



## **Township of Douro-Dummer Addendum Agenda for a Regular Meeting of Council**

**Tuesday, September 5, 2023, 5:00 p.m.  
Council Chambers in the Municipal Building**

**Please note**, that Council may, by general consensus, change the order of the agenda, without prior notification, in order to expedite the efficiency of conducting business

### **Electronic Meetings**

Regular and Special meetings of Council are being held in person and electronically. Regular Meetings are recorded and live-streamed on the Township YouTube channel. Special Meetings will be recorded and live-streamed where feasible.

To watch the meeting live or access a recording please visit the Township's YouTube Channel  
[https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R\\_A](https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A)

Please contact the Acting Clerk if you require an alternative method to virtually attend the meeting.  
martinac@dourodummer.on.ca or 705-652-8392 x210

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	<b>Pages</b>
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**Recommendation:**

That the Recreation Facilities-2023-06 report, dated September 5, 2023, regarding Advertising and Sponsorship Policy be received, that the updated Policy and Procedure be approved and numbered as Policy R14 and R14a in the Township Policy Manual and further that an amendment to the User Fees and Charges By-law be brought forward to reflect the new advertising rates.

**Overview:**

In June 2021, Staff were asked to look into advertising opportunities for the Township's parks and recreation facilities:

**Resolution Number 363-2021**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Moher

That the Recreation Facilities-2021-14 report, dated June 8, 2021, regarding Douro Community Centre Ice Resurfacer be received and that Council approve the purchase of one Ice Resurfacer from Resurface Corp at a cost of \$82,465.00 plus the municipal portion of the HST at \$1,451.00 for a total cost of \$83,916.00 to be funded through the 2021 Capital Budget as approved by Council and that advertising opportunities be investigated. Carried

While staff started to review the current advertising policy they noticed that it was last completed in 2013. Staff felt that it was necessary to spend some time to update the current policy to reflect some of the changes in the Department as well as provide more opportunities to our advertising clients.

Staff reviewed surrounding municipalities practices and integrated some new features to the updated policy.

**Conclusion:**

After reviewing the current advertising policy and surrounding municipalities staff feel that we are able to provide a more complete advertising and sponsorship program.

The policy will feature different levels of packages to our advertising clients, from platinum to starter packages. The platinum, gold and silver packages provide discount incentives while boosting their advertising profiles. They will also have the ability to do the one-off advertising or sponsorship if they choose to do so.

Staff feel by creating a more in-depth program they will be able to generate more revenue for the Parks and Recreation Department for years to come.

**Financial Impact:**

There will be an increase in advertising revenue generated by the updated Policy and Procedure.

**Strategic Plan Applicability:**

To develop and/or assist with the development and delivery of social and recreational programs as well as effectively maintaining and updating recreational facilities to promote healthy lifestyles and meet the broad range of community needs.

### Report Approval Details

Document Title:	Advertising and Sponsorship Policy.docx
Attachments:	- Advertising and Sponsorship Policy Procedures.docx - Parks and Recreation Advertising Policy.docx - 2023-24 Season Advertising Rates.docx
Final Approval Date:	Aug 30, 2023

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

Elana Arthurs

## **Advertising and Sponsorship Policy Procedure**

Approved By:  
Approval Date:  
Effective Date:  
Revision Date:

### **Procedure Statement**

These procedures provide a clearly defined framework for advertising and sponsorship development at the Douro and Warsaw Community Centres and municipally owned Parks.

**Application:** This policy shall apply to all municipal employees of the Township of Douro-Dummer.

### **Consequences of Non-Compliance:**

It is important that all employees are in compliance with the appropriate procedures as set out by the Township. Failure to comply with this procedure may result in disciplinary actions as per the HR Handbook.

**Review Cycle:** This procedure will be reviewed on an as needed basis.

### **Responsibilities**

Employees are responsible for:

Complying with this procedure and speaking to their supervisor when it is not possible.

## **Procedures**

- The cost of advertising will remain consistent with the Township of Douro-Dummer Fee Schedule unless a separate agreement has been made between the Business/Club/Organization and the Township of Douro-Dummer Fee Schedule and all agreements outside of the fee schedule will have the approval of the Manager of Recreation Facilities.
- The Township of Douro-Dummer is responsible for the installation and removal of all advertisements excluding the ice resurfacer. Installation and removal of advertising on the ice resurfacer must be completed by a professional that will be approved by the Manager of Recreation Facilities.
- Artwork, design and vinyl lettering shall be provided by the Business/Club/Organization as approved by the Township of Douro-Dummer and is consistent with all other advertisements within the Community Centres.
- The Township of Douro-Dummer may request additional funds for replacement of supplies or advertisements when original supplies have been damaged or used for their purpose.
- The location of the advertisement will be decided and agreed upon by both parties in this agreement.
- The location and size specifically pertaining to the Ice Surface Logos will be decided and agreed upon by both parties in this agreement.
- If at any time the Business/Club/Organization wishes not to renew their agreement with the Township of Douro-Dummer, Township staff will remove the advertisement. Cancellation notice must be in writing and received four (4) weeks prior to the removal date.

## Advertising and Sponsorship Policy

Approved By: Council  
Approval Date:  
Effective Date:  
Revision Date:

### Policy Statement

This policy is to standardize advertising and sponsorship opportunities at the Douro and Warsaw Community Centres and municipally owned Parks.

**Purpose:** The Township of Douro-Dummer welcomes mutually beneficial Sponsorships as a mechanism to:

- Generate new non-tax revenue streams to help fund municipal priorities and offset municipal costs by leveraging Township investments in community programs and facilities.
- Support sponsors and stakeholders in achieving their business objectives, increasing their visibility in the community, and reaching customers in unique environments.

This Policy, together with the related procedures, provides a clearly defined framework for advertising and sponsorship development that:

- Supports the Township's compliance with relevant federal, provincial, and municipal laws and regulations.
- Ensure openness, accountability and transparency while protecting the best interests of the Township of Douro-Dummer.
- Provide clear direction to Township staff who have Advertising and Sponsorship responsibilities.
- Establishes clear roles, responsibilities, and requirements for the Township and its Sponsor to follow when entering into Sponsorship Agreements.
- Sets clear roles, responsibilities, and expectations within the Corporation for identifying, soliciting, developing, managing, and approving advertising and sponsorships.

