

CHATHAM-KENT SUMMARY OF RESERVES										Tab 10(d)	
December 2016											
Reserve Item #	Dept	Division	Details	Forecasted Dec 2016 Balance	2017 Recom'd Transfers	2017 Draft Recom'd	2017 Council	2017 Forecasted Balance	2017 Comments	2018 and Beyond	2018 and Beyond Comments
<b>SUMMARY:</b>			<b>Mandated</b>	11,924,407	(52,588)	(93,866)	0	11,777,953		(460,167)	
			<b>Assigned</b>	41,954,993	390,000	(2,973,239)	0	39,371,754		(2,527,823)	
			<b>Lifecycle Program</b>	61,161,115	0	(847,538)	0	60,313,577		0	
				<b>115,040,515</b>	<b>337,412</b>	<b>(3,914,643)</b>	<b>0</b>	<b>111,463,284</b>		<b>(2,987,990)</b>	
<b>MANDATED:</b>											
205	LEG	Building Code Act:	Starting in 2005, Bill 124 requires any surplus from Building Permit fees over cost be set aside in this reserve fund. Funds can only be used for Building Inspection issues.	1,037,301		29,402		1,066,703	Tab 4 item 89 & 127 transfer from reserve to offset increase of costs due to re-org of Bldg. Services. Building permit fees to be increased in 2018		
215	CD	Parkland - Planning Act requirement	Parkland funds are received when developers are required to pay under the Planning Act. The funds are to be used to purchase parkland or park assets.	175,399				175,399			
220	IES	Infrastructure - Federal Gas Tax	Fed Gas Tax Funding began in 2005. The funds remaining in this reserve are set aside for bridge and roads infrastructure projects under construction. Subject to Federal audit guidelines	0				0			
225	IES	Transit - Provincial gas tax	Prov Gas Tax funding began in 2005. The funds can only be used to enhance transit services. Subject to Ministry audit guidelines	4,317,912				4,317,912			
17008	LEG	Planning - Brownsfield	2011, Municipal Leadership requirement Brownsfield projects (20% of approved tax deferral to be reinvested in future studies)	334,886				334,886			
17018	CD	Recreation - Wheatley community pool	1998, community fundraising for pool \$285,000; 2005 approved \$240,000 for Wheatley Skateboard and Splashpad project	42,043				42,043			
17030	HFS	Children Services-Mitigation Plan	Established in 2014 from a one-time mitigation grant received from the Province to support CK's transition to the new funding formula for Children Services which resulted in a \$1.4M base reduction. \$4.9M received and \$1.5 used in 2013 and 2014 operations. The use of the funds are for prescribed purposes with reporting to the Ministry	3,570,751				3,570,751			
17038	HFS	Housing Deliver Opportunity Ontario Renter (DOOR)	Grant received 2009, \$775,000. Allocations included in annual lifecycle program	62,700				62,700			
17043	IES	Transit	Conditional Provincial grant, 2008 - incremental service enhancement. Subject to Ministry audit guidelines	1,564,592				1,564,592			
17141	HFS	Capitol Theatre Improvement Fund	Funds to be collected through ticket surcharge for theatre improvements (established by CCTA upon re-opening of theatre)	17,000	20,000	(30,000)		7,000	Tab 7 Item 137 New Sound board \$30,000 (conservative estimate of \$20,000 surcharge received)		
17317	HFS	Social Housing - Ministry financial plan (Wallace St)	Outlined in RTC Dec/12 re sale of Wallace St unit in Wallaceburg. Ministry approved financial plan for 7 additional units within community to be funded over 10 years from established reserve on sale estimated to be \$500,000	552,495	(72,588)	(19,740)		460,167	Tab 7 item 148 intensive case management pilot year 1 RTC Sept 26/14 \$19,740; RTC Dec 12/16 for 22 affordable housing units, this reserve is to contribute for the 7 additional units within community. Funded from Wallace St. Reserve approved by Ministry re sale of Wallace St. \$72,588	-\$460,167	To fund the 7 additional affordable housing units within community approved by Council Dec 12/16
17333	HFS	Social Housing - Investment in Affordable Housing (IAH)	Ministry funding allocated for administering the new (Ontario) Chatham-Kent Renovates Program (per RTC Jan/12)	181,923		(73,528)		108,395	Tab 7 Item 149 temporary housing claims analyst \$73,528;		
