



**The Corporation of the Municipality  
Staff Report**

**Office of the Treasurer  
Manuela Batovanja**

<b>Prepared For: Mayor and Council</b>	<b>Report No.: MB 2024-13</b>
<b>Date: July 23, 2024</b>	<b>File No.: C11</b>

### **Purpose of Report**

The purpose of this report is to provide Council with a review of the municipalities financial position at the end of the second quarter of 2024.

### **Analysis**

This report provides Council with information regarding revenues and expenditures to June 30, 2024, as well as highlighting some key trends.

#### **Revenues to June 30, 2024**

Most revenue cost categories are meeting budgeted levels.

Some of the larger variances are explained in the following section:

- **Taxation & School Boards** – Final tax bills have been processed and mailed, due dates are June 27<sup>th</sup> and August 29<sup>st</sup>.
- **Administration** – two installments of the OMPF funding have been received. We have currently realized 86% of our projected investment gains having earned \$242,427 of the budgeted amount \$280,984. Penalty and Interest Revenue is higher than anticipated, however, we are addressing collections. The remainder of the variance is due to the timing of the receipt of grants with the majority of the funds being received in the third quarter of the year.
- **Building Department** – Earned revenues are 57% of the budgeted amount, there is little concern as most revenues align with the building season which occurs over the second and third quarters.
- **Infrastructure Services** – The variance is due to timing as the revenue is related to special initiatives which occur later in the year.
- **Airport** – The airport traffic appears to be a little less than the past few years. As of June 30<sup>th</sup>, 47% of the budgeted revenue has been realized

**Respectfully Prepared and Submitted By:  
Manuela Batovanja, Treasurer  
Director of Finance**

- **Transit** – We have realized 81% of the revenue expected from transit fares, the provincial funding will not be received until later in the year.
- **Special Initiatives** – previously revenue in this category was generated from the Hazardous Waste Day which occurs later in the year. The increased revenue has been generated through the food cycler program, which was not included in the initial budget.
- **Water and Sewer** – As in previous years, the variance is due to the timing of the billing cycle.
- **Michipicoten Memorial Community Centre** – 82% of the budgeted revenue has been earned. Although the centre is undergoing capital projects this summer there is no concern at this time as the fall/winter revenues should surpass the estimated budget.
- **Parks and Tourism** – these departments are seasonal. The bulk of the revenue is expected to be achieved in July to September.

#### **Expenditures to June 30, 2024**

Many of the cost centres are also meeting budgeted expectations, those which have larger variances are detailed below:

- **Taxation** – the variance is due to the writing off previous year's property taxes upon the vesting of four properties in May. It is expected that three of the properties will be sold and become income generating properties. The impact should be somewhat offset by a reduction in the allowance for doubtful accounts as part of the year-end process.
- **Administration** – The variance is primarily due to the timing of transfers to the reserve and capital funds.
- **Fire** – The variance is due to the timing of the honoraria which is paid at the end of the year.
- **Airport** – Aviation fuel purchases are slightly less than projected, this is in line with a proportionate reduction in revenue, there is no concern currently.
- **Landfill** – the variance is due to the timing of reserve transfers.
- **Special Initiatives** – Variance is fully due to the timing of events such as our annual hazardous waste days as well as the purchase of the food recycler units.

- **Water and Wastewater** – the variance is due to the timing of reserve and capital fund transfers.
- **Cemetery** – Maintenance will primarily occur in July to September. Costs incurred at this time are reasonable.
- **Parks** – This department includes the outdoor parks and marina. Materials and supplies were purchased in the second quarter for consumption in the third quarter. Insurance for the year has been allocated.
- **Planning & Development** – This includes the new Economic Development budget which has not incurred costs yet.
- **Tourism** – The majority of the expenses for this department will be from July to September, there are no concerns at this time.

### Capital Fund

There is no concern with the capital fund as projects have recently started with the costs expected to occur from July to October.

Projects currently moving forward include MMCC Capital improvements, transit vehicle and continuing from last year the water intake project, municipal software and the cemetery expansion.