**Application:** This Policy applies to:

- All advertising and sponsorship opportunities, as defined within this Policy.
- All Township staff involved in or responsible for generating, managing and/or approving advertising and sponsorships.
- All third-party agreements for use of a facility by an advertiser or sponsor.

Sponsorship activities are coordinated by the Manager of Recreation Facilities in conjunction with the CAO and Township staff.

- The Manager of Recreation Facilities or designate is responsible for advertising and sponsorship solicitation; managing relationships with advertisers and sponsors and prospective advertisers and sponsors; negotiating, administering, and activating Sponsorship Agreements; and ensuring that sponsorships are in accordance with the Policy.
- Approval of Advertising and Sponsorship Agreements will be in accordance with the Approval Authority Table (page 8).

**Exclusions:** This Policy does not apply to:

- Recognizing significant local events, people, or geographic features through the naming of streets, parks, and municipal buildings/facilities.
- Unsolicited donations, philanthropic donations or gifts which are eligible for an income tax receipt.

**Definitions:**

**Activation** – The activities undertaken to leverage the sponsorship rights purchased (e.g. communications, marketing, production)

**Advertising** – A type of sponsorship activation whereby space on Township property is used by a third party for placement of a message or communication for a specific period.

**Advertising Bundling** – The grouping together of advertising opportunities into a package which offers added value to the sponsor; creates efficiencies and increases revenue to the Township.

**Approval Authority** – The level of approval required within the Township to approve a Sponsorship Agreement relating to a Sponsorship Program.



**Audience Fit** – Alignment of an advertiser and/or sponsor’s target market and the audience associated.

**Chief Administrative Officer (CAO)** – The most senior staff position in the Township’s administrative structure.

**Township** – The Corporation of the Township of Douro-Dummer.

**Council** – The Council of the Township of Douro-Dummer.

**Designate** – The authorized designate of a person identified in this Policy who has specific approval or signing authority. Authorization to become a designate is effective only when made in writing by the person delegating the authority and must be approved by the Manager of Recreation Facilities or by the Chief Administrative Officer.

**Facility** – A Township property that houses a building, park, recreational structure, or other Township infrastructure.

**Fulfillment** – The specific activities the Township must complete to fulfill its obligations under an approved Sponsorship Agreement.

**Gift (Donation)** – A voluntary contribution, in the form of cash or an In-Kind Contribution, to the Township for which there is no reciprocal commercial benefit expected or required from the Township.

**In-Kind Contribution** – A contribution received in the form of goods and/or services rather than cash. In-Kind Contributions can be a Gift or included in a Sponsorship Agreement.

**Manager** – The Manager of Recreation Facilities and is the position within the municipal corporation that has decision-making authority and responsibility for operating a Township facility, program, or service.

**Sponsor** – a signatory to a Sponsorship Agreement. Sponsors can be individuals, businesses, community groups, foundations, and other governments. Sponsors can be for-profit, or not-for-profit entities.

**Sponsorship** – A mutually beneficial arrangement between the Township and a sponsor wherein the sponsor contributes cash or an In-Kind Contribution to the Township in exchange for a sponsored program.

**Sponsorship Agreement** – A binding contract between the Township and one or more sponsors.

**Strategic Fit** – The extent to which there is alignment in goals, values, and strategic direction between a potential sponsor and the Township.

## **Sponsorship Guiding Principles:**

### **General Guidelines**

- Maximize non-tax revenues and target sustainable revenue growth.
- Enhance and improve Township facilities and services without adding to the tax burden.
- Enrich the lives of residents by improving their overall experience and enjoyment of Township facilities or services.
- Safeguard and promote the Township's brand, values, and image.
- Support business development and investment in the community.
- Optimize revenue growth through innovative and responsive approaches to Sponsorship development.

### **Sponsor Benefits and Commitments**

- Sponsorship benefits are limited to those expressly stated in the Agreement.
- Sponsorships must not result in any competitive advantage, benefit, or preferential treatment for the Sponsor outside of the terms of a Sponsorship Agreement.
- Sponsors are prohibited from implying that their products, services, or ideas are sanctioned or endorsed by the Township.
- Activation and Fulfillment costs of a sponsorship are above and beyond the Sponsorship rights fees and will be at the Sponsor's expense, unless otherwise identified in the Agreement.

### **Sponsorship Costs, Expenditures, and Revenues**

Sponsorships must not create ongoing financial obligations for the Township.

- Sponsorships must not result in any added costs or expenditures for the Township outside of the terms of the sponsorship.
- When activation or fulfillment of sponsorships results in a tangible product, ownership of that product will default to the sponsor, unless specifically stated otherwise in the Sponsorship Agreement.

- When activation or fulfillment of a sponsorship results in an intangible benefit, ownership of benefit will default to the Township, unless specifically stated otherwise in the Sponsorship Agreement.
- Expenses for products purchased from a sponsor, where the sponsor is the supplier or manufacturer of the product(s), may be single sourced where it is specifically stated with in a Sponsorship Agreement.
- In-Kind sponsorships will be administered and accounted for in a way to ensure Canada Revenue Agency tax compliance.
- In evaluating potential sponsorships, the Township will consider all costs to be incurred when determining the viability of the revenue including, but not limited to, operating, maintenance, production/design fees, disposal value and disposal costs. Where appropriate, the net value of the annual revenues/costs will be considered.

## **Accessibility**

- The sponsor should ensure accessibility design, criteria and features be incorporated into any sponsorship. Examples include, but are not limited to:
  - a) Public Spaces: The sponsor should ensure that sponsorship activations in public spaces complies with the Design of Public Spaces Standards made under Part IV.1 of the Integrated Accessibility Standards, or "IAS" regulation, as amended.
  - b) Buildings: The sponsor should ensure sponsorship activations in buildings complies with the accessibility requirements of the Ontario Building Code, or "OBC", as amended.
- If any requirements cannot be met, the sponsor will provide explanation, if requested.

## **Standards and Limitations**

All Sponsorships must comply with the following industry standards and legislation:

- Must meet the Canadian Code of Advertising Standards, as amended from time to time.
- Must comply with the laws, statutes regulations and by-laws in force, as amended from time to time, including the *Canadian Criminal Code* and all Industry Advertising Regulations.

