

## FINANCE COMMITTEE MEETING AGENDA

**Monday, July 22, 2024, 4:00 pm**

**Council Chambers | Civic Centre**

**341 10th Street**

**Hanover, ON N4N 1P5**

**ZOOM MEETING PUBLIC ACCESS WEBSITE**

**<https://us02web.zoom.us/j/85310081981>**

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	Pages
<b>1. Call to Order</b>	
<b>2. Land Acknowledgment</b>	
<b>3. Disclosure of Pecuniary Interest</b>	
<b>4. Agenda Additions or Deletions</b>	
<b>5. Staff Reports</b>	
5.1 Budget Status Report as at June 30, 2024 (January – June 2024)	3
<b>6. Items for Discussion</b>	
6.1 2024 Proposed Finance Committee Schedule	25
<u>Input:</u> Council to confirm proposed finance committee schedule.	
6.2 2025 Budget Assumptions	27
<u>Input:</u> Council to advise,	
• What additional information does Council require in order to provide tax levy impact direction; and	
• Direction on Cost of Living Adjustment (COLA) to be applied to 2025 wage adjustments.	
6.3 2025 Rates and Fees	
<u>Input:</u> Council to provide parameters and expectations for 2025 rates and fees.	
<b>7. Correspondence</b>	
<b>8. Closed Meeting</b>	
<b>9. Adjournment</b>	





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## Staff Report to Finance Committee

**From:** Christine Walker, Director of Corporate Services/Treasurer  
**Date:** July 22, 2024  
**Report:** DCS-11-24  
**Subject** **Budget Status Report as at June 30, 2024 (January – June 2024)**

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### Recommendation

That Report DCS-11-24 – Budget Status Report as at June 30, 2024 (January – June 2024) be received for the finance committee's information.

### Background

The purpose of this report is to provide the finance committee with an update of the municipality's 2024 budgeted to actual amounts on a departmental basis, along with financial projections through to year end.

### Discussion

Attached is the municipality's balance sheet which provides a snapshot of the Corporation's financial position as of June 30, 2024. Also attached are the accounts payables listings for April to June 2024. The current operations balance shows a deficit of \$2,858,741.68 resulting from capital projects being expensed (firehall construction, 2<sup>nd</sup> St. east from 18<sup>th</sup> Ave, trail bridges) and not financed to date; full transfers to reserves and reserve funds for all of 2024 completed; all internal loan payments and interest paid in full; and full 2024 municipal payments being provided for SMART, Launchpad, Landfill, and SVCA by the end of June 2024. Final tax bills will be processed the first week of August 2024 with due dates of August 30, 2024 and November 29, 2024.

The Town of Hanover taxes receivable graph as of June 30, 2024 is attached for the finance committee's perusal.

### Financial Implications

The following table summarizes projected year end surplus or deficit estimates as detailed in this report.

<b>Department</b>	<b>Projected Year End Surplus / (Deficit)</b>
General Government	--
Protection & Health Services	--
Transportation	--
Environment	--
Recreation & Culture	--
Planning & Development	--
<b>TOTAL</b>	<b>\$0.00</b>

### **GENERAL GOVERNMENT**

(Includes Council, Elections, Administration, Civic Centre, & Ambulance Centre)

#### **Council**

A review of the actual at the end of June, projects that this budget will be within budget.

#### **Municipal Administration**

The Westario Promissory Note has been returned and to be invested as per the town's parameters. This amount was \$1,135,083 and is now under the town's reserve funds (separate bank account), rather than a separate investment with Westario.

The Corporation has received \$1,027,500 of the \$2,055,000 OMPF 2024 revenues to date.

The Ontario Lottery and Gaming monies received to date in 2024 is \$321,005 for January to March 2024. We should be receiving the April to June 2024 payment by the end of July 2024 and will have a better idea at that time whether the budgeted figure of \$1,300,000 will be achieved.

New computer hardware and software as budgeted has been ordered and should be completed by early fall. Consultant Watson & Associates has been hired as per Report PB-13-24 to update the Asset Management Plan (AMP). Kick-off meeting occurred in late June 2024 with the project to be completed over the next 6 months.

This budget is projected to be on budget to the end of the year.

#### **Civic Centre**

The main lobby flooring and painting project is anticipated to be underway in the fall. The makeup air unit replacement as per report PB-08-24 is anticipated to be underway by the fall. Overall, the budget should be sufficient to the end of the year.

#### **Ambulance Centre (140 7<sup>th</sup> Avenue)**

This budget should be sufficient to the end of the year.

**PROTECTION & HEALTH SERVICES**

(Includes Fire, Police, SVCA, Canine Control, Cemetery, Medical Clinic)

**Fire**

The firehall is well on its way to completion in early fall 2024 and staff are hopeful to be moved in shortly thereafter. All operations are anticipated to be on target with some expenses and revenues varying slightly. The first year's payment towards the rescue pumper truck of \$254,400 has been expensed as per report FI-02-24 with temporary internal borrowing from reserves in the interim.

