</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.05%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(725,627.34)	
<u>HOT MIX PAVING PROGRAM '22</u>			
<u>FUNDING</u>			
Contribution from Grants (OCIF & CCBF)	(169,400.00)	(169,400.00)	Project works to be completed in 2023 subject to additional funding proposed under 2023 Capital Program.
	<u>(169,400.00)</u>	<u>(169,400.00)</u>	
<u>EXPENSES</u>			
Expenditures	169,400.00	-	
	<u>169,400.00</u>	<u>-</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(169,400.00)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>SURFACE TREATMENT PROGRAM '22</u>			
<u>FUNDING</u>			
Contribution from Development Charges	(56,740.00)	(56,740.00)	
Contribution from Grants (OCIF)	(341,260.00)	(341,260.00)	
	<u>(398,000.00)</u>	<u>(398,000.00)</u>	Project Completed.
<u>EXPENSES</u>			
Expenditures	398,000.00	379,432.38	
	<u>398,000.00</u>	<u>379,432.38</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		95.33%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(18,567.62)	
<u>GUIDERAIL AND CHEVRON PROGRAM</u>			
<u>FUNDING</u>			
Contribution from Grants (OCIF)	(365,000.00)	(365,000.00)	
	<u>(365,000.00)</u>	<u>(365,000.00)</u>	Project Completed.
<u>EXPENSES</u>			
Expenditures	365,000.00	356,164.44	
	<u>365,000.00</u>	<u>356,164.44</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		97.58%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(8,835.56)	
<u>OXFORD-WATERLOO ROAD #37/B-OXF</u>			
<u>FUNDING</u>			
Contribution from Grants (OCIF)	(25,000.00)	(12,500.00)	
	<u>(25,000.00)</u>	<u>(12,500.00)</u>	Bridge closed until Bridge Street bridge reconstruction completed and further Council direction is provided regarding repairs.
<u>EXPENSES</u>			
Expenditures	25,000.00	-	
	<u>25,000.00</u>	<u>-</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(12,500.00)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>LISBON ROAD #3/T-C1</u>			
<u>FUNDING</u>			
Contribution from Grants (OCIF)	(45,000.00)	(45,000.00)	
	(45,000.00)	(45,000.00)	
<u>EXPENSES</u>			
Expenditures	45,000.00	-	Internal design and approval works on-going.
	45,000.00	-	Construction planned in 2023.
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(45,000.00)	
<u>EMERGENCY ENGINE REPLACEMENT- 309-14</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	-	
	-	-	
<u>EXPENSES</u>			
Expenditures	-	10,220.89	Emergency replacement of engine of truck 309-14.
	-	10,220.89	Unbudgeted costs to be funded from the general
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		Unfunded	levy as part of year end processing.
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	10,220.89	
<u>174 UNION ST WORKS</u>			
<u>FUNDING</u>			
Contribution from Reserve Funds	-	-	
	-	-	
<u>EXPENSES</u>			
Expenditures	-	7,662.53	Works identified and expedited for repair during
	-	7,662.53	development process due to effectiveness to
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		Unfunded	address issues identified and cost-efficiencies. Item
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	7,662.53	will be incorporated within the proposed 2023 Capital

