



# Staff Report

## Finance and IT Services

---

**Report To:** Committee of the Whole  
**Meeting Date:** September 16, 2019  
**Report Number:** FAF.19.173  
**Subject:** Monthly Financial Report – July 2019  
**Prepared by:** Katherine Dabrowa, Budget Analyst

---

### A. Recommendations

---

THAT Council receive Staff Report FAF.19.173 entitled “Monthly Financial Report – July 2019” for information purposes.

### B. Overview

---

This report outlines the Town’s unaudited financial activities as of July 31, 2019.

### C. Background

---

On a monthly basis Finance staff provide Council with an update on the financial activities of the Town. This report is broken down into 3 sections; Taxation, which looks at all tax funded departments, Water and Wastewater, and User Fees, which includes the Building Department and Harbour. Also attached are charts that highlight major areas of the Town; such as Development Charges collected, Salaries and Benefits, and other important financial indicators.

Charts are also included to outline Bid Awards and Contract Extensions in excess of \$25,000, as awarded by Staff as per the Town’s Purchasing Policy. These charts will reflect the contracts awarded and extended within that particular month.

### D. Analysis

---

#### Tax Supported Services

After seven months of operations, the taxation funded departments are slightly under budget in expenses at 54% and slightly over budget in External Revenue at 63%.

Utilities are slightly under budget 43%, as well as Purchased Services (44%), while Operating Expenses (85%), Communications (68%), Equipment Related (74%), and Financial Expenses (86%) are over budget for this time of year.

Utilities are slightly under budget at 43% as not all of the hydro bills have been received for July, which is a regular occurrence for such bills. Staff are expecting utilities to end the year close to budget.

Purchased Services is also slightly below budget at 44% due to the majority of the Project Capacity budget not being spent as of the end of July, as staff continue to work on significant projects, such as the Transportation and Transit Master Plan Environmental Assessment, Economic Development Strategy, Communications Strategy, Strategic Plan, and Master Drainage Plan.

Operating Expenses are over budget at 85% as the purchase of gravel has been made for the full year (\$397,465), and the full budget for dust suppression (\$86,700) has been committed or spent.

Communications is also over budget at 68%, as the Communication Answering Service has been committed for the full year, and a significant amount of postage was purchased as the final tax bills were sent out.

Equipment Related Expenses are at 74% of budget as the majority of Service Agreements were due at the beginning of the year. Generator Maintenance, as well as Fire's Self-contained breathing apparatus (SCBA) maintenance has been committed for the full year. Additionally, the Landfill is over-budget in equipment rentals as they continue to require equipment for the pre-treatment of leachate.

As has been the case for most of 2019, Financial Expenses are at 86% of budget, which is due to Sobey's Road Improvement payments, which is an unbudgeted amount. This payment is funded from the Roads and Related Development Charges and has no impact on the bottom line.

Overall, the taxation funded Departments are trending as expected after seven months of Operations.

### **Water and Wastewater Operations**

After seven months of operations, the Water and Wastewater Divisions are sitting just below budget with Expenses at 53% and External Revenue at 49%.

Utilities (49%) and Purchased Services (25%) are both below budget, while Premises and Site (81%) is above budget for this time of year.

Much like taxation, utilities are below budget at only 49%, as not all of the bills have been received for July. Staff expect the Water and Wastewater utilities budgets to end the year close to budget.

Purchased Services is also below budget at 25% as the majority of this budget is made up of the Water Distribution Master Plan, which is an ongoing project and the budget has been rolled over from 2018.

Premise and Site, alternatively, is over-budget at 81% due to Wastewater committing a full year of expenses for their Bio-solids removal, grass cutting and grounds maintenance, as well as mould remediation at the Craighleith Wastewater Treatment Plant being performed earlier this year.

Although External Revenue appears to be under-budget at only 49%, this is expected as only six months of water and wastewater billing has been collected. Bills are sent out every two months, and July Revenue will be reflected once bills are sent out in early September.

Overall, the Water and Wastewater Divisions are both operating as expected as of the end of July.

### **User Fee Supported Operations (Building and Harbour)**

As of the end of July, the Building and Harbour Divisions are under budget in Expenses at 48% overall, and over budget in External Revenue at 73%.

Salaries and Benefits (51%) is under budget for this time of year, as well as related budget lines such as Administrative Expenses (44%) and Training and Travel (52%). This is expected, as the Harbour Manager position has been vacant for all of 2019, as that position was backfilling the Acting Director of Community Services role. Staff are expecting Salaries and Benefits to end the year under budget.

Similar to Taxation and Water and Wastewater, utilities are under budget for the User Fee Divisions (38%), as not all hydro bills have been received.

Premise and Site also appears to be significantly under-budget for this time of year at only 16%, as the Harbour Rent payment that is paid to the Ministry of Fisheries and Oceans has not been paid yet.

Alternatively, Purchased Services is over budget for this time of year at 66%, as the Harbour has recently completed some dock repairs.

External Revenue for the Harbour is at 79%, which is expected as the Harbour has collected all of its mooring fees for the year, and the Building Division is at 70%, which is also as expected due to the significant amount of development throughout the Town.

Overall, staff are predicting that the Harbour and Building Divisions will both end the year with a surplus.

## **E. The Blue Mountains' Strategic Plan**

---

Goal #4: Promote a Culture of Organizational and Operational Excellence  
Objective #4: To Be a Financially Responsible Organization

## **F. Environmental Impacts**

---

None.

## **G. Financial Impact**

---

As per above.

## **H. In consultation with**

---

Vicky Bouwman, Financial Analyst  
Kris Couture, Tax Collector  
Sam Dinsmore, Deputy Treasurer/Manager of Accounting and Budgets  
Wanda Robertson, Account Analyst  
Serena Wilgress, Manager of Purchasing and Risk Management

## **I. Public Engagement**

---

The topic of this Staff Report has not been subject to a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. Comments regarding this report should be submitted to Katherine Dabrowa, Budget Analyst at [finance@thebluemountains.ca](mailto:finance@thebluemountains.ca).

**J. Attached**

---

1. July 2019 Flash Report
2. July 2019 Budget Variance Report Tax Levy Summary
3. July 2019 Budget Variance Report Water and Wastewater Services Summary
4. July 2019 Budget Variance Report User Fee Summary
5. July 2019 Cheque Register

Respectfully Submitted,

---

Katherine Dabrowa  
Budget Analyst

---

Ruth Prince  
Director of Finance and IT Services

For more information, please contact:  
Katherine Dabrowa  
[finance@thebluemountains.ca](mailto:finance@thebluemountains.ca)  
519-599-3131 extension 230

## 2019 Development Charges Collected

Month	2019 Monthly Actuals	2018 Monthly Actuals
January	\$ 98,734	\$ 638,363
February	\$ 109,277	\$ 47,326
March	\$ 70,027	\$ 154,834
April	\$ 221,350	\$ 141,630
May	\$ 948,533	\$ 355,172
June	\$ 593,349	\$ 204,802
July	\$ 163,784	\$ 788,325
August		\$ 133,405
September		\$ 125,667
October		\$ 2,982,177
November		\$ 20,620
December		\$ (264,444)
<b>Total</b>	<b>\$ 2,205,054</b>	<b>\$ 5,327,877</b>

Reserve Fund	Reserve Fund Balance
General Government	\$ (30,605)
Fire	\$ 604,117
Police	\$ 29,732
Parking & By-Law	\$ 76,006
Public Works	\$ 741,671
Roads and Related	\$ 4,590,527
Parks and Recreation	\$ 1,621,638
Library	\$ 1,325,637
Solid Waste	\$ 16,023
Water	\$ 4,040,887
Wastewater	\$ 2,642,757
<b>Total</b>	<b>\$ 15,658,390</b>

Estimated from the DC Background Study	\$ 7,868,165
2019 Year to Date Actual	\$ 2,205,054
2018 Year to Date Actual	\$ 2,330,452
Percent of Budget	28.0%

**2019 Legal Fees**

Month	2019 Monthly Actual	2019 Monthly Budget	Variance \$	Variance %	2019 YTD Actual	2019 YTD Budget	Variance \$	Variance %
January	\$ 1,750	\$ 2,397	\$ (647)	73.0%	\$ 1,750	\$ 2,397	\$ (647)	73.0%
February	\$ 4,905	\$ 8,932	\$ (4,027)	54.9%	\$ 6,655	\$ 11,329	\$ (4,674)	58.7%
March	\$ 51,288	\$ 20,220	\$ 31,068	253.7%	\$ 57,942	\$ 31,549	\$ 26,393	183.7%
April	\$ 47,258	\$ 8,141	\$ 39,118	580.5%	\$ 105,201	\$ 39,690	\$ 65,511	265.1%
May	\$ 49,711	\$ 32,366	\$ 17,345	153.6%	\$ 154,912	\$ 72,055	\$ 82,856	215.0%
June	\$ 28,793	\$ 24,305	\$ 4,489	118.5%	\$ 183,705	\$ 96,360	\$ 87,345	190.6%
July	\$ 29,938	\$ 7,309	\$ 22,629	409.6%	\$ 213,643	\$ 103,669	\$ 109,974	206.1%
August		\$ 29,805				\$ 133,474		
September		\$ 6,691				\$ 140,165		
October		\$ 29,546				\$ 169,711		
November		\$ 45,181				\$ 214,892		
December		\$ 106,708				\$ 321,600		
<b>Total</b>	<b>\$ 213,643</b>	<b>\$ 321,601</b>			<b>\$ 213,643</b>	<b>\$ 321,600</b>		