**Police**

There is higher than budgeted legal expenses that will be offset by savings in other areas of the budget and/or offset by transfers from reserves, if required. It is anticipated that the policing budget will be sufficient to the end of the year. There is no capital projects budgeted in 2024 for police. All future vehicles are part of the Enterprise Leasing program and included in future operations.

**SVCA**

There has been no variance from the budget as the fee is established at the outset of the year and this has been paid in full.

**Canine Control**

This budget will be sufficient to year-end.

**Cemetery**

This operations budget will be sufficient to year-end. The new Steiner mower was purchased in March and within the budget.

**Hanover Medical Clinic**

This budget area is currently on track and will be sufficient to the end of the year. Staff continues to work with the Hanover Medical Associates (HMA) for the lease renewal agreements to be updated. Staff is also currently undertaking a mechanical review of the current roof top units to determine their anticipated replacement expectancy.

**TRANSPORTATION**

(Includes Roads, Parking, Street Lighting)

All roads, parking and street lighting operating budgets are currently on target. The 2<sup>nd</sup> St. east of 18<sup>th</sup> Ave (firehall area) has been completed. 21<sup>st</sup> Ave to 15<sup>th</sup> St. Close paving project is underway and should be finalized in the near future and funded as per budget. Reconstruction of 3<sup>rd</sup> St. from 11<sup>th</sup> to 12<sup>th</sup> Ave. and 12<sup>th</sup> Ave. south of 4<sup>th</sup> St. is underway and projected to be completed by the end of August. The road resurfacing as per report PW-13-24 is anticipated to be completed by the end of August 2024. The tax savings on the 2<sup>nd</sup> St. project are being used towards the overages on the 3<sup>rd</sup> St. project with additional monies from general reserves in order to stay within budget.

The SMART disability transit expense of \$137,465, as per the 2024 budget, has been paid in full.

**ENVIRONMENT**

(Includes Landfill, Garbage Collection, Waterworks, Sewage Operations)

**Landfill**

The operations budget is currently on target. Bank interest will exceed the budget by approximately \$40,000. Any surplus in this budget is automatically transferred to the joint landfill reserves.

**Garbage/Recycling**

This budget is currently on target and should be sufficient to the end of the year. The 2024 Hanover municipal portion of \$200,000 to the landfill has been paid in full.

**Waterworks**

The Supervisory Control and Data Acquisition (SCADA) upgrade is currently underway as detailed in report PW-14-24. The underground work on the 2<sup>nd</sup> St. east of 18<sup>th</sup> Ave (firehall area) has been completed. The underground work for the 3<sup>rd</sup> St. from 11<sup>th</sup> to 12<sup>th</sup> Ave. and 12<sup>th</sup> Ave. south of 4<sup>th</sup> St. is currently underway. The 7<sup>th</sup> Ave. Water Tower Environmental Assessment (EA) and design continues with tender process projected to be initiated soon. All operation budgeted figures will be sufficient to year-end.

**Sewage Operations**

The underground work on the 3<sup>rd</sup> St. from 11<sup>th</sup> to 12<sup>th</sup> Ave. and 12<sup>th</sup> Ave. south of 4<sup>th</sup> St. is currently underway. The Wastewater Treatment Plant Environmental Assessment continues and anticipated to be completed by the end of 2024. All operation budgeted figures will be sufficient to year-end.

**RECREATION & CULTURE**

(Includes Parks, Aquatic Facility, P & H Centre, Theatre, Library)

**Parks**

The overall impact of the parks budget is currently on target. The Legion Park playground equipment upgrades from 2023 were completed in May 2024 and funded from park reserves. The trails bridges replacement and rehabilitation has been completed and south line section of the trails has re-opened. Funding for the trail bridges and internal borrowing are currently outstanding to be completed. Fundraising for the splashpad continues with donations received totaling approximately \$99,939 to date with another \$109,045 pledged to total \$208,984.

**Aquatic Facility/Programs**

The boiler replacement project is currently underway and anticipated to be completed by the end of the year. Aquatics is currently on target and should be sufficient to yearend.

**General Administration and Programs**

Various summer programs are underway and well attended. Budget will be sufficient to yearend.

**P & H Centre**

The Olympia Resurfacers was received in February 2024 (later than the end of 2023 as anticipated). The budget for this facility is projected to be sufficient to yearend.

**Theatre**

The budget for this facility is anticipated to be sufficient to yearend.

**Library**

It is anticipated that the overall budget will be on target with some expenses and revenues varying slightly.

**PLANNING & DEVELOPMENT**

(Includes Building/Planning Administration, Planning Advisory Committee, Economic Development)

**Building/Planning Administration/Planning Advisory Committee/Industrial Park**

A kick-off meeting with Watson & Associates for the new development charges took place in late June with work to commence over the next 6 months. Building permits revenue is current at 47% of the budgeted figure to date. Within the planning area, land has been acquired from Hydro One for future access to north residential development and industrial land purposes. We are currently at 75% of revenue budgeted for minor variance and planning applications to date.