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>SNYDER AGCOM DRAIN</u>			
<u>FUNDING</u>			
Contribution from General Levy	(27,295.00)	(27,295.00)	
Contribution from Grants (OMAFRA & MTO & Region)	(292,784.00)	-	
Contribution from Trust (Landowners)	(204,821.00)	-	
	(524,900.00)	(27,295.00)	Project awarded to Van Bree Drainage and Bulldozing Limited in the amount of \$451,366.70 as per Report PWE 2022-50.
<u>EXPENSES</u>			
Expenditures	524,900.00	-	
	524,900.00	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>			
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(27,295.00)	
<u>GREENWOOD DR & NAFZIGER RD ENGINEERING</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	(50,500.00)	
Contribution from Grants (OCIF)	-	(54,500.00)	
	-	(105,000.00)	Internal design and approval works ongoing.
<u>EXPENSES</u>			
Expenditures	-	56,417.65	
	-	56,417.65	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		53.73%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(48,582.35)	
<u>GINGERICH RD WATERMAIN IMPROVEMENTS</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	-	
Contribution from Region	-	(65,537.78)	
	-	(65,537.78)	Project Completed. Additional costs to be sourced from Infrastructure Reserve Funds - Water.
<u>EXPENSES</u>			
Expenditures	-	168,808.50	
	-	168,808.50	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		257.57%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	103,270.72	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>UTILITIES SERVICE VEHICLE REPLACEMENT - 403-12</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	(80,000.00)	Contract awarded to Ridgehill Ford for \$84,461 (net of HST rebate) as per Council Report PWE 2021-08. Awaiting delivery of vehicle.
	-	(80,000.00)	
<u>EXPENSES</u>			
Expenditures	-	-	
	-	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(80,000.00)	
<u>NAFZIGER ROAD WATERMAIN</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	(250,000.00)	Project bidding occurred in Q4 2021 and closed substantially over budget. Staff reviewing design, specifications, and project scope to consider next steps.
	-	(250,000.00)	
<u>EXPENSES</u>			
Expenditures	-	1,105.00	
	-	1,105.00	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.44%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(248,895.00)	
<u>SANITARY SYSTEM INFILTRATION STUDY AND REDUCTION PROGRAM</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	(200,000.00)	(300,000.00)	Contract awarded to GM Blueplan for \$193,895 (net of HST rebate) as per Council report PWE 2022-20. Project anticipated to be complete in Q3 2023.
	(200,000.00)	(300,000.00)	
<u>EXPENSES</u>			
Expenditures	200,000.00	120,077.30	
	200,000.00	120,077.30	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		40.03%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(179,922.70)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>LOCATE EQUIPMENT AND VEHICLE</u>			
<u>FUNDING</u>			
Contribution from Development Charges	(50,000.00)	(50,000.00)	
	<u>(50,000.00)</u>	<u>(50,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	50,000.00	49,643.60	Project Completed.
	<u>50,000.00</u>	<u>49,643.60</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>99.29%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(356.40)	
<u>MORNINGSIDE TRUNK SEWER - ENGINEERING</u>			
<u>FUNDING</u>			
Contribution from Development Charges	-	-	
Contribution from Debentures	-	(400,750.00)	
	<u>-</u>	<u>(400,750.00)</u>	
<u>EXPENSES</u>			
Expenditures	-	272,192.02	Project works are currently on-hold pending Region's Water and Wastewater Master Plan for Baden and New Hamburg. Costs to date represent work performed by GM Blueplan and subcontractors.
	<u>-</u>	<u>272,192.02</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>67.92%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(128,557.98)	
<u>CONSOLIDATED LINEAR INFRASTRUCTURE LICENSE</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	(60,000.00)	
	<u>-</u>	<u>(60,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	-	10,481.28	License application process underway. Further project works to take place in 2023 to support monitoring, testing and field requirements to maintain license.
	<u>-</u>	<u>10,481.28</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>17.47%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(49,518.72)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>LIFT STN 3 PUMP REPLACEMENT & NEEDS STUDY</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	(25,000.00)	(25,000.00)	
	(25,000.00)	(25,000.00)	
<u>EXPENSES</u>			
Expenditures	25,000.00	-	Needs study is anticipated to occur in Q2 2023.
	25,000.00	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(25,000.00)	
<u>LIFT STN 2 ELECTRICAL REPLACEMENTS & NEEDS STUDY</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	(45,000.00)	(45,000.00)	
	(45,000.00)	(45,000.00)	
<u>EXPENSES</u>			
Expenditures	45,000.00	-	Needs study is anticipated to occur in Q2 2023.
	45,000.00	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(45,000.00)	
<u>BADEN/NEW HAMBURG SANITARY GROWTH STAGING STUDY</u>			
<u>FUNDING</u>			
Contribution from Development Charges	(75,000.00)	(75,000.00)	
	(75,000.00)	(75,000.00)	
<u>EXPENSES</u>			
Expenditures	75,000.00	-	Project on-hold pending the outcome of Bill 23 and Bill 39 review. Project anticipated to commence in Q2 2023.
	75,000.00	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(75,000.00)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
INFRASTRUCTURE STANDARDS & SPECIFICATION DOCUMENTS			
<u>FUNDING</u>			
Contribution from Reserve Fund	(10,000.00)	(10,000.00)	
Contribution from Development Charges	(40,000.00)	(40,000.00)	
	<u>(50,000.00)</u>	<u>(50,000.00)</u>	Project Completed. Savings associated with project being completed under joint-municipal working group.
<u>EXPENSES</u>			
Expenditures	50,000.00	10,000.00	
	<u>50,000.00</u>	<u>10,000.00</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>20.00%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(40,000.00)	
BADEN TRUNK SANITARY EA AND CONSTRUCTION			
<u>FUNDING</u>			
Contribution from Reserve Fund	(315,000.00)	(346,500.00)	
Contribution from Development Charges	(1,185,000.00)	-	
Contribution from Debentures	-	(1,303,500.00)	
	<u>(1,500,000.00)</u>	<u>(1,650,000.00)</u>	Project on-hold pending the outcome of Bill 23 and Bill 39 review. Project anticipated to commence in Q2 2023.
<u>EXPENSES</u>			
Expenditures	1,500,000.00	16,228.54	
	<u>1,500,000.00</u>	<u>16,228.54</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>0.98%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(1,633,771.46)	
TRUNK SEWER FLOW MONITORING IMPROVEMENTS			
<u>FUNDING</u>			
Contribution from Reserve Fund	(3,750.00)	(3,750.00)	
Contribution from Development Charges	(71,250.00)	(71,250.00)	
	<u>(75,000.00)</u>	<u>(75,000.00)</u>	Project works ongoing. Project anticipated to be complete in Q3 2023 with I&I study works.
<u>EXPENSES</u>			
Expenditures	75,000.00	59,473.63	
	<u>75,000.00</u>	<u>59,473.63</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>79.30%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(15,526.37)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>SANDHILLS ROAD MULTI-USE TRAIL</u>			
<u>FUNDING</u>			
Contribution from Grants (OMCC)	-	(102,400.00)	Project Completed. OMCC Funds transferred from Employment Lands Multi-Use project due to pending expiration of funding. Remainder of project costs to be sourced from the Trails Trust Fund.
	-	(102,400.00)	
<u>EXPENSES</u>			
Expenditures	-	143,864.47	
	-	143,864.47	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		140.49%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	41,464.47	
<u>THIRD ICE PAD / FACILITY SITE SELECTION</u>			
<u>FUNDING</u>			
Contribution from Development Charges	-	(75,000.00)	Project Completed.
	-	(75,000.00)	
<u>EXPENSES</u>			
Expenditures	-	70,964.73	
	-	70,964.73	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		94.62%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(4,035.27)	
<u>THIRD ICE PAD DESIGN AND CONSTRUCTION</u>			
<u>FUNDING</u>			
Contribution from Development Charges	(396,500.00)	(396,500.00)	RFP for design consultation was cancelled by Council in Q1 2023. Project status pending further direction from Council.
Contribution from Debentures	(484,750.00)	(484,750.00)	
	(881,250.00)	(881,250.00)	
<u>EXPENSES</u>			
Expenditures	881,250.00	5,329.54	
	881,250.00	5,329.54	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.60%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(875,920.46)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>NITH RIVER PATHWAY & BANK EROSION CONTROL</u>			
<u>FUNDING</u>			
Contribution from General Levy	(35,000.00)	(35,000.00)	
Contribution from Reserve Fund	-	(112,000.00)	
Contribution from Grants (CCRF)	(200,000.00)	(7,079.63)	
Contribution from Trust	(90,000.00)	(90,000.00)	
	<u>(325,000.00)</u>	<u>(244,079.63)</u>	
<u>EXPENSES</u>			
Expenditures	325,000.00	66,681.75	
	<u>325,000.00</u>	<u>66,681.75</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		27.32%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(177,397.88)	
<u>CHRISTNER ROAD TRAIL</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	-	
	<u>-</u>	<u>-</u>	
<u>EXPENSES</u>			
Expenditures	-	20,841.15	
	<u>-</u>	<u>20,841.15</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		Unfunded	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	20,841.15	
<u>REFORESTATION PROGRAM</u>			
<u>FUNDING</u>			
Contribution from Grants (K-W Hydro)	(50,000.00)	(100,000.00)	
	<u>(50,000.00)</u>	<u>(100,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	50,000.00	39,966.44	
	<u>50,000.00</u>	<u>39,966.44</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		39.97%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(60,033.56)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>REPLACE BOARDWALK UNDER HWY 7/8 PEDESTRIAN BRIDGE</u>			
<u>FUNDING</u>			
Contribution from General Levy	(15,000.00)	(15,000.00)	Design was awarded to Safe Roads Engineering Inc. for \$13,783.39 (net of HST rebate) and 90% complete. Construction tender anticipated to occur in Q1 2023. Additional capital funds are being requested in 2023 to complete this project.
	(15,000.00)	(15,000.00)	
<u>EXPENSES</u>			
Expenditures	15,000.00	8,746.27	
	15,000.00	8,746.27	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		58.31%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(6,253.73)	
<u>121 HURON ST - PARKING LOT REPAIRS</u>			
<u>FUNDING</u>			
Contribution from General Levy	(50,000.00)	(50,000.00)	Project Completed.
	(50,000.00)	(50,000.00)	
<u>EXPENSES</u>			
Expenditures	50,000.00	53,067.84	
	50,000.00	53,067.84	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		106.14%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	3,067.84	
<u>121 HURON ST - CONSTRUCT ACCESS HATCH ON ROOF</u>			
<u>FUNDING</u>			
Contribution from General Levy	(25,000.00)	(25,000.00)	This project has been realigned from a roof hatch to a secured exterior ladder system for safety reasons. The project has been awarded and is anticipated to be completed in Q1 2023.
	(25,000.00)	(25,000.00)	
<u>EXPENSES</u>			
Expenditures	25,000.00	-	
	25,000.00	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(25,000.00)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>BADEN LIBRARY EXTERIOR MAINTENANCE</u>			
<u>FUNDING</u>			
Contribution from General Levy	(19,000.00)	(19,000.00)	
	<u>(19,000.00)</u>	<u>(19,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	19,000.00	9,768.96	Project Completed.
	<u>19,000.00</u>	<u>9,768.96</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		51.42%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(9,231.04)	
<u>LIBRARY SERVICES FACILITY REVIEW</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(8,400.00)	
Contribution from Development Charges	-	(21,600.00)	
	<u>-</u>	<u>(30,000.00)</u>	Library Services Review to be undertaken from the Region of Waterloo. Funding from the Township no longer required.
<u>EXPENSES</u>			
Expenditures	-	-	
	<u>-</u>	<u>-</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(30,000.00)	
<u>NH LIBRARY EXTERIOR MAINTENANCE</u>			
<u>FUNDING</u>			
Contribution from General Levy	(22,500.00)	(22,500.00)	
	<u>(22,500.00)</u>	<u>(22,500.00)</u>	
<u>EXPENSES</u>			
Expenditures	22,500.00	23,913.60	Project Completed.
	<u>22,500.00</u>	<u>23,913.60</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		106.28%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	1,413.60	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>LED LIGHTING - ADMIN COMPLEX</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(22,500.00)	
	-	(22,500.00)	
<u>EXPENSES</u>			
Expenditures	-	409.54	
	-	409.54	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		1.82%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(22,090.46)	Project specifications being developed. Project anticipated to be complete in Q2 2023
<u>PARKING LOT DESIGN - ADMIN COMPLEX</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(16,000.00)	
Contribution from Reserve Fund	(135,000.00)	(135,000.00)	
Contribution from Debentures	(165,000.00)	(165,000.00)	
	(300,000.00)	(316,000.00)	
<u>EXPENSES</u>			
Expenditures	300,000.00	26,578.18	
	300,000.00	26,578.18	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		8.41%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(289,421.82)	Design contract awarded to Noveen Engineering Inc. for \$38,282 (net of HST rebate). Design completed and tender issued. All bids came in significantly over budget. Additional funds in 2023 budget process are intended to be requested to complete this project.
<u>OFFICE RENOVATIONS - ADMIN COMPLEX</u>			
<u>FUNDING</u>			
Contribution from Grants (Modernization Fund)	-	(299,656.00)	
	-	(299,656.00)	
<u>EXPENSES</u>			
Expenditures	-	74,183.72	
	-	74,183.72	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		24.76%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(225,472.28)	Minor renovations have occurred in service areas to accommodate existing staffing levels. Revised scope of work will be considered in 2023.

