



Staff Report

Council Meeting Date: March 24, 2025

Subject: SRFIN-25-05 2024 Operating Year-End Report

Report from: David Munro, Interim Treasurer

Attachments: Appendix A – 2024 Operating Actuals vs Budget by Department

Recommendation

Be It Resolved that Council hereby receives Report SRFIN-25-05 2024 Operating Year-End report.

Background

This report compares 2024's actual operating revenues and expenses to the 2024 Budget.

Analysis

The attached Appendix A shows each department's net position (revenue less expenses) and compares them to budget. Below highlights some significant differences from budget by Department. Note, any adjustments from our auditor are still to come.

General

01-1010 Council

Honorariums (Remuneration) were \$9,589 less than budget due to less meetings than budgeted.

Meeting expenses were \$9,624 less than budget as budget included \$10,000 for DEI meetings.

| | 2024 | 2024 | 2024 | 2024 |
|--------------------------------------|----------------|----------------|---------------|--------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| MS MUNICIPAL SERVICES | | | | |
| 01-1010 General-Council | | | | |
| 01-1010-4033 Honorariums | 98,177 | 107,766 | 9,589 | 8.9% |
| 01-1010-4304 Insurance | 1,407 | 1,303 | -104 | (8.0%) |
| 01-1010-4340 Material & Supplies | 341 | 550 | 209 | 38.0% |
| 01-1010-4354 Election | 1,773 | 2,100 | 327 | 15.6% |
| 01-1010-4362 Meeting | 626 | 10,250 | 9,624 | 93.9% |
| 01-1010-4390 Telephone | 1,357 | 2,031 | 674 | 33.2% |
| 01-1010-4500 Employee Benefits | 5,223 | 7,056 | 1,833 | 26.0% |
| 01-1010-4540 Mileage | 3,061 | 3,500 | 439 | 12.5% |
| 01-1010-4550 Conferences | 6,166 | 10,000 | 3,834 | 38.3% |
| 01-1010-4551 Training | 2,690 | 10,000 | 7,310 | 73.1% |
| 01-1010-4552 Memberships | | | | #DIV/0! |
| 01-1010-9030 Transfer to Reserve | 8,000 | 8,000 | | |
| Total 01-1010 General-Council | 128,821 | 162,556 | 33,735 | 20.8% |

01-1020 General

Total Wages & Benefits were \$48,907 under budget because the budget included a role that was not filled.

Contracted Services – based on the last few years invoices from BDO, there was \$60,000 accrued in 2024 vs a budget of \$37,906 (22,094 variance). In addition, staff cleaned up an accrued liability account which resulted in \$20,000 being charged in 2024 relating to a prior year issue.

Two interim 2023 audit bills were received totaling \$14,348.16 more than what was accrued (these charges may get assigned to 2023 once BDO (now MNP) audit is completed).

Infinity Network Solutions (also part of Contracted Services) – There was \$80,018.21 spent vs a budget of \$35,329 and prior year of \$54,353. A meeting will be scheduled with Infinity to discuss why and what can be done to bring this expense within budget for 2025 and beyond.

Advertising was \$12,892 over budget which, in part, was due to an overage from advertising for a new CAO that was not budgeted.

Land Sale expenses of \$36,688 vs \$0 budget – staff budgeted a net number (revenue less expenses) in the revenue line.

Investment income was \$60,982 better than budget – the Municipality realized a \$150K gain when the first PPN (Principal Protected Note) matured (and it increased in value in the last six months).

Interest income was \$209,444 better than budget –interest rates continued to be high throughout most of 2024.

Land Sales revenue is \$51,495 less than budget (also see Land Sale expenses above)