**Economic Development**

The Community Improvement Program (CIP) and Event Development Fund (EDF) continue to be a great tool to support business and event growth in Hanover. The CIP has approved applications that include supporting the start-up of a new indoor play centre and growth of the Hanover Aerials Gymnastics Club in a new building in our Business Park District and a new outdoor digital sign for Bruton's Decorating in our downtown. The EDF has supported the growth of the Eat Well Farmers' Market and free community yoga on Monday's in Heritage Square to help activate that downtown space, as well as a new Quick Paint Event organized by the Saugeen Artists' Guild in collaboration with the market and Music in the Square. It will also support the continued growth of the fall and winter Market in the Square events and help HBBAS celebrate their 160th Anniversary at this year's Fair.

The final phase of installation of our wayfinding signage project is being completed. This will finalize the system thanks to funding support from the Rural Economic Development Fund. The final phase includes primary and secondary directional signs, as well as parks and trail signage.

The HIPP Apprentice project, also supported by RED, has also wrapped up. We have been successful this year in completing our Trades Are Cool video series in which we partnered with local employers to highlight their skilled trades worker's journeys and quality of life, to support the opportunity and promote our young people considering a career in the skilled trades. In partnership with Launch Pad, we have been successful in growing skilled trades training opportunities at the centre and working with them to promote the pathway and local opportunities.

Our joint summer marketing campaign with the DIA, Chamber of Commerce, Hanover Raceway and Playtime Casino are also underway to promote our Entertainment and Downtown Districts. This collaborative approach shares resources and increases the frequency promoting Hanover as a destination. We are also getting set to launch the tourism Driftscape App that will share our history and culture and be a central resource

that encourage people to discover more Hanover through story, photos, contests and more.

It is anticipated that the overall EDC budget will be on target.

### **Link to Strategic Plan**

This report supports the indicated Strategic Goals and Action Plans of the Town of Hanover.

**Goal 1: Safe and Reliable Infrastructure**

Build, maintain and continuously improve our municipally owned properties, buildings, and equipment.

**Goal 2: Healthy and Welcoming Community**

Care for our natural environment and provide an enviable quality of life for everyone who calls Hanover “home”.

**Goal 3: Strong and Vibrant Economy**

Refresh downtown Hanover and retain and attract local economic investment and jobs.

**Goal 4: Balanced Growth**

Work together to create a community we can all be proud of.

**Goal 5: Open and Responsible Government**

Deliver services in a friendly, efficient and effective manner while providing an exceptional working environment for our employees.

Respectfully submitted,

Concurrence,

Christine Walker, CMO  
Director of Corporate Services/Treasurer

Sherri Walden  
CAO

2023.08.25 8.0 9759

Town Of Hanover

2024-06-30 1:02PM

## Balance Sheet

for Period Ending JUN 30,2024

Account	Description	DEC 31,2024 YTD Actual	DEC 31,2023 Total Actual
<b><u>ASSETS</u></b>			
<b><u>ASSETS</u></b>			
01-0000	Cash on Hand	8,475,472.96	8,557,577.69
01-0001	Cash Float	(999,124.00)	876.00
01-0002	Grants Receivable	555,621.00	558,715.38
01-0003	Accounts Receivable	764,369.02	2,017,806.95
01-0004	Due From Own Funds	113,770.01	104,148.19
01-0005	Taxes & Pen/Int Receivable	490,140.52	537,862.06
01-0007	Water/Sewer & Penalty Receivable	98,913.12	102,510.98
01-0008	Investments	2,319,132.42	3,319,132.42
01-0009	Other Current Assets	16,006.16	23,007.81
01-0010	Misc. Accrued Receipts	4,740,555.16	5,949,973.41
01-0012	Inventory	2,164,105.90	2,164,105.90
01-0013	Shares/Loans Receivable	0.00	1,135,083.00
01-0029	Tangible Capital Assets	88,795,126.17	88,795,126.17
<b>TOTAL ASSETS</b>		<b>107,534,088.44</b>	<b>113,265,925.96</b>
<b>TOTAL ASSETS</b>		<b>107,534,088.44</b>	<b>113,265,925.96</b>
<b><u>LIABILITIES</u></b>			
<b><u>LIABILITIES</u></b>			
01-0130	Temporary Loans	0.00	0.00
01-0131	Accounts Payable	32,500.00	1,329,946.98
01-0132	Employee Benefits Payable	1,199,510.69	1,387,839.33
01-0133	Accrued Expenses	33,831.17	332,486.52
01-0134	Other Liabilities	3,376,636.49	3,196,272.68
01-0135	Long Term Debt	258,627.16	372,186.52
<b>TOTAL LIABILITIES</b>		<b>4,901,105.51</b>	<b>6,618,732.03</b>
<b>TOTAL LIABILITIES</b>		<b>4,901,105.51</b>	<b>6,618,732.03</b>
<b><u>FUND BALANCE</u></b>			
<b><u>FUND BALANCE</u></b>			
01-0140	Reserves/Reserve Funds	17,683,056.51	19,201,655.70
01-0150	Amounts to be Recovered	(3,466,755.43)	(3,716,325.94)
01-0160	Amts. to be Recovered-Debt	(258,627.16)	(372,186.52)
01-0170	Accumulated Net Revenue/Deficit	0.00	0.00
01-0199-9997	Investment in Inventory	2,739,855.02	2,739,855.02