Department	2019 Actual	% of Total
Integrity Commissioner	\$ 1,750	0.8%
Human Resources	\$ 4,337	2.0%
Corporate	\$ 47,219	22.1%
By-law Services	\$ 5,362	2.5%
Short Term Accommodation	\$ 8,563	4.0%
Roads and Drainage	\$ 4,152	1.9%
Community Services	\$ 3,211	1.5%
Appeals to LPAT	\$ 89,846	42.1%
Planning and Development	\$ 27,798	13.0%
Building Services	\$ 4,713	2.2%
Wastewater	\$ 16,692	7.8%
<b>Total</b>	<b>\$ 213,643</b>	<b>100.0%</b>

	2019	2018
Annual Budget	\$ 321,601	\$ 360,862
Year to Date Actual	\$ 213,643	\$ 98,983
Year to Date Budget	\$ 103,670	n/a
Year to Date Budget to Actual	\$ 109,974	n/a
Percent of Budget	66.4%	27.4%

### 2019 Building Permits Collected

Month	2019 Monthly Actual	2019 Monthly Budget	Variance \$	Variance %	2019 YTD Actual	2019 YTD Budget	Variance \$	Variance %
January	\$ 59,604	\$ 43,515	\$ 16,089	137.0%	\$ 59,604	\$ 43,515	\$ 16,089	137.0%
February	\$ 69,671	\$ 21,309	\$ 48,362	327.0%	\$ 129,275	\$ 64,823	\$ 64,452	199.4%
March	\$ 19,937	\$ 71,066	\$ (51,129)	28.1%	\$ 149,212	\$ 135,889	\$ 13,323	109.8%
April	\$ 122,286	\$ 93,001	\$ 29,285	131.5%	\$ 271,498	\$ 228,890	\$ 42,608	118.6%
May	\$ 254,689	\$ 157,139	\$ 97,550	162.1%	\$ 526,187	\$ 386,028	\$ 140,159	136.3%
June	\$ 118,793	\$ 146,564	\$ (27,771)	81.1%	\$ 644,980	\$ 532,592	\$ 112,388	121.1%
July	\$ 149,989	\$ 156,914	\$ (6,925)	95.6%	\$ 794,969	\$ 689,506	\$ 105,463	115.3%
August		\$ 74,319				\$ 763,825		
September		\$ 89,742				\$ 853,567		
October		\$ 137,181				\$ 990,747		
November		\$ 109,283				\$ 1,100,030		
December		\$ 38,470				\$ 1,138,500		
<b>Totals</b>	<b>\$ 794,969</b>	<b>\$ 1,138,500</b>			<b>\$ 794,969</b>	<b>\$ 1,138,500</b>		

	2019	2018
Annual Budget	\$ 1,138,500	\$ 1,152,805
Year to Date Actual	\$ 794,969	\$ 725,964
Year to Date Budget	\$ 689,506	n/a
Year to Date Budget to Actual	\$ 105,463	n/a
Percent of Budget	69.8%	63.0%

The Town continues to see significant building permit revenue, which is expected to continue over the next few years. Any surplus revenue within the Building Department is transferred into a Rate Stabilization Reserve Fund to pay for expenses in future years when revenue may not cover expenses in the Building Department. The Building Services Department, and building permit revenue, have no impact on taxation.



**2019 Town Salaries and Benefits**

Month	2019 Monthly Actual	2019 Monthly Budget	Variance \$	Variance %	2019 YTD Actual	2019 YTD Budget	Variance \$	Variance %
January	\$ 1,061,154	\$ 1,030,068	\$ 31,086	103.0%	\$ 1,061,154	\$ 1,030,068	\$ 31,086	103.0%
February	\$ 967,191	\$ 990,931	\$ (23,740)	97.6%	\$ 2,028,345	\$ 2,020,999	\$ 7,346	100.4%
March	\$ 1,007,827	\$ 1,072,578	\$ (64,751)	94.0%	\$ 3,036,172	\$ 3,093,577	\$ (57,405)	98.1%
April	\$ 1,058,348	\$ 1,060,596	\$ (2,247)	99.8%	\$ 4,094,520	\$ 4,154,173	\$ (59,652)	98.6%
May	\$ 1,234,555	\$ 1,211,124	\$ 23,431	101.9%	\$ 5,329,075	\$ 5,365,297	\$ (36,222)	99.3%
June	\$ 994,296	\$ 1,139,666	\$ (145,370)	87.2%	\$ 6,323,371	\$ 6,504,962	\$ (181,591)	97.2%
July	\$ 1,022,942	\$ 1,147,059	\$ (124,117)	89.2%	\$ 7,346,313	\$ 7,652,022	\$ (305,708)	96.0%
August		\$ 1,242,945				\$ 8,894,966		
September		\$ 1,083,663				\$ 9,978,630		
October		\$ 1,252,448				\$ 11,231,078		
November		\$ 1,040,085				\$ 12,271,163		
December		\$ 1,264,991				\$ 13,536,154		
<b>Totals</b>	<b>\$ 7,346,313</b>	<b>\$ 13,536,154</b>			<b>\$ 7,346,313</b>	<b>\$ 13,536,154</b>		

	2019	2018
Annual Budget	\$ 13,536,154	\$ 12,060,650
Year to Date Actual	\$ 7,346,313	\$ 6,848,712
Year to Date Budget	\$ 7,652,022	n/a
Year to Date Budget to Actual	\$ (305,708)	n/a
Percent of Budget	54.3%	56.8%

The Salaries and Benefits noted above represent all wages and health benefits for Town employees, including Taxation funded Departments, as well as Water, Wastewater, and the User Fee funded Departments (Harbour and Building).

The Salaries and Benefits also includes volunteer firefighters, overtime, as well as any allowances, such as travel and car allowances.

Salaries and Benefits are accrued each month to accurately represent the expenses during each month.

### 2019 Hydro Costs and Consumption

Month	2019 Monthly Consumption	2019 Monthly Actual	2019 Monthly Budget	Variance \$	Variance %	2019 YTD Actual	2019 YTD Budget	Variance \$	Variance %
January	575,551	\$ 90,687	\$ 113,536	\$ (22,849)	79.9%	\$ 90,687	\$ 113,536	\$ (22,849)	79.9%
February	588,956	\$ 100,917	\$ 104,873	\$ (3,956)	96.2%	\$ 191,604	\$ 218,409	\$ (26,805)	87.7%
March	571,158	\$ 98,032	\$ 98,297	\$ (265)	99.7%	\$ 289,636	\$ 316,707	\$ (27,071)	91.5%
April	478,213	\$ 76,644	\$ 86,420	\$ (9,776)	88.7%	\$ 366,280	\$ 403,126	\$ (36,846)	90.9%
May	487,830	\$ 88,063	\$ 86,671	\$ 1,392	101.6%	\$ 454,343	\$ 489,798	\$ (35,455)	92.8%
June	456,911	\$ 86,074	\$ 88,775	\$ (2,701)	97.0%	\$ 540,417	\$ 578,572	\$ (38,155)	93.4%
July	413,603	\$ 87,177	\$ 82,325	\$ 4,852	105.9%	\$ 627,594	\$ 660,897	\$ (33,303)	95.0%
August			\$ 81,952				\$ 742,849		
September			\$ 87,121				\$ 829,970		
October			\$ 77,580				\$ 907,550		
November			\$ 86,305				\$ 993,855		
December			\$ 98,455				\$ 1,092,310		
<b>Totals</b>	<b>3,572,222</b>	<b>\$ 627,594</b>	<b>\$ 1,092,310</b>			<b>\$ 627,594</b>	<b>\$ 1,092,310</b>		

	2019	2018
Annual Budget	\$ 1,092,310	\$ 1,002,908
Year to Date Actual	\$ 627,594	\$ 612,544
Year to Date Budget	\$ 660,897	n/a
Year to Date Budget to Actual	\$ (33,303)	n/a
Percent of Budget	57.5%	61.1%

The above chart includes the hydro costs for all Town facilities, including streetlights. Staff continue to be conscious about energy consumption; however, certain Town facilities require large uses of hydro to operate, including the water and wastewater plants. The \$1,092,310 hydro budget for 2019 includes \$451,200 for the Wastewater Plants and its pumping and lift stations, as well as \$300,000 for the Water Plant, reservoirs, and water distribution.

