

The Corporation of The Municipality of St. Charles  
 Budget Variance Report  
 December-2016



	Actual	Budget	Difference \$	Difference as a %
<b>Revenue</b>				
Administration	2,882,655	2,857,460	(25,195) ①	-0.88%
Revenue breakdown				
Grants	727,500	726,500	(1,000)	-0.14%
Property Taxes	2,081,390	2,048,821	(32,569) ①	-1.59%
User fees & Other	73,764	82,139	8,375	10.20%
Fire Department	128	3,100	2,972	95.88%
Building Department	42,293	59,000	16,707 ②	28.32%
Public Works	113,649	142,200	28,551 ③	20.08%
Cemetery	2,793	2,037	(756)	-37.12%
Wellness Center	110,857	115,577	4,720	4.08%
Parks & Recreation Department	73,518	35,800	(37,718) ④	-105.36%
Economic development	41,902	1,500	(40,402) ⑤	-2693.46%
<b>Total Revenue</b>	<b>3,267,794</b>	<b>3,216,674</b>	<b>-51,120</b>	<b>-1.59%</b>
<b>Expenses</b>				
Administration	1,456,714	1,492,248	35,534 ⑥	2.38%
Included in the above amount are:				
Policing	303,115	293,172	(9,943)	-3.39%
DSSAB	389,921	389,922	1	0.00%
Health Unit	46,983	47,376	393	0.83%
Property Assessment Fees	31,281	47,000	15,719	33.44%
Library Contribution	44,016	44,016	(0)	0.00%
Fire Department	142,236	132,950	(9,286) ⑦	-6.98%
Building Department	62,817	88,077	25,260 ⑧	28.68%
Public Works	929,779	938,621	8,842	0.94%
Cemetery	4,914	1,896	(3,018)	-159.16%
Wellness Center	103,174	108,596	5,422	4.99%
Parks & Recreation	460,877	416,830	(44,047) ④	-10.57%
Economic development	57,400	58,650	1,250	2.13%
<b>Total Expenses</b>	<b>3,217,910</b>	<b>3,237,868</b>	<b>19,958</b>	<b>0.62%</b>
<b>Operations Surplus/Deficit</b>	<b>49,884</b>	<b>(21,194)</b>	<b>(71,078)</b>	

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	Actual	Budget	Variance & in \$	Variance as a %
<b>Summary of Surplus (Equity Note 9 Financial Statements)</b>				
Investment in Capital	215,390	213,708	(1,682)	-1%
Amortization				
Sale of Capital Asset (Red plough Truck)	79,479	79,479	-	
Purchase Capital Asset ( LED Street Lights)	(23,392)	(20,000)	3,392	
Purchase Capital Asset ( Computer Server )	(12,939)	(11,085)	1,854	
<b>Total change in capital</b>	<b>258,539</b>	<b>262,102</b>	<b>3,562</b>	<b>1%</b>
<b>Loan Repayments</b>	<b>Actual</b>	<b>Budget</b>	<b>(797)</b>	<b>1%</b>
Reserve	<b>Actual</b>	<b>Budget</b>		
Landfill Reserve	6,602	6,600	(2)	0%
Sewer Reserve	6,464	6,071	(393)	-6%
Energy Reserve	(15,000)	(15,000)	-	
Public work	(76,176)	(99,845)	(23,669)	24%
Equipment Reserve	(75,861)	(99,845)	(23,984)	24%
Contingency	94	(94)	(134)	100%
Fire Reserve	134	(12)	(12)	
Garbage Reserve	12			
Election Reserve				
Parks & Recreation Reserve	20,025	(20,025)		
	(133,705)	(202,019)	(68,313)	34%
<b>General Surplus/ Deficit</b>	<b>318,462</b>	<b>318,462</b>	<b>0</b>	
<b>2015 Deficit</b>	<b>(318,462)</b>	<b>-</b>	<b>318,462</b>	
<b>2016 General Surplus/ Deficit</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>-</b>

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**Explanation of Variances**

- ❶ Administration - additional revenue due to unbudgeted Omits/ Supplementary property tax billing
- ❷ Building - under budget for both revenue and expenses was due to a modified work schedule.
- ❸ Public Works -additional revenue was due to the catch up billing with the MTO for the Municipal work on 535 Highway
- ❹ Park & Recreation - additional revenue is due to the unrecorded bank account and 2015 Parks and Recreation Grant completion. Expenses over budget due the completion of the 2015 Park and Recreation grant
- ❺ Economic development -additional revenue due to the unclaimed EDO internship wages, received in 2016
- ❻ Administration - Expenses under budget due to in year efficiency cost saving, with no major variance to explain.
- ❼ Fire Department - Expenses over budget due to repairs to the municipal fire truck.

**Prepared By : Andrew Somers - Deputy Treasurer**

**Prepared Date: June 15, 2017**

**Reviewed by: Julie Bouthillette - CAO**

**June 16/2017**