

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: May 4, 2021
TO: Committee of the Whole
FROM: Rhonda Whitmarsh, Treasurer
SUBJECT: 2021 Interim Financial Report 1 on Covid 19

RECOMMENDATION:

THAT Committee of the Whole accept the Treasurer's interim report on the financial implications of Covid 19 dated May 4, 2021 as information.

BACKGROUND:

The Covid 19 pandemic has been ongoing since March 2020. Most recently, the Province has announced restrictions that have affected Municipal operations such as the closure of recreation facilities, curbside pick up only at the library, school program closures at the Daycare, the closure of public spaces, etc. The interruption or shut down of municipal operations results in revenue losses in those areas. Covid 19 is presently a larger threat within the Province that it has been over the past year, so it is possible that additional service interruptions or closures will continue to occur.

In the latter part of 2020, the Municipality submitted a grant application to the Province for ongoing support based on projections of Covid 19 related financial pressures in 2021. The application was successful resulting in funding for the Municipality of \$269,000 for 2021.

Also, in early 2021, the Municipality received notification from the Province that it would be receiving an additional \$108,653 in Covid 19 recovery funding.

To date, the Municipality has available \$377,653 to address the financial implications and ongoing pressures associated with Covid 19 for 2021.

DISCUSSION:

The Province may make new announcements that affect municipal operations as it deals with the worsening Covid 19 situation. This report is based on the information that is available to date.

Daycare:

The recent announcement that schools would return to remote learning has closed the school age programs operating at the schools. The full financial implications will not be known until the next financial update. It is also unknown at this time if the Daycare will receive grant funding through the County of Lanark as it did in 2020 to address Covid 19 related revenue losses. **Refer to Table 1** for an analysis of the finances of the Daycare from January 1, 2021 to March 31, 2021. Note that the Daycare has an estimated surplus to March 31st \$11,688.

Recreation:

Refer to Table 2 for the financial analysis of the Recreation and Curling Departments from January 1, 2021 to March 31, 2021. The combined deficit for Recreation and Curling to March 31st is \$69,762. The deficit is a result of a shortened hockey/ice season as well as the closure of the curling facility. Municipal grant allocations are provided monthly to the department to address expenditures as per the 2021 budget. It is unknown at this time if any events planned for 2021 or the ice/curling season of 2021/2022 will be able to proceed.

Almonte Old Town Hall Auditorium

The total revenue for the Almonte Old Town Hall from January 1, 2021 to March 31, 2021 is \$10,030. The facility is presently closed to the public but continues to earn rental revenues from the tenants.

Library:

Refer to Table 3 for the financial analysis of the Library from January 1, 2021 to March 31, 2021. The deficit for the library to March 31st is \$3,581. Municipal grants are allocated monthly to address expenditures per the 2021 budget. Annual Provincial grants to support library operations have not yet been received for 2021.

Building Department:

Refer to Table 4 for the financial analysis of the Building Department from January 1, 2021 to March 31, 2021. Building activity remains stable therefore the Department is operating with a surplus of \$54,198 to March 31st.

Water and Sewer

Refer to Table 4 for the financial analysis of the Water and Sewer Department from January 1, 2021 to March 31, 2021. The department has a surplus at March 31st of \$60,986. The next water billing is scheduled for the two month period ending April 30th and the capital program is just getting started for the year.

Taxation and other sources of Revenue:

Other sources of revenue such as taxation waste management, and miscellaneous sources of revenue, at this time, are being billed when expected. Tax bills will be issued in June 2021 and will be due the end of July and the end of September.

There is no indication at this time, that 2021 supplementary tax information will be delayed due to Covid 19 closures and restrictions.

The Municipality has also not been informed of any further revenue losses from external organizations such as Federal or Provincial grants or hydro revenues, etc.

FINANCIAL IMPACT:

Tables 1 to 4 provide financial impacts for the Daycare, Recreation Department, Library, Building Department and Water and Sewer Department.

At March 31st, the Municipality has cash in the bank of \$7.87 million and investments total \$12.87 million. **Combined the total of cash and investments is \$20.74 million.**

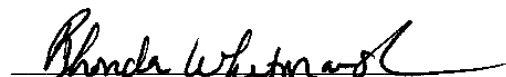
Reserve balances at December 31, 2020 for the Municipality total \$12.9 million.