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>HVAC REPLACEMENT PROJECT - ADMIN COMPLEX</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(35,000.00)	
Contribution from Reserve Fund	-	(54,000.00)	
Contribution from Grants (ICIP-COVID-19 & CCBF)	-	(774,216.00)	
	<u>-</u>	<u>(863,216.00)</u>	Project Completed.
<u>EXPENSES</u>			
Expenditures	-	901,395.09	
	<u>-</u>	<u>901,395.09</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		104.42%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	38,179.09	
<u>FIRE ALARM SYSTEM REPLACEMENT - ADMIN/CASTLE</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(8,200.00)	
Contribution from Reserve Fund	-	(56,800.00)	
	<u>-</u>	<u>(65,000.00)</u>	Project Completed. Additional costs associated with expanded scope of work for sufficient coverage throughout Admin Complex and Castle Kilbride.
<u>EXPENSES</u>			
Expenditures	-	78,222.41	
	<u>-</u>	<u>78,222.41</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		120.34%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	13,222.41	
<u>CASTLE KILBRIDE EXTERIOR MAINTENANCE PROGRAM</u>			
<u>FUNDING</u>			
Contribution from General Levy	(28,792.00)	(28,792.00)	
Contribution from Grants (MAP & RED)	(41,208.00)	(31,458.00)	
	<u>(70,000.00)</u>	<u>(60,250.00)</u>	
<u>EXPENSES</u>			
Expenditures	70,000.00	13,696.90	
	<u>70,000.00</u>	<u>13,696.90</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		22.73%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(46,553.10)	Initial RFP came in over budget. Project was divided out and Front Porch reconstruction was awarded to Homestead Woodworks. Construction anticipated in Q2 of 2023. The east porch engineering was awarded to Artas Engineering and is now completed. Additional funding for east porch repairs and exterior maintenance/painting will be required in 2023 to complete this work. Contribution from RED program is outstanding, and additional funds from MAP will be added in 2023.

