



**SUBJECT: 2019 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-05-20

Wards Affected: All

File Numbers: 460-01

Date to Committee: May 14, 2020

Date to Council: May 25, 2020

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**Recommendation:**

Receive and File

**PURPOSE:**

In accordance with the Development Charges Act, 1997 (DCA), Planning Act, and the City's Development Charges By-law 29-2019 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.

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**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.

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### **Financial Matters:**

The 2019 Development Charges Reserve Funds Statement is attached as Appendix A.

- Schedule 1 – Development Charges Reserve Funds statement
- Schedule 2 – Capital Fund Transfers

The 2019 Park Dedication reserve fund statement is attached as Appendix B.

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

The 2019 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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### **Public Engagement Matters:**

The 2019 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.

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### **Conclusion:**

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

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Respectfully submitted,

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### **Appendices:**

A. The 2019 Development Charges reserve fund statements

- Schedule 1 – Development Charges Reserve Funds statement
- Schedule 2 – Capital Fund Transfers

B. The 2019 Park Dedication reserve fund statement

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

C. The 2019 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, Director of Finance and Director of Legal. Final approval is by the City Manager.

City of Burlington

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

For The Period January 1, 2019 to December 31, 2019

Appendix A of F-05-20

Schedule 1

	Growth Studies	Fire Protection	Library	Transit	Transportation	Storm Drainage	Parks & Recreation	Total
<b>Balance as of January 1, 2019</b>	\$ 117,563	\$ 15,371	\$ 57,467	\$ 1,266,058	\$ 19,205,239	\$ 7,190,885	\$ 4,103,922	\$ 31,956,505
<b>Revenues</b>								
Development Charges Collected								
Residential	6,763	12,330	18,057	27,330	959,530	115,522	301,371	1,440,903
Non-Residential	7,162	23,291	1,099	37,512	1,523,650	81,835	16,967	1,691,516
Interest Earned	1,903	-	1,010	25,980	254,229	85,301	19,471	387,893
<b>Sub-Total</b>	<b>\$ 15,827</b>	<b>\$ 35,622</b>	<b>\$ 20,166</b>	<b>\$ 90,822</b>	<b>\$ 2,737,409</b>	<b>\$ 282,658</b>	<b>\$ 337,808</b>	<b>\$ 3,520,312</b>
<b>Expenditures</b>								
Transfers (To)/ From Capital	(95,000)	(14,928)	(34,912)	(344,984)	(2,588,678)	(1,189,074)	(203,483)	(4,471,059)
Transfers (To)/ From DCRF (Loan Repayment)		(34,924)				34,924		-
Transfers (To)/From Other Reserve Funds	-	-	-	-	(2,400,000)	-	-	(2,400,000)
<b>Sub-Total</b>	<b>\$ (95,000)</b>	<b>\$ (49,852)</b>	<b>\$ (34,912)</b>	<b>\$ (344,984)</b>	<b>\$ (4,988,678)</b>	<b>\$ (1,154,150)</b>	<b>\$ (203,483)</b>	<b>\$ (6,871,059)</b>
<b>Balance as of December 31, 2019*</b>	<b>\$ 38,391</b>	<b>\$ 1,141</b>	<b>\$ 42,721</b>	<b>\$ 1,011,896</b>	<b>\$ 16,953,970</b>	<b>\$ 6,319,392</b>	<b>\$ 4,238,247</b>	<b>\$ 28,605,758</b>

\*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, 2019 to December 31, 2019**

