



Audit Committee Meeting

Friday, October 23, 2015

1:00 p.m.

Council Chambers, Town Hall

359 Main Street

Agenda

1. Approval of the Agenda
2. Approval of Minutes of July 3, 2015
3. Information Report – Financial Variance Update
4. RFD 078-2015 – Appointment of External Auditor
5. Update on Policy Review (verbal update)
6. Discussion on schedule for future meetings
7. Adjournment



Date: October 21, 2015
Department: Finance

SUMMARY

2nd Quarter Financial Variance Report Update

This report comprises one of the components of the Town's commitment to transparency and accountability. The process includes quarterly updates that first go to the Audit Committee for questions and review. After that, the report is forwarded to Council to complete that part of the updating financial results for the Town.

This year the Audit Committee was unable to meet to review the 1st quarter results, so this report represents the first formal report by the Finance Department.



Date: October 21, 2015

Department: Finance

1) CAO COMMENTS

Due to staff turnover and difficulty in scheduling an Audit Committee meeting for early fall, a first quarter variance report was not formally submitted for review. As a result, this variance report covers the first two quarters of the 2015/16 fiscal year.

2) REFERENCES AND ATTACHMENTS

- 2015/16 Operational Plan, approved by Council March 24, 2015

3) PURPOSE OF REPORT

The quarterly financial update is intended to provide the Audit Committee and Council with an overview of how the Town's financial results are doing in comparison to the budgeted expectations up to the most recent quarter end.

Where circumstances warrant, Council can be presented with recommended courses of action to address financial issues. This will usually occur if a significant financial event has occurred, or later in the year as year-end forecasts are developed.

Note that the Audit Committee reviews the full variance report, Divisional and Department breakdown, while only the Divisional Summary moves forward to Council.

4) DISCUSSION

Town Operating Fund

The September 30th Financial Variance Report attached focuses on actual results compared to expected budget results for the first half of the year. The monthly breakdown is based on when the revenue or expenditure is planned to occur, not simply a 1/12ths allocation.

Attached is the variance report for the period ended September 30th. Included is the summary page of all Town operating activities, accompanied by Divisional and Department breakdowns. The report includes actual to date, budget to date, annual budget, and prior year actual to date. Although not directly related to planned operations for the current year, the prior year comparison is an added piece of data to aid financial analysis.



Date: October 21, 2015
 Department: Finance

Town of Wolfville Operating Fund

	Actual Sept 30, 2015	Budget Sept 30, 2015	Variance over/(under) budget
Revenues	\$7985,068	\$7,865,087	\$119,981
Expenditures (operating/capital & reserves)	4,496,717	4,815,306	(318,589)
Net Surplus	\$3,488,372	\$3,049,781	\$438,570

As noted in the table, results in the first half of the year are \$438,570 ahead of budget. Although no formal report was presented for the 1st quarter, this result is well ahead of the internal June 30th results reviewed by the Mgt Team. As is usually the case each year, there are timing differences that, once adjusted for, produce a result that is more reflective of where the Town's results can be expected to be by year end. The following is a high level summary of identified and/or expected timing differences between budget and actual:

Surplus, @ Sept 30	\$	438,570
Revenues variance adj.		
Deed Transfer Tax	(20,000)	
Post Office GILT	21,000	
Bldg Permits	<u>(3,000)</u>	(2,000)
Expenses		
Salary/wages & Benefits	(42,000)	
Seasonal wages & benefits	(5,500)	
Professional Development	(20,000)	
Membership Dues and fees	(6,700)	
Office Expense	(3,000)	
Marketing and Communications	(10,600)	
Audit	(1,000)	
Stipends & Honorariums	(7,100)	
Utilities	(12,000)	
Operational Equip & Supplies	(50,000)	
Contracted Services	(63,000)	
Grant to WBDC	(20,000)	
Transit services	25,800	
Regional Development	8,200	
Corrections	(40,000)	
Assessment services	<u>18,000</u>	(228,900)
Surplus after adjustment for timing differences		207,670
<u>Unbudgeted commitments</u>		
Rogers Home Town Hockey		(25,000)
Adjusted Surplus forecast	<u>\$</u>	<u>182,670</u>



Date: October 21, 2015
Department: Finance

Although the timing differences reduce the forecast surplus almost in half, it still appears the Town should be able to finish the year in a surplus position. The \$182,670 noted above represents a variance from budget of 1.9%. It should always be noted, as last winter demonstrated, the year-end financial forecast can always be impacted by winter weather.

For this current fiscal year it should also be noted that the actual results to date are likely overstated slightly, not to a material level, but rather a number of older supplier invoices are still being received by the Finance Department. There appear to be a number of contributing factors which include:

- The volume of staff change over and reorganization during the last year has resulted in many new faces and/or existing employees responsible for areas of the Town operation previously handled by someone else.
- Delays in replacing vacant positions.

The Mgt. Team has discussed the need for renewed attention to respective areas of budgetary responsibility and the CAO & Finance Director are working on processes to help Departments manage their financial budgets. In addition the finance staff has, at their regular weekly meeting, started to develop written Standard Operating Procedures which will become part of the solution. Training sessions with staff that have budgetary responsibility will be carried out over the next few months. Informal sessions have already been carried out with selected staff.

A table containing Divisional variances > \$5,000 is attached to this report. Departmental numbers are also available for the Audit Committee to review.

Capital Budget

A summary of capital costs to date is included in the financial report. Where possible, notations are added to indicate status of the project, i.e. complete, in progress, deferred to next year, etc.

Water Utility

The key indicator in any given year is related to sales. To the end of September, actual sales were 411,300 below budget. Total metered consumption is lower to date this year than in 2014. There was a drop in consumption from the 1st quarter compared to the 2nd quarter, which is not the traditional trend. This is the second year where this occurred so it may be a sign of efforts by residents and businesses to use less water over the summer months and/or changes in climate, i.e. less extended dry conditions through the summer.



Date: October 21, 2015
Department: Finance

Overall, expenditures are \$116,000 less than budgeted to Sept 30th due mainly to reduced costs under Contracted Services (\$58,500 savings) and Capital Projects (\$59,200 savings). A couple of other expenditure variances that will require further review before Friday's meeting are Wages, Operational Equipment & Supplies, and Property Taxes (relatively small variance, but does not make sense its lower than last year actual).

Outstanding Taxes

At the end of September, due date for taxes, it looked like collections might be well behind the normal levels at this time of year with outstanding taxes over \$1,000,000. Since September 30th significant amounts have come into the office and the outstanding balance now sits (as of October 20th) at \$468,300. This is almost \$60,000 lower than a year ago, and also lower than the year before at this time.