It is not expected that the Municipality would need to utilize all available cash and investments to meet its obligations moving forward in the year however the cash flow situation will continue to be monitored and reported to Council.

SUMMARY:

The purpose of this report is to provide information to Council with regard to Covid 19 implications and to highlight any financial concerns as a result of closures and restricted activities that are ongoing affecting municipal operations.

Respectfully submitted by,


Rhonda Whitmarsh,
Treasurer

Reviewed by:

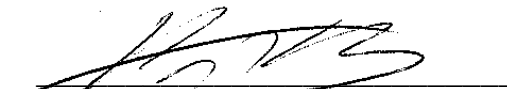

Ken Kelly,
CAO

Table 1				
Daycare Revenues and Expenditures January 1, 2021 To March 31, 2021				
	2021 Budget	YTD 2021	Bal Remaining YTD	Bal Remaining %
DAYCARE				
REVENUE				
Fees & Service Charges	\$2,338,371.00	\$467,466.51	\$1,870,904.49	80.01%
Municipal Grant	\$7,894.00	\$1,973.49	\$5,920.51	75.00%
TOTAL REVENUE	\$2,346,265.00	\$469,440.00	\$1,876,825.00	79.99%
EXPENDITURES				
Salaries & Benefits	2,047,231.00	410,861.37	\$1,636,369.63	79.93%
Supplies	201,585.00	21,818.40	\$179,766.60	89.18%
Service/Rent	97,449.00	25,072.27	\$72,376.73	74.27%
Total Daycare Expenses	2,346,265.00	457,752.04	1,888,512.96	80.49%
Net Daycare Fund	0.00	11,687.96	(11,687.96)	0.00%
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Reserves:				
Balance at Dec 31/20		712,132.61		
2021 budget amounts		(137,000.00)		
Remaining balance		575,132.61	Reserves available for use if required	

Table 2

Recreation and Curling Revenues and Expenditures January 1, 2021 To March 31, 2021

	<i>2021 Budget</i>	<i>YTD 2021</i>	<i>Bal Remaining YTD</i>	<i>Bal Remaining %</i>
RECREATION FUND				
REVENUE				
Federal Gov't Grants	\$300.00	\$0.00	\$300.00	100.00%
Municipal Grants	1,290,424.00	322,605.99	\$967,818.01	75.00%
Fees & Service Charges	508,100.00	28,594.52	\$479,505.48	94.37%
Total Revenue	1,798,824.00	351,200.51	1,447,623.49	80.48%
EXPENDITURES				
SALARIES & BENEFITS				
Salaries-Recreation Management	191,810.00	42,789.93	\$149,020.07	77.69%
Other Payroll Expenses-F/T	220,175.00	46,198.22	\$173,976.78	79.02%
Other Payroll Expenses-P/T	26,535.00	1,153.79	\$25,381.21	95.65%
Total Expense	438,520.00	90,141.94	348,378.06	79.44%
GENERAL EXPENSES				
General Rec. Expenses	289,848.00	49,771.68	\$240,076.32	82.83%
Total General Expenses	289,848.00	49,771.68	240,076.32	82.83%
Almonte Arena Expenses	299,740.00	56,999.54	\$242,740.46	80.98%
SCC Arena Expenses	234,595.00	39,082.75	\$195,512.25	83.34%
Sports Fields & Parks	216,475.00	11,927.55	\$204,547.45	94.49%
Vehicles & Equipment	27,535.00	1,724.78	\$25,810.22	93.74%
Programs	24,935.00	0.00	\$24,935.00	100.00%
Events	65,200.00	203.00	\$64,997.00	99.69%
Other Recreation	184,805.00	159,852.00	\$24,953.00	13.50%
Total Expense	1,053,285.00	269,789.62	783,495.38	74.39%
Total Recreation Expense	1,781,653.00	409,703.24	1,371,949.76	77.00%
Net Recreation Fund	17,171.00	(58,502.73)	75,673.73	0.00%
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	<i>2021 Budget</i>	<i>YTD 2021</i>	<i>Bal Remaining YTD</i>	<i>Bal Remaining %</i>
CURLING FUND				
REVENUE				
Beverage Sales	\$15,000.00	\$0.00	\$15,000.00	100.00%
Food Sales	0.00	0.00	\$0.00	0.00%
Curling Lounge Rental	1,250.00	0.00	\$1,250.00	100.00%
Curling Surface Rental	250.00	0.00	\$250.00	100.00%
Curling Surface Bar Proceeds	0.00	0.00	\$0.00	0.00%
Curling Ice Rental-Curling Club	17,274.00	0.00	\$17,274.00	100.00%
Curling Advertising	0.00	0.00	\$0.00	0.00%
Total Revenue	33,774.00	0.00	33,774.00	100.00%
EXPENDITURES				
Insurance	6,000.00	9,327.80	(\$3,327.80)	(55.46%)
Utilities	19,635.00	0.00	\$19,635.00	100.00%
Misc. Expense	100.00	0.00	\$100.00	100.00%
Ice Rental Lounge Maint.	11,000.00	752.71	\$10,247.29	93.16%
Ice Rental Locker Maint.	1,400.00	1,054.14	\$345.86	24.70%
Ice Rental Surface Maint.	1,910.00	0.00	\$1,910.00	100.00%
Equipment Maintenance- Ice Plant	2,250.00	125.00	\$2,125.00	94.44%
Equipment Maintenance-Ice Scraper	0.00	0.00	\$0.00	#DIV/0!
Curling Bar	8,650.00	0.00	\$8,650.00	100.00%
Total Expense	50,945.00	11,259.65	39,685.35	77.90%
Net Curling Fund	(17,171.00)	(11,259.65)	(5,911.35)	34.43%
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There are no recreation reserves for operations				