**Appendix A of F-05-20  
Schedule 2**

Order No.	Description	(To) / From		
		Development Charges Reserve Funds	Other Revenue	Total
<b>Growth Studies</b>				
RA0236	Development Charges Study	\$ 95,000	\$ -	\$ 95,000
<b>Subtotal Growth Studies</b>		<b>\$ 95,000</b>	<b>\$ -</b>	<b>\$ 95,000</b>
<b>Fire</b>				
FI0051	Fire Master Plan and Community Risk	\$ 14,928	\$ 90,000	\$ 104,928
<b>Subtotal Fire</b>		<b>\$ 14,928</b>	<b>\$ 90,000</b>	<b>\$ 104,928</b>
<b>Transit</b>				
TR0039	Fairview Street Bus Bay	\$ 2,712	\$ 33,660	\$ 36,372
VN0047	Transit Expansion Handi-Van	\$ 28,873	\$ 193,971	\$ 222,844
VN0050	Transit Conventional Bus Expansion	\$ 313,399	\$ 1,530,124	\$ 1,843,523
<b>Subtotal Transit</b>		<b>\$ 344,984</b>	<b>\$ 1,757,755</b>	<b>\$ 2,102,739</b>
<b>Transportation</b>				
MP0027	Transportation Master Plan	\$ (3,321)	\$ (8,333)	\$ (11,654)
MP0031	Integrated Mobility Plan	\$ 3,321	\$ 8,333	\$ 11,654
RA0158	Appleby Ln at Harvester	\$ -	\$ -	\$ -
RA0161	Waterdown Road (Plains-Masonry) - Land Acquisition	\$ 513	\$ -	\$ 513
RA0186	Lakeshore Rd Reconstruction (Maple to City Limit)	\$ -	\$ (145,851)	\$ (145,851)
RA0200	Walkers Line at North Service Rd (Land Acquisition)	\$ 2,301,700	\$ (20,590)	\$ 2,281,111
RA0205	Plains Rd (King to Francis)	\$ 5,408	\$ 7,924	\$ 13,332
RA0206	Harvester Rd (South Service Rd to Century)	\$ 9,127	\$ -	\$ 9,127
RA0237	Harvester Rd at Guelph Ln (Intersection Improvements)	\$ 84	\$ -	\$ 84
RL0262	Digital Ortho Imagery	\$ 6,157	\$ -	\$ 6,157
RL0279	Design & Survey of Future Year Projects	\$ 26,245	\$ -	\$ 26,245
SW0091	Millcroft Community Multi-use Pathway	\$ 21,468	\$ -	\$ 21,468
TC0037	Safety Review/Related Improvements (Stop Yield)	\$ 2,935	\$ -	\$ 2,935
TR0038	Bus Stop Locations Upgrade	\$ 90,163	\$ 74,364	\$ 164,527
TS0105	Traffic Signals	\$ 81,003	\$ 7,500	\$ 88,503
TS0107	Traffic Signals	\$ 43,874	\$ -	\$ 43,874
<b>Subtotal Transportation</b>		<b>\$ 2,588,678</b>	<b>\$ (76,653)</b>	<b>\$ 2,512,026</b>
<b>Storm Drainage</b>				
BG0046	Tuck Creek Bridge Replacement (Regal Road)	\$ 40,279	\$ -	\$ 40,279
RL0206	Engineering Data Acquisition	\$ 1,564	\$ -	\$ 1,564
RL0262	Digital Ortho Imagery	\$ 1,082	\$ 490	\$ 1,572
SD0007	Sheldon Creek East Branch	\$ (328)	\$ -	\$ (328)
SD0039	Rambo Creek Erosion Control (Fairview to CNR)	\$ 2,424	\$ -	\$ 2,424
SD0058	Watershed Plans Verification and Update	\$ 2,510	\$ -	\$ 2,510
SD0073	Roseland Creek (Guelph Ln to Lake ON)	\$ (1,631)	\$ (6,525)	\$ (8,156)
SD0096	Tuck Creek (South Service Rd to Harvester)	\$ 15,671	\$ (44,506)	\$ (28,836)
SD0097	Tuck Creek (Upper Middle Rd to Palmer)	\$ (1,584)	\$ (396)	\$ (1,980)
SD0108	Shoreacres Creek Erosion Control (Millcroft Park Drive to CNR)	\$ 2,138	\$ 1,295	\$ 3,433
SD0116	Minor Erosion Control Projects	\$ 154,439	\$ 76,917	\$ 231,356
SD0127	Appleby Creek Erosion Control (South Service Road to Lake On)	\$ 70,394	\$ -	\$ 70,394
SD0131	Grind stone Creek (Waterdown Rd to Main Branch)	\$ 12,300	\$ 145,000	\$ 157,300
SM0003	Tuck Creek Culvert Upgrade (North of New Street to Spruce Ave)	\$ 24,643	\$ 3,253	\$ 27,896
SM0006	Regal Road Channel Works	\$ 865,173	\$ -	\$ 865,173
<b>Subtotal Storm Drainage</b>		<b>\$ 1,189,074</b>	<b>\$ 175,528</b>	<b>\$ 1,364,603</b>
<b>Parks &amp; Recreation</b>				
PD0196	City View Park	\$ 178,063	\$ 77,066	\$ 255,130
PD0211	Colin Alton Parkette Construction	\$ 4,264	\$ 3,946	\$ 8,210
PD0213	Multi-Use Path Hydro Corridor Cumberland	\$ 21,156	\$ 207,377	\$ 228,532
<b>Subtotal Parks &amp; Recreation</b>		<b>\$ 203,483</b>	<b>\$ 288,389</b>	<b>\$ 491,872</b>
<b>Library</b>				
LI0057	Collection Expansion	\$ 34,912	\$ 5,850	\$ 40,762
<b>Subtotal Library</b>		<b>\$ 34,912</b>	<b>\$ 5,850</b>	<b>\$ 40,762</b>
<b>Total</b>		<b>\$ 4,471,059</b>	<b>\$ 2,240,870</b>	<b>\$ 6,711,929</b>