## Hydro Efficiency Projects

### LED Streetlight Retrofit

In 2015 staff presented report CSPW.15.061 which gave approval to move forward with the LED retrofit of all streetlights, except for the decorative lights. This report established a budget of \$623,751 for the project and outlined a six-year payback if the Town a) received a Hydro One *Save on Energy Incentive* grant (\$71,553) and b) used Gas Tax Funding (\$170,000). Both of these items were approved and received, bringing the total cost to be funded by future savings down to \$382,198. The Budget is outlined in the chart below.

<b>Total Cost</b>	<b>\$ 577,544</b>
<b>Funding Sources:</b>	
Save on Energy Grant	\$ (71,553)
Gas Tax Funding	\$ (170,000)
Hydro Savings to Date	\$ (170,485)
<b>Remaining Unfinanced</b>	<b>\$ 165,506</b>

Staff also included the statistics of the before and after upgrade, as shown below.

<b>Current Status</b>	<b>Before Upgrade</b>	<b>After Upgrade</b>	<b>Variance</b>
Annual Electricity Consumption (kWh)	484,301	204,908	279,393
Total Annual Hydro Costs	\$ 128,417	\$ 65,490	\$ 62,927
Average Annual cost per fixture	\$ 162	\$ 81	\$ 79

With the project now complete the final cost came in at \$577,544 with \$335,991 to be paid back in Hydro cost savings. The original report had a 6-year payback period (2022) as the majority of the work was complete in 2015 and 2016.

<b>Year</b>	<b>Annual Consumption (kWh)</b>	<b>Annual Hydro Costs</b>
2015	352,080	\$ 129,620
2016	207,405	\$ 84,725
2017	143,465	\$ 66,715
2018	123,860	\$ 75,290

To date this project has been charged \$11,323 in interest over the four-year period. At the end of 2018 the unfinanced balance was at \$165,506. Looking at 2017 and 2018, the savings should be able to fully pay the unfinanced balance back by 2021, a year earlier than initially predicted. Once the balance is fully funded, the Streetlight operating budget will be able to be reduced by anywhere from \$45,000 to \$55,000.

## 2019 Grants

Grant	Funding Received	Total 2019 Grant
Municipal Affairs and Housing Grant	\$ 642,347	\$ 642,347
Ontario Community Infrastructure Fund	\$ 461,626	\$ 923,251
Ontario Municipal Partnership Fund	\$ 965,109	\$ 1,289,000
Stewardship	\$ 76,972	\$ 149,615
Gas Tax	\$ 312,090	\$ 418,646
Clean Water and Wastewater Fund	\$ 24,656	\$ 28,051
Green House Gases Challenge Fund	\$ 52,000	\$ 52,000
Ontario Cannabis Legalization Implementation Funding	\$ 22,148	\$ 22,148
L.E. Shore Memorial Library	\$ 10,230	\$ 77,181
Thornbury Business Improvement Area	\$ 2,100	\$ 2,100
O.P.P. Ride Program	\$ 8,729	\$ 8,729
<b>Total</b>	<b>\$ 2,578,007</b>	<b>\$ 3,613,068</b>

The Town received a one-time Provincial Grant from the Municipal Affairs and Housing. This grant is unconditional, and it intended to help modernize service delivery and reduce future costs through investments in projects such as service delivery reviews, development of shared services agreements, and capital investments.

The Ontario Community Infrastructure Fund (OCIF) Grant is being used for the Elma Street and Alice Street West Reconstruction Project, which is expected to be completed in 2020.

The Ontario Municipal Partnership Fund (OMPF) is the Province's main transfer payment to municipalities and is automatically calculated by the Province. The Town's annual budget reflects the funding amount that the Town will receive through the OMPF each year.

The Stewardship Grant funds 50% of the net costs of the Blue Box Program by making payments to municipalities on a quarterly basis. The Town will receive \$149,615 in funding in 2019. This funding is determined by the Resource Productivity and Recovery Authority.

The Town receives Federal Gas Tax annually that can be used against the cost of operating or capital programs that meet the criteria as set out by the Association of Municipalities of Ontario (AMO).

The Clean Water and Wastewater Fund (CWWF) grant is being used to fund multiple projects, with the CWWF grant covering 50% of the projects with Federal funding and 25% of the projects with provincial funding, and the Town required to fund 25% of the project costs. Claims to date in 2019 total \$28,051. The Town has received \$24,656 to date in 2019, which includes \$17,364 from a 2018 claim.

The Green House Gases (GHG) Challenge Fund was cancelled by the Provincial government in July 2018. The GHG Challenge Fund Grant was intended to fund the installation of a Landfill Leachate Forcemain. The Town has received the wind-down funding for this grant, which will allow the Town to complete the design phase of the project, which was 70% completed at the time of the cancellation.

The L.E. Shore Memorial Library expects to receive approximately \$77,181 in funding this year. This amount includes \$10,101 in Young Canada Works Funding for the third quarter of 2018 and \$30,000 for 2019, \$21,000 Public Library Operating Grant, \$15,000 for Summer Students, and \$1,080 for Connectivity.

The Thornbury Business Improvement Area grant is for the Canadian Heritage Celebration and Commemoration program.

## 2019 Long-Term Debt Payments

Debt	Principal	Interest	Annual Payments	Principal Balance
Town Hall	\$ 108,022	\$ 16,792	\$ 255,734	\$ 1,881,895
OPP Station	\$ 9,522	\$ 7,759	\$ 37,374	\$ 502,465
Water Reservoir	\$ 80,000	\$ 27,815	\$ 132,130	\$ 960,000
Harbour Docks/Dredging	\$ 20,400	\$ 1,665	\$ 59,465	\$ 571,190
Sobeys Road Improvements	\$ 378,487	\$ 0	\$ 0	\$ 527,180
<b>Total</b>	<b>\$ 596,432</b>	<b>\$ 54,030</b>	<b>\$ 484,703</b>	<b>\$ 4,442,730</b>

The Town Hall Facility loan was taken out in 2012 for \$3,300,000 at a 2% interest rate. The final payment will be made in June 2027.

The OPP Station loan was taken out in 2013 for \$614,000 at a 3.58% interest rate. The final payment will be made in 2037.

The Thornbury Water Reservoir loan was taken out in 2006 for \$2,000,000 at an interest rate of 5.045%. Final payment will be made in 2031.

The Harbour Docks and Dredging loan was taken out in 2018 for \$612,000 at an interest rate of 3.21%. Final payment will be made in 2033.

The Sobeys Road Improvements repayments are an unbudgeted amount and are funded with Roads and Related Development Charges as per the Roads Agreement with Sobeys.

## 2019 Major Capital Projects

Project	Expenditures	Committed	Spent	Budget
Peel Street Reconstruction	\$ 72,396	\$ 85,421	\$ 157,817	\$ 156,600
Ravenna Yard Improvements	\$ 55,633	\$ 9,798	\$ 65,431	\$ 175,000
Moreau Park Pavilion	\$ 916	\$ -	\$ 916	\$ 207,800
Harbour Fuel Storage	\$ 38,944	\$ 42,775	\$ 81,719	\$ 240,000
Hwy 26 Crossing Northwinds Beach	\$ 14,534	\$ 200,082	\$ 214,616	\$ 416,500
Leachate Management Engineering	\$ 92,184	\$ 174,008	\$ 266,192	\$ 432,600
Thornbury Wastewater Treatment Plant Headworks Works	\$ 90,786	\$ 145,355	\$ 236,141	\$ 3,327,500
Elma & Alice Street Reconstruction	\$ 16,938	\$ 570,759	\$ 587,697	\$ 5,669,050
Pedestrian Bridge Work	\$ -	\$ -	\$ -	\$ 179,500
Eastside Water Storage EA	\$ -	\$ -	\$ -	\$ 241,500
Roads Depot Expansion	\$ -	\$ -	\$ -	\$ 4,866,800
Victoria & Louisa St Reconstruction	\$ -	\$ -	\$ -	\$ 6,559,700
Westside Water Storage	\$ -	\$ -	\$ -	\$ 8,829,200
<b>Total</b>	<b>\$ 382,331</b>	<b>\$ 1,228,198</b>	<b>\$ 1,610,529</b>	<b>\$ 31,301,750</b>

The expenditures in the chart above includes costs from the previous year, as well as those from 2019.

The Peel Street Reconstruction project preliminary design is being completed.

The Ravenna Yard Improvement project includes the South Shop roof being replaced and the fuel tanks being removed. The roof has been replaced and the Town is waiting on the final invoice. The fuel tanks are to be replaced in 2019.

The Moreau Park Pavilion project drawings are being completed.

The Harbour Fuel Storage project engineering and assessments are being completed and the construction is planned for 2019.