17348	Police	Police Services Board	Police Service Board's financial account. Agreement 2000 with municipality to administer funds	67,405				67,405			
<b>TOTAL MANDATED:</b>				<b>11,924,407</b>	<b>(52,588)</b>	<b>(93,866)</b>	<b>0</b>	<b>11,777,953</b>		<b>(460,167)</b>	

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<b>ASSIGNED:</b>											
200	Corp	Community Investment Fund	Council established during 2000 budget process to strategically utilize existing reserves and new income streams. Revenue streams include gaming revenues, waste host fees, hydro dividends and interest. \$5.2 M annually transferred to municipal operations. Annually reviewed with Council.	5,646,560				5,646,560			
210	IES	Parking - Chatham Downtown	Established 1998 from former City of Chatham, for downtown Chatham Parking lot improvements. Year end operations transferred to reserve from the Downtown Chatham Parking Program. Outstanding review of operations being undertaken by Finance and Public Works	0				0			
17151	CD	Culture - Culture Action Teams & mapping	Council established 2008 from year end surplus. Part of the Cultural Master Plan established 5 action teams. \$20,000 to address special events and regional projects; \$10,000 to complete technical items of mapping project. \$11,930 utilized in 2010 & 2011 re action teams	0				0	Residual Funds allocated to Cultural Plan		
17161	LEG	Planning Services - Community Improv Plan	Program initiated 2004; budget allocations 2004 - 2010 \$1.7M.	251,543				251,543			
17176	Corp	Insurance Risk	Council approved self insurance program. Annual report to Council of status of reserve and recommended balance.	2,941,930				2,941,930			
17181	Corp	Property Dispositions	Council policy 2006, municipal property disposition proceeds reserved to be reinvested in CK property acquisitions	89,219				89,219			
17186	Corp	CASO Rail Trail	Established in 2012 as part of the agreement with Entegrus; special dividend paid for municipal operations of future trail development	376,518				376,518			
17196	Corp	Employment & Labour Relations - various property, litigation & labour items	Detailed presentations reviewed with Council	5,359,595		(576,915)		4,782,680	Tab 7 Item 132 Lap top purchase for Safety Compliance Officer \$1,704; item 134 one-time Administrative support for Manager HROD \$28,355; item 135 New Grad Internship Program pilot program for 2 years \$218,084; Item 136 Accelerated Leadership Development Plan (ALDP) Internship Program (2 positions .5 FTE each) Pilot Program for 2 years \$276,320; Item 140 One-time requirements implementation of approved Arena Service Review \$32,452; item 141 PTSD - awareness, training for suppression and volunteers \$20,000		
17221	Corp	Community Partnership Fund	Program established 2002; annual allocation of grant, timing of commitments reserved prior to final settlement	0				0			
17222	Corp	Community Support	Council established during 2016 budget process to support community projects. Currently paying the Hospice 2016-2019 and Ridgetown Campus 2016-2020	2,305,000	(660,000)			1,645,000	Community Support Reserve setup during Council, \$2,840,000 initial amount. 2017 Drawdown of \$325,000 Ridgetown Campus, \$335,000 Hospice		
17231	Corp	Utility Rate Fluctuation	Council established 2009 year end surplus for utilities. 50% reserved for energy conservation programs and 50% for utility rate stabilization. 2014 base budget collapsed and used to offset utility increases.	22,039				22,039			

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<b>ASSIGNED cont'd:</b>											
17236	Corp	Enterprise Resource Project	Nov 26/12 RTC, existing reserves for software development (finance, human resources, fleet, building) consolidated for corporate system implementation	712,823				712,823		-\$712,823	Ongoing systems upgrade funding, staying current on supported software versions.
17241	Corp	Fuel Price Fluctuation	Council established 2009 year end surplus for fuel fluctuations. Current base budget is \$.98 per litre (2016).	0				0	Balance Transferred to Fleet Reserve, will review with 2016 fuel variance.		