**The Township reserves the right to refuse a sponsorship with a potential sponsor that, in the sole discretion of the Township, is an inappropriate sponsor for the Township. Examples of inappropriate sponsors may include, but are not limited to those that:**

- Do not meet the requirements of this Policy.
- Could reflect negatively on the Township's public image or prove detrimental to the Township's integrity and/or reputation.
- Present a real or potential conflict of interest for the Township or for the potential Sponsor.
- Sponsorships that do not align with the audience or mandate of a specific asset.
- Involve a Sponsor who is not in good financial standing with the Township.
- Involve a Sponsor that is disqualified from doing business with the Township due to ongoing litigation, prior litigation, or other infringements against the Township.
- Involve a Sponsor that produces, distributes, sells or promotes products or services that may reflect negatively on the Township's public image or be detrimental to the Township's integrity or reputation (e.g. pornography or sexual services; products that promote violence, etc.).
- Involve a Sponsor that promotes religious, political, or other potentially divisive messages specific to any group or faction.
- Involves images or messages that are derogatory, prejudicial, harmful to or intolerant of any specific group or individual.
- Violates the Township's Election Signs By-law.

**The Township, in its sole discretion, retains the right to approve the content of any sponsorship creative, branding, messaging, or other activation to be installed, placed, or deployed on any Township property, including any approved use or reference to the Township brand or logo. All sponsors must obtain prior documented approvals of any proposed creative, branding, messaging, or other activations to be implemented as part of a sponsorship of a Township program, facility, or service. Township's approvals of sponsors content will be based on the following standards:**

- Sponsors must not advocate violence, or terrorism.
- Sponsors must not undermine the Township's objectives of providing safe, and welcoming services and programs to the community.

- Sponsors must not expose or tend to expose any person or class of persons to hatred, or discrimination.
- Sponsors must not promote messages or images that are offensive or disturbing to community standards.
- Sponsors must not undertake marketing or communications that are, for any reason, demonstrably justified as being harmful, contradictory, or negatively impacting the delivery of community services or programs by the Township.

## **Soliciting Advertising and Sponsorships**

### **The Township recognizes that soliciting advertising and sponsorship is a strategic and competitive activity in which:**

- The Township is in competition with other organizations also seeking advertising and sponsorship revenue.
- Prospective sponsors are often overwhelmed with multiple requests and proposals from those seeking sponsorship revenues.
- The alignment of values and goals between sponsors is paramount to the success and longevity of sponsorships.
- Sponsorship development involves building key strategic relationships over time as well as responding to sudden and unexpected opportunities as they arise.
- An open exchange of ideas and expectations is required to determine if there is an alignment between the Township's and the prospective sponsor's objectives.

### **Sponsorships may arise from competitive processes, non-competitive processes, direct solicitation, or unsolicited proposals. Such activities may include, but are not limited to:**

- Formal competitive processes where there are many interested and comparable potential Sponsors.
- Direct targeting of prospective Sponsors based on potential Audience Fit and Strategic Fit.
- Responding to unsolicited proposals.
- Marketing, communications, and promotional activities intending to attract prospective Sponsors.
- Formal and informal networking, outreach, and relationship building activities.

- To support transparency about Sponsorship activities and potential Sponsorship opportunities, applicable information will be available on the Township's website.

## Approval Authority

### Sponsorship Approval Authority Table

<b>Sponsorship Asset Level</b>	<b>Value</b>	<b>Approval Authority</b>	<b>Term</b>
Platinum Package	per Fees & Charges By-law	Manager/CAO	2 years
Gold Package	per Fees & Charges By-law	Manager/CAO	2 years
Silver Package	per Fees & Charges By-law	Manager	2 years
Bronze Package	per Fees & Charges By-law	Manager	Annual
Starter Package	per Fees & Charges By-law	Manager	Annual
Public Ice-Skating Sponsorship	per Fees & Charges By-law	Manager	Annual
Parent & Tot Skating Sponsorship	per Fees & Charges By-law	Manager	Annual
Public Roller-Skating Sponsorship	per Fees & Charges By-law	Manager	Annual

\* The fees are applicable each year but the space allocated to the sponsor is as per the term.

\* Details of each sponsorship package are outlined in Appendix B.

### Sponsorship Agreement Approval Authority Table

<b>Sponsorship Level</b>	<b>Approval Level</b>
Platinum and Gold	CAO & Manager
Silver, Bronze, Basic, Starter, Skating Sponsors, Roller Skating Sponsors	Manager or Designate

## **Agreements**

An agreement is required for any sponsorship.

Although not an exhaustive list, an agreement typically will include:

- What the sponsor is contributing and what the value of the contribution represents.
- The obligations of both the sponsor and the Township.
- The dispositions and ownership of any assets resulting from the sponsorship. Includes property that is obtained by the sponsor or from sponsorship proceeds.
- The allocation of responsibility for the maintenance if applicable.
- The duration of the sponsorship.
- Any payment amounts and schedule of payments.
- Termination and remedy provisions.
- Any other conditions that must be met.

## **Agreement Preparation**

The Manager of Recreation Facilities or designate in consultation with CAO will prepare each agreement.

## **Agreement Signature**

Notwithstanding the required approval levels outlined above, all agreements with a value of \$3,000.00 or more must be signed by the Township CAO.

The Manager of Recreation Facilities or designate can sign agreements with a value less than \$3,000.00

## **By-law Coordination**

A specific By-law authorizing the execution of an agreement is not required if all the applicable requirements of this Sponsorship Policy have been met.

Sponsorship activation and fulfillment shall not proceed prior to the execution of an agreement.

## **Amendments and Renewals of Agreements**

Any amendments, extensions or renewals to an agreement must be approved by the appropriate approval authority as set out in Phase 2 Approval Table

Where an agreement contains an option for renewal, such option may be

exercised, if all the following apply

- a) The sponsor terms and conditions have been complied with, in the opinion of the approval authority as outlined in this policy.
- b) Approval authority as outlined in this policy agree that the exercise of the option is in the best interest of the Township.

**References & Related Policies:**

**Consequences of Non-Compliance:**

It is important that all Township employees follow the appropriate procedures as set out by the municipality. Failure to comply with this policy will result in not obtaining the advertising revenue as budgeted.