| | 2024 | 2024 | 2024 | 2024 |
|--|----------------|----------------|----------------|----------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| MS MUNICIPAL SERVICES | | | | |
| 01-1020 General-Program Support | | | | |
| 01-1020-0000 | | 939 | 939 | 100.0% |
| 01-1020-4000 Salaries & Wages | 537,371 | 638,087 | 100,716 | 15.8% |
| 01-1020-4034 Wages Overtime | 416 | | -416 | #DIV/0! |
| 01-1020-4038 Wages Vacation | 34,930 | 235 | -34,695 | (14,763.8%) |
| 01-1020-4040 Wages Stats | 12,669 | | -12,669 | #DIV/0! |
| 01-1020-4042 Wages Sick Pay | 9,081 | | -9,081 | #DIV/0! |
| 01-1020-4300 Contracted Services | 205,240 | 95,122 | -110,118 | (115.8%) |
| 01-1020-4301 Advertising | 14,432 | 1,540 | -12,892 | (837.1%) |
| 01-1020-4303 Legal Services | 61,401 | 78,000 | 16,599 | 21.3% |
| 01-1020-4304 Insurance | 68,237 | 87,802 | 19,565 | 22.3% |
| 01-1020-4308 Courier Service | 339 | 187 | -152 | (81.3%) |
| 01-1020-4313 Software Licence | 83,368 | 102,195 | 18,827 | 18.4% |
| 01-1020-4318 IT Services | 5,569 | | -5,569 | #DIV/0! |
| 01-1020-4320 Bldg Mtce | 5,578 | 1,040 | -4,538 | (436.3%) |
| 01-1020-4340 Material & Supplies | 3,634 | 2,461 | -1,173 | (47.7%) |
| 01-1020-4341 Office Supplies | 8,056 | 13,938 | 5,882 | 42.2% |
| 01-1020-4342 Cleaning Supplies | 233 | 110 | -123 | (111.8%) |
| 01-1020-4358 Publications | | 34 | 34 | 100.0% |
| 01-1020-4362 Meeting | 3,604 | 7,800 | 4,196 | 53.8% |
| 01-1020-4364 Computer Supplies | 4,782 | 2,080 | -2,702 | (129.9%) |
| 01-1020-4370 Fuel | 65 | | -65 | #DIV/0! |
| 01-1020-4371 Natural Gas | 1,268 | 4,160 | 2,892 | 69.5% |
| 01-1020-4373 Hydro | 5,205 | 5,324 | 119 | 2.2% |
| 01-1020-4376 Property Taxes | 6,135 | 1,995 | -4,140 | (207.5%) |
| 01-1020-4380 Room Rental | -105 | | 105 | #DIV/0! |
| 01-1020-4390 Telephone | 6,892 | 9,098 | 2,206 | 24.2% |
| 01-1020-4500 Employee Benefits | 182,850 | 187,902 | 5,052 | 2.7% |
| 01-1020-4510 Clothing Allowance | 76 | 350 | 274 | 78.3% |
| 01-1020-4540 Mileage | 713 | 500 | -213 | (42.6%) |
| 01-1020-4550 Conferences | 3,350 | 10,000 | 6,650 | 66.5% |
| 01-1020-4551 Training | 3,549 | 7,500 | 3,951 | 52.7% |
| 01-1020-4552 Memberships | 32,176 | 27,484 | -4,692 | (17.1%) |
| 01-1020-4600 Miscellaneous | 843 | | -843 | #DIV/0! |
| 01-1020-4601 Strategic Initiatives | | 1,000 | 1,000 | 100.0% |
| 01-1020-4603 Write Off | -63 | | 63 | #DIV/0! |
| 01-1020-4604 Write Off | 48,248 | 57,062 | 8,814 | 15.4% |
| 01-1020-4651 Postage | 19,776 | 15,325 | -4,451 | (29.0%) |
| 01-1020-4700 Interest | 8,032 | | -8,032 | #DIV/0! |
| 01-1020-4701 Bank Charges | 7,842 | 13,500 | 5,658 | 41.9% |
| 01-1020-4801 Land Sale Expenses | 36,688 | | -36,688 | #DIV/0! |
| 01-1020-5266 Tax Certificates | -11,265 | -10,000 | 1,265 | (12.7%) |
| 01-1020-5271 Licence Fee | -1,144 | -2,000 | -856 | 42.8% |
| 01-1020-5275 Permit Fee | -1,800 | -500 | 1,300 | (260.0%) |
| 01-1020-5290 Misc Charges | 5 | | -5 | #DIV/0! |
| 01-1020-5320 Gov Tsfr - Provincial | -1,618,100 | -1,627,000 | -8,900 | 0.5% |
| 01-1020-5403 Resale Materials | -44 | -72 | -28 | 38.9% |
| 01-1020-5700 Investment Income | -164,876 | -103,894 | 60,982 | (58.7%) |
| 01-1020-5701 Interest Income | -554,289 | -344,845 | 209,444 | (60.7%) |
| 01-1020-5900 Misc Revenue | -7,347 | -14,548 | -7,201 | 49.5% |
| 01-1020-5901 Land Sales | -248,505 | -300,000 | -51,495 | 17.2% |
| 01-1020-5908 Refund | | | | #DIV/0! |
| 01-1020-9030 Transfer to Reserve | 1,479,186 | 1,267,368 | -211,818 | (16.7%) |
| 01-1020-9230 Transfer from Reserve | -8,855 | -6,723 | 2,132 | (31.7%) |
| Total 01-1020 General-Program Support | 285,446 | 230,556 | -54,890 | (23.8%) |

01-1030 – Asset Management / GIS

There was less spent on salaries as the student/contractor was only here for seven months in 2024. This was offset slightly when the Municipality paid a contractor in the fall of 2024. Total expenses for this department are \$16,714 less than budget.