The Highway 26 Crossing Northwinds Beach project consulting has been completed and the construction is planned for 2019.

The Leachate Management project engineering will be completed in 2019 with options for Council's consideration.

The Elma and Alice Street Reconstruction project is ongoing from 2017 and the preliminary engineering is completed.

## 2019 Asset Management

The chart below shows the progress of what is being tracked in the asset management software, called Cityworks. The blank boxes indicate work that is not yet completed.

In July, staff have started to track and enter staff and equipment costs for monthly maintenance inspections for the water pump stations equipment.

### Town Facilities

Asset Entity	Work Being Tracked	Conditions Being Tracked	Inspections Being Tracked
Facility Components	Tracking repair and maintenance cost, including internal labour.	Facility Condition Assessments completed in 2019.	Monthly Joint Health and Safety Inspections CAO Health and Safety Inspections Monthly Manager Workplace Inspection Monthly Town Hall Facility Maintenance Inspection Monthly Beaver Valley Community Centre Facility Maintenance Inspection Craigleith Community Centre Facility Maintenance Inspection Craigleith Depot Facility Maintenance Inspection OPP Detachment Facility Maintenance Inspection Ravenna Hall Facility Maintenance Inspection
Equipment	Tracking labour and parts cost for internal and external maintenance and repairs. Tracking downtime of the equipment and if the downtime was planned or unplanned.		
Fleet	Tracking labour and parts cost for internal and external maintenance and repairs. Tracking downtime of the vehicle and if the downtime was planned or unplanned. Recording engine hours and kilometers.		

**Water Services**

<b>Asset Entity</b>	<b>Work Being Tracked</b>	<b>Conditions Being Tracked</b>	<b>Inspections Being Tracked</b>
Water Valve-Line			
Hydrants			
Water Chamber	Tracking monthly staff and equipment cost for inspections.		
Water Sample Stations	Tracking monthly staff and equipment cost for maintenance inspections.		
Water Pipe	Tracking internal and external costs relating to watermain breaks.		
Water Service Line			

**Wastewater Services**

<b>Asset Entity</b>	<b>Work Being Tracked</b>	<b>Conditions Being Tracked</b>	<b>Inspections Being Tracked</b>
Wastewater Structures			
Wastewater Lateral Pipe		Conducting Closed Circuit Television (CCTV) inspections to establish condition of the pipes. (Year 2 of 7)	
Wastewater Main Pipe	Tracking internal and external costs relating to wastewater main breaks.	Conducting Closed Circuit Television (CCTV) inspections to establish condition of the pipes. (Year 2 of 7)	
Drainage (Storm)			
Stormwater Pipes		Conducting Closed Circuit Television (CCTV) inspections to establish condition of the pipes. (Year 2 of 7)	



**Community Services**

<b>Asset Entity</b>	<b>Work Being Tracked</b>	<b>Conditions Being Tracked</b>	<b>Inspections Being Tracked</b>
Pedestrian Bridge		Ontario Structure Inspection Manual (OSIM) reports entered into Cityworks, recommended works to be tracked.	
Heritage Cemeteries	Tracking grass cutting staff labour and equipment cost.		Monthly Cemetery Inspection Checklist
Trails	Tracking internal and external cost for maintenance for the trails.		
Parks	Tracking grass cutting labour and equipment cost.		Snow Removal Log

**Roads and Drainage**

<b>Asset Entity</b>	<b>Work Being Tracked</b>	<b>Conditions Being Tracked</b>	<b>Inspections Being Tracked</b>
Roads	Tracking the internal and external costs related to: <ul style="list-style-type: none"> <li>▪ Maintenance Gravel</li> <li>▪ Street Sweeping</li> <li>▪ Line Painting</li> <li>▪ Dust Control</li> <li>▪ Surface Treatment Program</li> </ul>	Roads Needs Study (2009, 2013, and 2017).	
Traffic Signals			
Streetlights			
Bridges		Ontario Structure Inspection Manual (OSIM) reports are imported in Cityworks, which creates the condition rating of all bridges and larger culverts.	
Sidewalks	Recording grinding and clearing vegetation encroachment cost including staff labour and equipment.	Sidewalk Condition Assessment	

The asset management software has been configured to track internal and external repair and maintenance costs for different asset classes to get an accurate cost for each asset. The condition ratings and inspections are also being entered into the software to assist with the replacement schedule. The above chart is showing the progress of the asset management software project.

The Town is participating in the Municipal Finance Officers Association (MFOA) AMP it UP 2.0 program. In collaboration with the Ministry of Infrastructure, MFOA is engaging expert consultants to assess municipalities Asset Management Plan and develop a Municipal Action Plan. MFOA has assigned KPMG to work with the Town. Staff have completed the Self-Assessment Tool (SAT) survey and met with the consultant. The consultants are in the process of completing the SAT survey and identifying gaps in the current Asset Management Plan to create the Municipal Action Plan.

**2019 Council Live-Streaming**

Month	Users	% of New	% of Recurring	Sessions	Average Session Duration	2018 Sessions	2018 Average Session Duration
January	251	27%	73%	585	1 hour, 08 minutes	232	43 minutes
February	317	22%	78%	891	1 hour, 36 minutes	368	40 minutes
March	227	40%	60%	399	49 minutes	378	30 minutes
April	152	22%	78%	356	52 minutes	579	52 minutes
May	221	31%	69%	483	1 hour, 12 minutes	436	52 minutes
June	277	32%	68%	579	58 minutes	391	55 minutes
July	200	31%	69%	417	1 hour, 25 minutes	157	42 minutes
August						124	1 hour, 11 minutes
September						344	58 minutes
October						480	40 minutes
November						265	58 minutes
December						545	1 hour, 03 minutes

## 2019 Committees of Council Costs

Committee	July	Total YTD Cost
General Committee Administration	\$ 3,121	\$ 6,540
Abandoned Orchard Advisory Committee	\$ 0	\$ 0
Agricultural Advisory Committee	\$ 932	\$ 1,249
Attainable Housing Corporation	\$ 2,500	\$ 14,384
Code of Conduct Review Committee	\$ 636	\$ 2,963
Committee of Adjustment	\$ 1,994	\$ 21,880
Communications Advisory Committee	\$ 1,349	\$ 4,345
Council Compensation Review Committee	\$ 1,591	\$ 6,864
Economic Development Advisory Committee	\$ 1,247	\$ 5,645
Fence Viewer Committee	\$ 0	\$ 0
Police Services Board	\$ 26	\$ 1,139
Property Standards Committee	\$ 0	\$ 0
Sustainability Committee	\$ 1,789	\$ 3,742
Thornbury BIA	\$ 0	\$ 0
Transportation Committee	\$ 604	\$ 1,937
Grants and Donations Committee	\$ 73	\$ 166
Joint Municipal Physician Retention and Recruitment Committee	\$ 903	\$ 1,435
<b>Total</b>	<b>\$ 16,764</b>	<b>\$ 72,288</b>

The above chart tracks the cost of staff time to administer and attend the various Committees of Council. This chart does not include a cost for Council Member's time, nor does it include any expenses that are not Salaries and Benefits. Staff will be reviewing the Committees of Council during the 2020 Budget process and will begin tracking other costs (I.e. Police Reference Checks for Committee Members) in 2020.

The above chart does not have any budget impact, as the salaries and benefits of the individual staff members attending, preparing information for, or administering these Committee Meetings are included in the applicable Division's budget.

## 2019 Council Conference Attendance and Remuneration

Council Member	Meals	Lodgings	Conference /Workshop	Mileage /Travel	Cell Phones	HST	Total YTD Expenses
Mayor Soever	\$ 247	\$ 271	\$ 543	\$ 1,339	\$ 255	\$ 288	\$ 2,942
Deputy Mayor Bartnicki	\$ 109	\$ 459	\$ 560	\$ 873	\$ 327	\$ 256	\$ 2,584
Councilor Bordignon	\$ 0	\$ 0	\$ 0	\$ 0	\$ 255	\$ 28	\$ 283
Councilor Matrosovs	\$ 59	\$ 0	\$ 1,972	\$ 0	\$ 256	\$ 246	\$ 2,533
Councilor Potter	\$ 0	\$ 0	\$ 0	\$ 0	\$ 289	\$ 32	\$ 321
Councilor Sampson	\$ 154	\$ 421	\$ 1,430	\$ 0	\$ 219	\$ 242	\$ 2,466
Councilor Uram	\$ 0	\$ 0	\$ 0	\$ 0	\$ 189	\$ 21	\$ 210
<b>Total</b>	\$ 569	\$ 1,151	\$ 4,505	\$ 2,212	\$ 1,791	\$ 1,113	\$ 11,341

The above chart represents fees that have been reimbursed or paid on behalf of Members of Council for various purposes, including the attendance of various meetings and conferences.