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>ELECTRIC VEHICLE CHARGING STATIONS</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	(95,000.00)	Project Completed. Project costs higher than anticipated due to installation/construction related activities. Costs are net of NRCan Grant Funding. Additional funds to be sourced from Infrastructure Reserve Funds - Facilities.
	-	(95,000.00)	
<u>EXPENSES</u>			
Expenditures	-	134,416.57	
	-	134,416.57	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		141.49%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	39,416.57	
<u>REPLACE 2005 BRUSH CHIPPER</u>			
<u>FUNDING</u>			
Contribution from General Levy	(50,000.00)	(50,000.00)	Brush Chipper is on order and expected to be received in Q2 2023 due to delays for certain component parts.
	(50,000.00)	(50,000.00)	
<u>EXPENSES</u>			
Expenditures	50,000.00	-	
	50,000.00	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(50,000.00)	
<u>MOLOKS INSTALLATION</u>			
<u>FUNDING</u>			
Contribution from General Levy	(78,000.00)	(78,000.00)	Project Completed.
	(78,000.00)	(78,000.00)	
<u>EXPENSES</u>			
Expenditures	78,000.00	81,600.23	
	78,000.00	81,600.23	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		104.62%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	3,600.23	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>SEPTIC SYSTEM REVIEW/UPGRADE</u>			
<u>FUNDING</u>			
Contribution from General Levy	(150,000.00)	(150,000.00)	
	<u>(150,000.00)</u>	<u>(150,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	150,000.00	140,225.52	
	<u>150,000.00</u>	<u>140,225.52</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		93.48%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(9,774.48)	Haysville and Mannheim Community Centre septic systems are complete. Petersburg Park septic system will be completed in Q2 2023.
<u>DESIGN/BUILD NEW SKATEPARK</u>			
<u>FUNDING</u>			
Contribution from General Levy	(9,750.00)	(9,750.00)	
Contribution from Development Charges	(55,250.00)	(55,250.00)	
	<u>(65,000.00)</u>	<u>(65,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	65,000.00	-	
	<u>65,000.00</u>	<u>-</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(65,000.00)	Design will be deferred to 2023.
<u>NH ARENA AND CC BUILDING REPAIRS</u>			
<u>FUNDING</u>			
Contribution from General Levy	(32,000.00)	(67,000.00)	
	<u>(32,000.00)</u>	<u>(67,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	32,000.00	51,917.97	
	<u>32,000.00</u>	<u>51,917.97</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		77.49%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(15,082.03)	Initial projects complete, balance to be completed over a five year period per NA Engineering report (2019).

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>AQUATIC CENTRE MAINTENANCE PROGRAM</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(30,000.00)	
	-	(30,000.00)	
<u>EXPENSES</u>			
Expenditures	-	18,042.40	
	-	18,042.40	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		60.14%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(11,957.60)	Project on-going at year end. Final works to be completed in early Q1 2023.
<u>WRC OPERATIONS / MAINTENANCE PLAN</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(1,500.00)	
Contribution from Development Charges	-	(13,500.00)	
	-	(15,000.00)	
<u>EXPENSES</u>			
Expenditures	-	22,654.47	
	-	22,654.47	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		151.03%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	7,654.47	Project completed. Overall project costs included the immediate replacement of aging equipment, in accordance with updated maintenance practices.
<u>FIELD IRRIGATION EQUIPMENT - WRC</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(56,500.00)	
Contribution from Reserve Fund	-	(41,500.00)	
	-	(98,000.00)	
<u>EXPENSES</u>			
Expenditures	-	-	
	-	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(98,000.00)	Project deferred pending outcome of third ice pad decision making.

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>BECK PARK COURTS & MULTI-PURPOSE PAD C/W FENCING</u>			
<u>FUNDING</u>			
Contribution from Reserve Fund	(150,000.00)	(150,000.00)	Additional funding will be recommended in the 2023 Capital Budget to install the final sport surfacing and lining.
	<u>(150,000.00)</u>	<u>(150,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	150,000.00	132,548.46	
	<u>150,000.00</u>	<u>132,548.46</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>88.37%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(17,451.54)	
<u>HAYSVILLE CC ROOF REPLACEMENT</u>			
<u>FUNDING</u>			
Contribution from Grants (CCBF)	(35,000.00)	(35,000.00)	Project Completed.
	<u>(35,000.00)</u>	<u>(35,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	35,000.00	34,259.45	
	<u>35,000.00</u>	<u>34,259.45</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>97.88%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(740.55)	
<u>MULTI-PURPOSE OUTDOOD PAD - MANNHEIM PARK</u>			
<u>FUNDING</u>			
Contribution from General Levy	-	(7,500.00)	Project Completed.
Contribution from Development Charges	-	(42,500.00)	
	<u>-</u>	<u>(50,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	-	51,072.90	
	<u>-</u>	<u>51,072.90</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		<u>102.15%</u>	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	1,072.90	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>TENNIS COURTS FENCING REPLACEMENT</u>			
<u>FUNDING</u>			
Contribution from General Levy	(7,000.00)	(7,000.00)	
Contribution from Reserve Fund	(68,000.00)	(68,000.00)	
	<u>(75,000.00)</u>	<u>(75,000.00)</u>	Project Completed.
<u>EXPENSES</u>			
Expenditures	75,000.00	58,110.19	
	<u>75,000.00</u>	<u>58,110.19</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		77.48%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(16,889.81)	
<u>PLAYGROUND RESURFACING</u>			
<u>FUNDING</u>			
Contribution from General Levy	(39,162.00)	(39,162.00)	
Contribution from Grants (CCBF)	(63,838.00)	(63,838.00)	
	<u>(103,000.00)</u>	<u>(103,000.00)</u>	Project Completed.
<u>EXPENSES</u>			
Expenditures	103,000.00	101,658.24	
	<u>103,000.00</u>	<u>101,658.24</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		98.70%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(1,341.76)	
<u>SACC REPLACE CARPET, CEILING & PAINT SENIORS ROOM</u>			
<u>FUNDING</u>			
Contribution from General Levy	(15,000.00)	(15,000.00)	
	<u>(15,000.00)</u>	<u>(15,000.00)</u>	Project is substantially complete.
<u>EXPENSES</u>			
Expenditures	15,000.00	14,949.52	
	<u>15,000.00</u>	<u>14,949.52</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		99.66%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(50.48)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
ARTIFACT STORAGE EQUIPMENT			
<u>FUNDING</u>			
Contribution from General Levy	-	(6,550.00)	
Contribution from Grants (Canadian Heritage)	-	(28,456.00)	
	-	(35,006.00)	Project Completed.
<u>EXPENSES</u>			
Expenditures	-	38,172.21	
	-	38,172.21	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		109.04%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	3,166.21	
CULTURAL HERITAGE LANDSCAPE INVENTORY			
<u>FUNDING</u>			
Contribution from General Levy	-	(10,000.00)	
	-	(10,000.00)	Draft report received and is under review. Report anticipated to be delivered to Council in Q1 2023.
<u>EXPENSES</u>			
Expenditures	-	-	
	-	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(10,000.00)	
FLOOD ZONE BACKWATER VALVE PROGRAM - NEW HAMBURG			
<u>FUNDING</u>			
Contribution from Reserve Fund	-	(120,000.00)	
	-	(120,000.00)	Obtaining external funding supports have been unsuccessful. Staff will be deferring the project indefinitely until a suitable funding source can be secured to support this initiative. Staff will report back to Council accordingly.
<u>EXPENSES</u>			
Expenditures	-	-	
	-	-	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(120,000.00)	

