

**Schedule A to Report TR-2016-018**  
**Sequin Township Reserve Overview**

<b>Name</b>	<b>Purpose</b>	<b>Typical Uses</b>	<b>Source of funds</b>	<b>Expenditures</b>	<b>Allocation</b>
<b>Reserves</b>					
<b>Working Capital</b>	Funds township receivables and cash flow for day to day operations Eliminates need for cash flow Line of Credit and interest payments Equivalent of a household savings account	Used to fund daily ongoing operations	Historical tax revenue	None. The balance of this fund offsets the Tax Arrears Receivable, ensuring that the Township has the funds available to operate when taxes have not yet been collected.	Internal operations controlled by Treasury staff
<b>Cemetery</b>	Fund specific capital cemetery expenditures	Savings reserve to fund periodic major purchases	Specified donations Tax revenue	Mowers and other equipment, land purchase	As per the Capital Budget
<b>Museum</b>	Fund specific capital museum expenditures	Savings reserve to fund periodic major purchases	Specified donations Tax revenue	Equipment, larger repairs	As per the Capital Budget
<b>Rose Point Trail</b>	Fund specific capital Rose Point Trail expenditures	Savings reserve to fund periodic major purchases	Specified donations Tax revenue	Trail expansion, larger repairs	As per the Capital Budget
<b>Information Technology</b>	Fund ongoing replacement of computers and electronics	Savings reserve to fund periodic major purchases	Tax revenue	Computers, servers, printers, projectors, and associated equipment	As per the Information Technology Replacement Plan and the Capital Budget
<b>Legal</b>	Fund Township legal costs of OMB and other tribunals	Accumulating reserve to fund large or unexpected costs	Tax revenue	Legal and consulting fees	Only if Township is involved in OMB or tribunal
<b>Election</b>	Fund the municipal election (held every four years)	Accumulating reserve to fund cost of periodic election	Tax revenue	Printing and mailing ballots, online programs	As per the Operating Budget every 4 years
<b>Official Plan Review</b>	Funds the legislated Five year review of the Official Plan	Accumulating reserve to fund cost of periodic review	Tax revenue	Legal and consulting fees	As per the Capital Budget, every 5 years
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<b>Salary Grid Movement</b>	Funds the cost of staff moving through the Salary Grid (as opposed to COLA) and significant HR matters	Stabilization reserve, to offset the cost of staff moving through the grid, which is more than COLA every year; to fund any significant costs of staff termination	The annual difference between Budgeted Wages and Benefits, and Actual Wages and Benefits (referred to as Salary Gapping)	Wages, severance, termination costs, legal fees	As per the annual Operating Budget (for grid movement) and as approved by Council for terminations
<b>Firefighter Compensation</b>	Funds Volunteer Firefighter compensation in excess of budget	Stabilization reserve, to offset unbudgeted compensation costs in the event of large scale fires	The annual difference between budgeted and actual Volunteer Firefighter Compensation	Wages. This reserve has not been used since the compensation package for Volunteers was changed.	As approved by Council, in case of a large event.
<b>Winter Control</b>	Fund extraordinary unbudgeted winter control costs and the new Winter Sand Strategy	Stabilization reserve, to offset unbudgeted winter control costs, in the event of a harsh winter, and provided start-up for using sand from Township pits	The difference between budgeted and actual winter control costs, if any	Sand, salt, fuel for vehicles, vehicle repairs	As approved by Council
<b>Discretionary Reserve Funds</b>					
<b>Christie Citizens</b>	Legacy reserve from the former Christie Township. Expected to be exhausted by 12/31/16				
<b>Fire Vehicles</b>	Fund for planned purchase of Fire vehicles	Savings reserve to fund periodic major purchases	Tax revenue Specific donations Investment income	Fire vehicle capital purchases	As per the Capital Budget
<b>Equipment</b>	Fund for planned purchase of other vehicles and large equipment	Savings reserve to fund periodic major purchases	Tax revenue Specific donations Sale of equipment Investment income	Public works and facilities vehicles and large equipment such as graders and ice resurfacers	As per the Capital Budget
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<b>Capital</b>	Fund for all other capital projects	Savings reserve to fund major	Tax revenue Sale of shore and	Road and waste projects	As per the Capital Budget

		purchases	concession road allowances Investment income		
<b>Obligatory Reserve Funds</b>					
<b>Gas Tax</b>	Limited to funding expenditures as dictated by the Federal Gas Tax Program	Federal fund to assist municipalities with capital projects that will reduce greenhouse gas emissions	Annual Gas Tax Funding, as set by federal government Investment Income	Road resurfacing projects	Treasury, based on the capital Budget
<b>Building Permits</b>	Limited to funding Building Permit related activities only	Smoothing fund to offset annual profit / loss on annual operations	Permit revenue in excess of departmental expenditures	Purchase of vehicles and equipment specific to Building permit operations Fund Building Dept operations where annual expenditures exceed revenue	Treasury based on Council approval
<b>Park Fund</b>	Limited to funding parks and recreational expenditures, as per the Planning Act	Ensures that funds received instead of actual parkland are used to benefit citizens and ratepayers recreational needs	Cash in lieu of parkland dedication on consents Investment income	Building trails and parks, major repairs in beach and waterfront areas, construction and repairs of recreational buildings	As per the Capital Budget