The fees/reimbursements attended by members of Council illustrated above include only those that have been reimbursed by the Town to date. A full statement of Council Remuneration and Expenses will be presented each year on or before March 31st which provides an itemized statement on remuneration and expenses paid in the previous year, as per the Municipal Act.

## 2019 Tax Levy

2019 Tax Billing	
Town	\$ 7,651,362
Grey County	\$ 7,320,129
Education	\$ 4,518,372
Local Improvements	\$ 231,611
BIA	\$ 54,000
<b>Total Levied to Date (Interim)</b>	<b>\$ 19,775,474</b>

2019 Supplementary Tax	
Town	\$ 918,732
Grey County	\$ 871,535
Education	\$ 408,728
<b>Total to Date</b>	<b>\$ 2,198,995</b>

Supplementary Tax includes any additional tax for assessment added to the assessment roll by the Municipal Property Assessment Corporation (MPAC). This includes new construction or renovations in the current year and up to two prior years. Supplementary Tax is billed after the annual bill in August.

2019 Tax Reductions	
Town	\$ 4,562
Grey County	\$ 4,367
Education	\$ 9,511
<b>Total Reduction to Date</b>	<b>\$ 18,440</b>

Tax reductions include decreases in tax for assessment value decreases or assessment class changes resulting from any of the following:

- Assessment Review Board appeal decisions;
- Requests for Reconsideration Minutes of Settlement with MPAC;
- Section 357 Reductions (i.e.: class changes, demolitions);
- Provincial Tax Incentive programs (Farmland, Managed Forest, Conservation Lands); or,
- Vacancy Rebates for Commercial or Industrial vacant properties.

2019 Taxable Assessment	
Residential	\$ 3,869,604,437
Farm Land	\$ 144,085,812
Managed Forest	\$ 17,231,266
Commercial & Industrial	\$ 189,211,851
Pipeline	\$ 6,451,946
Payment-in-Lieu	\$ 29,148,856
<b>Total Taxable Assessment</b>	<b>\$ 4,255,734,168</b>

## Bid Awards and Contract Extensions

### July 2019 Contract Extensions over \$25,000

Contract for:	Vendor/Proponent	Amount	Budget
None.			

### July 2019 Bid Awards over \$25,000

Contract for:	Vendor/Proponent	Amount	Budget
2019-02-T-IPW Sidewalk and Parking Lot Winter Maintenance, Snowplowing, Sanding & Salting	Bay Valley Services Inc.	\$ 344,110 <sup>1</sup>	\$ 302,500 <sup>2</sup>
2019-45-T-IPW Supply & Installation of Water Pressure & Flow Monitoring Devices	Devine & Associates	\$ 73,697	\$ 70,000
2019-55-T-IPW Supply & Installation of Water and Wastewater Laterals	1579137 Ontario Ltd.	\$ 107,172	\$ 0 <sup>3</sup>

<sup>1</sup> This amount is the total cost for two years, with the first year (2019-2020) being \$169,512.

<sup>2</sup> This budget includes the total budget for Winter Control Contract Services.

<sup>3</sup> These water and wastewater laterals are paid for by the individual homeowners at each location.

### Cheque Register by Type of Expenses - July 2019

Expense Type	Amount
Advertising	\$ 4,508.45
Cleaning and Janitorial Supplies	\$ 9,030.97
Conservation Authority	\$ 0.00
Consulting	\$ 25,512.31
Contract Services	\$ 52,787.49
Contract Services – Capital	\$ 408,747.64
Contract Services – Waste Collection	\$ 111,170.60
Contract Services – Winter Control	\$ 0.00
Council and Boards	\$ 905.84
Donations, Grants and Sponsorships	\$ 20,000.00
Employee Related	\$ 726,454.55
Engineering	\$ 42,257.13
Equipment	\$ 0.00
Equipment – Capital	\$ 166,540.94
Equipment Repairs and Maintenance	\$ 26,176.03
Facility Maintenance	\$ 9,051.97
Financial Obligations	\$ 88,078.00
Grey County	\$ 196,983.77
Individuals	\$ 23,455.33
Insurance	\$ 0.00
IT Software and Hardware	\$ 118,728.96
Library Cheques	\$ 16,190.07
Materials and Supplies	\$ 8,961.70
Memberships and Licenses	\$ 2,290.00
Office Supplies	\$ 3,935.98
Other Municipalities	\$ 5,185.80
Payments to Law Firms	\$ 36,804.82
P-Cards	\$ 71,745.46
School Boards	\$ 0.00
Special Events	\$ 4,415.00
Utilities	\$ 99,865.65
Vehicle Expenses	\$ 22,283.72
<b>Total</b>	<b>\$ 2,302,068.18</b>

The cheque register represents all cheques prepared by the Town in July 2019 but does not mean it was for a 2019 expense or even an expense to the Town. For example, in Contract Services, the good or service may have been received in 2018 and the cheque not prepared until 2019. This would represent a 2018 expense included on the Town's 2018 Financial Statements.

Included in Employee Related are payments made to the Receiver General (CRA). This includes Income Tax deducted from employees, which is not a Town expense. Under Financial Obligations are deposits or securities received by the Town in previous years that are being returned. These are not Town expenses and will not be shown in any year on the Town's Financial Statements as expenses or revenue.



## Tax Levy Summary

2019 Budget Variance Report  
For the months ending July 31, 2019

Fund	July	July Budget	Variance \$	Variance %	YTD Actuals	YTD Budget	Variance \$	Variance %	Total Budget
<b>Expenses</b>									
Salaries, Wages, & Benefits	\$792,214	\$907,433	(\$115,219)	87.3%	\$5,727,657	\$5,985,481	(\$257,824)	95.7%	\$10,566,399
Administrative Expenses	\$17,682	\$12,899	\$4,783	137.1%	\$80,273	\$63,568	\$16,704	126.3%	\$138,750
Operating Expenses	\$490,272	\$503,645	(\$13,373)	97.3%	\$628,275	\$655,771	(\$27,495)	95.8%	\$782,420
Communications	\$19,093	\$22,106	(\$3,013)	86.4%	\$126,086	\$126,078	\$8	100.0%	\$195,630
Personnel, Training & Travel	\$21,134	\$22,273	(\$1,138)	94.9%	\$163,462	\$201,224	(\$37,762)	81.2%	\$327,210
Utilities	(\$10,863)	\$6,354	(\$17,216)	-171.0%	\$183,039	\$232,301	(\$49,262)	78.8%	\$423,415
Equipment Related	\$61,431	\$31,657	\$29,774	194.1%	\$393,140	\$364,423	\$28,717	107.9%	\$589,935
Vehicle Related	\$23,488	\$25,268	(\$1,780)	93.0%	\$230,329	\$205,631	\$24,698	112.0%	\$392,935
Purchased Services	\$259,242	\$528,771	(\$269,529)	49.0%	\$2,771,531	\$3,971,017	(\$1,199,486)	69.8%	\$7,394,541
Financial Expenses	\$22,778	\$26,847	(\$4,070)	84.8%	\$904,303	\$681,172	\$223,130	132.8%	\$1,246,459
Premises and Site	\$45,065	\$52,559	(\$7,494)	85.7%	\$249,207	\$232,308	\$16,899	107.3%	\$511,338
<b>Total Expenses</b>	<b>\$1,741,535</b>	<b>\$2,139,812</b>	<b>(\$398,277)</b>	<b>81.4%</b>	<b>\$11,457,301</b>	<b>\$12,718,974</b>	<b>(\$1,261,672)</b>	<b>90.1%</b>	<b>\$22,569,032</b>
<b>Transfers</b>									
Transfers to Capital	(\$9,096)	\$319	(\$9,415)	-2851.5%	\$61,936	\$3,764	\$58,173	1645.7%	\$11,227
Transfers to Reserves	\$162,760	\$149,185	\$13,575	109.1%	\$1,926,838	\$1,099,201	\$827,637	175.3%	\$2,087,178
Transfer from Reserves	(\$40,889)	(\$172,271)	\$131,381	23.7%	(\$251,961)	(\$1,227,272)	\$975,311	20.5%	(\$2,544,307)
Interfunctional Transfers	(\$48,614)	(\$80,428)	\$31,814	60.4%	(\$643,138)	(\$504,770)	(\$138,368)	127.4%	(\$907,980)
<b>Total Transfers</b>	<b>\$64,162</b>	<b>(\$103,195)</b>	<b>\$167,356</b>	<b>-62.2%</b>	<b>\$1,093,676</b>	<b>(\$629,077)</b>	<b>\$1,722,753</b>	<b>-173.9%</b>	<b>(\$1,353,882)</b>
<b>Total Transfers &amp; Expenses</b>	<b>\$1,805,697</b>	<b>\$2,036,617</b>	<b>(\$230,920)</b>	<b>88.7%</b>	<b>\$12,550,977</b>	<b>\$12,089,896</b>	<b>\$461,081</b>	<b>103.8%</b>	<b>\$21,215,150</b>
<b>Revenue</b>									
Grants and Donations	\$377,646	\$327,408	\$50,238	115.3%	\$1,759,702	\$1,174,329	\$585,373	149.8%	\$1,765,623
External Revenue	\$280,818	\$370,532	(\$89,714)	75.8%	\$2,235,020	\$1,902,655	\$332,365	117.5%	\$3,540,159
Subsidies	(\$1,988)	(\$6,040)	\$4,052	32.9%	(\$35,543)	(\$46,030)	\$10,487	77.2%	(\$73,500)
<b>Total Revenue</b>	<b>\$656,476</b>	<b>\$691,900</b>	<b>(\$35,424)</b>	<b>94.9%</b>	<b>\$3,959,179</b>	<b>\$3,030,954</b>	<b>\$928,225</b>	<b>130.6%</b>	<b>\$5,232,282</b>
<b>Net Cost of Service</b>	<b>\$1,149,221</b>	<b>\$1,344,717</b>	<b>(\$195,496)</b>	<b>85.5%</b>	<b>\$8,591,798</b>	<b>\$9,058,942</b>	<b>(\$467,144)</b>	<b>94.8%</b>	<b>\$15,982,868</b>