17243	Fire	Fire - Future Benefits	Requested in 2016 budget to establish reserve for future health care benefits negotiated in collective agreement. Annual requirement estimate of \$40,000	27,856				27,856			
17247	IES	Infrastructure Backlog	Council established in 2014 budget from a reallocation of existing reserves, \$7.8M to be used to address the bridge infrastructure deficit. Council approved in the 2014 budget reallocating \$600,000 to the operating budget to be repaid over 3 years (first 2 pymt from 2013/14 surplus)	3,868,563				3,868,563	Intention of reserve is to work on backlog of bridges infrastructure, over \$2M committed or spent to date		
17251	Corp	Energy Conservation -	Council established 2009 year end surplus for utilities. 50% reserved for energy conservation programs and 50% for utility rate stabilization. 2014 base budget collapsed and used to offset utility increases.	579,312				579,312			
17254	Corp	Grass Cutting Fluctuation	RTC 2012 grass cutting tender below existing budget, recommendation to reserve for seasonal fluctuations in cuttings	115,920				115,920			
17256	IES	Municipal buildings - PABC	Council established 2008 from year end surplus to address a special assessment to CK's unit at Park Avenue Business Centre	117,636				117,636			
17261	HFS	Ontario Works - Corporate Initiatives	Established 2011 from one time monies allocated from departments for service delivery of Ontario Works. 2013 projects for Workplace Planning Board and Library connectivity; 2014 corporate related IT projects. Further recommendations to come forward at a later date.	3,881,984		(300,000)		3,581,984	Tab 7 item 147 New program proposed for Chatham-Kent Renovates, pilot program yr 2 of 2, administered by Social Housing and Employment Services \$300,000;	-\$1,200,000	New program proposed for Chatham-Kent Renovates, pilot program yr 2 of 2, administered by Social Housing and Employment Services, recommend funding from OW Initiatives Reserve Includes future years after pilot.
17263	CD	Res Tourism	Council established 2014 from Tourism surplus to implement the Tourism Strategy	301,559				301,559			
17264	CAO	Strategic Planning	Established in 2014 from prior years' encumbrances. To be used in the planning exercises with Council on strategic directions	95,352				95,352			
17265	CAO	Employment CIP	Established in 2016 RTC Sept 12, 2016, transfer from Strategic Development Reserve	250,000				250,000	Funds to be used to support Economic Development through TIG and exempt fees in commercial and industrial build		
17266	Corp	Strategic Development	Established in 2000 from the previous year's year end surplus. The development of a strategic plan for Chatham-Kent was underway and the reserve was intended to capture existing one time funding opportunities to address initiatives identified by the plans and give Council funding opportunities for other strategic issues	1,073,399		(15,195)		1,058,204	Tab 4 Item 95 and 95a, 2017 and 2018 recommended contribution to reserve for maintaining ability to support Council Objectives \$141,900 per year. Tab 7 Item 130 International Plowing Match \$20,000, Item 131 Year 2 of Ginger feasibility study \$20,000; Item 137 Uniform replacements Capitol Theatre \$15,000; Item 145 Year 3 of 5 funding to support Western Warden's Causcus for high speed internet access (SWIFT) \$100,000; Item 161 Approved Source Water Protection Plans \$43,995; Item 162 2017 Contribution towards National Powerline Training Centre year 1 of 2 \$100,000.	-\$370,000	Yrs. 5 Plowing Match, Years 4 -5 WOWC and SWIFT, year 2 of National Powerlines Training Centre

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<b>ASSIGNED cont'd:</b>											
17276	Corp	Workers Safety Insurance Board (WSIB) Risk Reserve	Council approved 2004 net savings from transfer to self insurance Schedule 2. Self insurance no longer in place, however, active claims require funding. Recommendations include an allocation from closed session reserve for 4 year funding requirement.	701,070		(227,440)		473,630	Tab 7 Item 133 funding for ongoing WSIB schedule 2 claims and chronic cases \$227,440		