5) FINANCIAL IMPLICATIONS

N/A

6) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

N/A

7) COMMUNICATION REQUIREMENTS

This document and associated report are part of Council's communication and accountability to the public. No other specific communications considered at this time.

8) FUTURE COUNCIL INVOLVEMENT

N/A

Interim Financial Variance Report

Town of Wolfville

As at September 30, 2015



A cultivated experience for the mind, body, and soil

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Town of Wolfville 2012
ALL DIVISIONS
For the Six Months Ending September 30, 2015

	Financial Results To		VARIANCE	Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15			
REVENUES					
Taxes and grants in lieu of taxes	\$7,309,502	\$7,218,269	\$91,233	\$8,254,300	\$6,971,992
Cost sharing recoveries	272,905	267,300	5,605	534,600	254,800
Sewer charges	152,813	168,500	(15,687)	337,000	152,017
Sale of services and other reven	171,684	153,718	17,966	320,300	157,773
Provincial & Federal Grants	78,164	57,300	20,864	101,400	65,636
	<u>7,985,068</u>	<u>7,865,087</u>	<u>119,981</u>	<u>9,547,600</u>	<u>7,602,218</u>
EXPENSES					
Salary and wages	747,808	805,652	(57,844)	1,628,500	750,502
Employee Benefits	135,073	153,695	(18,622)	307,300	128,363
Seasonal Wages	238,612	243,638	(5,026)	309,800	265,078
Employee Benefits Seasonal wag	36,633	42,000	(5,367)	54,200	36,622
Meals and Travel	13,322	12,276	1,046	26,100	6,917
Professional Development	29,002	68,046	(39,044)	116,600	34,080
Membership Dues & Fees	5,413	12,150	(6,737)	15,300	5,851
Supplies					112
Advertising	10,403	7,230	3,173	13,500	5,335
Telecommunications	24,936	29,118	(4,182)	58,300	26,932
Office Expense	17,919	16,765	1,154	30,200	17,384
Legal	32,531	23,100	9,431	46,000	47,893
Insurance	41,757	42,000	(243)	48,000	50,943
Marketing and Communications	3,039	13,650	(10,611)	28,400	6,023
Audit	(196)	800	(996)	18,000	(284)
Stipends & Honorariums	75,384	82,456	(7,072)	165,000	79,314
Miscellaneous	371	500	(129)	1,600	937
Heat	3,578	7,550	(3,972)	26,500	5,162
Utilities	70,597	73,830	(3,233)	153,700	103,345
Repairs and Maintenance	42,763	53,350	(10,587)	74,200	42,042
Vehicle Fuel	17,619	19,150	(1,531)	50,700	21,954
Vehicle Repairs & Maintenance	73,294	54,625	18,669	105,800	48,175
Vehicle Insurance	9,504	9,400	104	9,400	9,409
Operational Equip & Supplies	204,533	246,490	(41,957)	459,900	184,064
Equipment Maintenance	8,671	7,500	1,171	15,000	6,465
Equipment Rentals	4,310	9,760	(5,450)	16,700	7,734
Program Expenditures	30,981	52,250	(21,269)	80,800	45,522
Contracted Services	1,278,292	1,363,754	(85,462)	2,459,700	1,215,039
Grants to Organizations	95,665	73,000	22,665	109,800	83,420
Licenses and Permits	1		1	3,300	
Tax Exemptions	75,310	76,600	(1,290)	76,600	63,817
Partner Contributions	752,195	799,882	(47,687)	1,609,000	834,523
Other debt charges	9,050	6,600	2,450	7,200	6,619
Doubtful accounts allowance				2,500	
	<u>4,088,370</u>	<u>4,406,817</u>	<u>(318,447)</u>	<u>8,127,600</u>	<u>4,139,292</u>
Net Operational Surplus	<u>3,896,698</u>	<u>3,458,270</u>	<u>438,428</u>	<u>1,420,000</u>	<u>3,462,926</u>
Capital Program & Reserves					
Debenture principal	366,866	367,000	(134)	367,000	336,333
Debenture interest	41,481	41,489	(8)	115,000	35,862
Operating reserves				(95,000)	
Capital Reserves				1,033,000	
	<u>408,347</u>	<u>408,489</u>	<u>(142)</u>	<u>1,420,000</u>	<u>372,195</u>
NET SURPLUS (DEFICIT)	<u>3,488,351</u>	<u>3,049,781</u>	<u>438,570</u>		<u>3,090,731</u>

Town of Wolfville 2012
GENERAL GOVERNMENT DIVISION
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Taxes and grants in lieu of taxes	\$6,875,944	\$6,793,569	\$82,375	\$7,829,600	\$6,597,933
Cost sharing recoveries	113,200	106,800	6,400	213,600	95,950
Sale of services and other reven	61,196	49,416	11,780	104,000	58,441
Provincial & Federal Grants	36,071	36,600	(529)	72,100	36,043
	<u>7,086,411</u>	<u>6,986,385</u>	<u>100,026</u>	<u>8,219,300</u>	<u>6,788,367</u>
EXPENSES					
Salary and wages	206,784	221,799	(15,015)	443,700	215,887
Employee Benefits	37,878	39,226	(1,348)	78,400	26,447
Meals and Travel	4,698	3,476	1,222	9,000	1,624
Professional Development	12,165	57,896	(45,731)	94,300	30,426
Membership Dues & Fees	1,852	7,200	(5,348)	7,300	2,887
Advertising	2,057	880	1,177	2,300	744
Telecommunications	10,199	13,242	(3,043)	26,500	9,406
Office Expense	9,916	9,220	696	16,500	9,957
Legal	13,823	12,600	1,223	25,000	20,512
Insurance	41,154	42,000	(846)	44,000	48,233
Marketing and Communications		1,200	(1,200)	2,500	
Audit	(196)	800	(996)	18,000	(284)
Stipends & Honorariums	61,756	61,806	(50)	123,700	60,516
Miscellaneous	338	500	(162)	1,600	874
Heat	1,829	2,300	(471)	12,000	2,150
Utilities	635	500	135	7,000	508
Repairs and Maintenance	6,256	11,850	(5,594)	15,700	8,258
Operational Equip & Supplies	44,029	51,452	(7,423)	101,000	28,861
Contracted Services	71,172	51,762	19,410	99,900	49,183
Grants to Organizations	400	1,000	(600)	17,000	11,250
Tax Exemptions	75,310	76,600	(1,290)	76,600	63,817
Other debt charges	9,050	6,600	2,450	7,200	6,619
Doubtful accounts allowance				2,500	
	<u>611,105</u>	<u>673,909</u>	<u>(62,804)</u>	<u>1,231,700</u>	<u>597,875</u>
Net Operational Surplus	<u>6,475,306</u>	<u>6,312,476</u>	<u>162,830</u>	<u>6,987,600</u>	<u>6,190,492</u>
Capital Program & Reserves					
Debenture interest	<u>264</u>	<u>300</u>	<u>(36)</u>	<u>300</u>	<u>831</u>
	<u>264</u>	<u>300</u>	<u>(36)</u>	<u>300</u>	<u>831</u>
NET SURPLUS (DEFICIT)	<u><u>6,475,042</u></u>	<u><u>6,312,176</u></u>	<u><u>162,866</u></u>	<u><u>6,987,300</u></u>	<u><u>6,189,661</u></u>