## Water and Wastewater Services Summary

2019 Budget Variance Report  
For the months ending July 31, 2019

	July	July Budget	Variance \$	Variance %	YTD Actuals	YTD Budget	Variance \$	Variance %	Total Budget
<b>Expenses</b>									
Salaries, Wages, & Benefits	\$142,847	\$134,400	\$8,447	106.3%	\$1,020,673	\$1,000,292	\$20,381	102.0%	\$1,802,151
Administrative Expenses	\$3,602	\$844	\$2,758	426.8%	\$8,585	\$4,789	\$3,796	179.3%	\$11,262
Operating Expenses	\$25,462	\$11,619	\$13,843	219.1%	\$139,080	\$127,415	\$11,664	109.2%	\$244,225
Communications	\$6,518	\$6,573	(\$55)	99.2%	\$33,820	\$33,001	\$819	102.5%	\$54,225
Personnel, Training & Travel	\$1,736	\$6,196	(\$4,459)	28.0%	\$16,561	\$35,893	(\$19,332)	46.1%	\$54,175
Utilities	(\$10,081)	\$24,679	(\$34,760)	-40.9%	\$381,182	\$425,658	(\$44,476)	89.6%	\$770,535
Equipment Related	\$37,027	\$28,844	\$8,184	128.4%	\$174,978	\$213,329	(\$38,351)	82.0%	\$400,525
Vehicle Related	\$7,851	\$6,631	\$1,220	118.4%	\$31,834	\$33,381	(\$1,547)	95.4%	\$55,700
Purchased Services	\$15,024	\$31,232	(\$16,208)	48.1%	\$76,154	\$172,242	(\$96,088)	44.2%	\$465,693
Financial Expenses	\$69,485	\$50,501	\$18,985	137.6%	\$195,668	\$137,501	\$58,167	142.3%	\$199,100
Premises and Site	\$20,637	\$2,643	\$17,993	780.8%	\$103,247	\$65,876	\$37,371	156.7%	\$164,100
<b>Total Expenses</b>	<b>\$320,108</b>	<b>\$304,161</b>	<b>\$15,947</b>	<b>105.2%</b>	<b>\$2,181,782</b>	<b>\$2,249,376</b>	<b>(\$67,595)</b>	<b>97.0%</b>	<b>\$4,221,691</b>
<b>Transfers</b>									
Transfers to Capital	\$100	\$0	\$100	0.0%	\$150	\$206	(\$56)	72.7%	\$1,000
Transfers to Reserves	\$208,137	\$179,327	\$28,810	116.1%	\$1,457,347	\$1,394,203	\$63,144	104.5%	\$2,564,278
Transfer from Reserves	(\$88,394)	(\$10,021)	(\$78,373)	882.1%	(\$237,806)	(\$251,855)	\$14,049	94.4%	(\$542,284)
Interfunctional Transfers	\$40,898	\$59,693	(\$18,795)	68.5%	\$472,725	\$343,386	\$129,339	137.7%	\$637,320
<b>Total Transfers</b>	<b>\$160,741</b>	<b>\$229,000</b>	<b>(\$68,258)</b>	<b>70.2%</b>	<b>\$1,692,416</b>	<b>\$1,485,941</b>	<b>\$206,476</b>	<b>113.9%</b>	<b>\$2,660,314</b>
<b>Total Transfers &amp; Expenses</b>	<b>\$480,849</b>	<b>\$533,160</b>	<b>(\$52,311)</b>	<b>90.2%</b>	<b>\$3,874,198</b>	<b>\$3,735,317</b>	<b>\$138,881</b>	<b>103.7%</b>	<b>\$6,882,005</b>
<b>Revenue</b>									
Grants and Donations	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%	\$0
External Revenue	(\$5,238)	\$324,175	(\$329,413)	-1.6%	\$3,384,224	\$3,616,160	(\$231,936)	93.6%	\$6,882,005
Subsidies	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%	\$0
<b>Total Revenue</b>	<b>(\$5,238)</b>	<b>\$324,175</b>	<b>(\$329,413)</b>	<b>-1.6%</b>	<b>\$3,384,224</b>	<b>\$3,616,160</b>	<b>(\$231,936)</b>	<b>93.6%</b>	<b>\$6,882,005</b>
<b>Net Cost of Service</b>	<b>\$486,087</b>	<b>\$208,986</b>	<b>\$277,101</b>	<b>232.6%</b>	<b>\$489,974</b>	<b>\$119,157</b>	<b>\$370,817</b>	<b>411.2%</b>	<b>\$0</b>

**User Fee Summary**

2019 Budget Variance Report  
For the months ending July 31, 2019

	July	July Budget	Variance \$	Variance %	YTD Actuals	YTD Budget	Variance \$	Variance %	Total Budget
<b>Expenses</b>									
Salaries, Wages, & Benefits	\$87,881	\$112,061	(\$24,180)	78.4%	\$597,985	\$652,078	(\$54,092)	91.7%	\$1,167,604
Administrative Expenses	\$992	\$491	\$501	201.9%	\$4,880	\$2,588	\$2,292	188.6%	\$11,000
Operating Expenses	\$24,137	\$25,253	(\$1,115)	95.6%	\$45,363	\$56,056	(\$10,692)	80.9%	\$91,750
Communications	\$368	\$351	\$16	104.6%	\$3,007	\$4,621	(\$1,614)	65.1%	\$7,695
Personnel, Training & Travel	\$3,149	\$1,916	\$1,233	164.3%	\$25,243	\$36,166	(\$10,923)	69.8%	\$48,960
Utilities	(\$2,334)	\$578	(\$2,913)	-403.6%	\$6,008	\$6,893	(\$885)	87.2%	\$15,955
Equipment Related	\$859	\$401	\$458	214.1%	\$2,907	\$3,362	(\$455)	86.5%	\$6,140
Vehicle Related	\$608	\$594	\$14	102.4%	\$3,601	\$5,232	(\$1,631)	68.8%	\$9,350
Purchased Services	\$21,293	\$2,631	\$18,662	809.4%	\$24,581	\$10,800	\$13,780	227.6%	\$37,500
Financial Expenses	\$1,199	(\$5,593)	\$6,792	-21.4%	\$38,746	\$8,547	\$30,199	453.3%	\$26,100
Premises and Site	(\$33,848)	(\$15,588)	(\$18,260)	217.1%	\$19,748	\$54,827	(\$35,080)	36.0%	\$129,625
<b>Total Expenses</b>	<b>\$104,303</b>	<b>\$123,095</b>	<b>(\$18,792)</b>	<b>84.7%</b>	<b>\$772,068</b>	<b>\$841,170</b>	<b>(\$69,102)</b>	<b>91.8%</b>	<b>\$1,551,679</b>
<b>Transfers</b>									
Transfers to Capital	\$0	\$0	\$0	0.0%	\$8,495	\$39,087	(\$30,592)	21.7%	\$45,000
Transfers to Reserves	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%	\$0
Transfer from Reserves	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%	(\$53,664)
Interfunctional Transfers	\$7,253	\$20,288	(\$13,035)	35.7%	\$174,278	\$140,228	\$34,050	124.3%	\$254,135
<b>Total Transfers</b>	<b>\$7,253</b>	<b>\$20,288</b>	<b>(\$13,035)</b>	<b>35.7%</b>	<b>\$182,773</b>	<b>\$179,315</b>	<b>\$3,458</b>	<b>101.9%</b>	<b>\$245,471</b>
<b>Total Transfers &amp; Expenses</b>	<b>\$111,555</b>	<b>\$143,383</b>	<b>(\$31,827)</b>	<b>77.8%</b>	<b>\$954,840</b>	<b>\$1,020,485</b>	<b>(\$65,644)</b>	<b>93.6%</b>	<b>\$1,797,150</b>
<b>Revenue</b>									
Grants and Donations	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%	\$0
External Revenue	\$198,967	\$180,762	\$18,205	110.1%	\$1,313,069	\$1,254,060	\$59,009	104.7%	\$1,797,150
Subsidies	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%	\$0
<b>Total Revenue</b>	<b>\$198,967</b>	<b>\$180,762</b>	<b>\$18,205</b>	<b>110.1%</b>	<b>\$1,313,069</b>	<b>\$1,254,060</b>	<b>\$59,009</b>	<b>104.7%</b>	<b>\$1,797,150</b>
<b>Net Cost of Service</b>	<b>(\$87,412)</b>	<b>(\$37,380)</b>	<b>(\$50,032)</b>	<b>233.8%</b>	<b>(\$358,229)</b>	<b>(\$233,575)</b>	<b>(\$124,653)</b>	<b>153.4%</b>	<b>\$0</b>

## Cheque Register – July 2019

The following chart lists all cheques paid by the Town in July 2019.