Table 3				
Library Revenues and Expenditures January 1, 2021 to March 31, 2021				
	2021 Budget	YTD 2021	Bal Remaining YTD	Bal Remaining %
REVENUE				
Federal Gov't Grants	\$0.00	\$0.00	\$0.00	0.00%
Provincial Gov't Grants	31,848.00	2,930.00	\$28,918.00	90.80%
Municipal Grants	622,536.00	146,784.00	\$475,752.00	76.42%
Fees & Service Charges	16,965.00	751.44	\$16,213.56	95.57%
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Total Revenue	671,349.00	150,465.44	520,883.56	77.59%
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EXPENDITURES				
Salaries & Benefits-Almonte	440,846.00	93,471.31	\$347,374.69	78.80%
Salaries & Benefits-Pakenham	72,096.00	13,621.87	\$58,474.13	81.11%
Administration-Almonte	28,524.00	17,042.42	\$11,481.58	40.25%
Administration-Pakenham	13,800.00	897.42	\$12,902.58	93.50%
Materials & Supplies-Almonte	47,873.00	17,222.70	\$30,650.30	64.02%
Materials & Supplies-Pakenham	19,910.00	1,889.92	\$18,020.08	90.51%
Building Operations-Almonte	22,920.00	4,507.10	\$18,412.90	80.34%
Building Operations-Pakenham	25,380.00	5,393.94	\$19,986.06	78.75%
Other Expenditures	0.00	0.00	\$0.00	0.00%
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Total Library Expenses	671,349.00	154,046.68	517,302.32	77.05%
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Net Library Fund	0.00	(3,581.24)	3,581.24	0.00%
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Table 4				
Building Department Revenues and Expenditures January 1, 2021 To March 31, 2021				
	2021 Budget	YTD 2021	Bal Remaining YTD	Bal Remaining %
BUILDING DEPARTMENT				
Building Dept. Revenues	594,794.00	130,560.90	\$464,233.10	78.05%
Building Dept. Expenses	594,794.00	76,362.48	\$518,431.52	87.16%
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Net Building Dept.	0.00	54,198.42	(54,198.42)	0.00%
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Water and Sewer Revenues and Expenditures January 1, 2021 To March 31, 2021				
	<i>2021 Budget</i>	<i>YTD 2021</i>	<i>Bal Remaining YTD</i>	<i>Bal Remaining %</i>
WATER & SEWER				
Water & Sewer Revenues	3,867,687.00	644,747.73	\$3,222,939.27	83.33%
Water & Sewer Expenses	3,867,687.00	583,761.71	\$3,283,925.29	84.91%
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Net Water & Sewer	0.00	60,986.02	(60,986.02)	0.00%
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