Town of Wolfville 2012
Legislative
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Meals and Travel	\$1,933	\$1,498	\$435	\$5,000	\$1,033
Professional Development	7,360	23,582	(16,222)	25,600	3,575
Membership Dues & Fees	731	4,200	(3,469)	4,200	2,887
Advertising		100	(100)	500	
Telecommunications	2,136	3,360	(1,224)	6,700	1,736
Stipends & Honorariums	61,756	61,806	(50)	123,700	60,516
Miscellaneous	301	500	(199)	1,200	738
	<u>74,217</u>	<u>95,046</u>	<u>(20,829)</u>	<u>166,900</u>	<u>70,485</u>
Net Operational Surplus	<u>(74,217)</u>	<u>(95,046)</u>	<u>20,829</u>	<u>(166,900)</u>	<u>(70,485)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(74,217)</u>	<u>(95,046)</u>	<u>20,829</u>	<u>(166,900)</u>	<u>(70,485)</u>

Town of Wolfville 2012
General Administration
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Sale of services and other reven	\$71		\$71		
	<u>71</u>		<u>71</u>		
EXPENSES					
Salary and wages	113,630	117,098	(3,468)	234,200	115,789
Employee Benefits	22,630	21,346	1,284	42,700	7,801
Meals and Travel	2,765	1,550	1,215	3,100	302
Professional Development	4,631		4,631		
Membership Dues & Fees	782	2,600	(1,818)	2,700	
Advertising	1,119	480	639	1,200	235
Telecommunications	1,561	1,350	211	2,700	1,074
Office Expense	447	600	(153)	1,200	789
Legal	13,598	12,600	998	25,000	20,512
Marketing and Communications		1,200	(1,200)	2,500	
Miscellaneous					52
Contracted Services	821	6,500	(5,679)	13,000	(9)
	<u>161,984</u>	<u>165,324</u>	<u>(3,340)</u>	<u>328,300</u>	<u>146,545</u>
Net Operational Surplus	<u>(161,913)</u>	<u>(165,324)</u>	<u>3,411</u>	<u>(328,300)</u>	<u>(146,545)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u><u>(161,913)</u></u>	<u><u>(165,324)</u></u>	<u><u>3,411</u></u>	<u><u>(328,300)</u></u>	<u><u>(146,545)</u></u>

Town of Wolfville 2012
Human Resources
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Employee Benefits					\$741
Meals and Travel					32
Professional Development		34,314	(34,314)	68,700	26,851
Advertising	939		939		391
Legal	225		225		
Operational Equip & Supplies	3,178	500	2,678	6,500	
	<u>4,342</u>	<u>34,814</u>	<u>(30,472)</u>	<u>75,200</u>	<u>28,015</u>
Net Operational Surplus	<u>(4,342)</u>	<u>(34,814)</u>	<u>30,472</u>	<u>(75,200)</u>	<u>(28,015)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(4,342)</u>	<u>(34,814)</u>	<u>30,472</u>	<u>(75,200)</u>	<u>(28,015)</u>

Town of Wolfville 2012
Finance
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Cost sharing recoveries	\$29,000	\$29,000		\$58,000	\$28,500
Sale of services and other reven	1,000	600	400	5,600	700
	<u>30,000</u>	<u>29,600</u>	<u>400</u>	<u>63,600</u>	<u>29,200</u>
EXPENSES					
Salary and wages	92,083	103,687	(11,604)	207,400	99,573
Employee Benefits	15,046	17,628	(2,582)	35,200	17,805
Meals and Travel		428	(428)	900	256
Professional Development	174		174		
Membership Dues & Fees	339	400	(61)	400	
Telecommunications	253	252	1	500	202
Office Expense	1,326	970	356	2,500	801
Audit	(196)	800	(996)	18,000	(284)
Miscellaneous	37		37	400	81
Contracted Services	4,500	640	3,860	700	5,309
	<u>113,562</u>	<u>124,805</u>	<u>(11,243)</u>	<u>266,000</u>	<u>123,743</u>
Net Operational Surplus	<u>(83,562)</u>	<u>(95,205)</u>	<u>11,643</u>	<u>(202,400)</u>	<u>(94,543)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u>(83,562)</u>	<u>(95,205)</u>	<u>11,643</u>	<u>(202,400)</u>	<u>(94,543)</u>

Town of Wolfville 2012
IT
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Cost sharing recoveries	\$6,000	\$6,000		\$12,000	\$3,000
Sale of services and other revenue				3,400	
	<u>6,000</u>	<u>6,000</u>		<u>15,400</u>	<u>3,000</u>
EXPENSES					
Telecommunications	901	2,160	(1,259)	4,300	836
Office Expense		1,700	(1,700)	3,400	52
Operational Equip & Supplies	24,407	39,938	(15,531)	57,500	12,109
Contracted Services	62,394	38,700	23,694	74,500	40,317
	<u>87,702</u>	<u>82,498</u>	<u>5,204</u>	<u>139,700</u>	<u>53,314</u>
Net Operational Surplus	<u>(81,702)</u>	<u>(76,498)</u>	<u>(5,204)</u>	<u>(124,300)</u>	<u>(50,314)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(81,702)</u>	<u>(76,498)</u>	<u>(5,204)</u>	<u>(124,300)</u>	<u>(50,314)</u>