| | 2024 | 2024 | 2024 | 2024 |
|---|--------------|---------------|---------------|--------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| MS MUNICIPAL SERVICES | | | | |
| 01-1030 General-Asset Management / GIS | | | | |
| 01-1030-4000 Salaries & Wages | 20,625 | | -20,625 | #DIV/0! |
| 01-1030-4004 Wages Student | | 44,882 | 44,882 | 100.0% |
| 01-1030-4038 Wages Vacation | 846 | 1,830 | 984 | 53.8% |
| 01-1030-4300 Contracted Services | 5,845 | 400 | -5,445 | (1,361.3%) |
| 01-1030-4313 Software License | 6,881 | | -6,881 | #DIV/0! |
| 01-1030-4340 Material & Supplies | 323 | 2,976 | 2,653 | 89.1% |
| 01-1030-4390 Telephone | | 244 | 244 | 100.0% |
| 01-1030-4500 Employee Benefits | 3,043 | 5,945 | 2,902 | 48.8% |
| 01-1030-4550 Conferences | | 1,000 | 1,000 | 100.0% |
| 01-1030-5680 Grants Other | | -3,000 | -3,000 | 100.0% |
| 01-1030-9230 Transfer from Reserve | -35,000 | -35,000 | | |
| Total 01-1030 General-Asset Management / GIS | 2,563 | 19,277 | 16,714 | 86.7% |

Conservation Authorities

01-2030 – Conservation

There was \$34,000 accrued for 2023 and 2024 as the Municipality has not yet been billed for Paisley Dyke maintenance by Saugeen Valley Conservation Authority. The budget for Material & Supplies was in error and is not included in the 2025 budget.

| | 2024 | 2024 | 2024 | 2024 |
|---|---------------|---------------|---------------|--------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-2030 Protection- Conservation | | | | |
| 01-2030-4300 Contracted Services | 34,000 | 38,000 | 4,000 | 10.5% |
| 01-2030-4340 Material & Supplies | | 24,981 | 24,981 | 100.0% |
| Total 01-2030 Protection- Conservation | 34,000 | 62,981 | 28,981 | 46.0% |

01-2031 Saugeen Valley Conservation Authority

The budget did not include a 2024 increase and the 2025 budget is correct.

| | 2024 | 2024 | 2024 | 2024 |
|---|---------------|---------------|---------------|----------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-2031 Protection-Conservation SVCA | | | | |
| 01-2031-4671 Conservation Levy | 59,462 | 51,937 | -7,525 | (14.5%) |
| Total 01-2031 Protection-Conservation SVCA | 59,462 | 51,937 | -7,525 | (14.5%) |

Fire

01-2010 Protection-Common Fire

The Fire Chief's salary was budgeted to this department, but the actuals were charged 2/3 to this department and 1/3 to the Chesley Fire Department (01-2012). This accounted for most of the \$44,225 good news vs budget.

01-2012 Protection-Chesley Fire

1/3 of Fire Chief's salary was charged here but the budget was in 01-2010. This accounted for most of the \$30,419 bad news vs budget.

01-2014 Protection-Paisley Fire

Fire Calls and practices \$19,922 less than budget.

01-2016 Protection-Tara Fire

Education and Training \$15,676 higher than budget. Building maintenance is \$5,741 higher than budget.

Total for Fire, \$613,272 which is \$9,331 less than budget.

| | 2024 | 2024 | 2024 | 2024 |
|---------------------------------|----------------|----------------|--------------|-------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-2010 Protection-Common Fire | 133,226 | 177,451 | 44,225 | 24.9% |
| 01-2012 Protection-Chesley Fire | 174,890 | 144,471 | -30,419 | (21.1%) |
| 01-2014 Protection-Paisley Fire | 101,007 | 121,936 | 20,929 | 17.2% |
| 01-2016 Protection-Tara Fire | 204,154 | 178,745 | -25,409 | (14.2%) |
| Total Fire Protection | 613,277 | 622,603 | 9,326 | 1.5% |

Transportation Services

Roads

The 2024 expenses came in \$67,217 less than budgeted (2.5% less).

