



SUBJECT: 2021 Treasurer's statement for Development Charges reserve funds, Park Dedication reserve fund and the Public Benefits reserve fund

TO: Corporate Services, Strategy, Risk & Accountability Cttee.

FROM: Finance Department

Report Number: F-14-22

Wards Affected: All

File Numbers: 460-01

Date to Committee: April 6, 2022

Date to Council: April 19, 2022

Recommendation:

Receive and File, Finance department report, F-14-22, 2021 Treasurer's statement for Development Charges reserve funds, Park Dedication reserve fund and the Public Benefits reserve fund.

PURPOSE:

In accordance with the Development Charges Act, 1997 (DCA), Planning Act, and the City's Development Charges By-law 29-2019, as amended the Treasurer is required to provide council with an annual financial statement on the Development Charges, the City's Park Dedication and Public Benefits reserve funds.

Background and Discussion:

Development Charges Reserve Fund Statement

Section 12 of O.Reg. 82/98 prescribes the information that must be included in the Treasurer's statement. The information is in addition to the opening and closing balance for the previous year and the transactions relating to that year. For each reserve fund:

1. A description of the service for which the fund was established. If the fund was established for a service category, the service is the category.

2. For the credits in relation to the service or service category for which the fund was established,
 - i. the amount outstanding at the beginning of the previous year, given in the year, used in the year and outstanding at the end of the year,
 - ii. the amount outstanding at the beginning of the previous year and outstanding at the end of the year, broken down by individual credit holder.
3. The amount of any money borrowed from the fund by the municipality during the previous year and the purpose for which it was borrowed.
4. The amount of interest accrued during the previous year on money borrowed from the fund by the municipality.
5. The amount and source of any money used by the municipality to repay, in the previous year, money borrowed from the fund or interest on such money.
6. A schedule that identifies credits recognized under section 17 and, for each credit recognized, sets out the value of the credit, the service against which the credit is applied and the source of funds used to finance the credit. O. Reg. 82/98, s. 12 (2).

The following is also prescribed as information to be included in the statement of the treasurer:

1. For each project that is financed, in whole or in part, by development charges,
 - i. the amount of money from each reserve fund established under section 33 of the Act that is spent on the project, and
 - ii. the amount and source of any other money that is spent on the project. O. Reg. 82/98, s. 12 (3).

The treasurers' statement to be completed as part of the above requirements are included as Appendix A to this report.

Park Dedication Reserve Fund Statement

Section 42 of the Planning Act prescribes the information that must be provided to council with annual financial statements on the city's Cash in Lieu of Park Land, known as the Park Dedication Reserve Fund. For this reserve fund:

17. The treasurer of the municipality shall each year, on or before the date specified by the council, give the council a financial statement relating to the special account.
18. The statement shall include, for the preceding year,
 - a. statements of the opening and closing balances of the special account and of the transactions relating to the account;
 - b. statements identifying,

- i. any land or machinery acquired during the year with funds from the special account,
 - ii. any building erected, improved or repaired during the year with funds from the special account,
 - iii. details of the amounts spent, and
 - iv. for each asset mentioned in subclauses (i) and (ii), the manner in which any capital cost not funded from the special account was or will be funded; and
- c. any other information that is prescribed.
19. The treasurer shall give a copy of the statement to the Minister on request.
20. The council shall ensure that the statement is made available to the public.

The treasurer's statement is included as Appendix B to this report.

Public Benefits Reserve Fund Statement

Section 37 of the Planning Act prescribes the information that must be provided to council with annual financial statements on the city's Public Benefits Reserve Fund. For this reserve fund:

5. All money received by the municipality under this section shall be paid into a special account and spent only for facilities, services and other matters specified in the by-law.
6. The money in the special account may be invested in securities in which the municipality is permitted to invest under the Municipal Act, 2001 and the earnings derived from the investment of the money shall be paid into the special account, and the auditor in the auditor's annual report shall report on the activities and status of the account.
7. The treasurer of the municipality shall each year, on or before the date specified by the council, give the council a financial statement relating to the special account.
8. The statement shall include, for the preceding year,
 - a. statements of the opening and closing balances of the special account and of the transactions relating to the account;
 - b. statements identifying,
 - i. any facilities, services or other matters specified in the by-law for which funds from the special account have been spent during the year,
 - ii. details of the amounts spent, and
 - iii. for each facility, service or other matter mentioned in subclause (i), the manner in which any capital cost not funded from the special account was or will be funded; and
 - c. any other information that is prescribed.

