

CHATHAM-KENT SUMMARY OF RESERVES								Tab 10 (e)		
December 2017										
Reserve Item #	Dept	Division	Details	Forecasted Dec 2017 Balance	2018 Recom'd Transfers To	2018 Recom'd Transfers From	2018 Forecasted Balance	Comments for Council	2019 and Beyond	2019 and Beyond Comments
<b>SUMMARY:</b>										
			<b>Mandated</b>	(12,071,460)	-	125,000	(11,946,460)		-	
			<b>Assigned</b>	(53,073,724)	(3,397,248)	4,163,420	(52,307,552)		650,000	
			<b>LifeAmp Program</b>	(52,480,827)	(1,010,649)	2,644,927	(50,846,549)		-	
				<b>(117,626,012)</b>	<b>(4,407,897)</b>	<b>6,933,347</b>	<b>(115,100,562)</b>		<b>650,000</b>	
			<b>Mandated</b>							
1	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.	(937,514)		(937,514)			
2	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.	(176,810)		(176,810)			
3	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)			
4	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	(4,543,555)		(4,543,555)			
5	17008	LEG	Planning - Brownsfield	2011, Municipal Leadership requirement Brownsfield projects (20% of approved tax deferral to be reinvested in future studies)	(383,428)		(383,428)			
6	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)			
7	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	(3,608,211)		(3,608,211)			
8	17038	HFS	Housing Deliver Opportunity Ontario Renter (DOOR)	Grant received 2009, \$775,000. Allocations included in annual lifecycle program	(62,700)		(62,700)			
9	17043	IES	Transit	Conditional Provincial grant, 2008 - incremental service enhancement. Subject to Ministry audit guidelines	(276,657)		(276,657)			
10	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)	51,528	(500,967)	Tab 5 Item 157 Intensive Case Management Pilot year 2, per RTC Sep 26/14 and RTC Nov 17/16 re RFP R16-268 re 22 ICM rent supp units		
11	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)	(135,296)	73,472	(61,824)	Tab 5 Item 155 1 FTE Housing Claims Analyst (temporary) gr 6.6 per RTC Aug 28/14; approved by council Sep 8/14.		
12	17348	Police	Police Services Board	Police Service Board's financial account. Agreement 2000 with municipality to administer funds	(64,817)		(64,817)			
13	17356	IES	Transit	Conditional Provincial grant, 2008 - incremental service enhancement. Subject to Ministry audit guidelines	(1,287,935)		(1,287,935)			
			<b>Total Mandated</b>		<b>(12,071,460)</b>	<b>-</b>	<b>125,000</b>	<b>(11,946,460)</b>		

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				(117,626,012)	(4,407,897)	6,933,347	(115,100,562)		650,000	
<b>Assigned - Other</b>										
14	200	NON	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.	(4,197,384)	(200,000)	1,350,000	(3,047,384)	Tab 4 Item 75 Increase in Host Fees from Ridge Landfill,(Gross revenue \$200,000) to Community Investment. Tab 4 Item 1 Increased funding from Community Investment Fund \$200,000. Tab 5 Item 121 New Children's Treatment Centre as approved Dec 4, 2017 RTC \$1,150,000.	
15	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	(208,616)			(208,616)		
16	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	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	(17,561)			(17,561)		
18	17161	LEG	Planning Services - Community Improv Plan	Program initiated 2004; budget allocations 2004 - 2010 \$1.7M.	(339,372)			(339,372)		
19	17171	NON	Encumbrances	Projects or purposes that weren't completed and are still pending completion.	0			0		
20	17176	NON	Insurance Risk	Council approved self insurance program. Annual report to Council of status of reserve and recommended balance.	(2,580,466)			(2,580,466)		
21	17181	NON	Property Dispositions	Council policy 2006, municipal property disposition proceeds reserved to be reinvested in CK property acquisitions	(89,219)			(89,219)		
22	17185	LEG	Animal Shelter Fac Maint.	For donations received through PAWR regarding 15% of donations received remit to the municipality for facility maintenance RTC May 29, 2017	(10,000)			(10,000)		
23	17186	NON	CASO Rail Trail	Established in 2012 as part of the agreement with Entegrus; special dividend paid for municipal operations of future trail development	(878)			(878)		
24	17188	Non	WDC Rail	Council established from 2012 year end surplus to address commitments as outlined in September 2013 RTC	(1,050,000)			(1,050,000)		
25	17191	NON	Employment & Labour Relations - various property, litigation & labour items	Detailed presentations reviewed with Council	(710,463)	(2,128)	138,614	(573,977)	Tab 5 Item 124 Pilot Attendance Management strategy to reduce corporate sick time expenses \$132,000. Tab 4 Item 126 Generalist position - laptop and licences \$6,614. Related Tab 4 Item 89	
26	17196	NON	Employment & Labour Relations - various property, litigation & labour items	Detailed presentations reviewed with Council	(1,226,619)		61,602	(1,165,017)	Tab 4 Item 125 PT - Administrative Assistant Human Resources & Organizational Development \$28,262 Tab 4 Item 132 One-time requirements re: implementation of approved Arena Service Review, Jan 2015 \$33,340	
27	17201	NON	Employment & Labour Relations - various property, litigation & labour items	Detailed presentations reviewed with Council	(750,000)			(750,000)		
28	17206	NON	Employment & Labour Relations - various property, litigation & labour items	Detailed presentations reviewed with Council	(846,426)	(3,483)		(849,909)		