| | 2024 | 2024 | 2024 | 2024 |
|---|------------------|------------------|---------------|-------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-2510 Transportation-Roads-Admin | 99,298 | 87,958 | -11,340 | (12.9%) |
| 01-2511 Transportation-Roads-Admin-Union | 396,476 | 384,513 | -11,963 | (3.1%) |
| 01-2512 Transportation-Roads-Shop | 144,921 | 160,473 | 15,552 | 9.7% |
| 01-2513 Transportation-Roads-Roadside | 95,255 | 118,117 | 22,862 | 19.4% |
| 01-2514 Transportation-Roads-Bridges | 340,930 | 353,221 | 12,291 | 3.5% |
| 01-2515 Transportation-Roads-Hardtop | 57,676 | 55,637 | -2,039 | (3.7%) |
| 01-2516 Transportation-Roads-Gravel | 709,146 | 711,035 | 1,889 | 0.3% |
| 01-2517 Transportation-Roads-Safety | 42,120 | 48,722 | 6,602 | 13.6% |
| 01-2518 Transportation-Roads-Vehicles | 569,779 | 594,187 | 24,408 | 4.1% |
| 01-2530 Transportation-Saugeen Mobility & Regional Tran | 72,132 | 74,174 | 2,042 | 2.8% |
| 01-2540 Transportation-Parking | -2,394 | 3,745 | 6,139 | 163.9% |
| 01-2550 Transportation-Street Lighting | 63,428 | 64,202 | 774 | 1.2% |
| Total Roads | 2,588,767 | 2,655,984 | 67,217 | 2.5% |

Winter Control

Total winter control expenses were \$19,134 less than budget. As done in previous years, this variance to budget has been moved to the winter control reserve (01-0000-7263).

| | 2024 | 2024 | 2024 | 2024 |
|---|----------------|----------------|----------------|-------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-2520 Transportation-Winter Ctrl-Salt/Sand | | | | |
| 01-2520-0000 | | 32 | 32 | 100.0% |
| 01-2520-4000 Salaries & Wages | 15,808 | 27,941 | 12,133 | 43.4% |
| 01-2520-4004 Wages Student | | 1,147 | 1,147 | 100.0% |
| 01-2520-4034 Wages Overtime | 5,630 | 3,116 | -2,514 | (80.7%) |
| 01-2520-4038 Wages Vacation | | 120 | 120 | 100.0% |
| 01-2520-4340 Material & Supplies | 65,271 | 58,802 | -6,469 | (11.0%) |
| 01-2520-4500 Employee Benefits | 5,554 | 9,030 | 3,476 | 38.5% |
| 01-2520-9030 Transfer to Reserve | 7,925 | | -7,925 | #DIV/0! |
| Total 01-2520 Transportation-Winter Ctrl-Salt/Sand | 100,188 | 100,188 | 0 | 0.0% |
| 01-2521 Transportation-Winter Ctrl-Snow Moving | | | | |
| 01-2521-0000 | | 260 | 260 | 100.0% |
| 01-2521-4000 Salaries & Wages | 99,809 | 134,656 | 34,847 | 25.9% |
| 01-2521-4004 Wages Student | 2,466 | 2,912 | 446 | 15.3% |
| 01-2521-4034 Wages Overtime | 52,798 | 39,634 | -13,164 | (33.2%) |
| 01-2521-4038 Wages Vacation | | 1,433 | 1,433 | 100.0% |
| 01-2521-4300 Contracted Services | 52,965 | 25,527 | -27,438 | (107.5%) |
| 01-2521-4340 Material & Supplies | 587 | 500 | -87 | (17.4%) |
| 01-2521-4500 Employee Benefits | 35,813 | 43,838 | 8,025 | 18.3% |
| 01-2521-5238 Fee For Service | -23,144 | -17,500 | 5,644 | (32.3%) |
| 01-2521-9030 Transfer to Reserve | 9,966 | | -9,966 | #DIV/0! |
| Total 01-2521 Transportation-Winter Ctrl-Snow Moving | 231,260 | 231,260 | | |
| 01-2522 Transportation-Winter Ctrl-Standby | | | | |
| 01-2522-4000 Salaries & Wages | | 27,738 | 27,738 | 100.0% |
| 01-2522-4004 Wages Student | | 1,128 | 1,128 | 100.0% |
| 01-2522-4036 Wages Standby | 28,538 | | -28,538 | #DIV/0! |
| 01-2522-4038 Wages Vacation | | 1,037 | 1,037 | 100.0% |
| 01-2522-4500 Employee Benefits | 3,966 | 3,844 | -122 | (3.2%) |
| 01-2522-9030 Transfer to Reserve | 1,243 | | -1,243 | #DIV/0! |
| Total 01-2522 Transportation-Winter Ctrl-Standby | 33,747 | 33,747 | | |
| Total Winter Control | 365,195 | 365,195 | 0 | 0.0% |
| total expenses | 346,061 | 365,195 | 19,134 | 5.2% |
| total transfer to reserve (01-0000-7263) | 19,134 | 0 | -19,134 | |

Environmental Programs

There was more revenue from waste disposal than budgeted.

| | 2024 | 2024 | 2024 | 2024 |
|--|---------------|---------------|---------------|---------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-3040 Environmental-Garbage Collection | -152,338 | -153,093 | -755 | 0.5% |
| 01-3050 Environmental-Waste Disposal | 38,192 | 73,134 | 34,942 | 47.8% |
| 01-3060 Environmental-Recycling | 112,475 | 116,150 | 3,675 | 3.2% |
| Total Environmental Programs | -1,671 | 36,191 | 37,862 | 104.6% |

Health Clinics

In 2024, the Municipality paid out the remaining amounts with respect to Doctor Recruitment for previous agreements.

