

Executive Summary

Operating Statement – By Type

Actual Operating Revenue and Expenses corresponds to the 2015 budget, with the following variances:

1. Sales and services are below budget as the utility bill is levied every two months so September's revenue is not reflected until October
2. Penalties and costs are higher than budget due to a conservative estimate on the property tax penalty and an increase in the number of late business license renewals resulting in a penalty
3. Franchise fees for September have not yet been received and recorded, therefore actual is lower than 75% of the budget
4. Return on investments is higher as the interest rate was renegotiated on the Town of Pincher Creek's chequing account.
5. Other Revenues and Adjustments are higher than budget due to:
 - WCB surplus distribution
 - WCB Partners Injury Reduction Rebate
 - Insurance for Squash Court repairs
 - Higher interest charges on accounts receivable due to large fire receivables
6. Some internal and government transfers are accounted for at yearend resulting in actual lower than budget.

Operating Statement – By Department

Actual Operating Revenue and Expenses correspond to the 2015 budget with any variances due to timing of receiving revenue and paying expenses. Grant revenue is usually recorded at yearend once the total expense is known resulting in actual revenue lower than expected in the budget to date. Actual expenses in Economic Development and Planning and Development are lower than budget due to staff positions not filled for the whole period. The Economic Development position was not filled until June 2015. The workload in Planning and Development is being performed by existing staff.

New Financial Software

Continued training for existing staff taking on new roles and new staff unfamiliar with municipal software. I attended a seminar for Diamond Software users in Vulcan creating a network of individuals to consult when we experience problems.

Laserfiche

In addition to historical data being transferred to electronic format, the accounts payable Administrative Assistant has started a new workflow for invoices allowing them to be approved and stored electronically. This results in less paper as well as the ability of staff to authorize the invoices at their own desks rather than the Town Office. The Town Office and Recreation have been set up to approve invoices electronically. However, problems with connectivity between the Town office and the multi-purpose facility is causing some issues. Once these issues are resolved the process will be introduced to Operations.

Request for Proposal

A request for proposal was posted in late August with a September 30 due date for Information Technology support services. Seven interested parties responded. A decision will be made in late October.

FCSS

The new NDP government has announced a 10% increase in FCSS funding. The Town of Pincher Creek will receive an additional \$9,500 annually. The government is not requiring the Town to increase their 25% in 2015 but that will be a requirement in 2016.

Human Resources

There is ongoing human resource training for Town staff with a consultant. The Town's largest annual expenditure is wages and benefits. Staff wages and benefits account for 33% of the Town's total operating budget. Human resource training is an investment in the Town's most important asset – it's people.

Wendy Catonio, CGA
Director of Finance and Human Resources

TOWN OF PINCHER CREEK
Operating Statement - By Type
For the Nine Months Ending September-30-15