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Town Of Hanover

2024-06-30 1:02PM

## Balance Sheet

for Period Ending JUN 30,2024

Account	Description	DEC 31,2024 YTD Actual	DEC 31,2023 Total Actual
01-0199-9998	Investment in TCA	88,795,126.17	88,795,126.17
<b>TOTAL FUND BALANCE</b>		<b>105,492,655.11</b>	<b>106,648,124.43</b>
<b><u>SURPLUS/(DEFICIT)</u></b>			
01-0199-9999	Surplus/(Deficit)	(930.50)	73,615.92
<b>TOTAL SURPLUS/(DEFICIT)</b>		<b>(930.50)</b>	<b>73,615.92</b>
<b>TOTAL FUND BALANCE</b>		<b>102,632,982.93</b>	<b>106,647,193.93</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>		<b>107,534,088.44</b>	<b>113,265,925.96</b>

**APRIL - JUNE 2024****CHEQUE REGISTER SUMMARY**

<i>General</i>	\$ <u>8,346,704.55</u>
<i>Landfill</i>	\$ <u>132,626.62</u>
<i>Library</i>	\$ <u>39,081.61</u>
<i>DIA</i>	\$ <u>10,962.08</u>
<b>TOTAL</b>	<b>\$ <u><u>8,529,374.86</u></u></b>

# Accounts Payable

APR - JUN 2024 GENERAL CHEQUE REGISTER

Vendor 000000 Through 999999

Invoice Entry Date 01/01/2009 to 06/30/2024 Paid Invoices Cheque Date 04/01/2024 to 06/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Chq Nbr Item Amount
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Department Summary

01-0000	Cash on Hand				3,068.93
01-0003	Accounts Receivable				4,641.24
01-0009	Other Current Assets				413.64
01-0132	Employee Benefits Payable				581,517.15
01-0133	Accrued Expenses				15,911.56
01-0134	Other Liabilities				-105,175.80
01-0135	Long Term Debt				41,050.17
01-0160	Amounts to Be Recovered - Debt				-41,050.17
01-0510	Taxes for Own Use				421.29
01-0530	Taxes for Upper Tier				1,100,112.69
01-0570	Taxes for Education				551,688.08
01-0690	Unassigned Revenue				2,400.00
01-1100	Council				94,244.45
01-1200	Administration				124,639.31
01-1300	Property - Civic Centre				23,665.22
01-1360	Property - 140 7th Avenue				11,592.18
01-2100	Fire				1,654,602.92
01-2112	1999 Pumper Rescue Truck				12,435.50
01-2113	2024 Ford F250 Rescue 1 (prv 2002 Chev)				15,717.07
01-2114	Boat and Trailer (prv 1987 Pumper/Tower)				203.34
01-2115	2010 Ladder Truck				3,313.90
01-2116	2021 Chev Silverado 4x4 (prv 2000 Chev1500 4X4)				1,119.73
01-2117	2020 Engine Truck				2,995.74
01-2130	Emergency Measures				8,957.07
01-2300	Saugeen Valley Conservation Authority				74,193.00
01-2400	Building				19,165.63
01-2420	Canine Control				4,703.98
01-3100	Sidewalk Maintenance - Summer				9.98
01-3101	Sidewalk Maintenance - Winter				706.96
01-3102	Paved Roads - Resurfacing/Cold Mix				9,834.62
01-3103	Winter Control - Snow Plowing & Removal				539.22
01-3104	Winter Control - Sanding, Salting & Sweeping				422.00
01-3105	Road Side Maintenance - Leaf Pickup, Tree Trimming,				1,027.94
01-3106	Streetlights				28,421.71
01-3108	Catchbasins/Storm Sewers				7,314.49
01-3150	10th St/7th Ave Snow Removal (County - 50%)				384.20
01-3151	Traffic Lights & Markings (County Rd)				2,292.80
01-3202	2021 International Tandem Plow (Truck #2)				2,199.60
01-3203	2015 Chev 3500 (Truck #3)				1,390.15
01-3205	2024 Chev Silverado Half Ton (Truck #5)				4,157.46
01-3207	2018 Western Star Tandem Plow (Truck #7)				603.46
01-3211	2003 CAT Loader				9,620.54