The clinics both had a surplus of revenue over expenses and these surpluses were moved to their respective reserves.

| | 2024 | 2024 | 2024 | 2024 |
|--------------------------------------|--------------|--------------|-------------|--------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-4000 Health-Physician Recruitment | 7,888 | 8,688 | 800 | 9.2% |
| 01-4002 Health-Clinic-Chesley | 1 | 33 | 32 | 97.0% |
| 01-4004 Health-Clinic-Paisley | | 137 | 137 | 100.0% |
| Total Clinics | 7,889 | 8,858 | 969 | 10.9% |

Cemeteries

Cemeteries came in \$22,573 less than budget.

| | 2024 | 2024 | 2024 | 2024 |
|-----------------------------------|---------------|---------------|---------------|--------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-4010 Health-Cemetery-Common | 8,615 | 3,810 | -4,805 | (126.1%) |
| 01-4011 Health-Cemetery-Arran | 816 | 4,001 | 3,185 | 79.6% |
| 01-4012 Health-Cemetery-Chesley | 15,495 | 28,793 | 13,298 | 46.2% |
| 01-4013 Health-Cemetery-Elderslie | 1,868 | 4,800 | 2,932 | 61.1% |
| 01-4014 Health-Cemetery-Paisley | 6,706 | 11,621 | 4,915 | 42.3% |
| 01-4016 Health-Cemetery-Tara | -701 | 2,347 | 3,048 | 129.9% |
| Total Cemeteries | 32,799 | 55,372 | 22,573 | 40.8% |

Recreation & Culture

Overall, Recreation and Culture finished \$102,931 better than budget.

Ice Rental Revenue was higher than budgeted:

| Ice Rental 2024 | | | | |
|------------------------|------------------|------------------|-----------------|--------------|
| | 2024 Actuals | 2024 Budget | \$ Variance | % Variance |
| Chesley | \$119,124 | \$105,020 | \$14,104 | 13.4% |
| Paisley | \$106,902 | \$90,774 | \$16,128 | 17.8% |
| Tara | \$111,737 | \$94,886 | \$16,851 | 17.8% |
| Total | \$337,763 | \$290,680 | \$47,083 | 16.2% |

| | 2024 | 2024 | 2024 | 2024 |
|---|----------------|------------------|----------------|-------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-5001 Rec/Cult-Parkland-Recreation | 158,557 | 160,525 | 1,968 | 1.2% |
| 01-5015 Rec/Cult-Admin | 116,682 | 137,093 | 20,411 | 14.9% |
| 01-5020 Rec/Cult-Common H&S | 10,134 | 15,111 | 4,977 | 32.9% |
| 01-5210 Rec/Cult-Programs-AE Programs | 55,495 | 48,100 | -7,395 | (15.4%) |
| 01-5220 Rec/Cult-Programs-Day Camp | -3,484 | -10,627 | -7,143 | 67.2% |
| 01-5311 Rec/Cult-Parks-Ball Field-Arran/Allenford | 653 | 2,913 | 2,260 | 77.6% |
| 01-5312 Rec/Cult-Parks-Ball Field-Chesley | 11,681 | 8,589 | -3,092 | (36.0%) |
| 01-5314 Rec/Cult-Parks-Ball Field-Paisley | 4,071 | 2,877 | -1,194 | (41.5%) |
| 01-5316 Rec/Cult-Parks-Ball Field-Tara | 17,237 | 6,266 | -10,971 | (175.1%) |
| 01-5322 Rec/Cult-Parks-Splashpad-Chesley | 1,746 | 1,205 | -541 | (44.9%) |
| 01-5324 Rec/Cult-Parks-Splashpad-Paisley | 2,335 | 1,205 | -1,130 | (93.8%) |
| 01-5326 Rec/Cult-Parks-Splashpad-Tara | 857 | 1,205 | 348 | 28.9% |
| 01-5411 Rec/Cult-Facilities-CC Arran/Arkwright | 4,670 | 2,673 | -1,997 | (74.7%) |
| 01-5412 Rec/Cult-Facilities-Chesley Comm Ctr | 167,387 | 206,293 | 38,906 | 18.9% |
| 01-5414 Rec/Cult-Facilities-Paisley Comm Ctr | 158,053 | 205,379 | 47,326 | 23.0% |
| 01-5416 Rec/Cult-Facilities-Tara Comm Ctr | 124,304 | 173,738 | 49,434 | 28.5% |
| 01-5512 Rec/Cult-Facilities-Chesley Pool | 55,052 | 28,535 | -26,517 | (92.9%) |
| 01-5516 Rec/Cult-Facilities-Tara Pool | 24,208 | 41,289 | 17,081 | 41.4% |
| 01-5612 Rec/Cult-Facilities-Chesley Trailer Park | 2,745 | 5,897 | 3,152 | 53.5% |
| 01-5712 Rec/Cult-Facilities-Lease-Chesley Town Hall | 20,446 | 29,066 | 8,620 | 29.7% |
| 01-5714 Rec/Cult-Facilities-Lease-Paisley Legion | 13,101 | 8,171 | -4,930 | (60.3%) |
| 01-5715 Rec/Cult-Facilities-Lease-Paisley LCBO | -1 | 22 | 23 | 104.5% |
| 01-5812 Rec/Cult-Libraries-Chesley | 825 | -2,192 | -3,017 | 137.6% |
| 01-5814 Rec/Cult-Libraries-Paisley | 1,835 | -2,083 | -3,918 | 188.1% |
| 01-5816 Rec/Cult-Libraries-Tara | 3,776 | 5,080 | 1,304 | 25.7% |
| 01-5914 Rec/Cult-Museum-Paisley | 28,951 | 7,917 | -21,034 | (265.7%) |
| Total RECREATION AND CULTURE | 981,316 | 1,084,247 | 102,931 | 9.5% |