**2022 CAPITAL PROGRAM (UN-AUDITED)
FOR THE PERIOD ENDING DECEMBER 31, 2022**

Project	2022 Total Budget	Total Funding Available / Actuals to Date	Comments
<u>MUNICIPAL TREE CANOPY POLICY</u>			
<u>FUNDING</u>			
Contribution from General Levy	(25,000.00)	(25,000.00)	Contract awarded to Aboud & Associates in Q4 2022; project kick-off meeting has occurred and data collection is underway. First phase funding of \$10,000 for 2022 was approved from the Region's Community Environmental Fund. A second opportunity will be available in 2023.
Contribution from Grants (Community Environmental Fund)	(25,000.00)	(10,000.00)	
	<u>(50,000.00)</u>	<u>(35,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	50,000.00	-	
	<u>50,000.00</u>	<u>-</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(35,000.00)	
<u>COMMUNITY SIGNAGE UPDATES</u>			
<u>FUNDING</u>			
Contribution from General Levy	(75,000.00)	(75,000.00)	Project deferred to 2024. Project will commence in Q2 2023 with public consultation on sign bylaw updates.
	<u>(75,000.00)</u>	<u>(75,000.00)</u>	
<u>EXPENSES</u>			
Expenditures	75,000.00	-	
	<u>75,000.00</u>	<u>-</u>	
<u>PERCENTAGE OF FUNDING SPENT TO DATE</u>		0.00%	
<u>UNFUNDED / (UNEXPENDED) CAPITAL</u>	-	(75,000.00)	
TOTAL FUNDING CAPITAL PROGRAM	(14,095,000.00)	(29,263,698.05)	
TOTAL EXPENDITURES	14,095,000.00	14,858,887.48	
(UNEXPENDED)/UNFUNDED CAPITAL	-	(14,404,810.57)	
% of Funding Spent		50.78%	



CORPORATE SERVICES

Staff Report

REPORT NO: COR 2023-05

TO: Ad Hoc Budget Advisory Committee

SUBMITTED BY: Patrick Kelly, CPA, CMA, Director of Corporate Services / Treasurer

PREPARED BY: Ashton Romany, CPA, Manager of Finance / Deputy Treasurer

REVIEWED BY: Sharon Chambers, CAO

DATE: January 30, 2023

SUBJECT: Reserves and Reserve Funds (un-audited) For the year ended December 31, 2022

RECOMMENDATION:

THAT Report COR 2023-05, prepared by the Manager of Finance / Deputy Treasurer, regarding Reserves and Reserve Funds, for the year ended December 31, 2022, be received for information purposes.

SUMMARY:

This report outlines the Township's Reserves and Reserve Fund activity for the 2022 fiscal year.

BACKGROUND:

Attached is the un-audited Reserves and Reserve Funds Statement for the year ended December 31, 2022. This statement summarizes all Reserves and Reserve Funds activities within the year.

REPORT:**Infrastructure Levy Transfers**

The 2022 operating budget included a dedicated infrastructure levy of \$520,760. As noted within Report COR 2023-02, support from the Working Funds Reserve will be necessary to ensure the full transfer of the dedicated infrastructure levy into the reserve funds. Transfers to these reserve funds assists with future infrastructure requirements under the Township's Asset Management Program and 10-Year Capital Forecast.

Development Charges Reserve Funds

As referenced in report COR 2023-05, the Township issued debt in the fall of 2022. Of the debt issued, \$6.4M was dedicated towards projects funded from development charges. This debt was issued to support cash flow constraints within the development charges reserve fund. From an accounting perspective, the affected active capital projects were originally funded from the development charges reserve fund prior to receipt of the debt.

In order to properly represent the debt, affected capital projects had their DC funding returned and debt assigned accordingly. Both report COR 2023-03 and COR 2023-05 outline where debentures have been utilized. As such, in the "Additional Year-End Transfer" column on the attached statement includes the \$6.35M transfer to represent this municipal accounting requirement.

With the overall net-impact of operating and capital, year-end DCs now currently have an accumulated deficit of \$381,139 with an annual debt obligation which is referenced in report COR 2023-05. It is important to note that although the reserve appears to be in a modest deficit, the outstanding debt is not incorporated within this balance. Staff have noted this inconsistency in financial reporting to peers within the Ministry of Finance, as part of feedback on Bill 23.

The existing deficit within the DC Reserve Funds is largely the result of significant growth-related capital projects, such as the Wilmot Employment Lands, Infrastructure Master Plans and Morningside Truck Sanitary Sewer, whereby upfront costs are incurred for critical servicing infrastructure (Roads, Water, Sanitary and Storm), with development charges collections occurring at permit issuance for future construction.

Based on Cashflow Forecasting and Modelling within the 2021 Development Charges Background Study Update, from Watson & Associates, the Township is expected to collect \$52.5M in DC's over the ten (10) year horizon. This estimate is based upon current growth projections and modelling under the Official Plan and other contributing studies. The most recent iteration of the 10-Year Capital Forecast, which included updated cost estimates and project timing, is anticipating \$48.1M in DC Allocations to growth related capital projects over the same time frame. Factoring in an opening deficit of \$3.7M, the Township will be in a net positive position at the end of the ten-year planning horizon; however, a significant amount of DC funded

debt will be required to ensure growth related capital financing is in-place from a cash-flow perspective over the same time period.

All of this will be subject to the outcomes of Bill 23 and future regulations. Staff continue to monitor the implementation of Bill 23, and will keep Council aware of any impacts on long-term growth related capital financing.

As referenced in previous reports, staff are undertaking a debt management and reserve fund strategy with 2Mi Consultants. This strategy is critical to ensuring adequate funds are available to advance a number of forthcoming capital projects and future strategic priorities.

Street Lighting Infrastructure Reserve Funds

With the retrofit of street lighting to LED in 2018, annual savings in hydro consumption were utilized to finance the project. It was anticipated that the payback would take five (5) years. Fiscal 2022 represents the final payment to this fund with a projected transfer of \$42,492.

