



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Ben Kester, CET, CRS-s
Position: Interim Director of Public Works
Title / Subject: Transfer of Capital Funds
Date of Report: June 3, 2025
Date of Meeting: June 9, 2025
Report No: 2025-OP-012

1.0 Issue / Origin

Upon reviewing the work completed in 2024 as well as the 2025 workplans, staff have realized that a section of Concession 14 has not received Double Surface Treatment and was not included in the 2025 tender. This section of Concession 14 needs to be completed with Double Surface Treatment this year.

2.0 Background

The Township's approved Road Rehabilitation Plan that has been in place for several years is a two stage approach. Roads chosen for rehabilitation are excavated in one year and then receive Double Surface Treatment in the next year.

3.0 Analysis

In the 2025 Capital Budget there were sufficient funds budgeted to perform the Double Surface Treatment (DST) for the excavation work that was completed in 2024, however, there was one piece of Concession 14 that was excavated in 2023 that has not yet been treated. The estimated cost to treat this section is \$100,000 and staff recommend that it be completed in 2025.

Upon reviewing the 2025 capital budget, there is a budget of \$200,000 (coming from capital and DC reserves) for HL#2 which staff feel is not needed this year as there are no roads where this overlay is required. It is staffs' recommendation that the funds of \$200,000 for HL#2, be reallocated as follows:

- Transfer \$100,000 to the DST account to permit the treatment of Concession 14 (\$90,000 from Capital Road Reserve and \$10,000 from Development Charges (DC);
- Transfer \$90,000 to the Slurry Seal account to enhance the application program

The remaining \$10,000 will stay within the Development Charge (DC) account as DC's are not an approved use for funding of the Slurry Seal program.

Any funds not used for Slurry Seal in 2025 will stay within the capital reserve to be used in future years as only the funds required to be expended are transferred from the reserve.

4.0 Related Policies / Procedures

The 2023 Road Rehabilitation plan

5.0 Financial / Budget Assessment

The report recommends reallocation of funds within the 2025 capital budget to permit required work to be completed. Funding of \$200,000 from the HL#2 program will be reallocated to allow Concession 14 to receive DST and for enhancement to the Slurry Seal program.

5.1 Asset Management

Road Maintenance Slurry Seal extends the life of roads that are in good/fair shape not letting them deteriorate to the point of having to be reconstructed.

6.0 Climate Change Impacts

N/A

7.0 Communications

N/A

8.0 Conclusion

In conclusion, transferring the funding from the HL#2 overlay account to catch up on the Road Rehabilitation plan and complete some road maintenance slurry seal, reduces the financial impact on the 2026 and future year budgets and maintains our investment to-date on the work performed on Concession 14.

9.0 Recommendation

That Council approve the transfer of \$100,000 from the HL#2 asphalt overlay account to the DST account;

That \$90,000 from the HL#2 2025 budget be used for the installation of Slurry Seal; and

That the remaining \$10,000 remain with the DC Reserve for use on additional projects in the future.