**Review Cycle:** This policy will be reviewed on an as needed basis.



## **Appendix A**

### **Advertising & Sponsorship Asset Inventory**

1. Lobby locations at Douro and Warsaw Community Centres
2. Olympia ice resurfacers
3. On ice advertisements
4. Wall boards
5. Rink boards
6. Public skating sponsorships
7. Public roller-skating sponsorships
8. Adult public skating sponsorships
9. Parent & tot public skating sponsorships
10. South Park Ball Diamond

## Appendix B

### **Platinum Package:**

- 1 Olympia advertisement (one side)
- 1 Ice surface logo advertisement
- 1 Rink board or 4x8 wall mount advertisement
- 2 Sponsored Public Skates
- 2 Sponsored Public Roller Skates

### **Gold Package:**

- 1 Ice surface logo advertisement
- 1 Rink board or 4x8 wall mount advertisement
- 2 Sponsored Public Skates
- 2 Sponsored Public Roller Skates

### **Silver Package:**

- 1 Ice surface logo advertisement
- 1 Rink board or 4x8 wall mount advertisement
- 1 Sponsored Public Skate
- 1 Sponsored Public Roller Skate

### **Bronze Package:**

- 1 Rink board or 4x8 wall mount advertisement
- 2 Sponsored Public Skates
- 2 Public Roller Skates

### **Starter Package:**

- 1 Lobby board or 4x8 wall mount advertisement
- 1 Sponsored Public Skate
- 1 Public Roller Skate

### **Public Skate Sponsorship at Douro Community Centre**

- Sunday | 2:30 - 3:30 pm (27 dates)

### **Public Skate Sponsorship at Warsaw Community Centre**

- Sunday | 1:30 - 2:30 pm (28 dates)

### **Roller Skate Sponsorship at Douro Community Centre**

- Wednesday | 6:00 – 7:00 pm (24 dates)

## **Appendix C — Advertising & Sponsorship Agreement**

Agreement dates this: Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

Between: Township of Douro-Dummer  
894 South Street, P.O. Box 92  
Warsaw, ON K0L 3A0

### **And**

Name of Business/Club/Organization:  
Address:  
Contact Person:  
Phone:  
Email:

The location of the advertising is: (check all that apply)

- ☐ Lobby (Douro Arena)
- ☐ Olympia
- ☐ On ice advertisements
- ☐ Wall Boards
- ☐ Rink Boards
- ☐ South Park Ball Diamond

The type of Sponsorship is: (check all that apply)

- ☐ Public Skating
- ☐ Public Roller-Skating
- ☐ Adult Public Skating
- ☐ Parent & Tot Public Skating

Advertising & Sponsorship Packages

- ☐ Platinum Package
- ☐ Gold Package
- ☐ Silver Package
- ☐ Bronze Package
- ☐ Starter Package

The above-mentioned Business/Club/Organization has purchased advertising or a sponsorship for the term of \_\_\_\_ years(s), for the sum of \$ \_\_\_\_\_ plus 13% H.S.T.

This agreement shall be binding upon, and operate to the benefit of the respective parties. Cancellation of any advertising or sponsorship opportunity must be provided in writing with 4-weeks' notice.

Township of Douro-Dummer

Business/Club/Organization

\_\_\_\_\_

\_\_\_\_\_

## 2023-24 Season Advertising Rates

<b>Advertising Options – Community Centres</b>	<b>Fees (+HST)</b>
Olympia Ice Resurfacer (per side)	\$500.00
Wall Mounted (4x8 sheet)	\$250.00
Board Mounted	\$250.00
In Ice Logo (per logo)	\$500.00
Viewing Lobby (Douro CC)	\$175.00
South Ball Diamond (4x8 sheet)	\$150.00
<b>Advertising &amp; Sponsorship Packages</b>	<b>Fees (+HST)</b>
Platinum (15% discount)	\$1,414.04
Gold (10% discount)	\$1,047.22
Silver (5% discount)	\$908.95
Bronze	\$663.58
Starter	\$456.79
Public Ice Skating	\$138.79
Public Roller Skating	\$68.00

**Recommendation:**

That the Treasurer-2023-20 report, dated September 5, 2023, regarding Financial Report – July 31, 2023 be received.

**Overview:**

The Financial Report for the period ending July 31, 2023 is attached for Council's information. The intent for the report is to provide Council with an update on departmental spending to date.

There are a couple of limitations about the data shown:

- We will not have received all invoices for expenses incurred prior to July 31<sup>st</sup> and those expenses are not reflected in the report.
- Expenses and Revenues are not incurred equally throughout the year; some line items are seasonal (ie. Winter maintenance) or one time throughout the year (ie. Software subscription expenses and grants revenues).
- Account coding is continually reviewed throughout the year and some amounts can and will be moved between accounts/departments.

**Conclusion:**

Even though the report has the above limitations it does provide the majority of the expenses and revenues to date and can begin to highlight some areas where staff will need to pay attention to in the 3<sup>rd</sup> and 4<sup>th</sup> quarter in terms of staying within budget.

**Financial Impact:**

There is no financial impact to this report.

**Strategic Plan Applicability:**

To ensure and enable an effective and efficient municipal administration.

**Sustainability Plan Applicability: N/A**

**Report Approval Details**

Document Title:	Financial Report - July 31, 2023.docx
Attachments:	- Financial Report as at July 31.pdf
Final Approval Date:	Aug 30, 2023

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

Elana Arthurs

Council - 0240						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$73,364.71	\$142,699.82	\$81,758.45	\$60,941.37	42.7%	
Mileage & Travel	2,346.86	10,200.00	12,422.65	-2,222.65	(21.8%)	Conference expenses greater than budget (\$9k vs \$5k). Will need to assess 2024 budget.
Contracted Services	7,158.45	30,595.00	7,796.91	22,798.09	74.5%	\$20k budgeted for Strategic Plan - no costs incurred yet.
Material & Supplies	429.47	3,543.00	1,236.91	2,306.09	65.1%	No funds spent from Special Events account which has a budget of \$1,500
Repairs & Maintenance	0.00	500.00	0.00	500.00	100.0%	
Other Expenses	1,050.00	3,900.00	2,433.24	1,466.76	37.6%	
<b>Total Expenses</b>	<b>84,349.49</b>	<b>191,437.82</b>	<b>105,648.16</b>	<b>85,789.66</b>	<b>44.8%</b>	
<b>Revenues</b>						
Other Revenue	0.00	0.00	0.00	0.00	0	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>	
NET	84,349.49	191,437.82	105,648.16	85,789.66	44.8%	