Town of Wolfville 2012
Common Services
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Cost sharing recoveries	\$6,800	\$6,800		\$13,600	\$6,250
	<u>6,800</u>	<u>6,800</u>		<u>13,600</u>	<u>6,250</u>
EXPENSES					
Salary and wages	1,071	1,014	57	2,100	524
Employee Benefits	203	252	(49)	500	100
Advertising		300	(300)	600	118
Telecommunications	5,347	6,120	(773)	12,300	5,558
Office Expense	8,143	5,950	2,193	9,400	8,315
Heat	1,829	2,300	(471)	12,000	2,150
Utilities	635	500	135	7,000	508
Repairs and Maintenance	6,256	11,850	(5,594)	15,700	8,258
Operational Equip & Supplies	16,443	11,014	5,429	37,000	16,752
Contracted Services	3,457	5,922	(2,465)	11,700	3,566
	<u>43,384</u>	<u>45,222</u>	<u>(1,838)</u>	<u>108,300</u>	<u>45,849</u>
Net Operational Surplus	<u>(36,584)</u>	<u>(38,422)</u>	<u>1,838</u>	<u>(94,700)</u>	<u>(39,599)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(36,584)</u>	<u>(38,422)</u>	<u>1,838</u>	<u>(94,700)</u>	<u>(39,599)</u>

Town of Wolfville 2012
Other General Government
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Taxes and grants in lieu of taxes	\$6,875,944	\$6,793,569	\$82,375	\$7,829,600	\$6,597,933
Cost sharing recoveries	71,400	65,000	6,400	130,000	58,200
Sale of services and other reven	60,124	48,816	11,308	95,000	57,741
Provincial & Federal Grants	36,071	36,600	(529)	72,100	36,043
	<u>7,043,539</u>	<u>6,943,985</u>	<u>99,554</u>	<u>8,126,700</u>	<u>6,749,917</u>
EXPENSES					
Insurance	41,154	42,000	(846)	44,000	48,233
Miscellaneous					4
Grants to Organizations	400	1,000	(600)	17,000	11,250
Tax Exemptions	75,310	76,600	(1,290)	76,600	63,817
Other debt charges	9,050	6,600	2,450	7,200	6,619
Doubtful accounts allowance				2,500	
	<u>125,914</u>	<u>126,200</u>	<u>(286)</u>	<u>147,300</u>	<u>129,923</u>
Net Operational Surplus	<u>6,917,625</u>	<u>6,817,785</u>	<u>99,840</u>	<u>7,979,400</u>	<u>6,619,994</u>
Capital Program & Reserves					
Debenture interest	264	300	(36)	300	831
	<u>264</u>	<u>300</u>	<u>(36)</u>	<u>300</u>	<u>831</u>
NET SURPLUS (DEFICIT)	<u><u>6,917,361</u></u>	<u><u>6,817,485</u></u>	<u><u>99,876</u></u>	<u><u>7,979,100</u></u>	<u><u>6,619,163</u></u>

Town of Wolfville 2012
 PROTECTIVE SERVICES DIVISION
 For the Six Months Ending September 30, 2015

	Financial Results To		VARIANCE	Annual	Previous Year
	Actual 09/30/15	Budget 09/30/15		Budget 03/31/16	Actual 09/30/14
REVENUES					
Taxes and grants in lieu of taxes	\$388,558	\$379,700	\$8,858	\$379,700	\$374,059
Cost sharing recoveries	84,205	85,000	(795)	170,000	85,950
Sale of services and other reven	12,497	10,600	1,897	26,000	13,973
Provincial & Federal Grants				1,600	
	<u>485,260</u>	<u>475,300</u>	<u>9,960</u>	<u>577,300</u>	<u>473,982</u>
EXPENSES					
Salary and wages	62,532	67,195	(4,663)	134,400	75,927
Employee Benefits	9,382	10,641	(1,259)	21,300	10,839
Seasonal Wages	5,729	5,900	(171)	14,100	5,604
Employee Benefits Seasonal wag	573	630	(57)	1,500	651
Meals and Travel	934	1,100	(166)	2,200	659
Professional Development	3,506	9,750	(6,244)	21,500	2,842
Membership Dues & Fees	389	1,150	(761)	2,400	503
Telecommunications	4,957	5,892	(935)	11,800	8,727
Office Expense	627	900	(273)	1,800	363
Legal		3,000	(3,000)	6,000	469
Insurance	603		603	4,000	2,710
Marketing and Communications	52	450	(398)	900	
Stipends & Honorariums	13,628	20,650	(7,022)	41,300	18,797
Heat		2,750	(2,750)	6,000	1,046
Utilities	8,845	9,004	(159)	16,100	7,430
Repairs and Maintenance	11,062	10,462	600	19,000	11,074
Vehicle Fuel	3,511	3,450	61	6,900	3,626
Vehicle Repairs & Maintenance	29,353	17,750	11,603	35,500	11,226
Vehicle Insurance	4,513	4,500	13	4,500	4,526
Operational Equip & Supplies	35,599	28,190	7,409	60,900	23,841
Equipment Maintenance	8,671	7,500	1,171	15,000	6,465
Contracted Services	864,902	877,500	(12,598)	1,752,600	834,723
Licenses and Permits				1,800	
	<u>1,069,368</u>	<u>1,088,364</u>	<u>(18,996)</u>	<u>2,181,500</u>	<u>1,032,048</u>
Net Operational Surplus	<u>(584,108)</u>	<u>(613,064)</u>	<u>28,956</u>	<u>(1,604,200)</u>	<u>(558,066)</u>
Capital Program & Reserves					
Debenture interest	<u>7,549</u>	<u>7,547</u>	<u>2</u>	<u>13,300</u>	<u>9,260</u>
	<u>7,549</u>	<u>7,547</u>	<u>2</u>	<u>13,300</u>	<u>9,260</u>
NET SURPLUS (DEFICIT)	<u><u>(591,657)</u></u>	<u><u>(620,611)</u></u>	<u><u>28,954</u></u>	<u><u>(1,617,500)</u></u>	<u><u>(567,326)</u></u>

Town of Wolfville 2012
Police and Law Enforcement
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Sale of services and other reven	\$5,142	\$4,500	\$642	\$9,000	\$4,907
	<u>5,142</u>	<u>4,500</u>	<u>642</u>	<u>9,000</u>	<u>4,907</u>
EXPENSES					
Salary and wages	21	350	(329)	700	134
Employee Benefits	4	33	(29)	100	25
Utilities				4,000	
Repairs and Maintenance	1,042	3,000	(1,958)	6,000	4,392
Contracted Services	<u>655,022</u>	<u>663,700</u>	<u>(8,678)</u>	<u>1,324,900</u>	<u>636,963</u>
	<u>656,089</u>	<u>667,083</u>	<u>(10,994)</u>	<u>1,335,700</u>	<u>641,514</u>
Net Operational Surplus	<u>(650,947)</u>	<u>(662,583)</u>	<u>11,636</u>	<u>(1,326,700)</u>	<u>(636,607)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u><u>(650,947)</u></u>	<u><u>(662,583)</u></u>	<u><u>11,636</u></u>	<u><u>(1,326,700)</u></u>	<u><u>(636,607)</u></u>