Planning and Development

01-7010 Zoning requests and expenses were \$18,891 less than budget in 2024.

01-7220 Downtown Decor had \$20,721 in unbudgeted donations

01-7410 Economic Development had a gap between staff.

| | 2024 | 2024 | 2024 | 2024 |
|--|----------------|----------------|---------------|--------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-7010 Plan/Dev-Planning-Zoning | 23,049 | 41,940 | 18,891 | 45.0% |
| 01-7210 Plan/Dev-Commercial/Industrial Dev | 85 | | -85 | #DIV/0! |
| 01-7220 Plan/Dev-Comm/Ind-Downtown Decor | 73,579 | 86,811 | 13,232 | 15.2% |
| 01-7230 Plan/Dev-Comm/Ind- Gravel Pits | 5,028 | 9,256 | 4,228 | 45.7% |
| 01-7410 Plan/Dev-Economic Development | 181,115 | 206,422 | 25,307 | 12.3% |
| Total Economic Development | 282,856 | 344,429 | 61,573 | 17.9% |

Building

Invoiced permits were less than budgeted in 2024. The Municipality used less contracted services (i.e. CBO backup) than budgeted. There was a net surplus of \$26,006 which we moved to the building code reserve.

| | 2024 | 2024 | 2024 | 2024 |
|---|--------------|--------------|-------------|------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-2042 Protection-Building Inspection | | | | |
| 01-2042-0000 | | 180 | 180 | 100.0% |
| 01-2042-4000 Salaries & Wages | 108,463 | 127,701 | 19,238 | 15.1% |
| 01-2042-4038 Wages Vacation | 10,827 | | -10,827 | #DIV/0! |
| 01-2042-4040 Wages Stats | 1,932 | | -1,932 | #DIV/0! |
| 01-2042-4303 Legal Services | | 5,677 | 5,677 | 100.0% |
| 01-2042-4304 Insurance | 4,306 | 5,881 | 1,575 | 26.8% |
| 01-2042-4313 Software Licence | 17,018 | 19,351 | 2,333 | 12.1% |
| 01-2042-4323 Vehicle Repair | 336 | 500 | 164 | 32.8% |
| 01-2042-4340 Material & Supplies | 13 | 2,000 | 1,987 | 99.4% |
| 01-2042-4341 Office Supplies | 42 | 2,000 | 1,958 | 97.9% |
| 01-2042-4360 Vehicle Licences | | 272 | 272 | 100.0% |
| 01-2042-4364 Computer Supplies | | 9,000 | 9,000 | 100.0% |
| 01-2042-4370 Fuel | 1,872 | 3,340 | 1,468 | 44.0% |
| 01-2042-4390 Telephone | 384 | 730 | 346 | 47.4% |
| 01-2042-4500 Employee Benefits | 35,412 | 32,473 | -2,939 | (9.1%) |
| 01-2042-4510 Clothing Allowance | | 300 | 300 | 100.0% |
| 01-2042-4515 Boot Allowance | | 250 | 250 | 100.0% |
| 01-2042-4550 Conferences | 1,956 | 2,500 | 544 | 21.8% |
| 01-2042-4551 Training | 108 | 3,000 | 2,892 | 96.4% |
| 01-2042-4552 Memberships | 715 | 650 | -65 | (10.0%) |
| 01-2042-4602 Pandemic Costs | | | | #DIV/0! |
| 01-2042-5267 Compliance Letters | -6,230 | -6,000 | 230 | (3.8%) |
| 01-2042-5275 Permit Fee | -186,679 | -209,805 | -23,126 | 11.0% |
| 01-2042-5900 Bruce County Development Charges | -2,543 | | 2,543 | #DIV/0! |
| 01-2042-9030 Transfer to Reserve | 26,006 | | -26,006 | #DIV/0! |
| 01-2042-9230 Transfer from Reserve | -13,938 | | 13,938 | #DIV/0! |
| Total 01-2042 Protection-Building Inspection | | | | #DIV/0! |