**City of Burlington  
Treasurer's Statement - Park Dedication  
Reserve Fund (PDRF)  
For The Period January 1, 2019 to  
December 31, 2019**

**Appendix B of  
F-05-20  
Schedule 1**

	<b>Park Dedication</b>
<b>Balance as of January 1, 2019</b>	<b>\$ 18,837,498</b>
<b>Revenues</b>	
Park Dedication Cash-in-Lieu	
Residential	1,346,327
Non-Residential	309,180
Interest Earned	321,768
<b>Sub-Total</b>	<b><u>\$ 1,977,275</u></b>
<b>Expenditures</b>	
Transfers (To)/ From Capital	(3,978,587)
Transfers (To)/From Other Reserve Funds	(200,000)
<b>Sub-Total</b>	<b><u>\$ (4,178,587)</u></b>
<b>Balance as of December 31, 2019</b>	<b><u><u>\$ 16,636,186</u></u></b>



City of Burlington  
 Capital Fund Transfers - Park Dedication Reserve Fund (PDRF)  
 Eligible Services  
 For The Period January 1, 2019 to December 31, 2019

Appendix B of  
 F-05-20  
 Schedule 2

Order No.	Description	(To) / From		
		Park Dedication Reserve Fund	Other Revenue	Total
<b>Parks and Recreation</b>				
AA0017	Arenas Repair & Renewal	5,604	35,900	41,504
AA0019	Appleby Arena Repair & Renewal	44,973	207,800	252,773
AA0021	Mainway Arena Repair & Renewal	61,862	204,400	266,262
AA0022	Central Arena Repair & Renewal	11,000	208,000	219,000
CC0037	Senior Centre Repair & Renewal	7,947	76,300	84,247
CC0042	Mountainside Repair & Renewal	1,829	143,000	144,829
MB0266	Roof Replacement	143,173	334,740	477,913
PD0178	LaSalle Wavebreak Infrastructure	(12,753)	(25,506)	(38,260)
PD0196	City View Park Infrastructure	77,516	177,613	255,130
PD0208	Boich Parkette Infrastructure	1,891	-	1,891
PD0211	Colin Alton Parkette Infrastructure	3,946	4,264	8,210
PD0213	Multi-Use Path Hydro Corridor Cumberland	207,377	21,156	228,532
PD0218	Bolus Gardens Park Infrastructure	14,974	-	14,974
PD0219	Beachway Master Plan	2,000	-	2,000
PD0222	Kilbride Skate Park Infrastructure	147,030	-	147,030
PD0223	Itabashi Gardens - Construction	153,693	13,814	167,506
PD0224	Brant Hills Splash Pad Infrastructure	8,061	-	8,061
PL0017	Mountainside Pool Slide Infrastructure	(115,900)	(604,100)	(720,000)
PL0019	Aldershot Pool Repair & Renewal	16,420	70,000	86,420
PR0080	Playground Replacement	(2,713)	(26,894)	(29,606)
PR0089	Ireland Park Infrastructure	518	1,442	1,959
PR0105	Maple, Mohawk, Sheldon Park Infrastructure	663,877	227,500	891,377
PR0107	Nelson Stadium Infrastructure	(20,000)	-	(20,000)
PR0108	Palmer Park Infrastructure	(7,465)	(28,616)	(36,081)
PR0113	Spencer Smith Infrastructure	(2,039)	32,956	30,916
PR0118	Shade Structure Renewal	300	3,017	3,317
PR0119	LaSalle Park Infrastructure	7,718	45,000	52,718
PR0122	Park - Repair & Renewal of Infrastructure	107,039	108,575	215,614
PR0127	Pinemeadow Park Infrastructure	68	100	168