Water/Sanitary Infrastructure Reserve Funds

From an operating perspective, the 2022 user-pay budget included a combined transfer of \$1.1M to the three (3) Utility Infrastructure Reserve Funds. These transfers were higher than the anticipated budgeted transfer (\$1.20M) as noted in the 2022 Operating Summary report. Current and future transfers to reserve funds will assist with future water/sanitary capital expenditures, outlined in the Township Asset Management Plan.

Cemetery Infrastructure Reserve Funds

The 2022 operating budget at Riverside Cemetery projected a \$2,930 transfer to reserves. As noted within the 2022 Operating Summary Report, Cemetery User Fees, Investment Income and reduced operating expenses, resulted in an anticipated transfer of \$22,482. Cemetery operations are a user-pay service, surplus transfers assist in moving towards reducing the overall deficit within the cemetery reserve fund.

Building Reserve Fund (Bill 124)

As per Bill 124 legislation, the building division must be self-sustainable through the development industry. The 2022 Operating Budget included a budgeted transfer of \$72,225. Required transfers from the dedicated reserve fund to balance 2022 operations were higher than anticipated at \$346,056 due to lower than projected building activity levels. With building permit These net operating results have further increased the deficit within the dedicated Building Services Reserve Fund.

The building industry is cyclical in nature, and future growth projections including industrial and residential subdivisions, and annual fee updates will help to eliminate the existing deficit and bring this reserve fund back into a positive status over the next several years.

Reserves and Reserve funds are currently under review with the debt management and reserve fund strategy project with 2Mi Consultants. Works on the reserve fund component include streamlining reserves and defining their parameters to align with the Township's Asset Management Program, 10-Year Capital, and Operating Budget Process. This project is anticipated to be completed, with presentation to Council in Q2 2023.

The included attachment includes several columns of information. For your reference when reviewing the statement, the following describe each purpose:

- Budget Allocations (to)/from Operating Fund – these are predetermined budgeted transfers that have occurred in part of formulating the operating budget
- Contributions Received – these are contributions received from external funding sources. As an example, DC funds collected during the building permit process.
- Interest Allocation – general bank interest that is received during the fiscal period. Where these numbers are negative, they represent internal “financing charges” paid to other reserve funds which offset the reserves deficit state.
- Budget Allocations (to)/from Capital Fund – These are predetermined budgeted transfers that were determined during the capital budget process. Negative numbers represent figures that are being withdrawn from the reserve to fund the applicable capital initiatives.
- Additional Year-End Transfers (to)/from Capital / Operating Fund – these figures represent net impacts required beyond what was budgeted from their original funding source. As an example, additional funds required to fund the close of a capital initiative originally funded from Infrastructure Reserve Funds – Transportation.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is aligned with the Strategic Plan goal of Responsible Governance, through the strategies of fiscal responsibility and infrastructure investments.

ACTIONS TOWARDS UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS:

This report is aligned with several of the UN Sustainable Development Goals:

- Goal 3 – Good Health and Well-Being
- Goal 6 – Clean Water and Sanitation
- Goal 8 – Decent Work and Economic Growth
- Goal 9 – Industry, Innovation and Infrastructure
- Goal 11 – Sustainable Cities and Communities

FINANCIAL CONSIDERATIONS:

The results contained within this report are preliminary and may vary with year-end adjustments. When results are finalized, the 2022 year-end transfers to/from reserve funds will occur and audited financial statements will be compiled.

The combined reserve and reserve fund balance of \$5.0M is one component of the Townships overall cash position. The cash position of the municipality is a combination of reserve funds, reserves and capital funds held to service existing approved capital needs. The existing funds in place for the capital program (including debt issued in 2022) total approximately \$14.4M, as reported in COR 2023-03. This brings the overall cash position of the municipality at year end to approximately \$19.4M.

Recent publications, including the BMA Study, present comparative analysis across the municipal sector which show Wilmot to be among the lowest in terms of tax-funded reserve funds. The lack of reserve funds make it difficult to adapt to increased capital costs or near-term unbudgeted opportunities without issuing debt. The Debt Management and Reserve Fund Strategy project intends to bring forth a pathway to improve the status of municipal reserve funds in Wilmot over the long-term.

Each reserve and reserve funds has a specific purpose as outlined within the existing Reserve Fund By-Law, while the capital funding has already been committed to specific, Council approved projects yet to be completed.

ATTACHMENTS:

APPENDIX A – 2022 Reserves and Reserve Fund Report (un-audited)

Township of Wilmot
Reserves and Reserve Fund (un-audited)
For the year ended December 31, 2022

	Opening Balance 12/31/21	Budget Allocations (to)/ from Operating Fund	Contributions Received	2022 Interest Allocation	Budget Allocations (to)/from Capital Fund	Preliminary Balance 12/31/22	Additional Year- End Transfers (to)/from Capital / Operating Fund	Ending Balance 12/31/22
Reserves								
Working Funds	502,138.93	-	-	-	-	502,138.93	(136,541.72)	365,597.21
Total Reserves	502,138.93	-	-	-	-	502,138.93	(136,541.72)	365,597.21
Reserve Funds								
Obligatory								
Municipal Accomodation Tax	2,773.55	-	4,910.33	129.36	-	7,813.24	-	7,813.24
Development Charges ¹	(3,727,429.86)	(36,500.00)	547,513.42	(94,423.41)	(3,518,110.00)	(6,828,949.85)	6,447,810.54	(381,139.31)
Federal Gas Tax	104,691.50	-	651,587.82	1,039.62	(651,588.00)	105,730.94	-	105,730.94
Parkland (Cash-in-lieu)	1,599,806.30	-	37,500.00	42,804.64		1,680,110.94	-	1,680,110.94
Total Obligatory Reserve Funds	(2,020,158.51)	(36,500.00)	1,241,511.57	(50,449.79)	(4,169,698.00)	(5,035,294.73)	6,447,810.54	1,412,515.81
Discretionary								
Infrastructure Reserve Fund - Equipment	211,675.36	173,586.67	-	5,576.78	(353,000.00)	37,838.81	(2,628.29)	35,210.52
Infrastructure Reserve Fund - Facilities	420,666.52	213,586.67	-	11,082.82	(353,000.00)	292,336.01	(58,822.33)	233,513.67
Infrastructure Reserve Fund - Transportation	347,505.59	173,586.67	-	9,155.34	(353,000.00)	177,247.60	(127,200.05)	50,047.54
Baden West Noise Wall Reserve Fund	73,683.30	-	-	1,941.27	-	75,624.57	-	75,624.57
Elections Reserve Fund	56,222.27	(8,700.00)	-	1,481.24	-	49,003.51	(49,003.51)	-
Hamilton Road Noise Wall Reserve Fund	145,773.09	-	-	3,840.53	-	149,613.62	-	149,613.62
Heritage Lighting Reserve Fund (Petersburg Subdivision)	5,927.08	-	-	156.15	-	6,083.23	-	6,083.23
Infrastructure Reserve Fund - IT Services	-	-	-	-	-	-	-	-
Infrastructure Reserve Fund - Street Lighting	(41,401.88)	42,000.00	-	(1,090.76)	-	(492.64)	492.64	-
Self-Insurance Reserve Fund	20,146.01	-	-	530.77	-	20,676.78	(884.06)	19,792.72
Winter Maintenance Reserve Fund	151,775.38	-	-	3,998.65	-	155,774.03	(97,382.37)	58,391.66
Sub-total	1,391,972.72	594,060.00	-	36,672.79	(1,059,000.00)	963,705.51	(335,427.98)	628,277.53