Cheque Number	Vendor	Cheque Date	Amount
47894	ALLISON ELECTRICAL SERVICES	7/4/2019	\$1,544.70
47895	GRANT THORNTON LLP	7/4/2019	\$7,254.60
47896	HIGHFIELD'S SERVICE STATION	7/4/2019	\$614.61
47897	INTERNATIONAL WATER SUPPLY LTD	7/4/2019	\$664.44
47898	MILL CREEK MACHINE & WELDING	7/4/2019	\$152.55
47899	MINISTER OF FINANCE	7/4/2019	\$15,105.00
47900	MINISTER OF FINANCE SHARED SER	7/4/2019	\$224,594.00
47901	BEAVER VALLEY OUTREACH	7/4/2019	\$20,000.00
47902	PARK AVENUE HOMES CORP	7/4/2019	\$5,000.00
47903	IDENTIFIABLE INDIVIDUAL	7/4/2019	\$349.00
47904	NOTTAWASAGA MECHANICAL	7/4/2019	\$668.96
47906	STEWART & MILHAUSEN	7/4/2019	\$4,068.00
47907	T & W ENTERPRISES	7/4/2019	\$9,040.00
47908	ABBA PUMP PARTS & SERVICE	7/11/2019	\$1,791.05
47909	BAY-MOUNT SERVICE	7/11/2019	\$150.00
47910	CDW CANADA INC.	7/11/2019	\$24,259.10
47911	THE MEARIE GROUP	7/11/2019	\$165.04
47912	IDENTIFIABLE INDIVIDUAL	7/11/2019	\$210.00
47913	SAFETY-KLEEN CANADA INC.	7/11/2019	\$286.51
47914	IDENTIFIABLE INDIVIDUAL	7/11/2019	\$65.00
47915	BEAVER VALLEY PIPES & DRUMS	7/11/2019	\$500.00
47916	IDENTIFIABLE INDIVIDUAL	7/11/2019	\$609.61
47917	CORFLEX PARTITIONS INC. TORONT	7/11/2019	\$1,107.40
47918	IDENTIFIABLE INDIVIDUAL	7/11/2019	\$150.00
47921	2533619 ONTARIO INC	7/11/2019	\$63,023.80
47922	2405369 ONTARIO INC	7/11/2019	\$4,676.00
47923	BEAVER VALLEY AGRICULTURAL SOC	7/11/2019	\$112.44
47924	LESIAK INVESTMENT CORPORATION	7/11/2019	\$4,800.00
47925	BELL CANADA	7/18/2019	\$56.50
47926	BELL MOBILITY INC	7/18/2019	\$4,533.72
47927	CANADA POST CORPORATION	7/18/2019	\$848.52
47928	CORPORATE EXPRESS CANADA INC.	7/18/2019	\$1,741.82
47929	CROWLE FITTINGS AND SUPPLY LTD	7/18/2019	\$254.82
47930	GREY COUNTY FIRE CHIEFS ASSOC	7/18/2019	\$1,500.00
47931	HINDLES CLARKSBURG HARDWARE	7/18/2019	\$1,280.60

Cheque Number	Vendor	Cheque Date	Amount
47932	MACKEY AUTO ELECTRIC	7/18/2019	\$1,333.90
47933	P.N. HAYES TRUCKING LTD.	7/18/2019	\$507.91
47934	SCOTIA TRUST	7/18/2019	\$4,780.20
47935	SHARE THE ROAD CYCYLING COALIT	7/18/2019	\$129.50
47936	IDENTIFIABLE INDIVIDUAL	7/18/2019	\$269.95
47937	IDENTIFIABLE INDIVIDUAL	7/18/2019	\$18,994.00
47939	ARBOREAL	7/18/2019	\$542.40
47942	IDENTIFIABLE INDIVIDUAL	7/18/2019	\$800.00
47943	IDENTIFIABLE INDIVIDUAL	7/18/2019	\$500.00
47944	IDENTIFIABLE INDIVIDUAL	7/18/2019	\$150.00
47945	IDENTIFIABLE INDIVIDUAL	7/18/2019	\$200.00
47950	IDENTIFIABLE INDIVIDUAL	7/18/2019	\$124.00
47951	IDENTIFIABLE INDIVIDUAL	7/18/2019	\$61.72
47952	IDENTIFIABLE INDIVIDUAL	7/18/2019	\$26.86
47953	WORKPLACE SAFETY & INSURANCE B	7/18/2019	\$20,865.90
47954	FIRE FIGHTERS ASSOCIATION OF O	7/18/2019	\$790.00
47955	PAUL DRAY LEGAL SERVICES	7/18/2019	\$2,597.59
47956	CLEARVIEW TOWNSHIP	7/25/2019	\$1,040.00
47957	GEORGIAN TRIANGLE TOURIST ASSO	7/25/2019	\$480.00
47958	GRANT THORNTON LLP	7/25/2019	\$19,333.51
47960	RED BRICK GROUP INC.	7/25/2019	\$1,426.79
47961	SYSTEMS ENVIRONMENTAL PRODUCTS	7/25/2019	\$412.62
47962	TD VISA	7/25/2019	\$179.49
47964	IMAGES IN SIGN	7/25/2019	\$361.60
47965	ARBOREAL	7/25/2019	\$316.40
47966	CORUS RADIO SALES INC.	7/25/2019	\$553.70
47967	PRAXAIR CANADA INC.	7/25/2019	\$195.69
47969	OAK AVENUE CARPENTRY LTD	7/25/2019	\$5,000.00
47970	IDENTIFIABLE INDIVIDUAL	7/25/2019	\$798.00
47971	BLUE MOUNTAIN TENANT CORP.	7/25/2019	\$3,256.75
47972	MILLER THOMSON LLP	7/25/2019	\$3,000.00
190719	RECEIVER GENERAL PAYROLL ACCOU	7/19/2019	\$114,645.59
200719	ROGERS PAYMENT CENTRE.	7/20/2019	\$165.60
050719-1	RECEIVER GENERAL PAYROLL ACCOU	7/5/2019	\$109,846.93
050719-2	HYDRO ONE NETWORKS INC.	7/5/2019	\$37.21
150719-1	US BANK NATIONAL ASSOCIATION	7/15/2019	\$71,745.46
150719-2	HYDRO ONE NETWORKS INC.	7/15/2019	\$42,781.83
150719-3	GREAT- WEST LIFE ASSURANCE	7/15/2019	\$102,911.77
150719-4	ROGERS PAYMENT CENTRE.	7/15/2019	\$340.04
150719-5	UNION GAS LIMITED	7/15/2019	\$1,245.53