### Recommendation

That Council receive Staff Report MB 2024-13 Second Quarter Financial Report for information purposes.

### Attachments

- Council Department Summary for The Period Ending June 30, 2024

Council Department Summary

For Period Ending 30-Jun-2024



	FINAL BUDGET	ACTUAL VALUES	VARIANCE	FINAL BUDGET	ACTUAL VALUES	VARIANCE
	LAST YEAR	LAST YEAR	LAST YEAR	CURRENT YEAR	CURRENT YEAR	CURRENT YEAR
<b>1 GENERAL FUND</b>						
<b>Revenue</b>						
TAXATION	(5,244,287.00)	(5,242,471.30)	(1,815.70)	(5,454,059.00)	(5,440,633.26)	(13,425.74)
SCHOOL BOARDS	(506,625.00)	(506,664.83)	39.83	(526,889.00)	(519,776.34)	(7,112.66)
ADMINISTRATION	(5,231,084.00)	(1,194,459.22)	(4,036,624.78)	(5,109,031.00)	(1,188,571.93)	(3,920,459.07)
INFORMATION TECHNOLOGY	(25,179.00)	(28,675.88)	3,496.88	(29,696.00)	(28,415.52)	(1,280.48)
FIRE DEPARTMENT	(32,679.00)	(27,060.00)	(5,619.00)	(32,028.00)	(11,246.21)	(20,781.79)
BUILDING DEPARTMENT	(56,710.00)	(20,644.46)	(36,065.54)	(56,850.00)	(32,805.17)	(24,044.83)
ANIMAL CONTROL	(500.00)	(75.00)	(425.00)	(500.00)	(65.00)	(435.00)
POLICE SERVICES	(15,532.00)	(2,968.72)	(12,563.28)	(15,800.00)	(3,557.27)	(12,242.73)
INFRASTRUCTURE SERVICES	(24,310.00)	(5,364.73)	(18,945.27)	(25,850.00)	(5,829.33)	(20,020.67)
AIRPORT	(784,592.00)	(505,312.36)	(279,279.64)	(810,274.00)	(342,452.69)	(467,821.31)
TRANSIT	(29,950.00)	(2,157.00)	(27,793.00)	(29,444.00)	(2,484.00)	(26,960.00)
GARBAGE COLLECTION	(60,159.00)	(30,081.60)	(30,077.40)	(61,157.00)	(30,578.64)	(30,578.36)
LANDFILL	(84,160.00)	(33,596.00)	(50,564.00)	(85,843.00)	(39,855.00)	(45,988.00)
SPECIAL INITIATIVES	(14,000.00)	(1,975.80)	(12,024.20)	(16,000.00)	(21,187.40)	5,187.40
WATER AND SEWER	(1,545,968.00)	(506,738.95)	(1,039,229.05)	(1,614,141.00)	(527,778.69)	(1,086,362.31)
CEMETERY	(13,620.00)	(4,050.00)	(9,570.00)	(13,742.00)	(9,060.00)	(4,682.00)
ASSISTANCE TO THE SENIORS	(22,277.00)	(20,612.50)	(1,664.50)	(22,723.00)	(11,720.50)	(11,002.50)
MICHIPICOTEN MEMORIAL COMMUNITY CENTRE	(192,680.00)	(138,922.85)	(53,757.15)	(244,428.00)	(200,287.75)	(44,140.25)
PARKS	(37,500.00)	(11,006.70)	(26,493.30)	(38,000.00)	(13,342.70)	(24,657.30)
PLANNING AND DEVELOPMENT	(2,481.00)	(850.00)	(1,631.00)	(2,427.00)	(4,575.00)	2,148.00
TOURISM	(97,163.00)	(11,613.06)	(85,549.94)	(106,067.00)	(14,552.80)	(91,514.20)
EXTERNAL BOARDS	(5,000.00)	0.00	(5,000.00)	(5,000.00)	0.00	(5,000.00)
<b>Total Revenue</b>	<b>(14,026,456.00)</b>	<b>(8,295,300.96)</b>	<b>(5,731,155.04)</b>	<b>(14,299,949.00)</b>	<b>(8,448,775.20)</b>	<b>(5,851,173.80)</b>
<b>Expense</b>						
MAYOR AND COUNCIL	105,853.00	40,762.50	65,090.50	102,615.00	42,631.66	59,983.34
TAXATION	9,938.00	71,717.78	(61,779.78)	10,336.00	421,738.62	(411,402.62)
SCHOOL BOARDS	506,545.00	254,875.42	251,669.58	526,213.00	337,550.23	188,662.77
ADMINISTRATION	3,148,277.00	903,654.17	2,244,622.83	3,068,684.00	768,358.06	2,300,325.94
INFORMATION TECHNOLOGY	187,900.00	109,169.03	78,730.97	197,235.00	84,236.60	112,998.40
FIRE DEPARTMENT	299,873.00	76,267.57	223,605.43	292,802.00	62,896.14	229,905.86
BUILDING DEPARTMENT	133,712.00	60,163.43	73,548.57	141,159.00	66,049.14	75,109.86
ANIMAL CONTROL	1,549.00	513.77	1,035.23	1,750.00	856.70	893.30
POLICE SERVICES	799,258.00	331,723.16	467,534.84	806,233.00	415,576.08	390,656.92
POLICE SERVICES BOARD	1,792.00	1,282.74	509.26	4,297.00	2,446.00	1,851.00
COMMUNITY EMERGENCY MEASURES	2,058.00	408.88	1,649.12	4,974.00	3,385.24	1,588.76
INFRASTRUCTURE SERVICES	1,937,440.00	1,159,792.26	777,647.74	2,054,999.00	844,730.62	1,210,268.38
AIRPORT	585,232.00	394,303.79	190,928.21	662,083.00	279,809.05	382,273.95
TRANSIT	64,696.00	28,446.45	36,249.55	64,693.00	34,162.77	30,530.23
GARBAGE COLLECTION	493,042.00	213,221.71	279,820.29	502,290.00	255,633.01	246,656.99
LANDFILL	120,008.00	73,930.70	46,077.30	117,823.00	86,339.41	31,483.59
SPECIAL INITIATIVES	23,000.00	0.00	23,000.00	23,200.00	36,657.15	(13,457.15)
WATER AND SEWER	1,545,563.00	1,061,492.96	484,070.04	1,613,721.00	547,114.23	1,066,606.77
CEMETERY	18,189.00	7,985.37	10,203.63	19,194.00	6,835.28	12,358.72
ASSISTANCE TO THE SENIORS	18,144.00	22,238.35	(4,094.35)	22,357.00	17,586.20	4,770.80
MICHIPICOTEN MEMORIAL COMMUNITY CENTRE	1,464,682.00	756,623.13	708,058.87	1,390,254.00	633,450.33	756,803.67