**Township of Wilmot
Reserves and Reserve Fund (un-audited)
For the year ended December 31, 2022**

	Opening Balance 12/31/21	Budget Allocations (to)/ from Operating Fund	Contributions Received	2022 Interest Allocation	Budget Allocations (to)/from Capital Fund	Preliminary Balance 12/31/22	Additional Year- End Transfers (to)/from Capital / Operating Fund	Ending Balance 12/31/22
<u>User-pay</u>								
Building Services (Bill 124)	(1,284,238.96)	(72,225.00)	-	(33,834.43)	(12,500.00)	(1,402,798.39)	(283,002.00)	(1,685,800.39)
Infrastructure Reserve Fund - Cemetery	(60,538.28)	2,930.00	-	(1,594.94)	-	(59,203.22)	19,551.90	(39,651.32)
Infrastructure Reserve Fund - Water	2,436,130.00	388,460.00	-	64,182.01	(499,000.00)	2,389,772.01	(64,662.24)	2,325,109.77
Infrastructure Reserve Fund - Water Meter	682,253.51	126,040.00	-	17,974.57	-	826,268.08	-	826,268.08
Infrastructure Reserve Fund - Sanitary	1,341,032.25	550,990.00	-	35,330.69	(1,004,950.00)	922,402.94	193,702.13	1,116,105.07
Sub-total - User- pay	3,114,638.52	996,195.00	-	82,057.90	(1,516,450.00)	2,676,441.42	(134,410.21)	2,542,031.21
Total Discretionary Reserve Funds	4,506,611.24	1,590,255.00	-	118,730.69	(2,575,450.00)	3,640,146.93	(469,838.19)	3,170,308.74
Total Reserves and Reserve Funds	2,988,591.66	1,553,755.00	1,241,511.57	68,280.90	(6,745,148.00)	(893,008.87)	5,841,430.63	4,948,421.76

Notes

1. Includes an accounting adjustment of \$6.35M due to the issuance of debt as outlined in the report.



CORPORATE SERVICES

Staff Report

REPORT NO: COR 2023-06

TO: Ad Hoc Budget Advisory Committee

SUBMITTED BY: Patrick Kelly, CPA, CMA, Director of Corporate Services / Treasurer

PREPARED BY: Ashton Romany, CPA, Manager of Finance / Deputy Treasurer

REVIEWED BY: Sharon Chambers, CAO

DATE: January 30, 2023

SUBJECT: Annual Debenture Update (un-audited) For the year ended December 31, 2022

RECOMMENDATION:

THAT Report COR 2022-06, prepared by the Manager of Finance / Deputy Treasurer, regarding the Annual Debenture Update (un-audited), for the year ended December 31, 2022, be received for information purposes.

SUMMARY:

This report provides an update to the Township's outstanding debentures as of December 31, 2022.

BACKGROUND:

During the 2022 budget process, the endorsed forecast required approximately \$13.4M of levy funded debentures over a 10-year horizon. In addition, with some major growth-related infrastructure capital investments from 2022-2024, the Township requires external debt financing, to maintain adequate cash-flow within the Development Charges (DC) Reserve Funds as identified in the most recent DC study.

During October 2022, the Township obtained external funding to support various active capital initiatives for the first time in several years with delegated authority by the Treasurer and CAO. Prior to this, the Township only held a debenture for the St. Agatha Water System of which is offset by a local improvement charge (By-Law 2006-37) from the benefiting residents.

REPORT:

This report provides an update on the Township's outstanding debt. Historically this was not presented during the annual budget process as the only outstanding debt (St. Agatha Water System) is recoverable through the benefiting residents through a local improvement charge and does not generally have an impact on Township operations from a levy perspective.

As aforementioned, in the fall of 2022 the Township issued debt to fund various active capital initiatives as approved during the 2022 Budget Process or by separate cover report. The total funding raised was just under \$8.85M.

Attached to this report includes a schedule broken down into three components based on their impact on operations:

- General Levy Funded – debt obligations are supported by the general tax base
- Development Charges Funded – debt obligations that are supported by development charges including existing DC balances and future DC collections
- Local Improvement Charge Funded – debt obligations that are supported by benefiting properties under by-law collected annually through the property tax billing

Debt Management Strategy

As part of the 2022 Capital Program, the Corporate Services team is currently undertaking a debt management and reserve fund strategy with 2Mi Consultants. Works on the debt component include a number of items such as defining parameters of when debt can be utilized, financing types and timing of debt issuances. This strategy is critical to ensuring the funds be available to advance a number of forthcoming capital projects. This project is anticipated to be complete in Q2 2023.

Staff intend to report back to the ad hoc budget committee the status of the Township's debt levels on an annual basis moving forward.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is consistent with the strategic plan goal of *responsible governance* through fiscal responsibility, and through the development of sustainable funding mechanisms to invest in asset management and infrastructure improvement activities.

ACTIONS TOWARDS UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS:

This report is aligned with several of the UN Sustainable Development Goals:

Goal 3 – Good Health and Well-Being
Goal 6 – Clean Water and Sanitation
Goal 8 – Decent Work and Economic Growth
Goal 9 – Industry, Innovation and Infrastructure
Goal 11 – Sustainable Cities and Communities

FINANCIAL CONSIDERATIONS:

The combined outstanding debt the Township holds is \$9.4M of which \$2.5M of is funded from the General Levy. As 2023 will mark the first year of repayments, it is expected that \$185K will be required from the general levy to meet the annual repayment obligation.