2023.08.25 8.0 9759

Town Of Hanover

07/03/2024

8:02AM

## Accounts Payable

APR - JUN 2024 GENERAL CHEQUE REGISTER

Vendor 000000 Through 999999

Invoice Entry Date 01/01/2009 to 06/30/2024 Paid Invoices Cheque Date 04/01/2024 to 06/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Chq Nb Item Amount
		01-3212 2018 MacLean Sidewalk Machine			588.77
		01-3213 2011 Street Sweeper			2,724.47
		01-3214 2023 MT7 Trackless Sidewalk Machine (prv 2001)			2,248.46
		01-3215 2007 MT6 Trackless Sidewalk Machine			51.44
		01-3216 2017 Loader Backhoe			119.49
		01-3300 Road Construction Projects			632,349.59
		01-3400 Roads - General Administration			16,108.37
		01-3500 Roads - Workshop			3,943.73
		01-3700 Parking - Winter Maintenance			875.52
		01-3701 Parking Bylaw Enforcement/Summer Mtc.			3,857.80
		01-3850 Saugeen Municipal Airport			16,000.00
		01-3900 SMART Transit			69,465.36
		01-3910 SMART Transit - Provincial Gas Tax			293,199.51
		01-4310 Waterworks Pumping Stations			748.77
		01-4320 Pumping Station Ruhl Lake			9,609.75
		01-4340 Deep Well #1 & 2			10,488.89
		01-4350 Water Towers			3,509.12
		01-4370 2015 Chev Half Ton Truck			695.53
		01-4380 2013 GMC SIERRA K3500 (Truck 10)			1,439.84
		01-4400 Waterworks Distribution			102,529.66
		01-4410 Waterworks Administration			110.31
		01-4420 Water Meters			3,923.54
		01-4430 Water Treatment Plant			161,050.20
		01-4520 Garbage Collection			60,050.79
		01-4530 Recycling - Blue Box Collection			66,405.39
		01-4620 Waste Water Treatment Plant			298,154.99
		01-4625 2019 Chev Silverado 1500			846.09
		01-4630 Waste Water Treatment Administration			416.76
		01-4640 Sanitary Sewers Maintenance			7,200.98
		01-4650 Sanitary Sewer Pumphouse Maintenance			187.85
		01-5200 Hanover Cemetery			6,868.03
		01-5300 Medical Clinic			62,594.87
		01-7100 Parks & Outdoor Facilities			1,095,042.33
		01-7101 Parks - Ball Parks			9,228.42
		01-7102 Parks - Athletic Fields (Soccer)			4,726.33
		01-7119 Binkley/Paterson Pavilion			514.24
		01-7130 Parks - Hanover Heritage Square			2,803.44
		01-7131 Parks - Millenium Commemorative Grove			70.00
		01-7141 2024 Ford F350 (prv 2001 Chev)			3,211.38
		01-7142 2014 John Deere Tractor			1,006.34
		01-7143 2020 Chev Silverado 2500			1,302.21
		01-7144 2012 Kubota Mower/Blower			1,511.09
		01-7146 2019 Dodge Ram 2500 Big Horn (prv 2010 Chev Silv)			1,241.41
		01-7147 Ferris Riding Lawn Mower			887.59
		01-7148 2014 Dodge Ram Truck			3,993.18

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Town Of Hanover

07/03/2024

8:02AM

## Accounts Payable

APR - JUN 2024 GENERAL CHEQUE REGISTER

Vendor 000000 Through 999999

Invoice Entry Date 01/01/2009 to 06/30/2024 Paid Invoices Cheque Date 04/01/2024 to 06/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Chq Nb Item Amount
		01-7210 Aquatic - Facility			202,161.41
		01-7220 Aquatic - Programs			7,885.37
		01-7300 Recreation Administration			12,333.51
		01-7320 Recreation Programs - Daycamp			3,905.97
		01-7321 Recreation Programs - Special Events			3,241.20
		01-7322 Recreation General Programs			4,810.24
		01-7323 Recreation Programs - Senior Games			1,404.33
		01-7410 Facilities - Administration			44,201.01
		01-7412 Facilities - Arena Winter Operations			39,339.47
		01-7413 2023 Olympia Millennium (prev 2010 Olympia)			1,682.96
		01-7414 Facilities - Arena Summer Operations			5,983.90
		01-7415 Facilities - Concession Booth/Vending Machines			3,581.91
		01-7820 Transfer to Library			159,198.00
		01-7830 Hanover Civic Theatre			5,532.22
		01-7831 Community Hall			2,596.74
		01-8100 Planning & Development			22,214.64
		01-8200 Economic Development			77,060.45
		01-8270 Industrial Park			150,255.92
		11-0133 Accrued Expenses			6,551.70
		11-7910 Hanover Public Library			869.37
		31-4500 Hanover Walkerton Landfill Site			7,912.75
		31-4550 2015 Cat 816F Compactor			69.70
		51-2220 Police Services - Administration			5,883.72
		51-2230 Police Services - Patrol			128,040.74
		51-2233 2022 Dodge Durango (939)			1,400.58
		51-2234 2023 Dodge Durango (363) (prv '15 Chev Tahoe)			3,388.27
		51-2235 2021 Dodge Charger#21-01(546) (prv 14-02 Ford Int)			4,031.32
		51-2236 2020 Chev Silverado Truck #20-02			1,375.82
		51-2237 2020 Ford Explorer Truck #20-01 with ALPR			2,586.27
		51-2240 Police Services Board			146,043.57
		61-8250 Launch Pad			51,786.71
				Report Total	8,346,704.55