By-law

Animal Control was budgeted to break even with \$16,000 in license fees and \$14,187 in contracted services. However, actual contracted services came in at \$30,413 and legal services totaled \$13,276. The 2023 actuals were \$75,653.

| | 2024 | 2024 | 2024 | 2024 |
|--|---------------|--------------|----------------|----------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-2041 Protection-Animal Control | | | | |
| 01-2041-4300 Contracted Services | 30,413 | 14,187 | -16,226 | (114.4%) |
| 01-2041-4303 Legal Services | 13,276 | | -13,276 | #DIV/0! |
| 01-2041-4309 Contract Livestock Claims | 12,456 | 2,324 | -10,132 | (436.0%) |
| 01-2041-4310 Contract Pound Fees | 1,227 | 1,094 | -133 | (12.2%) |
| 01-2041-4340 Material & Supplies | 1,191 | 795 | -396 | (49.8%) |
| 01-2041-5270 Licence Fee | -15,180 | -16,000 | -820 | 5.1% |
| 01-2041-5290 Misc Charges | -384 | | 384 | #DIV/0! |
| 01-2041-5680 Grants Other | -10,333 | -2,000 | 8,333 | (416.7%) |
| 01-2041-5960 Fines | -190 | -400 | -210 | 52.5% |
| 01-2041-9030 Transfer to Reserve | | | | #DIV/0! |
| Total 01-2041 Protection-Animal Control | 32,476 | | -32,476 | #DIV/0! |

Property Standards contracted services actuals were \$32,643 vs a budget of \$48,832. There was one-time good news as the Cannabis reserve (\$15,000) was closed.

| | 2024 | 2024 | 2024 | 2024 |
|--|---------------|---------------|---------------|--------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-2044 Protection-Property Standards | | | | |
| 01-2044-0000 | | 8 | 8 | 100.0% |
| 01-2044-4000 Salaries & Wages | | 4,016 | 4,016 | 100.0% |
| 01-2044-4300 Contracted Services | 32,643 | 48,832 | 16,189 | 33.2% |
| 01-2044-4303 Legal Services | 470 | 5,000 | 4,530 | 90.6% |
| 01-2044-4500 Employee Benefits | | 1,053 | 1,053 | 100.0% |
| 01-2044-5900 Misc. Revenue | -17,407 | | 17,407 | #DIV/0! |
| Total 01-2044 Protection-Property Standards | 15,706 | 58,909 | 43,203 | 73.3% |

Water and Sewer

In total, Water & Sewer revenues were \$43,039 or 1.5% higher than budget. Expenses came in \$20,989 over budget. Transfer to reserve was \$22,047 better than budget.

Most of the wages and benefits are budgeted to department 01-3005 (Common), however, the actual wages and benefits were split to the various water and sewer departments. This shows as good news in 01-3005 total expenses and some offsetting bad news in various department expenses (e.g. 01-3005).