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<b>Assigned - Other con't</b>											
29	17211	NON	Employment & Labour Relations - various property, litigation & labour items	Detailed presentations reviewed with Council	(714,670)	(2,128)	(716,798)				
30	17216	NON	Employment & Labour Relations - various property, litigation & labour items	Detailed presentations reviewed with Council	(138,885)		40,500	(98,385)	Tab 5 Item 122 External facilitator to provide additional training associated with Bill 168 and amended Corporate Respectful Workplace Policy.		
31	17221	NON	Community Partnership Fund	Program established 2002; annual allocation of grant, timing of commitments reserved prior to final settlement	(149,641)			(149,641)			
32	17222	NON	Community Support	Council established during 2016 budget process to support community projects. Currently paying the Hospice 2016-2019 and Ridgetown Campus 2016-2020	(350,000)		350,000	-	Tab 5 Item 121 Grant requisition - New Children's Treatment Centre as approved Dec 4, 2017 RTC.		
33	17231	NON	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.	-			-			
34	17236	NON	Enterprise Resource Project	Nov 26/12 RTC, existing reserves for software development (finance, human resources, fleet, building) consolidated for corporate system implementation	-			-			
35	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	(55,712)	(20,063)		(75,775)			
36	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)	(4,205,529)			(4,205,529)			
37	17251	NON	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.	(625,134)			(625,134)			
38	17254	NON	Grass Cutting Fluctuation	RTC 2012 grass cutting tender below existing budget, recommendation to reserve for seasonal fluctuations in cuttings	(144,900)		133,704	(11,196)	Tab 5 Item 130 New cemetery software - Related Tab 4 Item 90 \$45,000. Tab 5 Item 136 4 E-Cutters (Jaws of Life) for 4 Volunteer Stations \$60,000. Tab 5 Item 137 Training Officer one-time cost for laptop, Personal Protective Equipment - Related Tab 4 Item 92 \$3,704. Tab 5 Item 138 Offroad vehicle for patient rescue operations. Related Tab 4 Item 93 \$25,000		
39	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)			
40	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.	(5,106,546)		334,944	(4,771,602)	Tab 5 Item 148 GIS Technician 2016 Census Community Analysis 6 month contract \$34,944. Tab 5 Item 153 Chatham-Kent Renovates Program	300,000	Chatham-Kent Renovates Program
41	17263	CD	Res Tourism	Council established 2014 from Tourism surplus to implement the Tourism Strategy	(371,875)		43,918	(327,957)	Tab 5 Item 127 Tourism car and wrap- Related Tab 4 Item 66 \$35,500 Tab 5 Item 128 Tourism summer student pilot. Yr 1 of 3. \$8,418		
42	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)			
43	17265	CAO	Employment CIP	Established in 2016 RTC Sept 12, 2016, transfer from Strategic Development Reserve	(250,000)			(250,000)			