Council Department Summary

For Period Ending 30-Jun-2024



	FINAL BUDGET	ACTUAL VALUES	VARIANCE	FINAL BUDGET	ACTUAL VALUES	VARIANCE
	LAST YEAR	LAST YEAR	LAST YEAR	CURRENT YEAR	CURRENT YEAR	CURRENT YEAR
<b>1 GENERAL FUND</b>						
PARKS	111,496.00	119,701.30	(8,205.30)	100,772.00	120,261.54	(19,489.54 )
PLANNING AND DEVELOPMENT	109,354.00	12,723.94	96,630.06	191,384.00	549.45	190,834.55
TOURISM	229,136.00	99,680.36	129,455.64	214,145.00	101,961.08	112,183.92
EXTERNAL BOARDS	2,109,719.00	1,033,660.09	1,076,058.91	2,166,736.00	1,055,121.35	1,111,614.65
<b>Total Expense</b>	<b>14,026,456.00</b>	<b>6,834,338.86</b>	<b>7,192,117.14</b>	<b>14,299,949.00</b>	<b>6,225,935.94</b>	<b>8,074,013.06</b>
<b>Total GENERAL FUND</b>	<b>0.00</b>	<b>(1,460,962.10)</b>	<b>1,460,962.10</b>	<b>0.00</b>	<b>(2,222,839.26)</b>	<b>2,222,839.26</b>