If levy adjustments are held to the inflationary adjustment target (with assessment growth) previously outlined, debt servicing obligation would represent more than 1/3 of the total new funds generated. Staff will be incorporating this into the operating budget process accordingly.

For Development Charges and Local Improvement Charges, revenues collected from these sources will directly offset the respective obligations.

ATTACHMENTS:

APPENDIX A – Township Debenture Schedule (un-audited)

Township of Wilmot
Schedule of Outstanding Debts (un-audited)
For the Year Ended December 31, 2022

General Levy Funded

Project	Debt Amount (2022)	Annual Payment (2023)	Term	2023 Rate	Expiry
Tye Road #28/C-T13 Culvert Replacement	\$ 306,000.00	\$ 22,686.58	10yr renewable	4.20%	October 2032
Bridge Street Bridge #34/B-T9 Replacement	\$ 1,704,000.00	\$ 126,333.16	10yr renewable	4.20%	October 2032
Third Ice Pad Site Selection, Design / Engineering and Construction	\$ 484,750.00	\$ 35,938.97	10yr renewable	4.20%	October 2032
Total General Levy Funded	\$ 2,494,750.00	\$ 184,958.71			

Development Charges Funded

Project	Debt Amount (2022)	Annual Payment (2023)	Term	2023 Rate	Expiry
Morningside Trunk Sewer Engineering / Design and Construction	\$ 400,750.00	\$ 29,711.27	10yr renewable	4.20%	October 2032
Beckdale Trunk Sanitary Sewer EA & Construction	\$ 118,500.00	\$ 8,785.49	10yr renewable	4.20%	October 2032
Administration Complex Parking Lot Expansion	\$ 165,000.00	\$ 12,232.96	10yr renewable	4.20%	October 2032
Victoria & Boullee Street Reconstruction	\$ 51,300.00	\$ 3,803.35	10yr renewable	4.20%	October 2032
Casselholme Crescent Reconstruction	\$ 47,500.00	\$ 3,521.62	10yr renewable	4.20%	October 2032
Greenwood Drive Reconstruction	\$ 118,750.00	\$ 8,804.04	10yr renewable	4.20%	October 2032
Baden Trunk Sanitary Sewer EA & Construction	\$ 1,185,000.00	\$ 87,854.92	10yr renewable	4.20%	October 2032
Snyder's Road Reconstruction	\$ 1,294,350.00	\$ 95,962.05	10yr renewable	4.20%	October 2032
Wilmot Employment Lands	\$ 2,969,195.00	\$ 220,126.59	10yr renewable	4.20%	October 2032
Total Development Charges Funded	\$ 6,350,345.00	\$ 470,802.29			

Local Improvement Charge Funded

Project	Debt Amount (2022)	Annual Payment (2023)	Term	2023 Rate	Expiry
St. Agatha Watermain	\$ 562,151.99	\$ 155,955.72	20 yr	4.74%	October 2026
Total Local Improvement Charge Funded	\$ 562,151.99	\$ 155,955.72			
Total	\$ 9,407,246.99	\$ 811,716.72			



CORPORATE SERVICES

Staff Report

REPORT NO: COR 2023-08

TO: Council

SUBMITTED BY: Patrick Kelly, CPA, CMA, Director of Corporate Services / Treasurer

PREPARED BY: Patrick Kelly, CPA, CMA, Director of Corporate Services / Treasurer

REVIEWED BY: Sharon Chambers, CAO

DATE: January 30, 2023

SUBJECT: O. Reg 284/09 – Excluded Expense Estimate

RECOMMENDATION:

THAT pursuant to Ontario Regulation 284/09, Report COR 2023-08 serve as a method for communicating the exclusion of estimated amortization expenses from the 2023 Municipal Budget.

SUMMARY:

This report is provided in accordance with O. Reg 284/09, and meets the legislative reporting requirements for accrual-based budgeting.

BACKGROUND:

Ontario Regulation 284/09 states that municipal budgets may exclude from estimated expenses, amortization expenses on tangible capital assets, post-employment benefits expenses and solid waste landfill closure and post-closure expenses. In addition, a report about the excluded expenses and their impact on the accumulated surplus shall be approved by Council and adopted by resolution within 60 days of completing the Consolidated Financial Statements.

Section 290 of the Municipal Act requires municipalities to prepare balanced budgets which include all of the expenditures and revenues for the taxation year. The adoption of full accrual

accounting within the Public Sector Accounting Board (PSAB) handbook require municipalities to report on expenses instead of expenditures. Expenditures represent outlays of assets to purchase goods and services. Expenses represent the consumption of assets to provide goods, services and intangibles. Expenses include amortization of tangible capital assets over their useful lives, change in liabilities for postemployment benefits and change in liabilities for solid waste landfill closure and post-closure.

REPORT:

The Township is not impacted by post-employment benefits expenses, solid waste landfill closure nor post-closure expenses. The single “non-cash” item excluded from the forthcoming 2022 municipal budget is the amortization of tangible capital assets. This practice of reporting is consistent with area municipalities.

As per the audited 2021 financial statement, annual amortization for the municipality is approximately \$6.13 million. Therefore, the budget proposed to the ad hoc Budget Advisory Committee will not include approximately \$6.13 million of amortization.

Notwithstanding the exclusion of this funding of amortization, the proposed municipal budget will continue to include allocations to the Township’s Infrastructure Reserve Funds, and levy funding of the 2023 Capital Program.

Originally introduced, under Report FIN 2019-41, the Township has a dedicated infrastructure levy which generates funding to help close the infrastructure funding gap. While it will take time to build up internal financial capacity, the staged process introduced as part of the 2020 Municipal Budget will promote fiscal sustainability through the Township’s Asset Management Program.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report is aligned with the Strategic Plan goal of *Responsible Governance*, through the strategies of fiscal responsibility and infrastructure investments. The most recent Strategic Plan included the specific action of developing sustainable funding mechanisms to invest in asset management and infrastructure improvement activities.

ACTIONS TOWARDS UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS:

This report is aligned with the UN Sustainable Development Goal:

Goal 11 – Sustainable Cities and Communities

FINANCIAL CONSIDERATIONS:

The actual amortization expense for fiscal 2023 will be calculated as part of year end processing and reporting within the 2023 audited financial statements. This amount will fluctuate from the

estimate based upon new acquisitions and disposals of tangible capital assets throughout the year.

ATTACHMENTS:

None