

## Report to Council

**Report Title:** Year-End Surplus/Deficit Transfers  
**Prepared By:** Trish Serratore, Chief Financial Officer  
**Department:** Finance  
**Date:** December 17, 2018  
**Report Number:** FIN2018-43 **File Number:** C11FIN  
**Attachments:** N/A

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### Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number FIN2018-43 – Year End Surplus/Deficit Transfers, prepared by Trish Serratore, CFO for information purposes and authorizes the following year-end transfers:

**Brockton Elmwood Fire Service Budget** - any surplus/deficit from the 2018 Municipality of Brockton Elmwood Fire Service Budget be transferred to or from the Brockton Elmwood Fire Service Reserve Fund for the Brockton share of future Capital Purchases.

**Brockton Heritage Budget** - Archives Account - any surplus from the 2018 Municipality of Brockton Heritage Budget - Archives Account be transferred to the Equipment Reserve Fund - Heritage section.

**Surplus/Deficit Transfer - Utility Budget** - any surplus/deficit from the 2018 Municipality of Brockton Utility Budgets be transferred to or from the Reserve Fund for future Capital expenditures.

**Surplus/Deficit Transfer - Brockton Building Services Budget** - any surplus/deficit from the 2018 Municipality of Brockton Building Services Budget be transferred to or from the Equipment Reserve Fund - Building as per the *Ontario Building Code*.

**Surplus/Deficit Transfer – Cargill and District Community Fund Budget** - any surplus/deficit from the 2018 Municipality of Brockton Cargill and District Community Fund Budget be transferred to or from the Cargill and District Community Fund Reserve Fund.

**Surplus/Deficit Transfer – Walkerton Fire Budget** - any surplus/deficit from the 2018 Municipality of Brockton Walkerton Fire Budget be transferred to or from the Walkerton Fire Reserve Fund for future infrastructure.

**Surplus/Deficit Transfer – Brockton Child Care Budget** - That the Council of the Municipality of Brockton hereby direct that any surplus/deficit from the 2018 Municipality of Brockton Child Care Budget be transferred to or from the Brockton Child Care Reserve Fund for future infrastructure.

**Surplus/Deficit Transfer – Tree Committee Budget** - That the Council of the Municipality of Brockton hereby direct that any surplus/deficit from the 2018 Municipality of Brockton Tree Committee Budget be transferred to or from the Tree Committee Reserve Fund for future infrastructure.

**Surplus/Deficit Transfer – Cemetery Care & Maintenance Trust Funds** - That the Council of the Municipality of Brockton hereby direct that any surplus/deficit from the 2018 Municipality of Brockton Cemetery Care and Maintenance Fund be transferred to or from the Municipal Care and Maintenance Trust account as directed by the *Cemetery Act*.

**Surplus/Deficit Transfer – Operating** - any surplus/deficit from the 2018 Municipality of Brockton Operating Budget be transferred to or from the Brockton Working Capital Reserve.

**Surplus/Deficit Transfer – Operating/Capital Grant Funded Projects** - any surplus/deficit from the 2018 Municipality of Brockton Operating/Capital Budget that were approved by Council and funded through a third party grantor be transferred to or from the Brockton Equipment Reserve Fund.

**Surplus/Deficit Transfer - Capital Budget** - any surplus/deficit from the 2018 Municipality of Brockton Capital Budget be transferred to or from the Reserve Fund for each department for future Capital expenditures.

**Report:**

**Background:**

Historically, Council would provide authorization through the approval of a motion to complete the above year-end transfers. It is standard practice and part of the year-end processes that the Chief Financial Officer seek authorization from Council to complete these transactions.

**Analysis:**

The year-end transfers allow the municipality to transfer funds into a Reserve Fund, which can be used for future expenditures for which the funds were raised in the tax rate, borrowed or transferred from the reserve fund in the current year, which would result in the municipality not needing to raise funds more than once for a specific project or specific expense.

**Sustainability Checklist:**

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- |   |     |
|---|-----|
| • Do the recommendations help move the Municipality closer to its Vision? | N/A |
| • Do the recommendations contribute to achieving Cultural Vibrancy?       | N/A |
| • Do the recommendations contribute to achieving Economic Prosperity?     | N/A |
| • Do the recommendations contribute to Environmental Integrity?           | N/A |
| • Do the recommendations contribute to the Social Equity?                 | N/A |

**Financial Impacts/Source of Funding:**

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The year-end transfers help alleviate the needed to raise funds that were already provided within the current fiscal period

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**Respectfully Submitted by:**

A handwritten signature in black ink, appearing to be 'Trish Serratore', enclosed within a large, loopy oval shape.

Trish Serratore, Chief Financial Officer

**Reviewed By:**

[insert initials]

**Chief Administrative Officer**