Town of Wolfville 2012
By Law Enforcement
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Sale of services and other reven	\$6,462	\$6,100	\$362	\$12,000	\$8,163
	<u>6,462</u>	<u>6,100</u>	<u>362</u>	<u>12,000</u>	<u>8,163</u>
EXPENSES					
Salary and wages	25,576	29,998	(4,422)	60,000	38,485
Employee Benefits	3,836	5,408	(1,572)	10,800	5,218
Meals and Travel		100	(100)	200	
Membership Dues & Fees		400	(400)	400	75
Telecommunications	249	1,122	(873)	2,300	825
Office Expense	627	150	477	300	198
Legal		3,000	(3,000)	6,000	469
Marketing and Communications	52	450	(398)	900	
Vehicle Fuel	206	300	(94)	600	545
Vehicle Repairs & Maintenance		250	(250)	500	1,168
Vehicle Insurance	237	200	37	200	221
Operational Equip & Supplies	10	1,500	(1,490)	1,500	4,277
Contracted Services	7,048	13,500	(6,452)	27,000	244
	<u>37,841</u>	<u>56,378</u>	<u>(18,537)</u>	<u>110,700</u>	<u>51,725</u>
Net Operational Surplus	<u>(31,379)</u>	<u>(50,278)</u>	<u>18,899</u>	<u>(98,700)</u>	<u>(43,562)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u>(31,379)</u>	<u>(50,278)</u>	<u>18,899</u>	<u>(98,700)</u>	<u>(43,562)</u>

Town of Wolfville 2012
Fire Protection
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Taxes and grants in lieu of taxes	\$388,558	\$379,700	\$8,858	\$379,700	\$374,059
Cost sharing recoveries	80,605	81,600	(995)	163,200	81,600
Sale of services and other reven	200		200		
	<u>469,363</u>	<u>461,300</u>	<u>8,063</u>	<u>542,900</u>	<u>455,659</u>
EXPENSES					
Salary and wages	36,935	36,847	88	73,700	37,309
Employee Benefits	5,542	5,200	342	10,400	5,596
Meals and Travel	722	1,000	(278)	2,000	659
Professional Development	3,432	9,000	(5,568)	20,000	2,842
Membership Dues & Fees	389	750	(361)	2,000	428
Telecommunications	4,334	4,620	(286)	9,200	7,816
Office Expense		750	(750)	1,500	165
Insurance	603		603	4,000	2,710
Stipends & Honorariums	12,000	19,000	(7,000)	38,000	18,000
Heat		2,750	(2,750)	6,000	1,046
Utilities	8,845	9,004	(159)	12,100	7,430
Repairs and Maintenance	10,019	7,462	2,557	13,000	6,681
Vehicle Fuel	3,305	3,150	155	6,300	3,081
Vehicle Repairs & Maintenance	29,353	17,500	11,853	35,000	10,058
Vehicle Insurance	4,276	4,300	(24)	4,300	4,305
Operational Equip & Supplies	34,613	24,500	10,113	55,000	19,638
Equipment Maintenance	8,671	7,500	1,171	15,000	6,465
Contracted Services	197,811	195,302	2,509	390,700	193,345
Licenses and Permits				1,800	
	<u>360,850</u>	<u>348,635</u>	<u>12,215</u>	<u>700,000</u>	<u>327,574</u>
Net Operational Surplus	<u>108,513</u>	<u>112,665</u>	<u>(4,152)</u>	<u>(157,100)</u>	<u>128,085</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u><u>108,513</u></u>	<u><u>112,665</u></u>	<u><u>(4,152)</u></u>	<u><u>(157,100)</u></u>	<u><u>128,085</u></u>

Town of Wolfville 2012
Emergency Measures
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Meals and Travel	\$212		\$212		
Professional Development	73	750	(677)	1,500	
Telecommunications	374	150	224	300	86
Stipends & Honorariums	1,628	1,650	(22)	3,300	797
Operational Equip & Supplies	970	1,200	(230)	2,400	
	<u>3,257</u>	<u>3,750</u>	<u>(493)</u>	<u>7,500</u>	<u>883</u>
Net Operational Surplus	<u>(3,257)</u>	<u>(3,750)</u>	<u>493</u>	<u>(7,500)</u>	<u>(883)</u>
<u>Capital Program & Reserves</u>					
<u>NET SURPLUS (DEFICIT)</u>	<u>(3,257)</u>	<u>(3,750)</u>	<u>493</u>	<u>(7,500)</u>	<u>(883)</u>

Town of Wolfville 2012
Other Protective Services
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Cost sharing recoveries	\$3,600	\$3,400	\$200	\$6,800	\$4,350
Sale of services and other reven	693		693	5,000	903
Provincial & Federal Grants				1,600	
	<u>4,293</u>	<u>3,400</u>	<u>893</u>	<u>13,400</u>	<u>5,253</u>
EXPENSES					
Seasonal Wages	5,729	5,900	(171)	14,100	5,604
Employee Benefits Seasonal wag	573	630	(57)	1,500	651
Operational Equip & Supplies	6	990	(984)	2,000	(74)
Contracted Services	5,021	4,998	23	10,000	4,171
	<u>11,329</u>	<u>12,518</u>	<u>(1,189)</u>	<u>27,600</u>	<u>10,352</u>
Net Operational Surplus	<u>(7,036)</u>	<u>(9,118)</u>	<u>2,082</u>	<u>(14,200)</u>	<u>(5,099)</u>
Capital Program & Reserves					
Debenture interest	<u>7,549</u>	<u>7,547</u>	<u>2</u>	<u>13,300</u>	<u>9,260</u>
	<u>7,549</u>	<u>7,547</u>	<u>2</u>	<u>13,300</u>	<u>9,260</u>
NET SURPLUS (DEFICIT)	<u><u>(14,585)</u></u>	<u><u>(16,665)</u></u>	<u><u>2,080</u></u>	<u><u>(27,500)</u></u>	<u><u>(14,359)</u></u>

