



Townships Of Head, Clara & Maria
Reserve Funds - 2012

Type of Reserve Fund	Balance Dec 2010	Balance Dec 2011	Budget From reserves 2012	Budget To reserves Changes 2012	Changes to reserves from 2011 surplus	Changes to reserves 2012 from surplus	Dec 2012 to reserves	Dec 2012 from reserves	Balance after 2012 budget	TARGET BALANCE	Direction Required
Reserve Holdings	\$ -								\$ -		
Elections Fund (Added Dec 10-2012)	\$ -	\$ -					\$ 5,000.00		\$ 5,000.00		
Contingencies	\$ 64,788.00	\$ 75,000.45							\$ 75,000.45	\$ 75,000.00	
Working Capital	\$ 100,000.00	\$ 150,000.00							\$ 150,000.00	\$ 150,000.00	
Emergency Vehicle	\$ 2,400.00	\$ 2,500.00							\$ 2,500.00	\$ 2,500.00	
Physician Recruitment	\$ 9,000.00	\$ 10,000.00							\$ 10,000.00	\$ 10,000.00	
IT (Office Technology)	\$ 5,000.00	\$ 6,000.00					\$ 4,000.00		\$ 10,000.00	\$ 10,000.00	
Parks & Recreation	\$ 330.00	\$ 9,330.00							\$ 9,330.00	\$ 5,000.00	
Fire Suppression Contract Costs - Future	\$ 21,000.00	\$ 25,000.00							\$ 25,000.00	\$ 25,000.00	
Emergency Management	\$ 7,500.00	\$ 7,500.00	\$ 1,100.00						\$ 6,400.00	\$ 7,500.00	
Succession Planning	\$ 6,000.00	\$ -		\$ 6,350.00	\$ 402.00				\$ 6,752.00	\$ 10,000.00	
Disposal Sites - maintenance/replacement	\$ 127,412.00	\$ 200,000.00					\$ 25,000.00		\$ 225,000.00	\$ 250,000.00	
Disposal Sites - Vehicle	\$ 22,800.00	\$ 35,000.00							\$ 35,000.00	\$ 35,000.00	
Landfill Closure	\$ 109,160.00	\$ 139,160.00							\$ 139,160.00	\$ 139,160.00	
Deux Rivieres Site - post closure	\$ 32,100.00	\$ 32,100.00							\$ 32,100.00	\$ 32,500.00	
Bissett Creek Site -Post closure	\$ 34,728.00	\$ 50,000.00							\$ 50,000.00	\$ 75,000.00	
Stonecliffe Site - post closure	\$ 20,840.00	\$ 26,000.00							\$ 26,000.00	\$ 65,000.00	
Roads - Capital	\$ 16,870.00	\$ 17,000.00							\$ 17,000.00	\$ 25,000.00	
Roads - Truck	\$ -	\$ 4,000.00					\$ 2,000.00		\$ 6,000.00	\$ 35,000.00	
Roads									\$ -		
Gravel Crushing	\$ 4,000.00	\$ 8,000.00					\$ 2,000.00		\$ 10,000.00	\$ 12,000.00	
Facility Management (Hall/Office upgrades)	\$ 24,280.00	\$ 32,500.00	\$ 8,000.00				\$ 10,000.00		\$ 34,500.00	\$ 40,000.00	
Office Technology - Office Equipment Replacem	\$ 3,000.00	\$ 5,000.00							\$ 5,000.00	\$ 10,000.00	
Garage Replacement/Repair	\$ -	\$ 4,000.00					\$ 10,000.00		\$ 14,000.00	\$ 40,000.00	
Parks	Combined with Recreation Reserve Fund								\$ -		
Hall-Office Replacement/Repair		\$ -		\$ 25,000.00	\$ 8,000.00				\$ 33,000.00	\$ 800,000.00	
Totals	\$ 611,208.00	\$ 838,090.45	\$ 9,100.00	\$ 31,350.00	\$ 32,402.00	\$ -	\$ 34,000.00	\$ -	\$ 926,742.45	\$ 1,853,660.00	

As per Resolution No.: 20/07/12/005 to purchase additional fire hazard & fire ban signs

As per Resolution No.: 07/12/12/011 - Allocated from 2012 surplus to meet Councils' approved goals & needs

allocated from the 2012 budget process as per Resolution No.: 04/05/12/010

As per Resolution 15/06/12/012 - Office Renovations October -

As per Resolution No.: 23/03/12/013 from 2011 surplus

Reserve Funds Definition

Type of Fund	Purpose or Definition
Operational	
Contingencies	For all departments
Working Capital	To provide funds for operations until taxes are received in the new year
Emergency Vehicle	For municipalities pro-rated share of the auto-extrication vehicle used by DR, LH and HCM
Physician Recruitment	For future expenses related to recruiting and maintaining physicians in our area
Office Technology	For eventual replacement of computer hardware and software in office
Recreation Infrastructure	For recreation infrastructure maintenance - repair of boat launches, Park improvements etc.
Fire Suppression	Was to be used for contingency in busy years
Gravel Crushing - roads	To provide for crushing of gravel for municipal road use - usually required every 6 years or so
Emergency Management	To provide for additional equipment (communications) or large scale exercise
Succession Planning	To provide for job shadowing and consulting services for staff replacement
Capital	
Disposal Sites - maintenance/replacement	To provide for major maintenance and eventual replacement of sites
Disposal Sites - Vehicle	replace disposal site vehicle
Landfill Closure	Closure costs for all three sites
Post Closure - Deux Rivieres Site	post closure - \$35,000 needed based on 2008 audit statement
Post Closure - Bissett Creek Site	post closure - \$139,350 needed based on 2008 audit statement
Post Closure - Stonecliffe Site	post closure - \$149,810 needed based on 2008 ausit statement
Roads - Capital	Special roads capital projects - major roads repairs, culvert replacements etc.
Roads - Truck	vehicle replacement
Facility Management (Hall/Office upgrades)	electrical, plumbing, heating, roofing etc.
Office Equipment & Furniture	large item office equipment and furniture replacement - photocopier
Garage Replacement/Repair	large capital projects to repair/replace the municipal garage
Library	Library reserves in consolidated financial statements
Deferred Revenue	Gas Tax & Special Grants that have certain criteria to meet