

The Corporation of the Township of Hamilton

Regular Council Agenda Item Report



Report To: Mayor Cane and Members of Council
Report No: T 2021-28
Report Title: 2021 Second Quarter Financial Report
Submitted By: Nusrat Ahmed, Treasurer
Date: 21 Sep 2021

Subject:

2021 Second 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 T2021-28: 2021 Second Quarter Financial Report, for period ending June 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 June 30, 2021 by department is attached (Appendix "A").

Excludes Building and Water

2021 Q2 Actual as of June 30, 2021

	2021 Budget	2021 Q2 Actual	Variance	% Used
Expenditures				
Personnel	\$ 4,215,325	\$ 1,698,872	\$ 2,516,453	40.3%
Contribution to Reserve	665,610	332,805	332,805	50.0%
Other Expenditure	5,678,904	2,280,845	3,398,058	40.2%
Total Expenditures	10,559,838	4,312,522	6,247,316	40.8%
Revenues				
Contribution from Reserve	-79,837	-38,788	-41,049	48.6%
Other Revenue	-1,998,184	-737,971	-1,260,213	36.9%
Total Revenue	-2,078,021	-776,759	-1,301,262	37.4%
Net Budget	8,481,818	3,535,763	4,946,055	41.7%

Expenditures

Township expenditure are at 40.8% spent out as of the second quarter.

- **Personnel** expenditures at 40.3% spent as personnel budget is not evenly distributed per quarter.
- **Contribution to Reserve** is at 50% as per budget; and
- **Other Expenditure** are at 40.2% 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 37.4% of the budget.

- **Contribution from Reserve** is at 48.6% due to timing;
- **Other Revenues** are at 36.9% 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 June 30, 2021:

	2021 Budget	2021 Q2 Actual	Variance	% Used
Expenditures				
Personnel	270,000	124,677	145,323	46.2%
Contribution to Reserve	86,628	43,314	43,314	50.0%
Other Expenditure	244,018	101,510	142,508	41.6%
Total Expenditures	600,646	269,501	331,145	44.9%
Revenues				
Contribution from Reserve	-10,000	0	-10,000	
Other Revenue	-590,647	-363,280	-227,366	61.5%
Total Revenue	-600,647	-363,280	-237,366	60.5%
Net Budget	-0	-93,779	93,779	

Expenditures

Water expenditure are overall on track with 44.9% spent out as of the second quarter.

- **Personnel** expenditures at 46.2% spent as personnel budget is not evenly distributed per quarter;
- **Other Expenditure** are at 41.6% as spending patterns vary according to requirements during the year.

Revenues

Water revenues received are at 60.5% 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 61.5% 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.

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 T2021-28: 2021 Second Quarter Financial Report, for period ending June 30, 2021 as information.

Attachments:

[Appendix A 2021 Q2 Actual by Department](#)

Approved By:

Kate Surerus, Municipal Clerk
Arthur Anderson, CAO
Emily Cartlidge, Deputy Clerk / Records Management
Coordinator

Status:

Approved - 02 Sep 2021
Approved - 10 Sep 2021
Approved - 10 Sep 2021



TOWNSHIP OF HAMILTON
June 30, 2021 Actual

	2021 Budget	2021 Actuals As of June 30, 2021	Variance	% Used	
General Government					
General Government Revenues	-833,300	-398,376	-434,924	47.8%	
PIL and Other Revenues	-370,000	-59,621	-310,379	16.1%	PIL revenues will be recognized in Q4
Council	132,166	61,104	71,062	46.2%	
Administration	1,703,787	780,398	923,389	45.8%	
General Government Total	632,653	383,505	249,148	60.6%	
Planning and Development					
Planning	90,640	40,405	50,235	44.6%	Revenue is at 57% of the budget
Economic Development	3,500	600	2,900	17.1%	
Planning and Development Total	94,140	41,005	53,135	43.6%	
Building					
	0	-59,999	59,999		- Building is a revenue neutral department and currently has higher revenue than expense. - Revenue is at 79% of the budget - Any revenues over expenses will be transferred to Building reserve at year-end
Protection Services					
By - Law Enforcement	52,670	18,288	34,382	34.7%	Revenue is at 93% of the budget
Fire	1,040,750	430,816	609,934	41.4%	Revenue is at 42% of the budget
Police	1,409,234	702,622	706,612	49.9%	
PSB	7,176	3,249	3,927	45.3%	
GRCA	179,470	63,735	115,735	35.5%	There are three billings per year
Emergency Management	4,000	0	4,000	0.0%	
Parking	10,630	10,229	401	96.2%	Pending invoices and reserve transfer
Animal Control	500	64	436	12.9%	
Municipal Animal Services	57,072	30,234	26,837	53.0%	
Protection Services Total	2,761,502	1,259,237	1,502,265	45.6%	
Transportation Services					
Roads	3,662,219	1,149,151	2,513,068	31.4%	Revenue is at 76% of the budget
Environmental Services					
Water	0	-93,779	93,779		Water is a revenue neutral department and currently has higher revenue than expense due to timing
Recreation and Cultural Services					
Parks & Recreation	964,448	499,234	465,214	51.8%	- Revenue is lower than budget due to the pandemic-related shutdown - Revenue is at 17% of the budget
Library	311,056	165,118	145,938	53.1%	Grant of \$19,180 will be received in Q4
Recreation and Cultural Services Total	1,275,504	664,352	611,152	52.1%	
Community Grants and Other Committees					
Health and Safety	6,000	2,089	3,911	34.8%	
Community Services Grant	22,000	19,000	3,000	86.4%	
Heritage Committee	6,500	2,500	4,000	38.5%	
Accessibility	9,000	4,500	4,500	50.0%	
Climate Change Committee	2,500	625	1,875	25.0%	
Physician Recruitment	9,800	9,800	0	100.0%	
Community Grants and Other Committees Total	55,800	38,514	17,286	69.0%	
Total Levy Requirement	8,481,818	3,535,763	4,946,055	41.7%	