9. The treasurer shall give a copy of the statement to the Minister on request.

10. The council shall ensure that the statement is made available to the public.

The treasurer's statement for the Public Benefits Reserve Fund is included as Appendix C to this report.

Financial Matters:

The 2021 Development Charges Reserve Funds Statement is attached as Appendix A.

- Schedule 1 – Development Charges Reserve Funds statement
- Schedule 2 – Capital Fund Transfers
- Schedule 3 – Credits Utilized under Section 17 of O. Reg. 82/98

The 2021 Park Dedication reserve fund statement is attached as Appendix B.

- Schedule 1 – Park Dedication Reserve Fund statement
- Schedule 2 – Capital Fund Transfers

The 2021 Public Benefits reserve fund statement is attached as Appendix C.

- Schedule 1 – Public Benefits Reserve Fund Statement
 - Schedule 2 – Capital Fund Transfer
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Engagement Matters:

The 2021 Treasurer's statements included within this report are made available to the public on the city's website and upon request. Furthermore, the Development Charges Reserve Fund statement has also been distributed to the Development Charges Consultation Committee.

Conclusion:

The attached treasurer's statements are provided for information only.

Respectfully submitted,

Luke Zygalko

Financial Analyst - Strategy and Business Consulting

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Appendices:

A. The 2021 Development Charges reserve fund statements

- Schedule 1 – Development Charges Reserve Funds statement
- Schedule 2 – Capital Fund Transfers
- Schedule 3 – Credits Utilized under Section 17 of O. Reg. 82/98

B. The 2021 Park Dedication reserve fund statement

- Schedule 1 – Park Dedication Reserve Fund statement
- Schedule 2 – Capital Fund Transfers

C. The 2021 Public Benefits reserve fund statement

- Schedule 1 – Public Benefits Reserve Fund statement
- Schedule 2 – Capital Fund Transfers

Report Approval:

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.

City of Burlington

Treasurer's Statement - Development Charges Reserve Funds (DCRF)

For The Period January 1, 2021 to December 31, 2021

Appendix A of F-14-22

Schedule 1

	Growth Studies 800025	Fire Protection 800018	Library 800021	Transit 800028	Transportation 800029	Storm Drainage 800026	Parks & Recreation 800501	Total
Balance as of January 1, 2021	\$ 13,614	\$ 46,703	\$ 57,752	\$ 967,091	\$ 19,880,581	\$ 5,591,088	\$ 3,871,872	\$ 30,428,701
Revenues								
Development Charges Collected								
Residential	4,159	48,419	44,854	51,686	2,489,548	447,055	603,302	3,689,023
Non-Residential	10,067	119,362	5,033	127,991	4,899,752	406,982	69,748	5,638,936
Prepaid Contributions	79	938	40	1,006	37,939	3,197	548	43,747
Reserve Fund Loan	350,000				-			350,000
Interest Earned	-	367	510	5,816	101,627	20,202	4,830	133,353
Sub-Total	\$ 364,304	\$ 169,085	\$ 50,437	\$ 186,499	\$ 7,528,867	\$ 877,437	\$ 678,428	\$ 9,855,058
Expenditures								
Transfers (To)/ From Capital	(30,247)	(19,636)	(18,279)	(149,410)	(1,099,068)	(264,986)	(1,818,818)	(3,400,445)
Transfers (To)/ From DCRF (Loan Repayment)	(39,887)	(119,615)			(1,240,087)	1,049,589		(350,000)
Transfers (To)/From Other Reserve Funds	-	-	-	-	(2,100,000)	-	-	(2,100,000)
Section 17 O.Reg. 82/98 Credits	(79)	(938)	(40)	(1,006)	(37,939)	(3,197)	(548)	(43,747)
Sub-Total	\$ (70,213)	\$ (140,189)	\$ (18,319)	\$ (150,416)	\$ (4,477,095)	\$ 781,406	\$ (1,819,366)	\$ (5,894,192)
Balance as of December 31, 2021*	\$ 307,705	\$ 75,599	\$ 89,870	\$ 1,003,174	\$ 22,932,354	\$ 7,249,930	\$ 2,730,934	\$ 34,389,567

*Balances do not include prior commitments.