PR0129	Tansley Woods Park Infrastructure	900,000	401,606	1,301,606
PR0130	Cavendish & Champlain Park Infrastructure	8,017	35,000	43,017
PR0132	Breckon Park Infrastructure	54,316	61,140	115,456
PR0134	Infrastructure Condition Assessment	1,139	(1,870)	(730)
PR0135	Lowville Park Infrastructure	10,547	-	10,547
PR0136	Paletta Lakefront Park Infrastructure	119,396	132,500	251,896
PR0138	School Playground Improvement Strategy	21,386	40,000	61,386
PR0139	Sheraton Park Infrastructure	62,994	61,140	124,134
PR0140	Sherwood Forest Park - Turf Replacement	(4,953)	(12,374)	(17,327)
PR0141	Shoreline Infrastructure Assessment	86	-	86
PR0143	Sports Lighting Relamping Program	26,124	30,000	56,124
PR0145	Desjardins Park Infrastructure	1,000	30,000	31,000
PR0146	Community Gardens	13,878	15,000	28,878
PR0147	Francis Road Bikeway	33,714	11,663	45,376
PR0149	Lansdown Park Renewal	42,811	25,000	67,811
PR0151	Brada Woods Park Infrastructure	101,846	102,500	204,346
PR0152	Amherst Park Infrastructure	99	5,000	5,099
PR0157	Spencer Smith Playground Improvements	179,330	347,780	527,110
PR0159	Ireland Park Infrastructure	1,883	5,000	6,883
PR0163	Nelson Park Infrastructure - Electrical	16,883	20,000	36,883
PR0165	Roly Bird Park Infrastructure	10,329	16,250	26,579
PR0169	LaSalle Wavebreak EA	12,753	25,506	38,260
RA0187	Land Purchase	767,466	80,833	848,298
VN0039	Equipment for Sports Fields	69,596	-	69,596
<b>Total</b>		<b>\$ 3,978,587</b>	<b>\$ 2,662,133</b>	<b>\$ 6,640,719</b>

NOTE: \$200,000 transfer to the Strategic Land Acquisition Reserve Fund for financing the land acquisition of General Brock Park.

**City of Burlington  
Treasurer's Statement - Public  
Benefits Reserve Fund (Section 37)  
For The Period January 1, 2019 to  
December 31, 2019**

**Appendix C of  
F-05-20  
Schedule 1**

	<b>Public Benefits Reserve Fund</b>
<b>Balance as of January 1, 2019</b>	<b><u>\$ 725,718</u></b>
<b>Revenues</b>	
Development Contributions	
Interest Earned	16,334
Total Revenues	<b><u>\$ 16,334</u></b>
<b>Expenditures</b>	
Transfers To/ (From) Capital	225,000
Transfer to another RESF	-
Total Expenditures	<b><u>\$ 225,000</u></b>
<b>Balance as of December 31, 2019</b>	<b><u><u>\$ 517,051</u></u></b>

**City of Burlington**  
**Capital Fund Transfers - Public Benefits Reserve Fund (Section 37)**  
**Eligible Services**  
**For The Period January 1, 2019 to December 31, 2019**

**Appendix C of**  
**F-05-20**  
**Schedule 2**

Order No.	Description	(To) / From		
		Public Benefits Reserve Fund	Other Revenue	Total
PR0129	Tansley Woods Park Infrastructure	100,000	1,251,606	1,351,606
PR0157	Spencer Smith Playground Infrastructure	125,000	402,110	527,110
<b>Total</b>		<b>\$ 225,000</b>	<b>\$ 1,653,716</b>	<b>\$ 1,878,716</b>