



## AMHERST TOWN COUNCIL

RFD# 2024037

Date: April 22, 2024

---

**TO:** Mayor Kogon and Members of Council

**SUBMITTED BY:** Sarah Wilson, Director of Finance

**DATE:** April 22, 2024

**SUBJECT:** 2024/25 Capital Budget Carry Overs - Water Utility & General Capital

---

**ORIGIN:** 2024/25 budget preparations

**LEGISLATIVE AUTHORITY:** Section 65 of the Municipal Government Act requires that council shall adopt an operating budget and a capital budget for each fiscal year.

**RECOMMENDATION:** That Council approve the capital carry over projects to be included the Town of Amherst Water Utility and General Capital Budgets for the 2024/25 fiscal year. The capital budget spending authority for 2024/25 is amended by \$5,307,500 for the capital carry over projects (\$1,605,400 for the Water Utility and \$3,702,100 for General Capital).

**BACKGROUND:** During last year's Capital Budget, capital projects were presented to Council who provided approval for the 2023/24 fiscal year. Although most of these projects were completed through the year, staff were not able to complete some of them. There are various reasons for this such as long delivery timelines and resource limitations for example.

On March 25, 2024, Council approved new projects for the 2024/25 General and Water Capital Budgets as well as in principle the years 2-5 proposed Capital Budgets. We are now looking to amend the year 1 Capital Budget to add the carry over projects (approved in the 2023/24 budget) to the Capital Budget to allow for spending authority during 2024/25.

**DISCUSSION:** During the Capital Budget presentation and discussion, staff indicated to Council that we were uncertain of the projects that would require a carry over to the 2024/25 fiscal year and that once we were past year end, we would come back to Council to obtain authority to add these to the Capital Budget to ensure we have spending authority in the current fiscal year.

As stated above, these projects have already been approved by Council and we are simply requesting that the spending authority be carried over into the current fiscal year. There is one project that is being added to the capital carry over projects, but it was approved by Council at an in-camera meeting in November 2022. This is the purchase of 8 Lower LaPlanche Street. This purchase is anticipated to be finalized in the near future. A list of the carry over projects is attached for Council's reference.

**FINANCIAL IMPLICATIONS:** The carry over projects were approved by Council and financing was set in place in last fiscal year, with the exception of the purchase of 8 Lower LaPlanche Street.



The budget added is \$10,000 for the purchase and legal fees to be funded from the Capital Reserve. The financial implication is simply to move the spending authority from fiscal 2023/24 to 2024/25.

The capital budget spending authority for 2024/25 would be amended by \$5,307,500 (\$1,605,400 for the Water Utility and \$3,702,100 for General Capital). The projects are itemized in the attached listing. These projects will be funded by:

Water Utility Capital:

Water Depreciation	\$1,003,801
Grant - Water Utility	<u>\$ 601,599</u>
	<u>\$1,605,400</u>

General Capital:

Operating Reserve	\$ 285,000
Capital Reserve	\$ 299,200
Grants – General Capital	\$2,519,532
Long Term Debt – General/Sewer	<u>\$ 598,368</u>
	<u>\$3,702,100</u>

**COMMUNITY ENGAGEMENT:** Information on the budget has been shared via social media as approvals occur. A budget report will be added to the website once the operating budget has been approved.

**ENVIRONMENTAL IMPLICATIONS:** None anticipated.

**SOCIAL JUSTICE IMPLICATIONS:** None anticipated.

**ALTERNATIVES:** Delay the decision on carry over projects to a future meeting.

**ATTACHMENTS:** Listing of Capital Project Carry Overs for 2024/25.

---

Report prepared by: Sarah Wilson, Director of Finance  
Report and Financial approved by: Sarah Wilson, Director of Finance