17277	IES	Roadside Assessment Reserve	To be established in 2017 to provide funding for road drainage projects that are waiting to be assessed, this is for the road share component of projects charged to CK roads	0	1,050,000	(1,050,000)		0	Funds set aside through IES 2016 surplus; Tab 7 Item 158 One time roadside drainage partial funding one-time increase in host fees from Ridge Landfill, balance funded through new roadside assessment reserve \$1,050,000		
17281	FES	Ambulance - CK general	Established 2001 when service was downgraded and operating needs unknown. Reserve represents CK's portion of overhead allocation, \$80,000 annually	892,033				892,033			
17286	FES	Ambulance - CK and Provincial share of operations	Established 2001, represents CK and Provincial portion of net operations pre 2009	767,767		(508,879)		258,888	Tab 3 Item 53 to Fund Ministry share of increased ambulance contract (one year funding lag) \$508,879		
17291	HFS	Health Unit - CK share of operations	Council established policy - Year end surplus, CK portion (25%)	746,179		(60,000)		686,179	Tab 7 item 142 E-Cutters (Jaws of life for 4 volunteer stations \$60,000;		
17292	HFS	Res Children's Services	Children's Services Deferred Revenue from 2014 used in 2015	7,072				7,072			
17296	HFS	Ontario Works - future economic downturns	Council established 1999 year end surplus Ontario Works. Reserve allocations to operations to fund increased caseloads (base budget recommends upload invest in caseload at 2013 levels; staffing funded at 2009 levels through this reserve)	3,345,554				3,345,554			
17303	HFS	Senior Services - WSIB	Established 2013 budget for WSIB surcharges, 2013 final year refund reserved for future years' requirements	674,797				674,797			
17306	HFS	Senior Services - operational	Council established policy (1999) - Final year end reconciliations with Province and operating surpluses 2007-2012	1,544,212		(853,270)		690,942	Tab 7 Items 150 & 151, Years 2 and year 3 of 5 year plan to replace equipment and furnishings at RVG; item 152 reduction due to case mix index, one time funded \$53,270;		
17311	HFS	Senior Services - senior centre grant contingency	Core grant area - Senior Programs. Since 2002, year end balance reserved for year to year membership fluctuations	47,771				47,771			
17315	HFS	Affordable Housing Reserve	Established in 2017 (pending Council decision) \$500,000 recommended transfer to reserve in 2017 budget to support Housing First strategy.	0		500,000		500,000	Tab 4 Item 111 portion of 3% upload funding increase from Province allocated to Affordable Housing Reserve to support Housing First strategy \$500,000		
17316	HFS	Social Housing - operations	Council established 2001 with Province funds advanced on download \$600,000. Net year end operations 2002 - 2011 for both phase 1 and 2, less CK portion of Affordable Hsng project \$950,000	3,744,891				3,744,891			
17331	CD	Active & Healthy Communities	Council established 2008 from \$10M Investing in Ontario Provincial grant, \$1.5M over 2 years. Implementation reports to Council	450,897				450,897			
17332	CD	Parks, Cemetery, Horticulture - Emerald Ash Borer	Council approved July 14/14 RTC Emerald Ash Borer compensations be used to leverage funding opportunities in support of the Natural Heritage Implementation Strategy	105,241				105,241			
17341	IES	Reserve for Haul Road	Council approved 2011 as per Ridge Landfill Host Community Agreement (HCA) a provision to fund 10.4 km of road maintenance. Current budget provides for annual allocation from revenues received as part of HCA.	118,661				118,661			

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17346	IES	Public Works - Winter Control	Council approved creation of reserve from 2006, 2011 and 2014 year end surplus. Base budget reduction of \$500,000 in 2013. Does not reflect 2015 activities (possible draw \$1.2M)	3,636,227		(90,340)		3,545,887	Tab 7 item 154 New safety training - Tree management \$20,000; item 155 tree inventory management system \$30,000; Item 156 change from desktop to tablet and cases for 10 PW garages \$10,340; item 157 Minimum Maintenance Compliance software \$20,000; Item 160 Second de-berming attachment \$10,000		