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<b>Assigned - Other con't</b>											
44	17266	NON	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	(5,153,634)		688,335	(4,465,299)	Tab 5 Item 119 International Plowing Match support, Year 5 of 5 (2014-18) RTC May 6/13 \$20,000. Tab 5 Item 120 National Powerline Training Centre support, Year 2 of 2 (\$100,000 in 2017 and \$150,000 in 2018), approved Dec 4, 2016 RTC. Tab 5 Item 135 Live Fire Training Unit \$80,000. Tab 5 Item 146 SWIFT (Southwest Integrated Fiber Technology) Funding Year 4 of 5 \$100,000. Tab 5 Item 161 Environmental Consultant \$100,000. Tab 5 Item 165 Airport Development Plan \$75,000. Tab 5 Item 166 Management of Species at Risk aspects related to the Blenheim Business Park and other potential properties \$50,000. Tab 5 Item 167 Develop a shoreline management plan for the entire Lake Erie coast. Year 1 of 2 \$50,000. Tab 5 Item 168 Develop Green House Gas reduction plans, inventories and targets through the Municipal Action Plan Program \$50,000. Tab 5 Item 169 Source Water Protection Plan (Yr 2 of 2) per RTC of April 2016 \$13,335.		
45	17276	NON	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.	(632,566)		154,607	(477,959)	Tab 5 Item 123 WSIB Schedule 2 ongoing claims and chronic care expenses.		
46	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	-			-			
47	17281	FES	Ambulance - CK general	Established 2001 when service was downloaded and operating needs unknown. Reserve represents CK's portion of overhead allocation, \$80,000 annually	(766,689)			(766,689)			
48	17286	FES	Ambulance - CK and Provincial share of operations	Established 2001, represents CK and Provincial portion of net operations pre 2009	(695,484)		301,039	(394,445)	Tab 5 Item 139 Recognize the 1 year lag on Ministry 50% & 100% funding on ambulance contract and new items \$39,361. Tab 5 Item 140 Funding for 3 powerlifts in 2018 new vehicle. Related Tab 4 Item 94. Tab 5 Item 141 1 additional ambulance including power lift and power stretcher. Related Tab 4 Item 95		
49	17291	HFS	Health Unit - CK share of operations	Council established policy - Year end surplus, CK portion (25%)	(611,641)			(611,641)			
50	17292	HFS	Res Children's Services	Children's Services Deferred Revenue from 2014 used in 2015	(7,072)			(7,072)			
51	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)			
52	17303	HFS	Senior Services - WSIB	Established 2013 budget for WSIB surcharges, 2013 final year refund reserved for future years' requirements	(535,769)			(535,769)			
53	17306	HFS	Senior Services - operational	Council established policy (1999) - Final year end reconciliations with Province and operating surpluses 2007-2012	(248,548)		142,647	(105,901)	Tab 5 Item 159 1 FTE Assistant Administrator for Riverview Gardens for 1 year.		
54	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	(55,224)			(55,224)			
55	17313	LEG	Special Projects - Planning	Projects not yet completed in Planning.	(0)			(0)			
56	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.	(500,000)	(300,000)		(800,000)			

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<b>Assigned - Other con't</b>										
57	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	(4,109,581)		(4,109,581)			
58	17319	CD	Res Columbaria	Established in 2012 from Columbaria Reserve to fund ongoing Columbaria capital requirements	(111,726)	(16,940)	(128,666)			
59	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	(162,037)		(162,037)			
60	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.	(132,605)		(132,605)			
61	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 2017 activities.	(3,240,887)		(3,240,887)			
62	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	(799,046)	(250,000)	45,000	(1,004,046)	Tab 4 Item 76 Additional funding from Waste Diversion Ontario 2018. (Gross revenue \$250,000) Tab 5 Item 160 SSRP RTC June 24/13-Promotion and Education.	
63	17361	Police	Police - Mandatory Police issues	Council approved 2008 year end surplus for future mandated capital requirements, eg. Real-Time Identification Program	(371,885)		(371,885)			
64	17366	Police	Police - Business Plan	Council approved 2013 year end surplus for business plan needs with further implementation reports	(421,654)		(421,654)			
65	17371	Police	Police - Communication Centre	Council approved 2010 budget for future communication centre upgrades	(197,161)		(197,161)			
66	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)			
67	17376	Police	Police - Lifecycle ITS, Communication	Established in 2010 for lifecycle needs - ITS, Comm Centre, Quartermaster	(353,347)		(353,347)		350,000	Upgrade to Radio Equipment
68	17378	Police	Police - Lifecycle Quartermaster	Established in 2015 for lifecycle needs - Quartermaster	(108,752)		(108,752)			
69	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	(659,234)		(659,234)			
70	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	(281,695)	(69,830)	(351,525)			
71	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)			
72	17387	IES	Res LED Lighting	To be established from 2016 business plan on LED replacement	(447,449)		(447,449)			
73	17389	IES	Facility Replacement	To be established in 2017 to provide funding for new facilities or replacements, including community hubs	(977,210)		(977,210)			
74	17626	CD	Rec Facilities	Clearville Park	(126,933)	(3,022)	(129,955)			
<b>Total Assigned - Other</b>					<b>(49,669,533)</b>	<b>(867,594)</b>	<b>3,784,910</b>	<b>(46,752,217)</b>	<b>650,000</b>	