Cheque Number	Vendor	Cheque Date	Amount
150719-6	EPCOR ELECTRICITY DISTRIBUTION	7/15/2019	\$42,888.49
300619-1	BRUCE TELECOM	6/30/2019	\$73.39
300619-2	HYDRO ONE NETWORKS INC.	6/30/2019	\$3,665.06
300619-3	RELIANCE HOME COMFORT	6/30/2019	\$25.64
300619-4	EPCOR ELECTRICITY DISTRIBUTION	6/30/2019	\$24.72
300619-5	SUN LIFE OF CANADA	6/30/2019	\$180.00
300619-6	TELIZON INC.	6/30/2019	\$1,686.09
300619-7	ROGERS BUSINESS SOLUTIONS	6/30/2019	\$1,249.00
300619-8	ROGERS PAYMENT CENTRE.	6/30/2019	\$619.93
EFT00000000000008291	4 OFFICE AUTOMATION LTD	7/4/2019	\$93.32
EFT00000000000008292	AIRD & BERLIS	7/4/2019	\$26,903.06
EFT00000000000008293	BERNARDI HUMAN RESOURCE LAW LL	7/4/2019	\$236.17
EFT00000000000008295	BLUE MOUNTAIN FOUR SEASON LIMI	7/4/2019	\$6,654.30
EFT00000000000008297	BRENTAG CANADA INC.	7/4/2019	\$2,461.45
EFT00000000000008298	CEDAR SIGNS	7/4/2019	\$220.69
EFT00000000000008299	ICONIX WATERWORKS LP	7/4/2019	\$3,251.58
EFT00000000000008301	FULFORD HAULAGE & SON LTD.	7/4/2019	\$3,084.90
EFT00000000000008302	GOLDER ASSOCIATES LTD.	7/4/2019	\$2,280.15
EFT00000000000008303	HARRIS COMPUTER SYSTEMS	7/4/2019	\$12,678.60
EFT00000000000008304	IT YUDA	7/4/2019	\$15,199.63
EFT00000000000008305	KPMG LLP, T4348	7/4/2019	\$10,452.50
EFT00000000000008306	MCDOUGALL ENERGY INC	7/4/2019	\$3,179.86
EFT00000000000008307	IDENTIFIABLE INDIVIDUAL	7/4/2019	\$1,335.00
EFT00000000000008308	IDENTIFIABLE INDIVIDUAL	7/4/2019	\$235.48
EFT00000000000008309	MTE CONSULTANTS INC.	7/4/2019	\$7,837.09
EFT00000000000008310	MUNICIPALITY OF GREY HIGHLANDS	7/4/2019	\$4,145.80
EFT00000000000008311	PUROLATOR COURIER LTD.	7/4/2019	\$151.79
EFT00000000000008312	ROHES (2013) LTD.	7/4/2019	\$13,480.15
EFT00000000000008313	IDENTIFIABLE INDIVIDUAL	7/4/2019	\$256.36
EFT00000000000008314	SOUTH PAW	7/4/2019	\$196.97
EFT00000000000008315	STEER ENTERPRISES LTD.	7/4/2019	\$249.68
EFT00000000000008316	ONTRACK DOOR SYSTEMS INC.	7/4/2019	\$158.20
EFT00000000000008317	IDENTIFIABLE INDIVIDUAL	7/4/2019	\$300.00
EFT00000000000008320	THE PRINT SHOP	7/4/2019	\$979.71
EFT00000000000008321	THORNBURY BAKERY CAFE	7/4/2019	\$75.00
EFT00000000000008324	PENINSULA CONSTRUCTION INC.	7/4/2019	\$37,171.35
EFT00000000000008325	BELL CONFERENCING INC	7/4/2019	\$158.38
EFT00000000000008326	WILLIAMS SCOTSMAN OF CANADA B9	7/4/2019	\$1,243.00
EFT00000000000008327	4 OFFICE AUTOMATION LTD	7/11/2019	\$476.81
EFT00000000000008328	A & L CANADA LABORATORIES INC	7/11/2019	\$462.74

Cheque Number	Vendor	Cheque Date	Amount
EFT00000000000008329	ANTHONY FURLANO CONSTRUCTION I	7/11/2019	\$3,490.29
EFT00000000000008330	ARO TECHNOLOGIES INC.	7/11/2019	\$2,683.58
EFT00000000000008331	B & J CONTRACTING	7/11/2019	\$12,332.76
EFT00000000000008332	CANADIAN LINEN AND UNIFORM	7/11/2019	\$60.45
EFT00000000000008333	TATHAM ENGINEERING	7/11/2019	\$31,643.55
EFT00000000000008335	COUNTY OF GREY	7/11/2019	\$33,223.77
EFT00000000000008337	DA-LEE DUST CONTROL	7/11/2019	\$8,820.44
EFT00000000000008338	FASTENAL CANADA LTD.	7/11/2019	\$554.67
EFT00000000000008339	FS PARTNERS-UPI ENERGY FS	7/11/2019	\$174.34
EFT00000000000008341	MCDUGALL ENERGY INC	7/11/2019	\$5,747.09
EFT00000000000008342	MILLER WASTE SYSTEMS	7/11/2019	\$97,690.45
EFT00000000000008343	MTE CONSULTANTS INC.	7/11/2019	\$7,012.72
EFT00000000000008344	OMERS	7/11/2019	\$133,584.64
EFT00000000000008345	OMERS-AVC CONTRIBUTIONS	7/11/2019	\$1,560.00
EFT00000000000008346	ONTARIO FIRE TRUCK INC	7/11/2019	\$6,113.66
EFT00000000000008347	PHOTECH ENVIRONMENTAL SOLUTION	7/11/2019	\$1,681.44
EFT00000000000008349	RIVERSIDE PRESS	7/11/2019	\$1,582.00
EFT00000000000008350	SHRED-IT INTERNATIONAL ULC	7/11/2019	\$213.10
EFT00000000000008351	SOMMERS GENERATOR SYSTEMS	7/11/2019	\$1,982.02
EFT00000000000008352	SPECTRUM COMMUNICATIONS LTD.	7/11/2019	\$1,315.32
EFT00000000000008353	SIGNWORKS	7/11/2019	\$67.80
EFT00000000000008355	WSP CANADA INC.	7/11/2019	\$8,333.43
EFT00000000000008356	W. E. MARSHALL CONSTRUCTION LT	7/11/2019	\$21,001.05
EFT00000000000008357	A1 SANITATION (MEAFORD)	7/18/2019	\$1,640.76
EFT00000000000008361	BLUE MOUNTAIN FOUR SEASON LIMI	7/18/2019	\$481.38
EFT00000000000008362	BLUE MOUNTAIN VILLAGE ASSOCIAT	7/18/2019	\$310.75
EFT00000000000008363	ICONIX WATERWORKS LP	7/18/2019	\$5,489.14
EFT00000000000008364	DELL COMPUTER CORPORATION	7/18/2019	\$4,278.09
EFT00000000000008365	DOMM CONSTRUCTION LTD	7/18/2019	\$214,025.01
EFT00000000000008366	EAGLES WEED CONTROL & LAWN SER	7/18/2019	\$2,135.70
EFT00000000000008367	EC KING CONTRACTING	7/18/2019	\$668.96
EFT00000000000008368	ENVIRO-TECH PEST CONTROL	7/18/2019	\$4,181.00
EFT00000000000008369	FIRESERVICE MANAGEMENT	7/18/2019	\$359.23
EFT00000000000008370	GEORGIAN BAY FIRE & SAFETY LTD	7/18/2019	\$255.32
EFT00000000000008371	GEORGIAN TRI-TEL COMMUNICATION	7/18/2019	\$140.18
EFT00000000000008372	HONEYWELL LIMITED	7/18/2019	\$1,785.45
EFT00000000000008373	MCDUGALL ENERGY INC	7/18/2019	\$6,956.60
EFT00000000000008375	MORRIS JANITORIAL SERVICE	7/18/2019	\$5,934.76
EFT00000000000008376	OWEN SOUND VAULT WORKS LTD.	7/18/2019	\$180.80
EFT00000000000008377	PCM CANADA	7/18/2019	\$28,813.63

<b>Cheque Number</b>	<b>Vendor</b>	<b>Cheque Date</b>	<b>Amount</b>
EFT00000000000008378	PUROLATOR COURIER LTD.	7/18/2019	\$156.13
EFT00000000000008379	RIDDELL CONTRACTING LTD	7/18/2019	\$1,564.60
EFT00000000000008381	SIGNWORKS	7/18/2019	\$2,429.50
EFT00000000000008382	eCREW	7/18/2019	\$847.50
EFT00000000000008385	COUNTY OF GREY	7/18/2019	\$163,760.00
EFT00000000000008386	1934842 ONTARIO INC	7/18/2019	\$508.50
EFT00000000000008387	DA-LEE DUST CONTROL	7/25/2019	\$7,864.20
EFT00000000000008388	DELL COMPUTER CORPORATION	7/25/2019	\$4,240.48
EFT00000000000008389	EARTH POWER TRACTORS & EQUIPME	7/25/2019	\$34,884.64
EFT00000000000008390	MESSER CANADA INC. 15687	7/25/2019	\$689.06
EFT00000000000008391	IDENTIFIABLE INDIVIDUAL	7/25/2019	\$1,395.00
EFT00000000000008392	CALDECOTT MILLWRIGHT SERVICES	7/25/2019	\$129,975.04
EFT00000000000008393	WACHS CANADA LTD.	7/25/2019	\$131,656.30
EFT00000000000008394	GIILCK, T.S.	7/25/2019	\$500.00
EFT00000000000008395	THE PRINTING & PROMOTION GROUP	7/25/2019	\$5,581.64
	STAFF REIMBURSEMENTS		\$591.52
	STAFF REIMBURSEMENTS		\$343.99
	STAFF REIMBURSEMENTS		\$436.41
	Library		\$2,230.77
	Library		\$2,810.41
	Library		\$9,276.66
	Library		\$1,872.23
<b>Total:</b>			<b>\$2,302,068.18</b>