17351	IES	Recycling Reserve	Council approved 2011 accumulated recycling surplus from 2008 - 2011. One time funds may be required to address the upcoming new best practices. \$200,000 allocated to fleet area in 2012. 2013 Service Review recommended \$45,000 per year be allocated for marketing and promotion	844,046		(45,000)		799,046	Tab 7 item 153 RTC June 24/13 promotion and education of recycling		
17361	Police	Police - Mandatory Police issues	Council approved 2008 year end surplus for future mandated capital requirements, eg. Real-Time Identification Program	293,585		(30,000)		263,585	Tab 4 Item 58 One-time funding to offset one year reduction for Provincial Funding on prisoner transfer costs \$30,000	-\$130,000	Renovations for Dillon Rd. Municipal Building Traffic Office, 2017-18, Exterior Renovations, Storage Shed Dillon Rd. 2017-18
17366	Police	Police - Business Plan	Council approved 2013 year end surplus for business plan needs with further implementation reports	302,182				302,182		-\$115,000	Drone (UAV) 2017-18, New range building
17371	Police	Police - Communication Centre	Council approved 2010 budget for future communication centre upgrades	163,151				163,151			
17373	Police	Police - closed session	Established in 2011 and 2012 as part of final year end surplus to be used to address Police closed session issues related to personnel, legal & property	213,269				213,269			
17376	Police	Police - Lifecycle ITS, Communication	Established in 2010 for lifecycle needs - ITS, Comm Centre, Quartermaster	229,401				229,401			
17378	Police	Police - Lifecycle Quartermaster	Established in 2015 for lifecycle needs - Quartermaster	87,506				87,506			
17381	Police	Police Litigation	Council established 1998 annual budget provision \$108,000. Annual report to Council of claims/disbursements with insurance risk report. Does not reflect 2014 activities	578,382				578,382			
17383	Police	Police - future benefits	Requested in 2015 budget to establish reserve for future health care benefits negotiated in collective agreement. Annual requirement estimate of \$76,000	40,851				40,851			
17385	Police	Police - 911 Evolution Network	Requested in 2016 budget to establish business plan for 911 Evolution Network; Gross costs \$50,000; recommend funding from Health Care Reserve	50,000				50,000			
17387	IES	Res LED Lighting	To be established from 2016 business plan on LED replacement	0				0			
17389	IES	Facility Replacement	To be established in 2017 to provide funding for new facilities or replacements, including community hubs	0		283,800		283,800	Tab 4 Item 95 and 95a, 2017 and 2018 recommended contribution to reserve for facility replacement to reduce reliance on debt financing \$141,900 per year		
<b>TOTAL ASSIGNED</b>				<b>41,954,993</b>	<b>390,000</b>	<b>(2,973,239)</b>	<b>0</b>	<b>39,371,754</b>		<b>(2,527,823)</b>	

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<b>LIFECYCLE PROGRAM:</b>											
17319	CD	Res Columbaria	Established in 2012 from Columbaria Reserve to fund ongoing Columbaria capital requirements	38,618		17,454		56,072	Tab 4 Item 72 Gross revenue increase to reserve		No new requests for 2018 or beyond. Reserve need to be replenished through columbaria sales before another unit can be purchased.
17606	CD	Rec Facilities	Lifecycle - Community halls	300,434				300,434			
17611	CD	Rec Facilities	Lifecycle - Recreation Arena	2,184,507				2,184,507			
17616	CD	Parks and Open Spaces	Lifecycle - Cemetery	586,514				586,514			RTC for Cemeteries LC will be brought forward early in the new year. At this time the <i>estimated</i> value is \$125,000. Approved capital funding (\$730K + funds remaining from the \$143K) associated with the Riverview Mausoleum reconstruction are to be set up in a dedicated Capital account
17626	CD	Rec Facilities	Clearville Park	43,455		47,003		90,458	Tab 4 Item 75 Matured debt payment to reserve plus inflationary adjustment		