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Hanover/Walkerton Landfill

07/03/2024

8:04AM

# Accounts Payable

APR - JUN 2024 LANDFILL CHEQUE REGISTER

Vendor 000000 Through 999999

Invoice Entry Date 01/01/2009 to 06/30/2024 Paid Invoices Cheque Date 04/01/2024 to 06/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Chq Nb Item Amount
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Department Summary

31-0009	Other Current Assets				125.00
31-4500	Hanover Walkerton Landfill Site				126,118.87
31-4550	2015 Cat 816F Compactor				6,382.75
				Report Total	132,626.62

# Accounts Payable

APR - JUN 2024 LIBRARY CHEQUE REGISTER

Vendor 000000 Through 999999

Invoice Entry Date 01/01/2009 to 06/30/2024 Paid Invoices Cheque Date 04/01/2024 to 06/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Chq Nb Item Amount
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Department Summary

11-0010	Accrued Miscellaneous Receipts	2,500.00
11-0132	Employee Benefits Payable	336.95
11-7910	Hanover Public Library	36,244.66
	Report Total	39,081.61

2023.08.25 8.0 9759

Hanover DIA

07/03/2024

8:02AM

# Accounts Payable

APR - JUN 2024 DIA CHEQUE REGISTER

Vendor 000000 Through 999999

Invoice Entry Date 01/01/2009 to 06/30/2024 Paid Invoices Cheque Date 04/01/2024 to 06/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Chq Nb Item Amount
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Department Summary

21-8300	Downtown Improvement Area (DIA)	10,962.08
Report Total		10,962.08



## Town Of Hanover

## Income Statement Summary Type - Monthly Statement of Operations

Account Description	Account Number	Current YTD Actual	Current Total Budget	Budget Percentage Used
<b>Environmental Services</b>				
<b>Revenue</b>				
Garbage/Recycling Revenue	01-4500	99,139.90	350,700.00	28.27%
		<u>99,139.90</u>	<u>350,700.00</u>	
<b>Expense</b>				
Garbage/Recycling Expense	01-4500-	(456,512.72)	(688,700.00)	66.29%
		<u>(456,512.72)</u>	<u>(688,700.00)</u>	
Environmental Services		<u>(357,372.82)</u>	<u>(338,000.00)</u>	
<b>General Government</b>				
<b>Revenue</b>				
Taxation Revenues	01-0500	7,236,865.00	14,637,700.00	49.44%
Unallocated Revenue	01-0600	1,745,405.58	4,054,400.00	43.05%
Council	01-1100	1,000.00	24,000.00	4.17%
Elections - Revenue	01-1150	0.00	0.00	0.00%
Administration	01-1200	384,604.57	112,300.00	342.48%
Civic Centre	01-1300	70,339.56	205,200.00	34.28%
Ambulance Centre -140 7th Aven	01-1360	42,555.10	87,600.00	48.58%
Revenue		<u>9,480,769.81</u>	<u>19,121,200.00</u>	
<b>Expense</b>				
Taxation	01-0500-	(3,047,077.31)	(5,449,200.00)	55.92%
Council	01-1100-	(279,313.87)	(405,000.00)	68.97%
Elections Expense	01-1150-	0.00	0.00	0.00%
Administration	01-1200-	(1,363,275.49)	(1,625,700.00)	83.86%
Civic Centre	01-1300-	(213,591.40)	(437,500.00)	48.82%
Ambulance Centre-140 7th Aven	01-1360-	(28,833.85)	(62,900.00)	45.84%
Expense		<u>(4,932,091.92)</u>	<u>(7,980,300.00)</u>	
General Government		<u>4,548,677.89</u>	<u>11,140,900.00</u>	
<b>Health Services</b>				
<b>Revenue</b>				
Cemetery	01-5200	74,268.43	242,300.00	30.65%
Medical Clinic	01-5300	151,867.29	308,200.00	49.28%
Revenue		<u>226,135.72</u>	<u>550,500.00</u>	
<b>Expense</b>				
Cemetery	01-5200-	(96,851.20)	(285,800.00)	33.89%
Medical Clinic	01-5300-	(147,881.73)	(288,300.00)	51.29%
Expense		<u>(244,732.93)</u>	<u>(574,100.00)</u>	
Health Services		<u>(18,597.21)</u>	<u>(23,600.00)</u>	
<b>Other Entities</b>				
<b>Expense</b>				
Transfers to Library Expense	01-7820-	(318,404.00)	(636,800.00)	50.00%
		<u>(318,404.00)</u>	<u>(636,800.00)</u>	
Other Entities		<u>(318,404.00)</u>	<u>(636,800.00)</u>	
<b>Planning &amp; Development Services</b>				
<b>Revenue</b>				
Planning Advisory	01-8100	22,571.39	107,000.00	21.09%
EDC	01-8200	17,566.36	156,400.00	11.23%

