



Date 30 April 2012

**City Council
Committee Report**

To: Mayor Canfield & Members of Council

Fr: Lisa Oakes

Re: March 2012 Monthly Financial Statements

Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at March 31, 2012.

Background:

Attached, for your information, please find the preliminary March 2012 summary expenditure statements for the City of Kenora, the Council department, travel statements for Council and a schedule of user fees.

With regards to the statements attached, the following points should be brought to your attention:

Overall

- All Departments are currently running under budget to date.
- Expenses related to insurance premiums for the first six months of the year have been entered.
- Subscriptions & memberships are over budget in the majority of the departments. This is due to them being expensed at the beginning of the year.

Expenditures

- As at March 31, the year is one quarter past. Overall, assuming expenditures are relatively level for the year, you would expect to see approximately (75%) in the % Variance column, indicating that the municipality's expenditures are relatively on track.
- General Government - The Mayor & Council department is currently running under budget. Council travel is just slightly over budget by 1% to the end of March, with variations within the budget. The yearly datafix charged for Municipal elections budget has already been paid and this uses up the entire budget for the year. Almost all of the legal budget under City Clerk dept. is used up for the year, this is for the yearly charge for professional services at the beginning of the year. Advertising is over budget in the Finance dept., this budget is for city memos and notices to taxpayers. Rentals have gone over their Keewatin Public Works expense for the year, this is for the tax roll being expensed to the GL and the tenant's are billed for the amount which offsets this. Currently 2/3 of the Keewatin PW's building is empty and the tax dollars will not be recovered until the space is filled again. The remaining general government departments are currently running under budget.
- Protection - Fire dept. is over in its telephone and utilities. KPS disbandment has retirement benefits being expensed to this budget in the amount of \$6,467 to date which was not budgeted for. Animal control is over the entire yearly budget for repairs & maintenance which was for the purchase of office chairs for the new offices. It is also over in materials & supplies and telephone & utilities but overall the dept. is under

budget. Building inspection went over the yearly budgets for subscriptions & memberships and half of the yearly training budget has been used to date. 911 Emergency access has used its entire contracted services budget for the year. This is for the upfront payment of 911 call handling in February.

- Transportation - Winter control has only half of its 2012 budget allocation remaining. Sidewalk plow & removal is almost comparable to the entire 2011 actual expenditure and sanding & salting has more than doubled the entire 2011 actual. Other departments running over budget to date include PW Barsky facility which is being looked into to ensure they have been charged to the correct account as it includes the creation of new offices in the building. Materials & supplies have exceeded their yearly budget in the Warehouse dept. by \$1,523 to date. Under Garage & Shop materials & supplies, you will notice this is over the yearly budget - this happens quarterly, just before the work orders are closed & charged back to the appropriate depts. Operations admin is slightly over budget.
- Environmental - Again, individual fluctuations can be seen in the individual departments within each line, but to date things appear to be running well. Chlorinators expense is already over budget for the year under Sewer Lift Stations by \$1,072. Meter reading remains over budget in the Waterworks dept., to date it is \$6,600 over budget.
- Health expenditures – Under budget due to St. Nicholas cemetery grant not yet having been issued. All other Health spending is based on levy to external organizations.
- Social and Family expenditures are running well under budget to date, although the Pinecrest budget is still at zero, the first quarterly payment will be issued in April. Colleen and Lisa are currently in reviews of the KDSB day care funding for the Day Care dept. It is recognized that the after school program is seasonal and spending is reasonable for this time of year.
- Recreation & Cultural - Anicinabe Park is also recognized to be seasonal, where expenditures have begun but revenue has not. KRC external facilities dept. for repairs/maintenance/cleaning is over budget due to parking lot sanding this winter. JM arena is over budget, more than tripled in repairs/maintenance/cleaning due to the clean-up from the break-in and expenses required to secure the building again; and the reno and commercial cleaning is also the reason contracted services is over \$5,600.
- Planning & Development - Contracted services in Planning operations is over their yearly budget. Business Enterprise Centre is currently running over budget.

Please let me know if you have any questions, or would like to see any of the department statements in further detail.

cc: Audit Committee
Karen Brown
Colleen Neil
Rick Perchuk

Charlotte Edie
Warren Brinkman
Jennifer Pyzer Whetter, BDO Dunwoody