

# The Corporation of the Township of Hamilton

## Regular Council Agenda Item Report



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**Report To:** Mayor Cane and Members of Council  
**Report No:** T 2021-32  
**Report Title:** 2021 Third Quarter Financial Report  
**Submitted By:** Nusrat Ahmed, Treasurer  
**Date:** 16 Nov 2021

### **Subject:**

2021 Third Quarter Financial Report

### **Recommendation:**

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

That Council receives Report T2021-232: 2021 Third Quarter Financial Report, for period ending September 30, 2021 as information.

### **Background Information:**

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, 2021 by department is attached (Appendix "A").

	2021 Budget*	2021 Actual Sept. 30, 2021*	Variance (\$)	Variance (%)
<b>Expenditure</b>				
Personnel	\$ 4,215,325	\$ 2,949,373	\$ 1,265,952	70%
Contribution to Reserve	665,610	499,207	166,403	75%
Other Expenditure	5,678,904	3,142,799	2,536,105	55%
<b>Total Expenditures</b>	<b>10,559,838</b>	<b>6,591,379</b>	<b>3,968,459</b>	<b>62%</b>
<b>Revenue</b>				
Contribution from Reserve	(79,837)	(44,113)	(35,724)	55%
Other Revenue	(1,998,184)	(1,156,905)	(841,278)	58%
<b>Total Revenue</b>	<b>(2,078,021)</b>	<b>(1,201,018)</b>	<b>(877,003)</b>	<b>58%</b>
<b>Net</b>	<b>8,481,818</b>	<b>5,390,361</b>	<b>3,091,457</b>	<b>64%</b>
* excludes Water and Building				

## Expenditures

Township expenditure are at 62% spent out as of the third quarter.

- **Personnel** expenditures at 70% spent as personnel budget is not evenly distributed per quarter.
- **Contribution to Reserve** is at 75% as per budget; and
- **Other Expenditure** are at 55% 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.

## Revenues

Township revenues are at 58% of the budget.

- **Contribution from Reserve** is at 55% due to timing;
- **Other Revenues** are at 58% due to timing; and
  - Recreation revenues are lower than expected due to cancellation of programs and closing facilities due to the pandemic;
  - PIL revenues will be recognized in Q4; and
  - Library grants revenue as budgeted will be received in a lump sum, typically in the fourth quarter.

## Water

The financial update for the period ending September 30, 2021:

	2021 Budget	2021 Actual Sept. 30, 2021	Variance (\$)	Variance (%)
<b>Expenditure</b>				
Personnel	\$ 270,000	\$ 200,034	\$ 69,966	74%
Contribution to Reserve	86,628	67,994	18,634	79%
Other Expenditure	244,018	142,581	101,437	58%
<b>Total Expenditures</b>	<b>600,646</b>	<b>410,609</b>	<b>190,037</b>	<b>68%</b>
<b>Revenue</b>				
Contribution from Reserve	(10,000)	-	\$ (10,000)	
Other Revenue	(590,647)	(464,750)	(125,897)	79%
<b>Total Revenue</b>	<b>(600,647)</b>	<b>(464,750)</b>	<b>(135,897)</b>	<b>77%</b>
<b>Net</b>	<b>\$ (0)</b>	<b>\$ (54,141)</b>	<b>\$ 54,141</b>	

### Expenditures

Water expenditure are overall on track with 68% spent out as of the third quarter.

- **Personnel** expenditures at 74% spent as personnel budget is not evenly distributed per quarter; and
- **Other Expenditure** are at 58% as spending patterns vary according to requirements during the year.

### Revenues

Water revenues received are at 77% of the budget.

- **Contribution from Reserve** is at 0% due to timing of the start of the Development Charge Study; and
- **Other Revenues** are at 79% due to timing.

### Financial / Staffing / Legal Implications:

Financial: There are no financial implications related to this report.

Staffing: There are no staffing implications related to this report.

Legal: There are no legal implications related to this report.