Election - 0241						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$0.00	\$0.00	\$0.00	\$0.00	0	
Mileage & Travel	226.26	0.00	0.00	0.00	0	
Contracted Services	1,450.08	1,700.00	2,035.20	-335.20	(19.7%)	
Material & Supplies	0.00	0.00	0.00	0.00	0	
<b>Total Expenses</b>	<b>1,676.34</b>	<b>1,700.00</b>	<b>2,035.20</b>	<b>-335.20</b>	<b>(19.7%)</b>	
<b>Revenues</b>						
Other Revenue	-200.00	0.00	800.00	-800.00	0	
<b>Total Revenues</b>	<b>-200.00</b>	<b>0.00</b>	<b>800.00</b>	<b>-800.00</b>	<b>0</b>	
NET	1,476.34	1,700.00	2,835.20	-1,135.20	(66.8%)	

Corporate Management - 0250						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$437,218.14	\$905,985.39	\$461,159.35	\$444,826.04	49.1%	Gapping related to IT Analyst starting later than budgeted. Junior Financial Analyst hired as replacement for retiring Tax Clerk earlier than the retirement date.
Mileage & Travel	15,989.04	20,000.00	13,423.08	6,576.92	32.9%	
Other Expenses	4,654.61	0.00	808.93	-808.93	0	
Contracted Services	96,971.87	184,484.11	166,774.40	17,709.71	9.6%	Consulting fees related to previous year projects which will be funded through reserve/grants
Material & Supplies	33,275.72	38,400.00	29,663.17	8,736.83	22.8%	Within expected budget as Postage budget of \$15k gets spent all at once earlier in the year.
Repairs & Maintenance	32,501.51	54,380.00	34,750.42	19,629.58	36.1%	
Minor Capital	4,654.61	0.00	808.93	-808.93	0	
Other Expenses	4,207.94	-19,869.96	3,158.15	-23,028.11	115.9%	Overhead costs related to the Building Department get transferred at end of the year.
<b>Total Expenses</b>	<b>629,473.44</b>	<b>1,183,379.54</b>	<b>710,546.43</b>	<b>472,833.11</b>	<b>40.0%</b>	
<b>Revenues</b>						
Grants	-427,096.96	-573,400.00	-340,368.04	-233,031.96	40.6%	
Contract Revenue	-2,104.30	-200.00	-980.00	780.00	(390.0%)	
Sales Revenue	-5.90	-195.00	-1,312.96	1,117.96	(573.3%)	
Other Revenue	-41,315.07	-109,000.00	-90,928.32	-18,071.68	16.6%	Earning more interest than budgeted due to higher rates.
<b>Total Revenues</b>	<b>-470,522.23</b>	<b>-682,795.00</b>	<b>-433,589.32</b>	<b>-249,205.68</b>	<b>36.5%</b>	
NET	158,951.21	500,584.54	276,957.11	223,627.43	44.7%	

Town Hall - 0251						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$0.00	\$14,230.39	\$0.00	\$14,230.39	100.0%	Cleaning services were budgeted to be partially allocated to Town Hall but have been fully allocated to Corporate Services (0250) - costs will be reallocated.
Mileage & Travel	0.00	228.00	0.00	228.00	100.0%	
Contracted Services	20,260.99	23,303.10	23,734.60	-431.50	(1.9%)	Insurance fully paid. Hydro higher than budget.
Material & Supplies	0.00	617.71	675.34	-57.63	(9.3%)	
Repairs & Maintenance	656.23	6,000.00	71.11	5,928.89	98.8%	
<b>Total Expenses</b>	<b>20,917.22</b>	<b>44,379.20</b>	<b>24,481.05</b>	<b>19,898.15</b>	<b>44.8%</b>	
<b>Revenues</b>						
Rental Revenues	-503.15	-5,000.00	-1,596.48	-3,403.52	68.1%	Hall rental revenues less than budgeted.
<b>Total Revenues</b>	<b>-503.15</b>	<b>-5,000.00</b>	<b>-1,596.48</b>	<b>-3,403.52</b>	<b>68.1%</b>	
NET	20,414.07	39,379.20	22,884.57	16,494.63	41.9%	

Fire and Emergency Services						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$220,277.16	\$430,004.94	\$239,177.68	\$190,827.26	44.4%	
Mileage & Travel	18,049.64	43,375.00	27,407.04	15,967.96	36.8%	
Other Expenses	0.00	0.00	110.92	-110.92	0	
Contracted Services	93,266.00	228,342.43	106,661.69	121,680.74	53.3%	No costs incurred yet for Fire Master Plan (\$35k)
Material & Supplies	7,664.09	30,950.00	19,251.14	11,698.86	37.8%	
Repairs & Maintenance	31,571.95	71,150.00	18,811.64	52,338.36	73.6%	Plowing and Grass cutting being completed internally (\$15k budgeted for grounds maintenance); currently we have not transferred costs from Parks/Public Works for these services and we are reviewing whether we will going forward.
Minor Capital	0.00	0.00	110.92	-110.92	0	
Other Expenses	0.00	0.00	12.45	-12.45	0	
<b>Total Expenses</b>	<b>370,828.84</b>	<b>803,822.37</b>	<b>411,543.48</b>	<b>392,278.89</b>	<b>48.8%</b>	
<b>Revenues</b>						
Contract Revenue	-6,613.27	-30,900.00	-2,145.84	-28,754.16	93.1%	Revenue from other Townships for shared services is typically billed and received later in the year.
Permits & Fees	-13,700.00	-12,000.00	-10,897.27	-1,102.73	9.2%	
Sales Revenue	-1,035.32	-1,000.00	-729.68	-270.32	27.0%	
Other Revenue	-949.31	0.00	-560.00	560.00	0	
<b>Total Revenues</b>	<b>-22,297.90</b>	<b>-43,900.00</b>	<b>-14,332.79</b>	<b>-29,567.21</b>	<b>67.4%</b>	
NET	348,530.94	759,922.37	397,210.69	362,711.68	47.7%	

Police - 0420					
	2022	2023	REMAINING	REMAINING	
	YTD Actual	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>					
Salaries & Wages	\$870.10	\$906.13	(\$906.13)	0	
Mileage & Travel	0.00	0.00	2,100.00	100.0%	
Contracted Services	472,504.92	547,586.23	403,472.77	42.4%	
Material & Supplies	0.00	98.65	601.35	85.9%	
<b>Total Expenses</b>	<b>473,375.02</b>	<b>548,591.01</b>	<b>405,267.99</b>	<b>42.5%</b>	
<b>Revenues</b>					
Grants	0.00	0.00	-6,000.00	100.0%	
Other Revenue	0.00	0.00	-5,000.00	100.0%	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>-11,000.00</b>	<b>100.0%</b>	
NET	473,375.02	548,591.01	394,267.99	41.8%	

