

# Request for Decision City Council



## Type of Decision

Meeting Date	January 27, 2005				Report Date	January 21, 2005			
Decision Requested	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High	<input type="checkbox"/>	Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open	<input type="checkbox"/>	Closed

## Report Title

Reserves, Reserve Funds and Trust Funds

### Policy Implication + Budget Impact

This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.

Background Attached

### Recommendation

THAT changes to the Reserve Funds outlined in the report of January 21, 2005 from the Acting Chief Financial Officer / Treasurer be approved; and

THAT the necessary by-law be passed.

Recommendation Continued

### Recommended by the General Manager


S. Jonasson  
Acting Chief Financial Officer / Treasurer

### Recommended by the C.A.O.

M. Mieto  
Chief Administrative Officer

Date: January 21, 2005

**Report Prepared By**



C. Mahaffy  
Manager of Financial Planning & Policy/Deputy Treasurer

**Division Review**

**BACKGROUND**

Periodically the By-law governing Reserves, Reserve Funds and Trust Funds is reviewed to ensure the content is still applicable and appropriate. This most recent review was undertaken in December, and the following changes are recommended:

1. **Reserve - Valley East Heritage Committee** - this reserve can be deleted once it is fully depleted. The final motion of the committee dedicated the balance of this reserve to maintenance of the Valley East portion of the archives to be housed in the Capreol Citizen Services Centre/Library. The remaining funds will therefore be transferred to the Citizen Services Centre/Library reserve, and tracked within that reserve, for use as requested by the Committee, and outlined above.
2. **Reserve - Agricultural Drains** - at present Agricultural Drains are budgeted for by allocating an amount to capital for the City's share of construction of new drains, and contributing an amount to reserves to cover the City's share of maintenance of existing drains. The annual costs for capital construction projects tend to vary from year to year; therefore the recommendation is to contribute both amounts to the reserve, and fund the City's share of both construction and maintenance costs from this reserve, as required:
  - this Reserve shall be funded through the Current Budget
  - this Reserve shall be used to fund the Municipal share of agricultural drains maintenance charges and the Municipal share of construction costs of new drains
  - this is a working Reserve.

**Equipment and Vehicle Replacement Reserve Fund** - this reserve fund is comprised of funds for replacement of Public Works (Infrastructure), Parks, Transit and Fire fleet. Contributions to the fund, and approved expenditures from the fund have been tracked, keeping transactions relative to each fleet separate. However, since each of these fleets is administered by a separate department of the City, this fund should be split into four separate reserve funds, with the year-end balances for each of the four being credited to the appropriate reserve fund, for ease of administration, as follows:

***Equipment and Vehicle Replacement Reserve Fund - Public Works*** (approximately \$1.2 million)

- annual equipment rates in the budget shall contain a provision for straight-line depreciation which shall form contributions to this Reserve Fund
- salvage values received from the sale of used Public Works equipment or vehicles shall be credited to this Reserve Fund
- this Reserve Fund shall be used to purchase new Public Works equipment and vehicles as approved through the Capital Budget process, or as otherwise authorized by Council.

***Equipment and Vehicle Replacement Reserve Fund - Parks*** (approximately \$120,000)

- annual equipment rates in the budget shall contain a provision for straight-line depreciation which shall form contributions to this Reserve Fund
- salvage values received from the sale of used Parks equipment or vehicles shall be credited to this Reserve Fund
- this Reserve Fund shall be used to purchase new Parks equipment and vehicles as approved through the Capital Budget process, or as otherwise authorized by Council.

***Equipment and Vehicle Replacement Reserve Fund - Transit*** (approximately \$700,000)

- annual budgeted amounts shall be contributed to this Reserve Fund
- salvage values received from the sale of used Transit equipment or vehicles shall be credited to this Reserve Fund
- this Reserve Fund shall be used to purchase new Transit equipment and vehicles as approved through the Capital Budget process, or as otherwise authorized by Council.

***Equipment and Vehicle Replacement Reserve Fund - Fire*** (approximately \$132,000)

- annual budgeted amounts shall be contributed to this Reserve Fund
- salvage values received from the sale of used Fire equipment or vehicles shall be credited to this Reserve Fund
- this Reserve Fund shall be used to purchase new Fire equipment and vehicles as approved through the Capital Budget process, or as otherwise authorized by Council.

4. **WSIB Schedule 2 Reserve Fund** - that effective 2004, any balance in this reserve fund exceeding the estimated WSIB liability, as calculated by actuaries, plus the deductible amount of the WSIB stop loss coverage, be transferred to the Human Resources Management Reserve Fund. This will ensure sufficient funding on hand to meet liabilities.
5. **Human Resources Management Reserve Fund** - the wording has to be changed to reflect the contributions from the WSIB Schedule 2 Reserve Fund. In addition the uses of this reserve fund need to be expanded to allow for exit packages and other similar arrangements, at the discretion of the C.A.O., per the C.A.O. By-law.
6. **Pioneer Manor Reserve** - since the Pioneer Manor project is now almost complete, and the financing is put in place, this Reserve Fund should be collapsed. The balance should be transferred to the Capital Financing Reserve Fund - Health and Social Services.
7. **Capital Financing Reserve Fund - Health and Social Services** - some changes will be needed in the wording to reflect the transfer from the Pioneer Manor Reserve. In addition, Provincial revenue for High Wage Subsidy and any additional subsidy received as a result of reconstruction, beyond the amount required for debt repayment, shall be credited to this Reserve Fund.
8. **Economic Development / Community Loan Reserve Fund** - this Reserve Fund has now been fully committed. The balance should be transferred to the Capital Financing Reserve Fund - Economic Development (committed) and the Reserve Fund collapsed.