The City of Burlington has not imposed, directly or indirectly, a charge related to a development or requirement to construct a service related to development except as permitted by the DCA, 1997.

City of Burlington
Development Charges - Capital Fund Transfers
Eligible Services
For The Period January 1, 2021 to December 31, 2021

Appendix A of F-14-22
Schedule 2

Order No.	Description	(To) / From		
		Development Charges Reserve Funds	Other Revenue	Total
Growth Studies				
RA0252	Development Charges Study	\$ 30,247	\$ 20,328	\$ 50,575
Subtotal Growth Studies		\$ 30,247	\$ 20,328	\$ 50,575
Fire				
FI0051	Fire Master Plan and Community Risk	\$ 19,636	\$ 3,834	\$ 23,470
Subtotal Fire		\$ 19,636	\$ 3,834	\$ 23,470
Transit				
TR0039	Fairview Street Bus Bay	\$ 13,553	\$ 344,660	\$ 358,213
TR0040	Stop and Shelter Improvements	\$ 10,695	\$ 16,600	\$ 27,295
TR0041	Stops/Shelters- Concrete Pad Replacement	\$ 1,317	\$ 398,400	\$ 399,717
VN0050	Transit Conventional Bus Expansion	\$ 1,465	\$ -	\$ 1,465
VN0054	Transit Expansion Handi-Van	\$ 836	\$ -	\$ 836
VN0055	Transit Conventional Bus Expansion	\$ 113,807	\$ 1,140	\$ 114,946
VN0056	Transit Expansion Handi-Van	\$ 7,737	\$ 49,890	\$ 57,627
Subtotal Transit		\$ 149,410	\$ 810,690	\$ 960,100
Transportation				
MP0031	Integrated Mobility Plan	\$ 52,737	\$ 94,169	\$ 146,906
RA0187	Strategic Land Purchase	\$ 30,000	\$ 10,000	\$ 40,000
RA0206	Harvester Rd (South Service Rd to Century)	\$ 2,449	\$ -	\$ 2,449
RA0207	Harvester Rd (South Service Road to Walkers)	\$ 839	\$ -	\$ 839
RA0248	Asset Management Plan Update	\$ 67,463	\$ -	\$ 67,463
RL0262	Digital Ortho Imagery	\$ 4,821	\$ 4,436	\$ 9,257
SW0091	Millcroft Community Multi-use Pathway	\$ 29,703	\$ -	\$ 29,703
SW0110	Harvester Road Sidewalk (South Service Rd to Century)	\$ 827,054	\$ 51,250	\$ 878,304
SW0111	Harvester Road (Walker's to Appleby)	\$ (22,922)	\$ -	\$ (22,922)
TC0037	Safety Review/Related Improvements (Stop Yield)	\$ 1,685	\$ -	\$ 1,685
TR0038	Bus Stop Locations Upgrade	\$ 510	\$ -	\$ 510
TR0039	Fairview Street Bus Bay	\$ 13,553	\$ -	\$ 13,553
TR0040	Stop and Shelter Improvements	\$ 63,130	\$ -	\$ 63,130
TS0107	Traffic Signals	\$ 28,046	\$ 35,000	\$ 63,046
Subtotal Transportation		\$ 1,099,068	\$ 194,855	\$ 1,293,923
Storm Drainage				
BG0046	Tuck Creek Bridge Replacement (Regal Road)	\$ 121	\$ -	\$ 121
RL0206	Design Services	\$ 6,000	\$ -	\$ 6,000
RL0262	Digital Ortho Imagery	\$ 1,082	\$ -	\$ 1,082
SD0058	Watershed Plans Verification and Update	\$ 13,673	\$ -	\$ 13,673
SD0108	Shoreacres Creek Erosion Control (Millcroft Park Drive to CNR)	\$ 259	\$ 157	\$ 416
SD0110	Roseland Creek (Guelph Ln to Lake ON)	\$ 5,058	\$ 3,623	\$ 8,682
SD0116	Minor Erosion Control Projects	\$ 16,583	\$ (50,500)	\$ (33,917)
SD0122	Tuck Creek (Upper Middle Rd to Palmer)	\$ 109	\$ (39,392)	\$ (39,283)
SD0127	Appleby Creek Erosion Control (South Service Road to Lake Ontario)	\$ 44,570	\$ 548,569	\$ 593,139
SD0131	Grind stone Creek (Waterdown Rd to Main Branch)	\$ 11,788	\$ 500,000	\$ 511,788
SD0134	Hager Creek - Heather Hills Drive	\$ 448	\$ -	\$ 448
SD0140	Grindstone Creek at Lemonville Road	\$ 88,895	\$ 150,500	\$ 239,395
SM0003	Tuck Creek Culvert Upgrade (North of New Street to Spruce Ave)	\$ 58,242	\$ 2,725,000	\$ 2,783,242
SM0006	Regal Road Channel Works	\$ 10,929	\$ -	\$ 10,929
SM0007	Tuck Creek - New St	\$ 7,228	\$ -	\$ 7,228
Subtotal Storm Drainage		\$ 264,986	\$ 3,837,958	\$ 4,102,944
Parks & Recreation				
PD0196	City View Park	\$ 1,607,737	\$ 810,135	\$ 2,417,873
PD0211	Colin Alton Parkette Construction	\$ 205,492	\$ 252,834	\$ 458,326
PD0221	Trail - Alton Village	\$ 189	\$ 1,011	\$ 1,200
PD0232	Palmer Trail from Heathfield Dr to Mainway	\$ 5,400	\$ 19,600	\$ 25,000
Subtotal Parks & Recreation		\$ 1,818,818	\$ 1,083,581	\$ 2,902,399
Library				
LI0057	Collection Expansion	\$ 18,279	\$ 5,612	\$ 23,891
Subtotal Library		\$ 18,279	\$ 5,612	\$ 23,891
Total		\$ 3,400,445	\$ 5,956,856	\$ 9,357,301