Council Department Summary

For Period Ending 30-Jun-2024



	FINAL BUDGET	ACTUAL VALUES	VARIANCE	FINAL BUDGET	ACTUAL VALUES	VARIANCE
	LAST YEAR	LAST YEAR	LAST YEAR	CURRENT YEAR	CURRENT YEAR	CURRENT YEAR
<b>2 CAPITAL FUND</b>						
<b>Revenue</b>						
ADMINISTRATION	(450,576.00)	0.00	(450,576.00)	(629,690.00)	(2,000.00)	(627,690.00)
FIRE DEPARTMENT	(35,000.00)	0.00	(35,000.00)	(20,000.00)	0.00	(20,000.00)
INFRASTRUCTURE SERVICES	(465,000.00)	0.00	(465,000.00)	(490,000.00)	0.00	(490,000.00)
AIRPORT	(25,000.00)	0.00	(25,000.00)	(200,000.00)	(25,000.00)	(175,000.00)
TRANSIT	0.00	0.00	0.00	(203,000.00)	0.00	(203,000.00)
LANDFILL	(560,000.00)	0.00	(560,000.00)	(75,000.00)	0.00	(75,000.00)
WATER AND SEWER	(3,104,403.00)	(39,128.66)	(3,065,274.34)	(2,892,017.00)	0.00	(2,892,017.00)
CEMETERY	(99,000.00)	0.00	(99,000.00)	(50,000.00)	0.00	(50,000.00)
MICHIPICOTEN MEMORIAL COMMUNITY CENTRE	(130,000.00)	0.00	(130,000.00)	(1,605,000.00)	0.00	(1,605,000.00)
TOURISM	(39,362.00)	0.00	(39,362.00)	(95,000.00)	0.00	(95,000.00)
<b>Total Revenue</b>	<b>(4,908,341.00)</b>	<b>(39,128.66)</b>	<b>(4,869,212.34)</b>	<b>(6,259,707.00)</b>	<b>(27,000.00)</b>	<b>(6,232,707.00)</b>
<b>Expense</b>						
ADMINISTRATION	450,576.00	62,187.77	388,388.23	629,690.00	35,259.45	594,430.55
FIRE DEPARTMENT	35,000.00	0.00	35,000.00	20,000.00	0.00	20,000.00
INFRASTRUCTURE SERVICES	465,000.00	60,141.21	404,858.79	490,000.00	219,359.09	270,640.91
AIRPORT	25,000.00	0.00	25,000.00	200,000.00	219,169.67	(19,169.67)
TRANSIT	0.00	0.00	0.00	203,000.00	0.00	203,000.00
LANDFILL	560,000.00	122,774.15	437,225.85	75,000.00	50,818.83	24,181.17
WATER AND SEWER	3,104,403.00	171,396.58	2,933,006.42	2,892,017.00	263,979.70	2,628,037.30
CEMETERY	99,000.00	6,441.92	92,558.08	50,000.00	1,628.67	48,371.33
MICHIPICOTEN MEMORIAL COMMUNITY CENTRE	130,000.00	10,459.68	119,540.32	1,605,000.00	418,240.22	1,186,759.78
TOURISM	39,362.00	20,000.00	19,362.00	95,000.00	26,835.79	68,164.21
<b>Total Expense</b>	<b>4,908,341.00</b>	<b>453,401.31</b>	<b>4,454,939.69</b>	<b>6,259,707.00</b>	<b>1,235,291.42</b>	<b>5,024,415.58</b>
<b>Total CAPITAL FUND</b>	<b>0.00</b>	<b>414,272.65</b>	<b>(414,272.65)</b>	<b>0.00</b>	<b>1,208,291.42</b>	<b>(1,208,291.42)</b>