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9. **Capital Financing Reserve Fund - Economic Development** - some changes will be needed in the wording to reflect the transfer from the Economic Development / Community Loan Reserve Fund, and the commitments reflecting decisions made during the 2005 Current Budget process: This balance is dedicated to be transferred to the Economic Development Capital Envelope as follows: 2005 - \$350,000; 2006 - \$350,000; and 2007 - the remaining balance (approximately \$350,000).
10. **Fitness Centre Reserve Fund** - fund is depleted, delete from by-law.
11. **Emergency Services Ambulance Reserve Fund** - contributions to this reserve fund are budgeted each year; however, the wording of the by-law does not reflect this. A clause needs to be added to the by-law as follows:
  - (1) Annual budgeted amounts for vehicle and equipment replacement shall be credited to this reserve fund.
12. **Whitewater Lake Park Reserve Fund** - needs to be reactivated: Proceeds from the sale of some lots have been dedicated to this Reserve Fund; any expenditures to be made from this Reserve Fund are to be for improvements to the park, and are to be authorized by Council.

Some minor wording changes, throughout the by-law, which do not change the intent of the reserve or reserve fund, but simply add clarification are also required, and will be looked after by Legal Services. Most of these changes reflect the new organization structure, such as changing the names from Economic Development to Growth and Development - Economic Development.

# Request for Decision City Council



Type of Decision										
Meeting Date	January 26, 2005				Report Date	January 14, 2005				
Decision Requested		Yes	<input checked="" type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High		Low	
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open		Closed	

## Report Title

**ANNUALIZED BASE FUNDING FOR EMERGENCY SHELTERS AND HOMELESSNESS PROGRAMS**

Policy Implication + Budget Impact	
<input checked="" type="checkbox"/>	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
These expenditures were approved during the 2005 budget process.	
<input checked="" type="checkbox"/>	Background Attached

Recommendation
<p><b>INFORMATION REPORT</b></p>
Recommendation Continued

**Recommended by the Department Head**

*C Matheson*

Catherine Matheson  
General Manager Community Development

**Recommended by the C.A.O.**

*Mark Mieto*

Mark Mieto  
Chief Administrative Officer

Date: January 14, 2005

**Report Authored By**

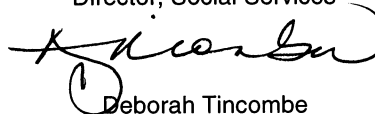


Mary Murdoch  
Co-ordinator, Emergency Shelters & Homelessness Initiatives

**Division Review**



Harold Duff,  
Director, Social Services



Deborah Tincombe  
Manager, Community Development & Social Policy

**Background**

The Ministry of Community and Social Services provides funding to municipalities for a range of services including emergency shelters which help people who are homeless or at risk of becoming homeless. The City of Greater Sudbury provides grants to, or purchases services from, community agencies to deliver services and programs that address local needs. The Legal Services Division advises that these annual expenditures should be approved by Council.

**Core Emergency Services**

The following core emergency services are cost shared 80% by the province, 20% by the municipality:

Agency	Description	Value of Grant
Canadian Red Cross, Sudbury Branch	Maintains the Housing Help (formerly known as the Housing Registry) and Rent Bank Programs.	\$ 36,639  This amount is conditional on reimbursement from both the Provincial Off the Street into Shelter and Hostels and Transients Funding Programs. After reimbursement the cost to the city is \$7,328.
L'Association des jeunes de la rue, Community Outreach Program	Provision of outreach services on the streets to assist those in crisis.	\$ 63,410  After receipt of provincial reimbursement, the cost to the City is \$12,682.
Sudbury Action Centre for Youth	Provision of outreach services for homeless youth	\$59,980  After receipt of provincial reimbursement, the cost to the City is \$11,996.

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Agency	Description	Value of Grant
<b>Total Value of Grants</b>		<b>160,029</b>
		<b>After receipt of provincial reimbursement, the cost to the City is \$32,006</b>

**Core Emergency Services - Hostels**

Agency	Description	Value of Purchase of Service Agreement
L' Association des jeunes de la rue, Foyer Notre Dame House	An eleven bed emergency shelter for female youths age 16 - 19.	\$137,840 After receipt of provincial reimbursement, the cost to the city is \$27,568
Salvation Army	An emergency shelter for homeless men age 16+.	\$283,280 After receipt of provincial reimbursement, the cost to the city is \$56,656.
<b>Total Value of Purchase of Service Agreements</b>		<b>\$421,120</b>
		<b>After receipt of provincial reimbursement, the cost to the City is \$84,224.</b>

**Provincial Homelessness Initiative Fund**

The Provincial Homelessness Initiative Fund provides 100% funding up to a maximum of \$92,700 for innovative projects that direct services to homeless people or those at risk of being homeless.

Following is a chart listing the programs that are funded that share one or more of the following objectives:

- to move people from the street into emergency shelter;
- to move people from emergency shelter into permanent accommodation;
- to prevent homelessness by helping people who are at risk of losing permanent housing.

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Agency	Description	Value of Grant
Canadian Mental Health Association	Outreach worker for mentally ill clients in need of emergency shelter.	\$ 59,740
Canadian Red Cross	Maintains the Housing Registry and the Rent Bank Emergency Assistance Program.  An additional allocation of \$36,639 is cost shared 80% by the province, 20% by the municipality (noted in core emergency services).	\$27,800
Elizabeth Fry Society	Outreach services for homeless women who are in conflict with the law.	\$36,500
<b>Total Value of Grants</b>		<b>\$124,040</b>  After receipt of provincial reimbursement, the cost to the City is \$31,340.