## Town Of Hanover

## Income Statement Summary Type - Monthly Statement of Operations

Account Description	Account Number	Current YTD Actual	Current Total Budget	Budget Percentage Used
YATC-LaunchPad Revenue	61-8250	218,284.32	454,600.00	48.02%
		258,422.07	718,000.00	
<b>Expense</b>				
Planning Advisory	01-8100-	(99,332.63)	(269,600.00)	36.84%
EDC	01-8200-	(388,236.44)	(497,300.00)	78.07%
YATC-LaunchPad Expense	61-8250-	(186,084.11)	(454,600.00)	40.93%
		(673,653.18)	(1,221,500.00)	
Planning & Development Services		(415,231.11)	(503,500.00)	
<b>Protection Services</b>				
<b>Revenue</b>				
Fire	01-2100	1,768,281.13	7,540,200.00	23.45%
Emergency Measures	01-2130	0.00	0.00	0.00%
Building	01-2400	117,326.16	254,500.00	46.10%
Animal Control	01-2420	9,695.00	8,500.00	114.06%
Police Operating & Capital Revenue	51-2200	271,998.79	98,900.00	275.02%
		2,167,301.08	7,902,100.00	
<b>Expense</b>				
Fire	01-2100-	(2,544,553.69)	(8,527,200.00)	29.84%
Emergency Measures	01-2130-	(8,077.29)	(9,800.00)	82.42%
SVCA	01-2300	(148,386.00)	(148,400.00)	99.99%
Building	01-2400-	(158,718.59)	(337,100.00)	47.08%
Animal Control	01-2420-	(7,029.09)	(17,800.00)	39.49%
Police Operating & Capital Expense	51-2200-	(1,998,468.40)	(3,636,100.00)	54.96%
		(4,865,233.06)	(12,676,400.00)	
Protection Services		(2,697,931.98)	(4,774,300.00)	
<b>Recreation &amp; Cultural Services</b>				
<b>Revenue</b>				
Recreation	01-7000	778,444.82	4,121,800.00	18.89%
Hanover Civic Theatre Revenue	01-7830	36,919.73	40,600.00	90.94%
		815,364.55	4,162,400.00	
<b>Expense</b>				
Recreation	01-7000-	(3,656,236.04)	(6,507,900.00)	56.18%
Hanover Civic Theatre Expense	01-7830-	(90,014.06)	(112,800.00)	79.80%
		(3,746,250.10)	(6,620,700.00)	
Recreation & Cultural Services		(2,930,885.55)	(2,458,300.00)	
<b>Transportation Services</b>				
<b>Revenue</b>				
Roads -Sidewalks, Parking, St. Li	01-3000	372,630.25	1,155,600.00	32.25%
Saugeen Municipal Airport	01-3850	16,000.00	0.00	0.00%
SMART Transit Corp. Revenue	01-3900	425,713.81	740,000.00	57.53%
		814,344.06	1,895,600.00	
<b>Expense</b>				
Roads-Sidewalks, Parking, St Lig	01-3000-	(1,320,024.37)	(3,370,200.00)	39.17%
Saugeen Municipal Airport	01-3850-	(42,952.00)	(54,000.00)	79.54%
SMART Transit Corp. Expense	01-3900-	(563,179.17)	(877,800.00)	64.16%
		(1,926,155.54)	(4,302,000.00)	
Transportation Services		(1,111,811.48)	(2,406,400.00)	

**Income Statement Summary Type - Monthly Statement of Operations**

Account Description	Account Number	Current YTD Actual	Current Total Budget	Budget Percentage Used
<b>Water/Wastewater Services</b>				
<b>Revenue</b>				
Water	01-4300	885,485.18	3,947,500.00	22.43%
Wastewater	01-4600	954,364.80	2,639,300.00	36.16%
Revenue		<u>1,839,849.98</u>	<u>6,586,800.00</u>	
<b>Expense</b>				
Water	01-4300-	(703,754.85)	(3,947,500.00)	17.83%
Wastewater	01-4600-	(693,280.55)	(2,639,300.00)	26.27%
Expense		<u>(1,397,035.40)</u>	<u>(6,586,800.00)</u>	
Water/Wastewater Services		<u>442,814.58</u>	<u>0.00</u>	
		<u>(2,858,741.68)</u>	<u>0.00</u>	