City of Burlington

**Treasurer's Statement - Credits Under Section 17 OF O. REG. 82/98
For The Period January 1, 2021 to December 31, 2021**

**Appendix A of F-14-21
Schedule 3**

	Growth Studies	Fire Protection	Library	Transit	Transportation	Storm Drainage	Parks & Recreation
Credits Under Section 17 OF O. REG. 82/98	\$79	\$938	\$40	\$1,006	\$37,939	\$3,197	\$548
Funding Source Future Services Reserve Fund							

**City of Burlington
Treasurer's Statement - Park Dedication
Reserve Fund (PDRF)
For The Period January 1, 2021 to
December 31, 2021**

**Appendix B of
F-14-22
Schedule 1**

	Park Dedication
Balance as of January 1, 2021	\$ 13,650,665
Revenues	
Park Dedication Cash-in-Lieu	
Residential	2,387,100
Non-Residential	491,432
Interest Earned	32,915
Sub-Total	\$ 2,911,447
Expenditures	
Transfers (To)/ From Capital	(3,655,983)
Transfers (To)/From Other Reserve Funds	(200,000)
Sub-Total	\$ (3,855,983)
Balance as of December 31, 2021	\$ 12,706,128

City of Burlington
Capital Fund Transfers - Park Dedication Reserve Fund (PDRF)
Eligible Services
For The Period January 1, 2021 to December 31, 2021