Town of Wolfville 2012
PUBLIC WORKS DIVISION
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Cost sharing recoveries	\$69,300	\$69,300		\$138,600	\$66,800
Sale of services and other reven	12,097	10,500	1,597	18,000	650
	<u>81,397</u>	<u>79,800</u>	<u>1,597</u>	<u>156,600</u>	<u>67,450</u>
EXPENSES					
Salary and wages	251,488	237,379	14,109	493,200	199,836
Employee Benefits	47,418	50,435	(3,017)	100,800	40,063
Seasonal Wages	4,097		4,097		
Meals and Travel	679	50	629	100	245
Professional Development	3,288		3,288		
Membership Dues & Fees				800	
Advertising	372		372		1,221
Telecommunications	4,033	4,800	(767)	9,600	4,040
Office Expense	1,647	1,345	302	2,600	448
Legal					6,674
Miscellaneous	33		33		
Heat	1,749	2,500	(751)	8,500	1,967
Utilities	30,849	20,250	10,599	43,000	59,745
Repairs and Maintenance	20,899	24,640	(3,741)	30,300	18,342
Vehicle Fuel	10,045	10,600	(555)	37,000	12,973
Vehicle Repairs & Maintenance	29,923	28,225	1,698	57,000	24,060
Vehicle Insurance	3,883	3,600	283	3,600	3,566
Operational Equip & Supplies	42,887	41,004	1,883	123,100	53,131
Equipment Rentals	4,310	6,000	(1,690)	12,000	7,734
Contracted Services	247,972	271,660	(23,688)	336,500	262,419
Licenses and Permits	1		1	1,500	
	<u>705,573</u>	<u>702,488</u>	<u>3,085</u>	<u>1,259,600</u>	<u>696,464</u>
Net Operational Surplus	<u>(624,176)</u>	<u>(622,688)</u>	<u>(1,488)</u>	<u>(1,103,000)</u>	<u>(629,014)</u>
Capital Program & Reserves					
Debenture interest	31,034	31,029	5	96,500	22,767
	<u>31,034</u>	<u>31,029</u>	<u>5</u>	<u>96,500</u>	<u>22,767</u>
NET SURPLUS (DEFICIT)	<u><u>(655,210)</u></u>	<u><u>(653,717)</u></u>	<u><u>(1,493)</u></u>	<u><u>(1,199,500)</u></u>	<u><u>(651,781)</u></u>

Town of Wolfville 2012
Common Services
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Cost sharing recoveries	\$46,800	\$46,800		\$93,600	\$45,550
	<u>46,800</u>	<u>46,800</u>		<u>93,600</u>	<u>45,550</u>
EXPENSES					
Salary and wages	64,961	66,048	(1,087)	132,200	63,449
Employee Benefits	9,478	10,185	(707)	20,300	13,497
Meals and Travel		50	(50)	100	
Professional Development	3,288		3,288		
Membership Dues & Fees				800	
Advertising	372		372		1,221
Telecommunications	4,033	4,800	(767)	9,600	4,040
Office Expense	1,647	1,345	302	2,600	448
Legal					6,674
Miscellaneous	33		33		
Heat	1,749	2,500	(751)	8,500	1,967
Utilities	4,311	5,250	(939)	13,000	4,842
Repairs and Maintenance	20,899	24,640	(3,741)	30,300	18,342
Operational Equip & Supplies	4,823	2,000	2,823	3,000	4,202
Equipment Rentals	4,310	6,000	(1,690)	12,000	7,734
Contracted Services	3,866	9,360	(5,494)	18,700	4,052
Licenses and Permits	1		1	1,500	
	<u>123,771</u>	<u>132,178</u>	<u>(8,407)</u>	<u>252,600</u>	<u>130,468</u>
Net Operational Surplus	<u>(76,971)</u>	<u>(85,378)</u>	<u>8,407</u>	<u>(159,000)</u>	<u>(84,918)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u>(76,971)</u>	<u>(85,378)</u>	<u>8,407</u>	<u>(159,000)</u>	<u>(84,918)</u>

Town of Wolfville 2012
Roads and Streets
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Cost sharing recoveries	\$22,500	\$22,500		\$45,000	\$21,250
	<u>22,500</u>	<u>22,500</u>		<u>45,000</u>	<u>21,250</u>
EXPENSES					
Salary and wages	175,638	168,681	6,957	355,700	136,245
Employee Benefits	35,725	39,650	(3,925)	79,300	26,537
Seasonal Wages	4,097		4,097		
Meals and Travel	679		679		245
Vehicle Fuel	10,045	10,600	(555)	37,000	12,973
Vehicle Repairs & Maintenance	29,923	28,225	1,698	57,000	24,060
Vehicle Insurance	3,883	3,600	283	3,600	3,566
Operational Equip & Supplies	19,707	14,500	5,207	83,600	32,961
Contracted Services	243,700	234,300	9,400	279,000	234,507
	<u>523,397</u>	<u>499,556</u>	<u>23,841</u>	<u>895,200</u>	<u>471,094</u>
Net Operational Surplus	<u>(500,897)</u>	<u>(477,056)</u>	<u>(23,841)</u>	<u>(850,200)</u>	<u>(449,844)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u><u>(500,897)</u></u>	<u><u>(477,056)</u></u>	<u><u>(23,841)</u></u>	<u><u>(850,200)</u></u>	<u><u>(449,844)</u></u>

Town of Wolfville 2012
Street Lighting
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Utilities	\$26,538	\$15,000	\$11,538	\$30,000	\$54,903
Operational Equip & Supplies	873	5,004	(4,131)	10,000	2,582
	<u>27,411</u>	<u>20,004</u>	<u>7,407</u>	<u>40,000</u>	<u>57,485</u>
Net Operational Surplus	<u>(27,411)</u>	<u>(20,004)</u>	<u>(7,407)</u>	<u>(40,000)</u>	<u>(57,485)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(27,411)</u>	<u>(20,004)</u>	<u>(7,407)</u>	<u>(40,000)</u>	<u>(57,485)</u>

Town of Wolfville 2012
Traffic Services
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Sale of services and other revenue					\$250
					250
EXPENSES					
Salary and wages	10,889	2,650	8,239	5,300	142
Employee Benefits	2,215	600	1,615	1,200	29
Operational Equip & Supplies	4,688	7,500	(2,812)	7,500	3,632
Contracted Services	407	28,000	(27,593)	31,500	19,104
	<u>18,199</u>	<u>38,750</u>	<u>(20,551)</u>	<u>45,500</u>	<u>22,907</u>
Net Operational Surplus	<u>(18,199)</u>	<u>(38,750)</u>	<u>20,551</u>	<u>(45,500)</u>	<u>(22,657)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u>(18,199)</u>	<u>(38,750)</u>	<u>20,551</u>	<u>(45,500)</u>	<u>(22,657)</u>

