

<b>POLICY NO:</b>	FI 013
<b>POLICY TITLE:</b>	FIRE – SURPLUS FUNDS
<b>DEPARTMENT:</b>	FINANCE
<b>APPROVAL DATE:</b>	25-04-13 (April 9, 2013)
<b>REVISION DATE:</b>	
<b>REVIEW DATE:</b>	

**Policy Statement:**

The County of Vermilion River will distribute annual surplus funding in the Fire department to dedicated reserves pursuant to this policy and the general Reserve policy FI 004.

**Purpose:**

To ensure that Fire surplus funding is adequately allocated to dedicated reserves for future expenditures in the Fire department.

**Guidelines:**

1. The Director of Corporate Services and the Finance Officer shall confirm the revenue and expenditure totals that pertain to the calculation of surplus and reserve transfers during the financial year end process. Surplus calculations should not be completed until all other transactions affecting revenues or expenditures in the department are complete.
2. Surplus funding in the Fire operating budget at year end will be distributed as follows:  
**50% Fire Operations & Small Equipment Reserve /**  
**50% Fire Vehicles Repair & Maintenance Reserve**  
 The lesser of:
  - a. Revenue from Alberta Transportation and Utilities (ATU) for Rescue Services  
 Less: Total expenditures applicable to emergency calls invoiced to ATU (purchased services, supplies, fuel, honorariums, etc.); or
  - b. The total surplus (Revenues less Expenditures) in the Fire department.

**Capital Fire Vehicles Reserve**

Total surplus (Revenues less Expenditures) in the Fire department remaining after the above-noted transfers to the Fire Operations & Small Equipment Reserve and the Fire Vehicles Repair & Maintenance Reserve

3. Surplus transfers that are not in compliance with Section 2. of this policy must be approved individually by motion Council.