Appendix B of
F-14-22
Schedule 2

Order No.	Description	(To) / From		
		Park Dedication Reserve Fund	Other Revenue	Total
Parks and Recreation				
AA0019	Appleby Arena - Repair and Renewal	\$ 17,557	\$ -	\$ 17,557
AA0021	Mainway Arena - Repair and Renewal	\$ 71,303	\$ -	\$ 71,303
AA0022	Central Arena - Repair and Renewal	\$ 961	\$ (40,000)	\$ (39,039)
AA0026	Mainway Arena - Dry Fire Sprinklers Replacement	\$ (1,862)	\$ (80,000)	\$ (81,862)
AA0027	Appleby Arena - HVAC	\$ 10,543	\$ -	\$ 10,543
AA0028	Mainway Arena - Repair and Renewal	\$ 40,000	\$ 329,323	\$ 369,323
AA0029	Appleby Arena - Repair and Renewal	\$ 40,000	\$ 202,980	\$ 242,980
BD0098	Park Buildings - Repair and Renewal	\$ 12,870	\$ (15,355)	\$ (2,485)
CC0034	Tansley Woods - Repair and Renewal	\$ 9,300	\$ (569,739)	\$ (560,439)
CC0035	Brant Hills - Repair and Renewal	\$ 49,606	\$ 51,100	\$ 100,706
CC0040	Community Centres - Repair and Renewal	\$ 12,115	\$ 260,600	\$ 272,715
CC0041	Nelson CC - Repair and Renewal	\$ 18,156	\$ -	\$ 18,156
CC0042	Mountainside CC - Repair and Renewal	\$ 38	\$ -	\$ 38
CC0043	Mountainside Pool Project	\$ 52,116	\$ 1,090,000	\$ 1,142,116
CC0046	Senior Centre Renovation	\$ 4,668	\$ -	\$ 4,668
EN0022	Parks Vehicle and Equipment	\$ 13,356	\$ 25,000	\$ 38,356
MB0266	Roof Replacement at Various Locations	\$ 7,227	\$ (22,605)	\$ (15,378)
MB0267	Music Centre - Repair and Renewal	\$ 8,402	\$ -	\$ 8,402
MB0268	Sherwood - Repair and Renewal	\$ 2,682	\$ -	\$ 2,682
MB0270	Rotary Youth Centre - Repair and Renewal	\$ 9,090	\$ 14,900	\$ 23,990
MB0273	Specialty Facilities -Repair and Renewal	\$ 3,884	\$ 120,250	\$ 124,134
MB0276	Roof Hatch Safety	\$ 3,730	\$ -	\$ 3,730
PD0196	City View Park Infrastructure	\$ 809,514	\$ 1,608,358	\$ 2,417,873
PD0197	General Brock Surplus School Land	\$ 100	\$ -	\$ 100
PD0211	Colin Alton Parkette Infrastructure	\$ 251,157	\$ 207,169	\$ 458,326
PD0219	Beachway Master Plan	\$ 18,000	\$ -	\$ 18,000
PD0221	Trail - Alton Village	\$ 1,011	\$ 189	\$ 1,200
PD0222	Kilbride Skate Park Infrastructure	\$ (1,018)	\$ -	\$ (1,018)
PD0223	Itabashi Gardens - Construction	\$ 4,884	\$ -	\$ 4,884
PD0224	Brant Hills Splash Pad Infrastructure	\$ 60,148	\$ 1,400	\$ 61,548
PD0227	Ireland Park - ParkingLot & Path Connection	\$ 2,000	\$ -	\$ 2,000
PD0230	Tansley Woods Park - Misting Station	\$ 4,121	\$ -	\$ 4,121
PD0232	Palmer Trail from Heathfield Dr to Mainway	\$ 19,600	\$ 5,400	\$ 25,000
PD0234	Green Street - Window to the Lake	\$ 6,059	\$ 111,420	\$ 117,479
PL0016	Pools - Repair & Renewal	\$ 11,764	\$ 78,124	\$ 89,888
PL0019	Aldershot Pool Repair & Renewal	\$ 204,853	\$ -	\$ 204,853
PR0105	Maple, Mohawk, Sheldon Park Infrastructure	\$ 27,811	\$ -	\$ 27,811
PR0112	Spencer Smith Park - Lighting	\$ 21,715	\$ -	\$ 21,715
PR0119	LaSalle Park Infrastructure	\$ 491	\$ -	\$ 491
PR0122	Park - Repair & Renewal of Infrastructure	\$ 13,038	\$ 100,000	\$ 113,038

City of Burlington
Capital Fund Transfers - Park Dedication Reserve Fund (PDRF)
Eligible Services
For The Period January 1, 2021 to December 31, 2021