Town of Wolfville 2012
Other Road Transport
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Operational Equip & Supplies	\$12,796	\$12,000	\$796	\$19,000	\$6,270
Contracted Services				7,300	4,756
	<u>12,796</u>	<u>12,000</u>	<u>796</u>	<u>26,300</u>	<u>11,026</u>
Net Operational Surplus	<u>(12,796)</u>	<u>(12,000)</u>	<u>(796)</u>	<u>(26,300)</u>	<u>(11,026)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(12,796)</u>	<u>(12,000)</u>	<u>(796)</u>	<u>(26,300)</u>	<u>(11,026)</u>

Town of Wolfville 2012
Other Transportation Services
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Sale of services and other reven	\$12,097	\$10,500	\$1,597	\$18,000	\$400
	<u>12,097</u>	<u>10,500</u>	<u>1,597</u>	<u>18,000</u>	<u>400</u>
EXPENSES					
Operational Equip & Supplies					3,484
					<u>3,484</u>
Net Operational Surplus	12,097	10,500	1,597	18,000	(3,084)
Capital Program & Reserves					
Debenture interest	31,034	31,029	5	96,500	22,767
	<u>31,034</u>	<u>31,029</u>	<u>5</u>	<u>96,500</u>	<u>22,767</u>
NET SURPLUS (DEFICIT)	<u>(18,937)</u>	<u>(20,529)</u>	<u>1,592</u>	<u>(78,500)</u>	<u>(25,851)</u>

Town of Wolfville 2012
SANITARY SEWER DIVISION
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Sewer charges	\$152,813	\$168,500	(\$15,687)	\$337,000	\$152,017
Sale of services and other revenue				2,000	
	<u>152,813</u>	<u>168,500</u>	<u>(15,687)</u>	<u>339,000</u>	<u>152,017</u>
EXPENSES					
Salary and wages	20,979	39,009	(18,030)	78,000	26,665
Employee Benefits	4,268	8,424	(4,156)	17,000	5,423
Meals and Travel					240
Advertising	372		372		575
Utilities	20,466	32,580	(12,114)	65,100	27,801
Vehicle Repairs & Maintenance	8,500	4,650	3,850	9,300	11,250
Operational Equip & Supplies	37,825	73,370	(35,545)	108,100	38,805
Equipment Rentals		3,760	(3,760)	4,700	
Contracted Services	<u>32,780</u>	<u>44,600</u>	<u>(11,820)</u>	<u>61,400</u>	<u>14,579</u>
	<u>125,190</u>	<u>206,393</u>	<u>(81,203)</u>	<u>343,600</u>	<u>125,338</u>
Net Operational Surplus	<u>27,623</u>	<u>(37,893)</u>	<u>65,516</u>	<u>(4,600)</u>	<u>26,679</u>
Capital Program & Reserves					
Debenture interest	<u>986</u>	<u>985</u>	<u>1</u>	<u>1,900</u>	<u>1,091</u>
	<u>986</u>	<u>985</u>	<u>1</u>	<u>1,900</u>	<u>1,091</u>
NET SURPLUS (DEFICIT)	<u><u>26,637</u></u>	<u><u>(38,878)</u></u>	<u><u>65,515</u></u>	<u><u>(6,500)</u></u>	<u><u>25,588</u></u>

Town of Wolfville 2012
Sewer Administration
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Advertising	\$372		\$372		\$575
Contracted Services	12,200	11,500	700	23,000	12,250
	<u>12,572</u>	<u>11,500</u>	<u>1,072</u>	<u>23,000</u>	<u>12,825</u>
Net Operational Surplus	(12,572)	(11,500)	(1,072)	(23,000)	(12,825)
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(12,572)</u>	<u>(11,500)</u>	<u>(1,072)</u>	<u>(23,000)</u>	<u>(12,825)</u>

Town of Wolfville 2012
Sewer Collection
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Salary and wages	\$8,877	\$24,012	(\$15,135)	\$48,000	\$10,452
Employee Benefits	1,806	5,150	(3,344)	10,400	2,125
Meals and Travel				5,600	240
Vehicle Repairs & Maintenance	8,500	2,800	5,700	22,000	9,375
Operational Equip & Supplies	5,429	17,600	(12,171)	4,700	12,317
Equipment Rentals		3,760	(3,760)	24,000	
Contracted Services	17,099	24,000	(6,901)		321
	<u>41,711</u>	<u>77,322</u>	<u>(35,611)</u>	<u>114,700</u>	<u>34,830</u>
Net Operational Surplus	<u>(41,711)</u>	<u>(77,322)</u>	<u>35,611</u>	<u>(114,700)</u>	<u>(34,830)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(41,711)</u>	<u>(77,322)</u>	<u>35,611</u>	<u>(114,700)</u>	<u>(34,830)</u>

Town of Wolfville 2012
Sewer Lift Stations
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Utilities		\$7,530	(\$7,530)	\$15,000	
Operational Equip & Supplies	3,133	26,000	(22,867)	35,000	17,910
	<u>3,133</u>	<u>33,530</u>	<u>(30,397)</u>	<u>50,000</u>	<u>17,910</u>
Net Operational Surplus	(3,133)	(33,530)	30,397	(50,000)	(17,910)
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(3,133)</u>	<u>(33,530)</u>	<u>30,397</u>	<u>(50,000)</u>	<u>(17,910)</u>

Town of Wolfville 2012
Sewer Treatment
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Salary and wages	\$12,102	\$14,997	(\$2,895)	\$30,000	\$16,214
Employee Benefits	2,462	3,274	(812)	6,600	3,298
Utilities	20,466	25,050	(4,584)	50,100	27,801
Vehicle Repairs & Maintenance		1,850	(1,850)	3,700	1,875
Operational Equip & Supplies	15,216	15,920	(704)	31,400	2,619
Contracted Services	1,068	1,050	18	2,100	
	<u>51,314</u>	<u>62,141</u>	<u>(10,827)</u>	<u>123,900</u>	<u>51,807</u>
Net Operational Surplus	<u>(51,314)</u>	<u>(62,141)</u>	<u>10,827</u>	<u>(123,900)</u>	<u>(51,807)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(51,314)</u>	<u>(62,141)</u>	<u>10,827</u>	<u>(123,900)</u>	<u>(51,807)</u>

