

TOWN OF THE CITY OF DAWSON

RESERVES FUND

BYLAW #11-21

(consolidated with #12-14)

Being a bylaw to establish reserve accounts and to set out the purpose of each account and the method by which the accounts will be administered.

WHEREAS section 244 of the *Municipal Act* (2002) provides that Council may by bylaw establish one or more reserve funds in the name of the municipality; and

WHEREAS section 244 (2) of the *Municipal Act* (2002) provides that a bylaw to establish a reserve fund shall specify the purpose for which the reserve fund is established, whether or not the reserve fund is cash funded, the method of calculating contributions to the reserve fund, and the criteria and conditions governing withdrawals from the reserve fund;

NOW THEREFORE the Council for the Town of the City of Dawson, duly assembled in open meeting, does hereby ENACT AS FOLLOWS:

SHORT TITLE

1. This bylaw may be cited as the "**Reserves Fund Bylaw**".

ESTABLISHMENT OF RESERVES

2. The Town of the City of Dawson is hereby authorized to establish and maintain reserves for future expenditures as identified in Appendix "A" attached hereto and forming part of this bylaw.

UTILIZATION OF RESERVE FUNDS

3. The CAO shall include all anticipated reserve transfers in the City of Dawson's annual budget. These budgeted transfers shall be made upon the approval of the CAO.
4. Any reserve transfers not included in the annual budget shall require a resolution of Council approving the use of these funds.
5. Notwithstanding section 4, the CAO and SFO may (under their joint signatures) transfer funds to and from the General Administration Reserve for the purposes of earning interest on funds not immediately required for operational purposes or making funds required for budgeted operations available.
6. With the exception of the Parking, Load Capacity, and donated portion of the Heritage Fund, Council may, by resolution, reallocate monies from one reserve account to another.

REPEALS

7. The following bylaws, and any amendments thereto, are hereby repealed:

BYLAW #	BYLAW NAME	DATE ENACTED
09-05	Heritage Fund Bylaw	October 6, 2009
241	Land Development Reserve Bylaw	December 15 th , 1976
04-07	Capital Reserve Bylaw	February 17 th , 2004
98-03	Municipal Reserves Bylaw	March 16, 1998

ENACTMENT

8. This bylaw shall come into full force and effect upon final passing.

READ A FIRST TIME THIS 23rd DAY OF November, 2011.

READ A SECOND TIME THIS 14th DAY OF December, 2011.

READ A THIRD AND FINAL TIME THIS 14th DAY OF December, 2011.

**Originals signed by
Peter Jenkins
Mayor**

**Originals signed by
Jeff Renaud
CAO**

BYLAW 12-14
APPENDIX 'A'

NAME	FUNDING SOURCE/LEVELS	CASH FUNDED	PURPOSE, CRITERIA, CONDITIONS OF USE
Parking Reserve	From Developers who do not wish to construct off-street parking. This reserve shall hold a balance equal to the total funds received plus interest earned less amounts expended for the creation of parking spaces.	Yes	To track funds taken in by the City as cash in lieu of parking requirements and reserved for the future development of parking spaces in the City.
Load Capacity Reserve	From new developments placing increased load upon the water/sewer system. The balance of this reserve shall be the total of all funds received as load capacity charges plus interest earned less amounts expended for the enhancement of the water and sewer system.	Yes	To track funds taken in by the City of Dawson as a load capacity charge on new developments and which are to be used for the enhancement of the City's water and sewer system.
Heritage Fund Reserve	As directed by Council or as donated to by any person.	Yes	To assist with any of the following: -Restoration, enhancement or renovation of Municipal Historic Sites; -Acquisition of Municipal Historic Sites by the City of Dawson; - Provision of financial assistance to owners or lessees of Municipal Historic Sites for restoration, enhancement or renovation of the site; -Increasing public awareness of heritage resources and heritage management of the City; -Other heritage purposes as specified by resolution of Council.

"Appendix A" of Bylaw #12-14 being the Reserves Fund Amendment No. 1 Bylaw

Land Development Reserve	As directed by Council	Yes	Funds from the Land Development Reserve may be expended for: <ul style="list-style-type: none"> - The acquisition of properties through the tax lien procedure; - Engineering, surveying, town planning and other related studies for any proposed municipal development; - Any development approved by Council such as building or upgrading of streets, roads, lanes, storm drains, water lines, sewer lines, water storage, sidewalks, parks, etc.
Capital Contingency Reserve	As directed by Council Target balance for this fund shall be \$500,000.	Yes	To provide funds for emergency purposes
Protective Services Reserve	As directed by Council	Yes	To set aside funds for the purpose of funding the Protective Services 10-year Equipment Replacement plan.
Computer Network Reserve	As directed by Council	Yes	To set aside funds for the purpose of purchasing computer software and hardware.
Public Works Equipment Replacement Reserve	As directed by Council	Yes	To set aside funds for the purpose of funding the Public Works 10-year Equipment Replacement plan.
Recreation Reserve	As directed by Council	Yes	To set aside funds for the purpose of funding the Recreation Department 10-year Equipment Replacement plan.
Water System Reserve	As directed by Council	Yes	To set aside funds to allow for repairs and/or enhancements to the water system.
Sewer System Reserve	As directed by Council	Yes	To set aside funds to allow for repairs and/or enhancements to the sewer system.
Cable Television Reserve	As directed by Council The target balance of this reserve shall be \$100,000.	Yes	To set aside funds for the purpose of being able to fund repair, replacement of , or upgrades to the Cable Television system.

“Appendix A” of Bylaw #12-14 being the Reserves Fund Amendment No. 1 Bylaw

Winter Maintenance Reserve	As directed by Council	Yes	To set aside funds for the purpose of absorbing impact of major cost increases associated with unusual snow and/or ice conditions.
Gas Tax Reserve	The balance of this account shall be the total of all monies forwarded to the City of Dawson from the Gas Tax program and not yet expended on approved project(s).	Yes	To provide a reserve to allow for the accounting of Gas Tax funds received but not yet expended on an eligible project.
Roads Reserve	As directed by Council	Yes	
General Administration Reserve	As directed by Council	Yes	To set aside funds for the purpose of accommodating un-budgeted expenditures as determined by Council. This fund may also be used as a short investment mechanism to earn interest on monies not immediately required for operations.
Waste Management Reserve	As directed by Council	Yes	To set aside funds for the purpose of undertaking work at the municipal landfill site or initiating programs associated with waste collection.
Recreation Complex Reserve	Annual contribution of an amount equal to the revenue generated by a 0.1% tax rate.	Yes	To accumulate funds to be used for the planning, siting, or construction of a new recreation complex.