Otonabee CA - 0430					
	2022	2023	REMAINING	REMAINING	
	YTD Actual	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>					
Other Expenses	\$76,992.75	\$78,422.25	\$26,140.75	25.0%	
<b>Total Expenses</b>	<b>76,992.75</b>	<b>78,422.25</b>	<b>26,140.75</b>	<b>25.0%</b>	
<b>Revenues</b>					
NET	76,992.75	78,422.25	26,140.75	25.0%	

Source Water Protection - 0431						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Contracted Services	\$4,000.00	\$8,000.00	\$4,000.00	\$4,000.00	50.0%	Consultant fees - water protection program
<b>Total Expenses</b>	<b>4,000.00</b>	<b>8,000.00</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>50.0%</b>	
<b>Revenues</b>						
NET	4,000.00	8,000.00	4,000.00	4,000.00	50.0%	

Building - 0440						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$160,614.39	\$556,493.27	\$283,710.66	\$272,782.61	49.0%	Lower than expected partially due to 15% of the Planner was budgeted to be allocated to Building but has not been; we will reconcile this and transfer costs for Jan-July into Building.
Mileage & Travel	2,245.84	7,075.00	705.00	6,370.00	90.0%	Some membership fees may be paid later in the year.
Other Expenses	1,240.44	1,500.00	77.34	1,422.66	94.8%	
Contracted Services	32,625.47	75,883.21	42,255.39	33,627.82	44.3%	
Material & Supplies	757.31	4,700.00	1,020.58	3,679.42	78.3%	
Repairs & Maintenance	1,108.57	6,000.00	13,137.36	-7,137.36	(119.0%)	Fees related to CloudPermit (\$12k) were not budgeted, will budget accordingly in 2024.
Minor Capital	1,240.44	1,500.00	77.34	1,422.66	94.8%	
Other Expenses	0.00	24,669.96	7.25	24,662.71	100.0%	Overhead costs to be transferred from Corporate services at year end.
<b>Total Expenses</b>	<b>199,832.46</b>	<b>677,821.44</b>	<b>340,990.92</b>	<b>336,830.52</b>	<b>49.7%</b>	
<b>Revenues</b>						
Grants	-2,993.34	-4,464.00	0.00	-4,464.00	100.0%	
Permits & Fees	-417,300.46	-739,043.18	-529,234.82	-209,808.36	28.4%	
<b>Total Revenues</b>	<b>-420,293.80</b>	<b>-743,507.18</b>	<b>-529,234.82</b>	<b>-214,272.36</b>	<b>28.8%</b>	
NET	-220,461.34	-65,685.74	-188,243.90	122,558.16	(186.6%)	



Livestock - 0443						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Mileage & Travel	\$87.88	\$450.00	\$71.65	\$378.35	84.1%	
Contracted Services	915.25	5,750.00	3,195.65	2,554.35	44.4%	
Material & Supplies	0.00	200.00	0.00	200.00	100.0%	
<b>Total Expenses</b>	<b>1,003.13</b>	<b>6,400.00</b>	<b>3,267.30</b>	<b>3,132.70</b>	<b>48.9%</b>	
<b>Revenues</b>						
Other Revenue	-855.25	-5,200.00	-1,410.00	-3,790.00	72.9%	
<b>Total Revenues</b>	<b>-855.25</b>	<b>-5,200.00</b>	<b>-1,410.00</b>	<b>-3,790.00</b>	<b>72.9%</b>	
NET	147.88	1,200.00	1,857.30	-657.30	(54.8%)	

Small Animal Control - 0444						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Contracted Services	\$2,557.92	\$12,000.00	\$1,829.57	\$10,170.43	84.8%	Contract to be paid on a monthly basis going forward.
Material & Supplies	0.00	230.00	0.00	230.00	100.0%	
<b>Total Expenses</b>	<b>2,557.92</b>	<b>12,230.00</b>	<b>1,829.57</b>	<b>10,400.43</b>	<b>85.0%</b>	
<b>Revenues</b>						
Sales Revenue	-4,105.00	-5,000.00	-3,805.00	-1,195.00	23.9%	
<b>Total Revenues</b>	<b>-4,105.00</b>	<b>-5,000.00</b>	<b>-3,805.00</b>	<b>-1,195.00</b>	<b>23.9%</b>	
NET	-1,547.08	7,230.00	-1,975.43	9,205.43	127.3%	

Roads - 0600						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$409,392.21	\$879,201.54	\$485,370.41	\$393,831.13	44.8%	The department has experienced some turnover which has created some wage gapping. Some of the costs shown will be transferred to capital so these costs for Operating purposes are slightly overstated currently.
Mileage & Travel	8,304.16	13,440.00	4,793.67	8,646.33	64.3%	
Other Expenses	0.00	3,500.00	2,288.58	1,211.42	34.6%	
Contracted Services	164,744.08	167,734.63	193,404.62	-25,669.99	(15.3%)	Finance to review these amounts. Some of
Material & Supplies	204,599.29	350,283.00	50,971.53	299,311.47	85.4%	the costs shown are related to capital and
Repairs & Maintenance	131,835.55	104,219.00	89,778.67	14,440.33	13.9%	we are working through some allocations
Minor Capital	0.00	3,500.00	2,288.58	1,211.42	34.6%	
<b>Total Expenses</b>	<b>918,875.29</b>	<b>1,521,878.17</b>	<b>828,896.06</b>	<b>692,982.11</b>	<b>45.5%</b>	
<b>Revenues</b>						
Grants	-109,381.81	-416,010.14	-145,450.00	-270,560.14	65.0%	
Contract Revenue	0.00	-250.00	0.00	-250.00	100.0%	
Permits & Fees	-8,691.21	-10,000.00	-3,838.00	-6,162.00	61.6%	Entrance permits as at July
Sales Revenue	-7,970.23	-25,000.00	-5,120.62	-19,879.38	79.5%	Revenue related to solar panels; the timing of receipt of the revenue can be delayed.
Other Revenue	0.00	-52,500.00	0.00	-52,500.00	100.0%	Aggregate revenue received later in the year.
<b>Total Revenues</b>	<b>-126,043.25</b>	<b>-503,760.14</b>	<b>-154,408.62</b>	<b>-349,351.52</b>	<b>69.3%</b>	
NET	792,832.04	1,018,118.03	674,487.44	343,630.59	33.8%	

