



## **Administrative Report**

**To:** Warden MacDonald and Members of Essex County Council

**From:** Melissa Ryan, CPA, Director, Financial Services/Treasurer

**Date:** Wednesday, January 15, 2025

**Subject:** Canada Community Building Fund Surplus Allocations 2024

**Report #:** 2025-0115-FIN-R01-MR

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### **Purpose**

To advise County Council of funds received from the Association of Municipalities of Ontario (AMO) regarding a one-time payment of administrative surplus funds from the Canada Community Building Fund (CCBF) and the redistribution of these funds to the local municipalities in accordance with the local agreement to share CCBF funds on an 80/20 percentage basis (Local/ County) versus the provincially prescribed 50/50 percentage allocation.

### **Background**

The Association of Municipalities of Ontario (AMO) has announced the release of \$10.5 million in surplus administration funds from the Canada Community-Building Fund (CCBF). These funds, accumulated due to AMO's efficient administration of the program at a cost of less than 0.5% of its allocation, are being distributed to municipalities across Ontario, excluding the City of Toronto, which administers its own funds. This surplus reflects AMO's success in managing the fund while ensuring that more dollars are directed toward local infrastructure.

Municipalities will receive approximately \$0.99 per capita. For two-tier municipalities, the funds will be shared equally between upper- and lower-tier governments.

The surplus funds are subject to the terms and conditions of the Municipal Funding Agreement and should be treated in the same manner as regular CCBF payments. These additional resources offer municipalities an

opportunity to address priority infrastructure needs or other local initiatives aligned with the fund's objectives.

## **Discussion**

In accordance with County Council's prescribed method of cost sharing of CCBF dollars, 80% Local municipal and 20% County, \$35,876 of the County's surplus allocation is being redistributed to the local municipalities (Appendix A).

The one- time allocation of surplus administration funds carries the same terms and conditions of the CCBF Agreement and therefore, should be utilized and reported in the same fashion as the regular fund payments.

## **Financial Implications**

The receipt of surplus administrative funds was not anticipated in the 2024 budget. Due to timing of receipt, well past the planning and execution period for eligible capital works, the County's 20% share of the funds will be transferred to reserve for application against qualifying projects in 2025.

## **Consultations**

- Hoa Du, Financial Analyst

**Strategic Plan Alignment**

<b>Working as Team Essex County</b>	<b>Growing as Leaders in Public Service Excellence</b>	<b>Building a Regional Powerhouse</b>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Scaling Sustainable Services through Innovation</li> <li><input type="checkbox"/> Focusing “Team Essex County” for Results</li> <li><input type="checkbox"/> Advocating for Essex County’s Fair Share</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Being an Employer with Impact</li> <li><input type="checkbox"/> A Government Working for the People</li> <li><input checked="" type="checkbox"/> Promoting Transparency and Awareness</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Providing Reliable Infrastructure for Partners</li> <li><input checked="" type="checkbox"/> Supporting Dynamic and Thriving Communities Across the County</li> <li><input type="checkbox"/> Harmonizing Action for Growth</li> <li><input type="checkbox"/> Advancing Truth and Reconciliation</li> </ul>

**Recommendation**

That Essex County Council approve report number 2025-0115-FIN-R01-MR, CCBF Surplus Allocations 2024 and direct administration to distribute the surplus funds as outlined in Appendix A and authorize By-Law 2025-01 to redistribute administrative surplus funds received through the Canada Community Building Fund.

**Approvals**

Respectfully Submitted,

*Melissa Ryan*

Melissa Ryan, CPA, Director, Financial Services/Treasurer

Concurred With,

*Sandra Zwiers*

Sandra Zwiers, MAcc, CPA, CA, Chief Administrative Officer

<b>Appendix</b>	<b>Title</b>
Appendix A	Administrative Surplus Fund Redistribution Schedule