

The Corporation of the Township of Hamilton



REPORT TO: Mayor Cane & Members of Council

REPORT No: T 2020-21

SUBMITTED BY: Nusrat Ahmed, Treasurer

DATE: November 17, 2020

Subject: 2020 Third Quarter Financial Report

RECOMMENDATION: For Information Only ■

It is recommended that the Council of the Township of Hamilton enact as follows:

THAT Report T2020-21, 2020 Third Quarter Financial Report, for the period ending September 30, 2020 be received as information.

ORIGIN/BACKGROUND:

Council receives financial updates on a quarterly basis. Quarterly financial reporting reflects expenditures and revenues to date compared to the annual budget.

DISCUSSION:

The financial update for the period ending September 30, 2020 by department is attached (Appendix "A").

Excludes Building and Water

	2020 Budget	2020 Actual as of September 30	Variance \$	% Used
Expenditures				
Personnel	\$ 4,019,135	\$ 2,646,073	\$ 1,373,062	66%
Contribution to Reserve	669,106	502,885	166,221	75%
Other Expenditure	5,578,644	3,350,743	2,227,902	60%
Total Expenditures	10,266,885	6,499,700	3,767,185	63%
Revenues				
Contribution from Reserve	(64,837)	(16,892)	(47,945)	26%
Other Revenue	(1,970,259)	(1,085,580)	(884,679)	55%
Total Revenue	(2,035,096)	(1,102,472)	(932,624)	54%
Net Budget	\$ 8,231,789	\$ 5,397,228	\$ 2,834,561	66%

Expenditures

Township expenditure are at 63% spent out as of the second quarter.

- **Personnel** expenditures at 66% spent as personnel budget is not evenly distributed per quarter. In addition, Council approved to defer the start date of 2020 new staff positions;
- **Contribution to Reserve** is at 75% as per budget; and
- **Other Expenditure** are at 60% as staff have been instructed to constrain and contain all discretionary operating expenditures until further notice. Furthermore, staff are instructed to get CAO's approval for any major operating expenditures. Items such as health and safety, basic maintenance, or ensuring there is no risk to the public and our organization were not included in this restriction. In addition, there is savings from the reduction of the 2020 Surface Treatment Program as Council approved to permit a maximum of \$80,000 for the program.

Revenues

Township revenues are at 54% of the budget.

- **Contribution from Reserve** is at 26% due to timing;
- **Other Revenues** are at 55% due to timing; and
 - Penalties and Interest revenue on Tax Arrears is lower than budget as Council approved to waive penalties and interest on unpaid property tax from April to July to provide financial relief to the ratepayers during the pandemic;
 - Recreation revenues are lower than expected. Cancellation of programs and closing facilities eliminated revenues since mid-March; and
 - PIL revenues will be recognized in Q4.

STRATEGIC PLAN:

Fiscal Responsibilities, Expand Financial Sustainability/Best Practices

CONCLUSION:

Staff recommends that the 2020 Third Quarter Financial Report be received for information purpose.

ATTACHMENT:

Appendix "A" - Third Quarter Financial Breakdown by Department

Report is electronically reviewed and approved by the Treasurer and CAO on November 6, 2020.

Title	Official	Signature	Date
Treasurer	Nusrat Ahmed		November 6, 2020
Chief Administrative Officer	Arthur Anderson		November 6, 2020



TOWNSHIP OF HAMILTON
as of September 30, 2020

		2020 Budget	2020 Actual as of Sept 30, 2020	% Used	
General Government					
General Government Revenues		(825,540)	(611,067)	74%	
PIL and Other Revenues		(370,000)	(60,762)	16%	- PIL revenues will be recognized in Q4 - Penalties and Interest revenue on Tax Arreas is lower than budget as Council approved to waive penalties and interest on unpaid property tax from April to July to provide financial relief to the ratepayers during the pandemic.
Council		136,766	83,931	61%	
Administration		1,611,593	1,039,606	65%	
General Government Total		552,819	451,707	82%	
Planning and Development					
Planning		90,042	64,299	71%	- Other revenue is at 62% of the budget
Economic Development		3,500	-	0%	
Planning and Development Total		93,542	64,299	69%	
Building					
Building		-	(30,311)		- Building is a revenue neutral department and currently has higher revenue than expense. - Revenue is at 85% of the budget as of Q3 - Any revenues over expenses will be transferred to Building reserve at year-end
Protection Services					
By - Law Enforcement		50,890	34,389	68%	- Revenue is at 99% of the budget
Fire		1,037,194	635,782	61%	- Revenue is at 78% of the budget
Police		1,443,559	1,078,231	75%	
PSB		22,176	14,459	65%	
GRCA		171,874	127,874	74%	
Emergency Management		3,000	2,299	77%	
Parking		10,630	7,170	67%	
Animal Control		500	161	32%	
Municipal Animal Services		57,072	43,271	76%	
Protection Services Total		2,798,894	1,943,636	69%	
Transportation Services					
Roads		3,495,565	1,974,751	56%	- Savings from the reduction of the 2020 Surface Treatment Program as Council approved to permit a maximum of \$80,000 for the Surface Treatment Program
Environmental Services					
Water		-	64,800		Water is a revenue neutral department and currently has lower revenue than expense - Line Maintenance expenses for Camborne and Creighton Heights water systems are overbudget. There were a series of breakdowns with equipment and some maintenance items that needed addressing due to risk they carried if ignored for another year.
Recreation and Cultural Services					
Parks & Recreation		937,592	700,025	75%	- Revenue is lower than budget due to the pandemic-related shutdown - Revenue is at 37% of the budget
Library		304,579	223,639	73%	
Recreation and Cultural Services Total		1,242,171	923,664	74%	
Community Grants and Other Committees					
Health and Safety		6,000	2,371	40%	
Community Services Grant		19,500	16,500	85%	
Heritage Committee		6,500	3,750	58%	
Accessibility		9,000	6,750	75%	
Physician Recruitment		9,800	9,800	100%	Funds were fully disbursed in Q1
Community Grants and Other Committees Total		50,800	39,171	77%	
Net \$		8,231,790	\$ 5,397,228	66%	