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<b>Assigned - Lifecycle</b>										
75	17644	CD	Rec Facilities	Lifecycle - Fit Parks	(148,066)		(148,066)			
76	17656	CD	Parks and Open Spaces	Lifecycle - Reforestation	(189,318)		(189,318)			
77	17676	LEG	Municipal Governance	Lifecycle - Elections	(420,146)		(420,146)			
78	17721	CS	Info Tech	Lifecycle ITS - servers, printers, photocopiers, etc	(135,520)		135,520	(0)	Tab 5 Item 145 ITS Technology Strategic Plan - one time consultant/proj costs to update ITS Technology Plan.	
79	17726	CS	Info Tech	Lifecycle ITS - Telecommunications	(568,658)	(100,000)		(668,658)		
80	17731	CS	Info Tech	Lifecycle ITS - Computer Software	(304,254)			(304,254)		
81	17739	CS	Info Tech	Lifecycle ITS - Computer Software	(114,653)			(114,653)		
82	17771	NON	Capital	Approved capital projects not yet completed	(950,391)	(2,429,654)		(3,380,045)		
83	17781	IES	Public Works	Gravel pit	(242,991)		242,990	(1)	Tab 5 Item 164 Continuation of decommissioning of Gravel Pit.	
84	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	(197,003)			(197,003)		
85	17811		ITS/PUC Lifecycle Workstations	ITS/PUC Lifecycle Workstations	(133,191)			(133,191)		
86	17911	IES	Fleet	Lifecycle - fleet	-			-		
<b>Total Assigned - Lifecycle</b>					<b>(3,404,191)</b>	<b>(2,529,654)</b>	<b>378,510</b>	<b>(5,555,335)</b>		-

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<b>Assigned - Lifeamp</b>											
87	VARIOUS	NON	Bridges & Culverts	As per 2017 Lifeamp Report.	(7,201,781)	(550,000)	35,282	(7,716,499)	<b>Tab 4 Item 108</b> Laptop for New Engineering Technologist I position \$1,094. Related <b>Tab 4 Item 107</b> . <b>Tab 4 Item 109</b> Fleet vehicle required due to new Eng Tech positons \$32,000. Related <b>Tab 4 Item 107</b> . <b>Tab 4 Item 111</b> Laptop for New Engineering Technologist II position AMP/GIS \$1,094. Related <b>Tab 4 Item 110</b> . <b>Tab 5 Item 163</b> Laptop for Engineering Technologist II \$1,094. Related <b>Tab 5 Item 162</b>	-	
88	VARIOUS	NON	Facilities	As per 2017 Lifeamp Report.	(9,548,208)	(313,785)	2,000,000	(7,861,993)	<b>Tab 5 Item 133</b> Wallaceburg arena renovations.	-	
89	VARIOUS	NON	Land Improvements	As per 2017 Lifeamp Report.	(1,912,068)	(4,000)	-	(1,916,068)		-	
90	VARIOUS	NON	Machinery & Equipment	As per 2017 Lifeamp Report.	(12,804,970)	(116,864)	292,635	(12,629,199)	<b>Tab 5 Item 145</b> ITS Technology Strategic Plan - one time consultant/proj costs to update ITS Technology Plan \$64,480. <b>Tab 5 Item 149</b> JDE Optimization project - Business Solutions Analysts extension of existing 2FTE for 6 months and 1FTE for 2 months \$125,000. <b>Tab 5 Item 147</b> Roads and Highway Application support 6 month contract Related <b>Tab 4 Item 98</b>	-	
91	VARIOUS	NON	Other Capital Projects	As per 2017 Lifeamp Report.	(513,624)	-	-	(513,624)		-	
92	VARIOUS	NON	Road Network	As per 2017 Lifeamp Report.	(3,671,830)	-	317,010	(3,354,820)	<b>Tab 5 Item 164</b> Continuation of decommissioning of Gravel Pit.	-	
93	VARIOUS	NON	Social Housing	As per 2017 Lifeamp Report.	(3,412,951)	-	-	(3,412,951)		-	
94	VARIOUS	NON	Storm Sewer Network	As per 2017 Lifeamp Report.	(6,745,214)	-	-	(6,745,214)		-	
95	VARIOUS	NON	Vehicles	As per 2017 Lifeamp Report.	(6,670,181)	(26,000)	-	(6,696,181)		-	
<b>Total Assigned - Lifeamp</b>					<b>(52,480,827)</b>	<b>(1,010,649)</b>	<b>2,644,927</b>	<b>(50,846,549)</b>		-	
<b>Total For All Reserves</b>					<b>(117,626,012)</b>	<b>(4,407,897)</b>	<b>6,933,347</b>	<b>(115,100,562)</b>		<b>650,000</b>	