Waste Management - 0800						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$618.24	\$0.00	\$0.00	\$0.00	0	
Mileage & Travel	0.00	50.00	0.00	50.00	100.0%	
Contracted Services	104,358.65	208,055.00	120,649.96	87,405.04	42.0%	
Material & Supplies	780.83	2,000.00	944.36	1,055.64	52.8%	
Repairs & Maintenance	132.29	0.00	156.88	-156.88	0	
<b>Total Expenses</b>	<b>105,890.01</b>	<b>210,105.00</b>	<b>121,751.20</b>	<b>88,353.80</b>	<b>42.1%</b>	
<b>Revenues</b>						
Sales Revenue	-496.94	-2,000.00	-475.19	-1,524.81	76.2%	
<b>Total Revenues</b>	<b>-496.94</b>	<b>-2,000.00</b>	<b>-475.19</b>	<b>-1,524.81</b>	<b>76.2%</b>	
NET	105,393.07	208,105.00	121,276.01	86,828.99	41.7%	

Waste Douro - 0801						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Contracted Services	\$15,626.18	\$26,230.07	\$5,820.72	\$20,409.35	77.8%	
<b>Total Expenses</b>	<b>15,626.18</b>	<b>26,230.07</b>	<b>5,820.72</b>	<b>20,409.35</b>	<b>77.8%</b>	
<b>Revenues</b>						
Rental Revenues	-42,349.09	-90,000.00	-52,378.31	-37,621.69	41.8%	
<b>Total Revenues</b>	<b>-42,349.09</b>	<b>-90,000.00</b>	<b>-52,378.31</b>	<b>-37,621.69</b>	<b>41.8%</b>	
NET	-26,722.91	-63,769.93	-46,557.59	-17,212.34	27.0%	

Waste Hall's Glen - 0802						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$23,917.78	\$44,839.15	\$25,377.22	\$19,461.93	43.4%	
Mileage & Travel	65.00	255.00	0.00	255.00	100.0%	
Contracted Services	14,746.51	18,795.07	11,435.26	7,359.81	39.2%	
Material & Supplies	168.50	1,575.00	127.19	1,447.81	91.9%	
Repairs & Maintenance	10,584.04	41,330.00	16,647.25	24,682.75	59.7%	
<b>Total Expenses</b>	<b>49,481.83</b>	<b>106,794.22</b>	<b>53,586.92</b>	<b>53,207.30</b>	<b>49.8%</b>	
<b>Revenues</b>						
Sales Revenue	-807.00	-1,500.00	-825.00	-675.00	45.0%	
Other Revenue	-14,955.85	-27,000.00	-22,121.85	-4,878.15	18.1%	Tipping Fees appear to be under budgeted. Will review for 2024 budget.
<b>Total Revenues</b>	<b>-15,762.85</b>	<b>-28,500.00</b>	<b>-22,946.85</b>	<b>-5,553.15</b>	<b>19.5%</b>	
NET	33,718.98	78,294.22	30,640.07	47,654.15	60.9%	

Cemeteries - 1040						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Repairs & Maintenance	\$592.62	\$1,000.00	\$0.00	\$1,000.00	100.0%	No sales - maintenance work recurring yearly
<b>Total Expenses</b>	<b>592.62</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>100.0%</b>	
<b>Revenues</b>						
NET	592.62	1,000.00	0.00	1,000.00	100.0%	

		Parks & Recreation - 1600				
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$35,961.04	\$101,786.81	\$69,623.60	\$32,163.21	31.6%	Seasonality
Mileage & Travel	658.76	3,850.00	2,077.54	1,772.46	46.0%	
Contracted Services	7,534.76	10,706.91	10,130.11	576.80	5.4%	
Material & Supplies	1,246.32	5,500.00	3,011.33	2,488.67	45.2%	
Repairs & Maintenance	11,884.52	29,650.00	8,377.08	21,272.92	71.7%	
Minor Capital	0.00	0.00	4,579.20	-4,579.20	0	Capital costs related to trailer.
<b>Total Expenses</b>	<b>57,285.40</b>	<b>151,493.72</b>	<b>97,798.86</b>	<b>49,115.66</b>	<b>32.4%</b>	
<b>Revenues</b>						
Grants	-2,993.33	0.00	0.00	0.00	0	
Rental Revenues	-3,192.23	-7,500.00	-6,152.00	-1,348.00	18.0%	
Sales Revenue	-1,362.34	-3,000.00	-667.50	-2,332.50	77.8%	
Other Revenue	-330.00	0.00	-330.00	330.00	0	
<b>Total Revenues</b>	<b>-7,877.90</b>	<b>-10,500.00</b>	<b>-7,149.50</b>	<b>-3,350.50</b>	<b>31.9%</b>	
NET	49,407.50	140,993.72	90,649.36	45,765.16	32.5%	



Douro Community Center - 1601-1613						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$88,511.43	\$188,847.11	\$85,414.33	\$103,432.78	54.8%	Seasonality
Mileage & Travel	647.38	4,300.00	1,376.12	2,923.88	68.0%	
Contracted Services	98,241.06	185,223.38	113,193.54	72,029.84	38.9%	
Material & Supplies	1,017.85	6,325.00	2,178.82	4,146.18	65.6%	
Repairs & Maintenance	20,744.27	45,230.00	19,838.34	25,391.66	56.1%	
<b>Total Expenses</b>	<b>209,161.99</b>	<b>429,925.49</b>	<b>222,001.15</b>	<b>207,924.34</b>	<b>48.4%</b>	
<b>Revenues</b>						
Grants	0.00	0.00	0.00	0.00	0	
Rental Revenues	-101,815.73	-222,000.00	-98,701.28	-123,298.72	55.5%	
Sales Revenue	-1,485.92	-400.00	-3,468.45	3,068.45	(767.1%)	
Other Revenue	-4,390.44	-4,800.00	-2,930.87	-1,869.13	38.9%	
<b>Total Revenues</b>	<b>-107,692.09</b>	<b>-227,200.00</b>	<b>-105,100.60</b>	<b>-122,099.40</b>	<b>53.7%</b>	
NET	101,469.90	202,725.49	116,900.55	85,824.94	42.3%	