	2014	2015	2015_BUDGET	Variance	% Variance	
	Last Year	Current Year Actual	Current Year Budget			
Revenues						
Municipal Taxation Revenue	\$4,069,080.27	\$4,101,572.24	\$4,101,573.00	\$0.76	100.00%	
Sales & Services	1,974,567.19	1,323,563.27	1,933,028.25	609,464.98	68.47%	1
Penalties & Costs	73,770.98	66,639.07	73,358.00	6,718.93	90.84%	2
Licences & Permits	76,448.90	72,021.27	95,600.00	23,578.73	75.34%	
Franchise Fees	463,831.17	427,383.11	650,050.00	222,666.89	65.75%	3
Return on Invesments	11,358.78	15,944.39	12,350.00	-3,594.39	129.10%	4
Rentals & Leases	581,328.85	354,839.15	579,022.00	224,182.85	61.28%	
Government Transfers	1,260,302.75	576,281.38	926,383.16	350,101.78	62.21%	6
Internal Transfers	315,014.69	17,268.95	230,010.00	212,741.05	7.51%	6
Other Revenues & Adjustments	68,094.60	44,646.79	5,650.00	-38,996.79	790.21%	5
Total Revenue	8,893,798.18	7,000,159.62	8,607,024.41	1,606,864.79	81.33%	
Tax Revenue per person	1,124.37	1,133.34	1,133.34	0.00	100.00%	
Expenses						
Salaries, wages & benefits	2,901,548.70	2,241,642.19	3,164,779.85	923,137.66	70.83%	
Contracted and general services	325,564.35	257,537.87	383,773.11	126,235.24	67.11%	
Professional Services	521,651.58	445,874.05	728,521.92	282,647.87	61.20%	
R & M and rentals & leases	942,185.76	651,030.78	870,801.00	219,770.22	74.76%	
Insurance	126,500.59	119,031.77	133,931.00	14,899.23	88.88%	
Goods	387,589.75	318,575.96	385,025.00	66,449.04	82.74%	
Utilities	536,521.98	420,636.51	590,634.00	169,997.49	71.22%	
Land Held For Resale - Costs	204.35				0.00%	
Amortization	1,149,530.56		1,069,002.00	1,069,002.00	0.00%	
Internal Transfer	1,586,638.23	1,073,008.20	1,175,415.00	102,406.80	91.29%	
Grants	1,052,424.32	544,543.94	601,777.00	57,233.06	90.49%	
Loss Disposal Capital Assets	9,197.79				0.00%	
Bank Charges	534.25	476.46	2,500.00	2,023.54	19.06%	
Debenture Payment	335,942.35	181,774.21	336,485.00	154,710.79	54.02%	
Other Expenditure & Adjustment	176,682.80	176,874.74	232,825.00	55,950.26	75.97%	
Total Expenses	10,052,717.36	6,431,006.68	9,675,470.88	3,244,464.20	66.47%	
Surplus/Deficit	-1,158,919.18	569,152.94	-1,068,446.47	-1,637,599.41	(53.27%)	

TOWN OF PINCHER CREEK
Operating Summary - By Department
For the Nine Months Ending September-30-15

	2014 Last Year	2015 Current Year Actual	2015_BUDGET Current Year Budget	Variance	% Variance
Revenues					
General Municipal	\$5,815,732.65	\$5,802,385.52	\$6,006,828.00	\$204,442.48	96.60%
Legislative	7,932.23				0.00%
Administration	104,149.25	81,935.82	140,504.00	58,568.18	58.32%
Protective and Emergency Services	768,116.53	205,680.13	268,653.00	62,972.87	76.56%
Operations	2,152,218.85	1,242,601.43	2,127,678.16	885,076.73	58.40%
Community Services	1,326,249.34	801,188.10	1,376,630.25	575,442.15	58.20%
Economic Development	114.24		25,150.00	25,150.00	0.00%
Planning and development	158,534.52	81,436.64	111,953.00	30,516.36	72.74%
Total Revenue	10,333,047.61	8,215,227.64	10,057,396.41	1,842,168.77	81.68%
Tax Revenue per person	1,607.00	1,603.31	1,659.80	56.49	96.60%
Expenses					
General Municipal	1,634,588.00	1,297,903.31	1,291,040.00	-6,863.31	100.53%
Legislative	220,222.40	144,734.31	201,342.41	56,608.10	71.88%
Administration	710,409.90	581,017.30	777,286.51	196,269.21	74.75%
Protective and Emergency Services	1,459,930.05	611,803.10	927,536.27	315,733.17	65.96%
Operations	3,791,388.37	2,479,406.14	3,822,760.81	1,343,354.67	64.86%
Community Services	3,153,312.11	2,280,507.53	3,494,404.40	1,213,896.87	65.26%
Economic Development	66,055.60	31,949.49	137,433.07	105,483.58	23.25%
Planning and development	456,060.36	218,753.52	474,039.41	255,285.89	46.15%
Total Expenses	11,491,966.79	7,646,074.70	11,125,842.88	3,479,768.18	68.72%
Surplus/Deficit	-1,158,919.18	569,152.94	-1,068,446.47	-1,637,599.41	(53.27%)