Appendix B of
F-14-22
Schedule 2

Order No.	Description	(To) / From		
		Park Dedication Reserve Fund	Other Revenue	Total
PR0130	Cavendish & Champlain Park Infrastructure	\$ 132,538	\$ 215,000	\$ 347,538
PR0133	Cumberland Park Infrastructure	\$ 2,150	\$ -	\$ 2,150
PR0135	Lowville Park Infrastructure	\$ 306,596	\$ -	\$ 306,596
PR0138	School Playground Improvement Strategy	\$ 187	\$ -	\$ 187
PR0141	Shoreline Infrastructure Assessment	\$ 611	\$ -	\$ 611
PR0142	SpencerSmith-Pier&Promenade-Repairs	\$ 81	\$ 25,000	\$ 25,081
PR0145	DesJardines Park Infrastructure	\$ 430,726	\$ 226,824	\$ 657,550
PR0147	Francis Road Bikeway	\$ 7,959	\$ 726	\$ 8,686
PR0152	Amherst Park Infrastructure	\$ 97	\$ -	\$ 97
PR0153	Central Park Infrastructure	\$ 2,900	\$ -	\$ 2,900
PR0154	Hidden Valley Park Infrastructure	\$ 195,919	\$ 685,000	\$ 880,919
PR0155	Sherwood and Nelson Park - Bleachers	\$ 71,826	\$ -	\$ 71,826
PR0158	Tuck Park Infrastructure	\$ 1,049	\$ 20,000	\$ 21,049
PR0159	Ireland Park Infrastructure	\$ 2,146	\$ -	\$ 2,146
PR0160	Kiwanis Park Infrastructure	\$ 2,350	\$ -	\$ 2,350
PR0162	Brant Hills Public School Infrastructure	\$ 1,550	\$ -	\$ 1,550
PR0165	Roly Bird Park Infrastructure	\$ 7,120	\$ 134,700	\$ 141,820
PR0170	Bromley Park Infrastructure	\$ 7,326	\$ 243,000	\$ 250,326
PR0172	Leighland Park - Playground	\$ 3,050	\$ -	\$ 3,050
PR0173	Driftwood Park Infrastructure	\$ 80,477	\$ 197,600	\$ 278,077
PR0174	Elizabeth Gardens Parkette Infrastructure	\$ 6,890	\$ 149,500	\$ 156,390
PR0175	Irving Parkette Infrastructure	\$ 60,421	\$ 80,450	\$ 140,871
PR0176	Lowville Park - Bridge	\$ 10,038	\$ 425,000	\$ 435,038
PR0177	Maplehurst Park Infrastructure	\$ 6,296	\$ 142,200	\$ 148,496
PR0178	Mountain Gardens Parkette Infrastructure	\$ 8,135	\$ 102,400	\$ 110,535
PR0187	Ireland Park - Playground	\$ 42,907	\$ 86,000	\$ 128,907
PR0189	Orchard Park - Artificial Turf	\$ 301,337	\$ 370,500	\$ 671,837
PR0197	Sheldon Park - Water Service	\$ 11,288	\$ 74,114	\$ 85,402
SW0109	Elgin St Promenade Infrastructure	\$ (79,356)	\$ 589,591	\$ 510,236
VN0052	Park Maintenance Support Vehicles	\$ 190,377	\$ -	\$ 190,377
Total		\$ 3,655,983	\$ 7,246,119	\$ 10,902,103

City of Burlington

Appendix C of

F-14-22

**Treasurer's Statement - Public
Benefits Reserve Fund (Section 37)**

Schedule 1

**For The Period January 1, 2021 to
December 31, 2021**

	Public Benefits Reserve Fund
Balance as of January 1, 2020	\$ 1,303,581
Revenues	
Development Contributions	-
Interest Earned	7,979
Total Revenues	\$ 7,979
Expenditures	
Transfers (To)/ From Capital	(226,824)
Transfer to another RESF	-
Total Expenditures	\$ (226,824)
Balance as of December 31, 2021	\$ 1,084,736

City of Burlington
Capital Fund Transfers - Public Benefits Reserve Fund (Section 37)
Eligible Services
For The Period January 1, 2021 to December 31, 2021

Appendix C of
F-14-22
Schedule 2

Order No.	Description	(To) / From		
		Public Benefits Reserve Fund	Other Revenue	Total
PR0145	DesJardines Park Infrastructure	226,824	430,726	657,550
Total		\$ 226,824	\$ 430,726	\$ 657,550