17631	CD	Rec Facilities	Lifecycle - Recreation Indoor Pools Replace	41,460				41,460			
17636	CD	Rec Facilities	Lifecycle - Outdoor Pools and splashpads	287,728				287,728			
17641	CD	Rec Facilities	Lifecycle - Parks	717,796		(44,340)		673,456	Tab 7 Item 139 Minor sports filed user fee increase not implemented (funded one more years) \$44,340		
17644	CD	Rec Facilities	Lifecycle - Fit Parks	148,066				148,066			
17646	CD	Parks and Open Spaces	Lifecycle - Recreation Playground Replace/mtce	756,390				756,390			
17656	CD	Parks and Open Spaces	Lifecycle - Reforestation	236,365				236,365			
17661	CD	Rec Facilities	Lifecycle - Splashpads	87,800				87,800			
17666	CD	Parks and Open Spaces	Lifecycle - Trails	785,195				785,195			<b>2015</b> - Five new trail builds with signage <b>2016</b> - Trail upgrades for Erie Shore (30,000), Cothers (35,000), TREES (25,000), new trail for Parry Landing (20,000) connection between Paw Paw Woods and Wallace Street (7,000), Shrewsbury trail (40,500), all applicable signage (50,000) <b>2017 - 2021</b> Each year - Upgrade 5 km of existing trails (150,000) 4-1km new trail builds (30,000) Annual signage installation (25,000)
17676	LEG		Lifecycle - Elections	306,690				306,690			
17681	CS	Info Tech	Lifecycle ITS - Computer Software	3,967,526		(298,000)		3,669,526	Tab 7 item 143 Payment Card Industry PCI one-time software maintenance purchase \$48,000; Item 146 Replacement of Class/Point of Sale systems \$250,000		
17686	Corp	All Depts	Lifecycle - Computer Hardware	4,648,055		(50,034)		4,598,021	Tab 4 Item 50 Capitol Theatre budget Dec 12/16 Tab 7 item 137 ITS upgrades Capitol Theatre \$22,561; Item 144 Costs to setup wireless network to mitigate IT security risks and access to non-municipal hardware \$35,000:		
17701	CS	Info Tech	Lifecycle ITS - servers, printers, photocopiers, etc	561,257				561,257			
17726	CS	Info Tech	Lifecycle ITS - Telecommunications	608,446				608,446			
17741	HFS	Employment Services	Lifecycle - workstations (includes 50% mInistry funding)	791,523				791,523			

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17746	HFS	Res Senior Serv Capital Homes	Established in 2014 for Riverview Gardens Building and Property Maintenance	908,778				908,778			
17751	HFS	Social Housing	Lifecycle-Social Housing Buildings	3,521,019		(303,384)		3,217,635	Tab 3 Item 36 Investment in affordable housing year 1 of 3 RTC - SIF July 25/16 \$303,384		
17756	IES	Public Works	Lifecycle - Sidewalks	223,439				223,439			
17758	IES	Lifecycle-Parking Lots	Established in 2014 for Parking Lot maintenance	523,941				523,941			
17761	IES	Engineering	Lifecycle - bridges	3,652,322				3,652,322			
17763	IES	Engineering	Lifecycle - culverts	1,533,151				1,533,151			
17764	IES	Res Lifecycle Footbridges	Setup, but no allocations established yet	0				0			
17766	IES	Municipal buildings	Building Lifecycle	3,571,578				3,571,578			
17771	Corp	Capital	Approved capital projects not yet completed	7,811,058				7,811,058			
17776	IES	Fleet equipment	Lifecycle - shop equipment	168,510				168,510			
17781	IES	Public Works	Gravel pit	426,359		(216,237)		210,122	Tab 7 Item 159 One-time gravel pit property rehabilitation before transfer back to owner \$216,237		
17784	IES	Res Wind Farms - Road Restoration	Established in 2014 with Wind Farm Surplus and lifecycle budget to fund assessed damages related to road usage	147,003				147,003			
17786	IES	Public Works	Lifecycle - roads	4,594,652				4,594,652			
17796	IES	Public Works	Lifecycle - Railways Crossing	663,429				663,429			
17801	IES	Public Works	Lifecycle- Storm Sewers	9,157,145				9,157,145			
17806	IES	Public Works	Lifecycle - Streetlight Poles	336,796				336,796			
17826	FES	Ambulance - fleet, equip, bldgs	Lifecycle - ambulance (includes 50% Ministry funding)	366,437				366,437			
17866	IES	Fleet(Fire, Public works, other)	Lifecycle - fleet	5,012,617				5,012,617			
17901	IES	Fleet(Police)	Lifecycle - fleet	1,445,056				1,445,056			
<b>TOTAL LIFECYCLE PROGRAM:</b>				<b>61,161,115</b>	<b>0</b>	<b>(847,538)</b>	<b>0</b>	<b>60,313,577</b>		<b>0</b>	