Warsaw Arena - 1620						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$29,698.89	\$143,258.65	\$59,773.18	\$83,485.47	58.3%	Seasonality
Mileage & Travel	647.39	3,300.00	1,376.17	1,923.83	58.3%	
Contracted Services	51,956.65	110,455.02	69,287.87	41,167.15	37.3%	
Material & Supplies	486.75	4,950.00	1,635.18	3,314.82	67.0%	
Repairs & Maintenance	11,936.66	33,150.00	15,573.79	17,576.21	53.0%	
<b>Total Expenses</b>	<b>94,726.34</b>	<b>295,113.67</b>	<b>147,646.19</b>	<b>147,467.48</b>	<b>50.0%</b>	
<b>Revenues</b>						
Contract Revenue	0.00	0.00	0.00	0.00	0	
Rental Revenues	-13,700.72	-117,750.00	-49,120.90	-68,629.10	58.3%	
Sales Revenue	0.00	0.00	-250.00	250.00	0	
Other Revenue	-2,567.75	-2,550.00	-297.12	-2,252.88	88.3%	
<b>Total Revenues</b>	<b>-16,268.47</b>	<b>-120,300.00</b>	<b>-49,668.02</b>	<b>-70,631.98</b>	<b>58.7%</b>	
<b>NET</b>	<b>78,457.87</b>	<b>174,813.67</b>	<b>97,978.17</b>	<b>76,835.50</b>	<b>44.0%</b>	

Historical Committee - 1607						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Material & Supplies	\$0.00	\$3,250.00	\$0.00	\$3,250.00	100.0%	
<b>Total Expenses</b>	<b>0.00</b>	<b>3,250.00</b>	<b>0.00</b>	<b>3,250.00</b>	<b>100.0%</b>	
<b>Revenues</b>						
Sales Revenue	0.00	0.00	-30.00	30.00	0	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>-30.00</b>	<b>30.00</b>	<b>0</b>	
NET	0.00	3,250.00	-30.00	3,280.00	100.9%	

Planning & Development						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$19,678.22	\$89,215.80	\$64,779.25	\$24,436.55	27.4%	Some of the costs related to the Planner will be transferred to Building.
Mileage & Travel	189.14	2,450.00	1,691.15	758.85	31.0%	
Contracted Services	1,139.71	24,000.00	1,556.93	22,443.07	93.5%	Related to Zoning By-law Review which has not started.
Material & Supplies	1,799.58	1,650.00	2,122.15	-472.15	(28.6%)	
Repairs & Maintenance	0.00	5,000.00	5,088.00	-88.00	(1.8%)	
<b>Total Expenses</b>	<b>22,806.65</b>	<b>122,315.80</b>	<b>75,237.48</b>	<b>47,078.32</b>	<b>38.5%</b>	
<b>Revenues</b>						
Grants	0.00	0.00	0.00	0.00	0	
Permits & Fees	-13,431.00	-41,500.00	-50,735.00	9,235.00	(22.3%)	
Other Revenue	0.00	300.00	-2,430.00	2,730.00	910.0%	
<b>Total Revenues</b>	<b>-13,431.00</b>	<b>-41,200.00</b>	<b>-53,165.00</b>	<b>11,965.00</b>	<b>(29.0%)</b>	
NET	9,375.65	81,115.80	22,072.48	59,043.32	72.8%	

Committee of Adjustment - 1805						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$103.05	\$0.00	\$0.00	\$0.00	0	
Mileage & Travel	62.07	7,010.00	405.15	6,604.85	94.2%	
Contracted Services	1,520.00	3,500.00	950.00	2,550.00	72.9%	
Material & Supplies	0.00	50.00	0.00	50.00	100.0%	
Repairs & Maintenance	0.00	100.00	0.00	100.00	100.0%	
<b>Total Expenses</b>	<b>1,685.12</b>	<b>10,660.00</b>	<b>1,355.15</b>	<b>9,304.85</b>	<b>87.3%</b>	
<b>Revenues</b>						
NET	1,685.12	10,660.00	1,355.15	9,304.85	87.3%	

Economic Development - 1810						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$1,434.30	\$19,864.08	\$9,929.76	\$9,934.32	50.0%	
Mileage & Travel	0.00	45.00	0.00	45.00	100.0%	
Material & Supplies	0.00	11,200.00	0.00	11,200.00	100.0%	
<b>Total Expenses</b>	<b>1,434.30</b>	<b>31,109.08</b>	<b>9,929.76</b>	<b>21,179.32</b>	<b>68.1%</b>	
<b>Revenues</b>						
Sales Revenue	0.00	-150.00	-21.24	-128.76	85.8%	
<b>Total Revenues</b>	<b>0.00</b>	<b>-150.00</b>	<b>-21.24</b>	<b>-128.76</b>	<b>85.8%</b>	
NET	1,434.30	30,959.08	9,908.52	21,050.56	68.0%	

Library - 1640						
	2022	2023	2023	REMAINING	REMAINING	
	YTD Actual	Budget	YTD Actual	Budget (\$)	Budget (%)	Comments
<b>Expenses</b>						
Salaries & Wages	\$37,301.98	\$107,230.54	\$60,570.75	\$46,659.79	43.5%	
Mileage & Travel	2,127.50	2,990.00	823.35	2,166.65	72.5%	
Other Expenses	1,994.50	4,200.00	0.00	4,200.00	100.0%	
Contracted Services	13,497.64	18,806.48	14,739.96	4,066.52	21.6%	Insurance paid early in year.
Material & Supplies	2,399.76	6,900.00	3,238.66	3,661.34	53.1%	
Repairs & Maintenance	5,551.67	6,004.00	2,618.88	3,385.12	56.4%	
Minor Capital	1,994.50	4,200.00	0.00	4,200.00	100.0%	
Other Expenses	12.00	30.00	0.00	30.00	100.0%	
<b>Total Expenses</b>	<b>64,879.55</b>	<b>150,361.02</b>	<b>81,991.60</b>	<b>68,369.42</b>	<b>45.5%</b>	
<b>Revenues</b>						
Permits & Fees	0.00	-408.00	-100.00	-308.00	75.5%	
Sales Revenue	-148.65	-182.07	-51.95	-130.12	71.5%	
Other Revenue	-1.00	-485.55	-287.25	-198.30	40.8%	
<b>Total Revenues</b>	<b>-149.65</b>	<b>-15,075.62</b>	<b>-439.20</b>	<b>-14,636.42</b>	<b>97.1%</b>	
NET	64,729.90	135,285.40	81,552.40	53,733.00	39.7%	