### Environmental and Climate Change Impact Assessment:

1. Will this project / proposal generate Greenhouse Gas (GHG) Emissions? NA
2. Will this project / proposal increase or decrease the amount of energy and emissions used by the Township? NA
3. How will this project / proposal reduce Township emissions? NA
4. What measures will be taken to mitigate / reduce energy consumption and GHG emissions? NA
5. Does the project / proposal take into account current and future climate hazards (i.e. extreme flooding, temperature fluctuations, drought, invasive species, etc.) and what actions have been taken / considered to reduce risk and negative impacts? NA

### **Strategic Plan Pillar(s):**

Fiscal Responsibilities, Expand Financial Sustainability/Best Practices

### **Conclusions:**

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

That Council receives Report T2021-32: 2021 Third Quarter Financial Report, for period ending September 30, 2021 as information.

### **Attachments:**



**TOWNSHIP OF HAMILTON**  
September 30, 2021 Actual

	2021 Budget	2021 Actuals As of Sept. 30, 2021	Variance	% Used	
<b>General Government</b>					
General Government Revenues	(833,300)	(591,058)	(242,242)	71%	
PIL and Other Revenues	(370,000)	(163,230)	(206,770)	44%	PIL revenues will be recognized in Q4
Council Administration	132,166	91,150	41,016	69%	
	1,703,787	1,320,400	383,387	77%	
<b>General Government Total</b>	<b>632,653</b>	<b>657,262</b>	<b>(24,609)</b>	<b>104%</b>	
<b>Planning and Development</b>					
Planning	90,640	47,795	42,845	53%	Minor Variance and Consent fees revenues are higher than budget in Q3
Economic Development	3,500	600	2,900	17%	
<b>Planning and Development Total</b>	<b>94,140</b>	<b>48,395</b>	<b>45,745</b>	<b>51%</b>	
<b>Building</b>	<b>0</b>	<b>(123,941)</b>	<b>123,941</b>		- Building is a revenue neutral department - Revenue is at 138% of the budget - Any revenues over expenses will be transferred to Building reserve at yearend
<b>Protection Services</b>					
By - Law Enforcement	52,670	32,246	20,424	61%	- Revenue is over budget in Q3
Fire	1,040,750	621,658	419,092	60%	- Revenue is over budget in Q3
Police	1,409,234	1,056,607	352,627	75%	
PSB	7,176	3,512	3,664	49%	
GRCA	179,470	63,735	115,735	36%	There are three billings per year
Emergency Management	4,000	0	4,000	0%	
Parking	10,630	11,417	-787	107%	
Animal Control	500	231	269	46%	
Municipal Animal Services	57,072	45,389	11,682	80%	
<b>Protection Services Total</b>	<b>2,761,502</b>	<b>1,834,794</b>	<b>926,707</b>	<b>66%</b>	
<b>Transportation Services</b>					
Roads	3,662,219	1,818,758	1,843,461	50%	Expense is lower than budget in Q3
<b>Environmental Services</b>					
Water	0	-54,141	54,141		Water is a revenue neutral department
<b>Recreation and Cultural Services</b>					
Parks & Recreation	964,448	742,068	222,380	77%	- Revenue is lower than budget due to the pandemic related shutdown - Revenue is at 22% of the budget
Library	311,056	247,677	63,379	80%	Grant of \$19,180 will be received in Q4
<b>Recreation and Cultural Services Total</b>	<b>1,275,504</b>	<b>989,745</b>	<b>285,759</b>	<b>78%</b>	
<b>Community Grants and Other Committees</b>					
Health and Safety	6,000	2,106	3,894	35%	
Community Services Grant	22,000	19,000	3,000	86%	
Heritage Committee	6,500	3,750	2,750	58%	
Accessibility	9,000	6,750	2,250	75%	
Climate Change Committee	2,500	0	2,500	0%	
Physician Recruitment	9,800	9,800	0	100%	
<b>Community Grants and Other Committees Total</b>	<b>55,800</b>	<b>41,406</b>	<b>14,394</b>	<b>74%</b>	
<b>Total Levy Requirement</b>	<b>8,481,818</b>	<b>5,390,361</b>	<b>3,091,457</b>	<b>64%</b>	