| | 2024 | 2024 | 2024 | 2024 |
|---|--------------|--------------|-------------|------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-3005 Environmental-Sewer&Water-Common | | | | |
| 01-3005 total expenses | 326,889 | 562,859 | 235,970 | 41.9% |
| 01-3005 transfer from Reserve | -326,889 | -562,859 | -235,970 | 41.9% |
| 01-3005 Net | 0 | 0 | 0 | |
| 01-3012 Environmental-Sewage-Chesley | | | | |
| 01-3012 total revenue | -596,491 | -610,722 | -14,231 | 2.3% |
| 01-3012 total expenses | 179,998 | 175,722 | -4,276 | (2.4%) |
| 01-3012 Transfer to Reserve | 416,492 | 435,000 | 18,508 | 4.3% |
| 01-3012 Net | 0 | 0 | 0 | |
| 01-3015 Environmental-Sewage-Paisley | | | | |
| 01-3015 total revenue | -340,089 | -302,791 | 37,298 | (12.3%) |
| 01-3015 total expenses | 233,065 | 156,430 | -76,635 | (49.0%) |
| 01-3015 Transfer to Reserve | 107,024 | 146,361 | 39,337 | 26.9% |
| 01-3015 Net | 0 | 0 | 0 | |
| 01-3017 Environmental-Sewage-Tara | | | | |
| 01-3017 total revenue | -329,712 | -340,468 | -10,756 | 3.2% |
| 01-3017 total expenses | 79,136 | 67,668 | -11,468 | (16.9%) |
| 01-3017 Transfer to Reserve | 250,576 | 272,800 | 22,224 | 8.1% |
| 01-3017 Net | 0 | 0 | 0 | |
| 01-3030 Environmental-Source Water Protection | | | | |
| 01-3030-4300 Contracted Services | 6,500 | 6,760 | 260 | 3.8% |
| 01-3030-9230 Transfer from Reserve | -6,500 | -6,760 | -260 | 3.8% |
| Total 01-3030 Environmental-Source Water Protection | 0 | 0 | 0 | |
| 01-3032 Environmental-Water-Chesley/Paisley | | | | |
| 01-3032 total revenue | -1,244,143 | -1,210,489 | 33,654 | (2.8%) |
| 01-3032 total expenses | 277,214 | 175,399 | -101,815 | (58.0%) |
| 01-3032 Transfer to Reserve | 966,927 | 1,035,090 | 68,163 | 6.6% |
| 01-3032 Net | 0 | 0 | 0 | |
| 01-3036 Environmental-Water-Tara | | | | |
| 01-3036 total revenue | -430,142 | -433,068 | -2,926 | 0.7% |
| 01-3036 total expenses | 172,768 | 109,743 | -63,025 | (57.4%) |
| 01-3036 Transfer to Reserve | 257,374 | 323,325 | 65,951 | 20.4% |
| 01-3036 Net | 0 | 0 | 0 | |
| Total WS WATER AND SEWER SERVICES | 0 | 0 | 0 | |
| Grand Total - Water and Sewer Revenues | -2,940,577 | -2,897,538 | 43,039 | (1.5%) |
| Grand Total - Water and Sewer Expenses | 1,275,570 | 1,254,581 | -20,989 | (1.7%) |
| Transfers to Reserves | 1,665,004 | 1,642,957 | -22,047 | (1.3%) |
| Net | 0 | 0 | 0 | |

Storm

There were less funds spent on strategic initiatives (stormwater study) as some of it was spent on a capital project for engineering. The 2024 budget incorrectly had a transfer from water reserve.

| | 2024 | 2024 | 2024 | 2024 |
|---|---------------|---------------|----------------|----------------|
| | December YTD | December YTD | \$ Variance | % Variance |
| | Actuals | Budget | | |
| 01-3018 Environmental-Storm Water-Catch Basins | | | | |
| 01-3018-0000 | | 1 | 1 | 100.0% |
| 01-3018-4000 Salaries & Wages | 2,492 | 11,404 | 8,912 | 78.1% |
| 01-3018-4034 Wages Overtime | | 190 | 190 | 100.0% |
| 01-3018-4300 Contracted Services | 20,708 | 8,854 | -11,854 | (133.9%) |
| 01-3018-4302 Eng Services | 4,995 | 2,800 | -2,195 | (78.4%) |
| 01-3018-4340 Material & Supplies | 3,294 | 1,000 | -2,294 | (229.4%) |
| 01-3018-4381 Equip Rental | | 500 | 500 | 100.0% |
| 01-3018-4500 Employee Benefits | 1,550 | 3,728 | 2,178 | 58.4% |
| 01-3018-4601 Strategic Initiatives | 26,747 | 56,404 | 29,657 | 52.6% |
| 01-3018-9230 Transfer from Reserve | | -28,477 | -28,477 | 100.0% |
| Total 01-3018 Environmental-Storm Water-Catch Basins | 59,786 | 56,404 | -3,382 | (6.0%) |
| 01-3019 Environmental-Storm Water-Ditches | | | | |
| 01-3019-4000 Salaries & Wages | 2,368 | 6,227 | 3,859 | 62.0% |
| 01-3019-4300 Contracted Services | 9,601 | 10,000 | 399 | 4.0% |
| 01-3019-4340 Material & Supplies | 5,805 | 10,400 | 4,595 | 44.2% |
| 01-3019-4500 Employee Benefits | 775 | 1,909 | 1,134 | 59.4% |
| 01-3019-9230 Transfer from Reserve | | -28,536 | -28,536 | 100.0% |
| Total 01-3019 Environmental-Storm Water-Ditches | 18,549 | | -18,549 | #DIV/0! |
| Total STORM | 78,335 | 56,404 | -21,931 | (38.9%) |

Link to Strategic/Master Plan

6.4 Leading Financial Management

Financial Impacts/Source of Funding/Link to Procurement Policy

The 2024 net surplus/deficit (revenue less expenses) is moved to/from the working capital reserve (01-0000-7210). The current amount for 2024 is a surplus of \$348,307. The final amount will be subject to adjustments made by auditor.

Approved by: Emily Dance, Chief Administrative Officer