## DRAFT

## FINANCE COMMITTEE

Budget Related

Date	Time	Items
July 22/24	4:00 p.m.	2024 Year to Date (Jan - Jun 2024); preliminary 2024 projections Budget Schedule to review for 2025 2025 Budget Status and Council direction on parameters or expectations
August 12/24	3:00 p.m.	Audit Committee review of 2023 Financial Statements, prior to regular 4:00 p.m. Council meeting
September 23/24	4:00 p.m.	Review of 2025 Capital proposed Review of proposed 2025 Water & Sewer Rates Review of current AMP Review of Reserves & Reserve Funds Balances and projections
October 28/24	4:00 p.m.	Review of 2025 Rates & Fees (By-law to go Nov. 18/24 to regular Council) Review of 2025 Capital and 5-year Capital forecast 2024 Quarterly Review (Jul - Sep/24) and 2024 year-end projection. Report of Town Investments
November 25/24	<b>TBD Options</b>	Review of draft 2025 consolidated budget. Presentations by each department head of 2025 proposed budget; 2024 Year in Review by department during presentations. Council <b>All day meeting 9:00 a.m. - 5:00 p.m. (suggested)</b>  <b>OR</b> <b>2 - 1/2 day meetings Nov 25/24 &amp; Nov 26/24 - Times TBD (morning 9 - noon; afternoon 1-4; evening 4-7)</b>
December 9/24	<b>TBD Options</b>	Special Council Meeting: Presentation of 2025 Consolidated Budget; DIA presentation of proposed 2025 budget; <b>All day meeting 9:00 a.m. - 5:00 p.m.</b> <b>1/2 day meeting - morning, afternoon or regular time starting at 4:00 p.m.</b>
February 24/24	4:00 p.m.	2024 Quarterly Review (Oct - Dec/24); 2024 Year-end Projection AMP Upgrade Status



# 2025 Budget Assumptions

**2024 TAX LEVY 9,102,400**

Item	Council's Notification	Amount	%
Firehall Borrowing	In 2024 Budget, \$202,300 budgeted, \$234,000 required for 2025 = \$436,300 up to \$468,100 (FIN-013 Debt Mgmt Policy). Report PB 14-23 Final Design & Project Direction.	234,000	2.57%
Policing Costs	2024 Budget - notification of additional officers required each year until reach 20 officers; Business Plan - June 17/24 presentation, noted additional officers required	150,300	1.65%
Police Station	Council direction 3 year phase in. Report CAO-14-24.	216,497	2.38%
Use of Reserves for Operations	Feb. 20, 2024 -- 2024 Budget revised- to alleviate increasing the budget, use of reserves to offset added capital project added back into the budget. Council noted this amount would be included in 2025 budget.	161,300	1.77%
Benefits	As per report HR 03-24 - 50% of increase applicable in 2025 (\$32,800.85 / 2)	16,400	0.18%
Wages	See attached wages projection Information - based on signed contracts and existing policies	235,100	2.58%
Utilities	Total utilities for 2024 budgeted \$1,211,400 -- assuming a 2% minimal increase	24,200	0.27%
Insurance	Total insurance for 2024 budgeted \$647,400 -- assuming a 9% increase (based on recent renewals for Intact municipal clients)	58,300	0.64%
Outdoor Splashpad / Centre of Excellence	<b>CAPITAL --</b> a) <b>Splashpad</b> -- once fundraising reaches \$300,000, balance of \$340,000 through taxes. Report PRC 12-23; b) <b>Centre of Excellence</b> - require \$169,000 of this for Outdoor Splashpad Work	509,000	5.59%
	<b>OPERATIONS</b> -- yearly operations for splashpad - Report PRC 12-23	42,200	0.46%
<b>TOTAL</b>		<b>1,647,297</b>	<b>18.10%</b>

*give or take \$31,900/year depending on rates; using the lowest amount required*

*35% usage from Jan - April 2024*

*98.9% usage to date (\$640,277)*

*= \$189.11/yr for every \$100,000 assessment or 0.52/day*

**NEW LEVY 10,749,697**

*Every \$100,000 of levy increase = \$11.48 for every \$100,000 of assessment or 0.03/day -- based on 2024 Assessment*

## Wages

	Parameters	YEAR			2024 Budgeted Wages	2025 Projection
		2023	2024	2025		
Town - non union	HR-018 -- based on Cost of Living as of June of prior year (e.g. 2024 based on June 2023 COLA); Includes Council & Library too	7.90%	2.60%	2.90%	2,516,200	
	<b>Actual %</b>	<b>3.00%</b>	<b>2.60%</b>	<b>2.90%</b>	<b>2,516,200</b>	<b>72,969.80</b>
Town - Union	Based on signed Contract Jan 1/22 - Dec 31/25	1.80%	1.90%	2.00%	1,875,600	
	<b>Actual %</b>	<b>1.80%</b>	<b>1.90%</b>	<b>2.00%</b>	<b>1,875,600</b>	<b>37,512.00</b>
Firefighters	2023 match union; 2024 -2025 match non-union.	1.85%	2.60%	2.90%	551,200	
	<b>Actual %</b>	<b>1.85%</b>	<b>2.60%</b>	<b>2.90%</b>	<b>551,200</b>	<b>15,984.80</b>
Police	2023 - 2027 as per contract	3.00%	6.00%	4.42%	2,327,100	
	<b>Actual %</b>	<b>3.00%</b>	<b>5.00%</b>	<b>4.67%</b>	<b>2,327,100</b>	<b>108,675.57</b>
					<b>7,270,100</b>	<b>235,142</b>

June 2024 CPI currently unknown.

May 2024 CPI was

2.90%