Town of Wolfville 2012
Solid Waste Management
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Operational Equip & Supplies	\$1,012		\$1,012		
Contracted Services	2,413	4,250	(1,837)	8,500	2,008
	<u>3,425</u>	<u>4,250</u>	<u>(825)</u>	<u>8,500</u>	<u>2,008</u>
Net Operational Surplus	<u>(3,425)</u>	<u>(4,250)</u>	<u>825</u>	<u>(8,500)</u>	<u>(2,008)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(3,425)</u>	<u>(4,250)</u>	<u>825</u>	<u>(8,500)</u>	<u>(2,008)</u>

Town of Wolfville 2012
Other Environmental Health
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Sewer charges	\$152,813	\$168,500	(\$15,687)	\$337,000	\$152,017
Sale of services and other revenue				2,000	
	<u>152,813</u>	<u>168,500</u>	<u>(15,687)</u>	<u>339,000</u>	<u>152,017</u>
EXPENSES					
Operational Equip & Supplies	13,035	13,850	(815)	19,700	5,959
Contracted Services		3,800	(3,800)	3,800	
	<u>13,035</u>	<u>17,650</u>	<u>(4,615)</u>	<u>23,500</u>	<u>5,959</u>
Net Operational Surplus	<u>139,778</u>	<u>150,850</u>	<u>(11,072)</u>	<u>315,500</u>	<u>146,058</u>
Capital Program & Reserves					
Debenture interest	986	985	1	1,900	1,091
	<u>986</u>	<u>985</u>	<u>1</u>	<u>1,900</u>	<u>1,091</u>
NET SURPLUS (DEFICIT)	<u><u>138,792</u></u>	<u><u>149,865</u></u>	<u><u>(11,073)</u></u>	<u><u>313,600</u></u>	<u><u>144,967</u></u>

Town of Wolfville 2012
PARKS DIVISION
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Sale of services and other reven	\$1,826		\$1,826		\$2,300
	<u>1,826</u>		<u>1,826</u>		<u>2,300</u>
EXPENSES					
Salary and wages	2,393	4,667	(2,274)	7,000	8,556
Employee Benefits	455	733	(278)	1,100	1,282
Seasonal Wages	121,632	134,478	(12,846)	179,500	118,278
Employee Benefits Seasonal wag	24,375	29,763	(5,388)	39,500	24,923
Meals and Travel	354		354		
Professional Development	716		716		
Utilities	3,500	3,981	(481)	6,400	2,144
Vehicle Fuel	3,362	5,100	(1,738)	6,800	4,642
Vehicle Repairs & Maintenance	5,097	4,000	1,097	4,000	1,418
Vehicle Insurance	1,108	1,300	(192)	1,300	1,317
Operational Equip & Supplies	42,037	43,628	(1,591)	50,000	37,979
Contracted Services	1,314	10,500	(9,186)	25,500	11,709
	<u>206,343</u>	<u>238,150</u>	<u>(31,807)</u>	<u>321,100</u>	<u>212,248</u>
Net Operational Surplus	<u>(204,517)</u>	<u>(238,150)</u>	<u>33,633</u>	<u>(321,100)</u>	<u>(209,948)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u><u>(204,517)</u></u>	<u><u>(238,150)</u></u>	<u><u>33,633</u></u>	<u><u>(321,100)</u></u>	<u><u>(209,948)</u></u>

Town of Wolfville 2012
PLANNING DIVISION
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Cost sharing recoveries	\$6,200	\$6,200		\$12,400	\$6,100
Sale of services and other reven	<u>48,687</u>	<u>44,202</u>	<u>4,485</u>	<u>89,300</u>	<u>43,198</u>
	<u>54,887</u>	<u>50,402</u>	<u>4,485</u>	<u>101,700</u>	<u>49,298</u>
EXPENSES					
Salary and wages	139,007	152,848	(13,841)	305,700	142,733
Employee Benefits	25,258	28,652	(3,394)	57,300	29,067
Seasonal Wages	9,960	11,000	(1,040)	11,000	9,962
Employee Benefits Seasonal wag	996	1,300	(304)	1,300	646
Meals and Travel	6,122	5,600	522	11,200	3,003
Professional Development	8,912		8,912		
Membership Dues & Fees	680	1,000	(320)	2,000	538
Advertising	3,646	2,850	796	5,700	2,039
Telecommunications	2,169	960	1,209	2,000	648
Office Expense	3,611	2,600	1,011	5,200	4,764
Legal	18,708	7,500	11,208	15,000	20,237
Contracted Services	<u>47,902</u>	<u>68,002</u>	<u>(20,100)</u>	<u>125,000</u>	<u>32,211</u>
	<u>266,971</u>	<u>282,312</u>	<u>(15,341)</u>	<u>541,400</u>	<u>245,848</u>
Net Operational Surplus	<u>(212,084)</u>	<u>(231,910)</u>	<u>19,826</u>	<u>(439,700)</u>	<u>(196,550)</u>
Capital Program & Reserves	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET SURPLUS (DEFICIT)	<u>(212,084)</u>	<u>(231,910)</u>	<u>19,826</u>	<u>(439,700)</u>	<u>(196,550)</u>

Town of Wolfville 2012
COMMUNITY SERVICES DIVISION
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Taxes and grants in lieu of taxes	\$45,000	\$45,000		\$45,000	
Sale of services and other reven	35,381	39,000	(3,619)	81,000	39,211
Provincial & Federal Grants	42,093	20,700	21,393	27,700	29,593
	<u>122,474</u>	<u>104,700</u>	<u>17,774</u>	<u>153,700</u>	<u>68,804</u>
EXPENSES					
Salary and wages	64,625	82,755	(18,130)	166,500	80,898
Employee Benefits	10,414	15,584	(5,170)	31,400	15,242
Seasonal Wages	97,194	92,260	4,934	105,200	131,233
Employee Benefits Seasonal wag	10,690	10,307	383	11,900	10,402
Meals and Travel	536	2,050	(1,514)	3,600	1,147
Professional Development	415	400	15	800	812
Membership Dues & Fees	2,492	2,800	(308)	2,800	1,922
Supplies					112
Advertising	3,956	3,500	456	5,500	757
Telecommunications	3,577	4,224	(647)	8,400	4,112
Office Expense	2,117	2,700	(583)	4,100	1,852
Marketing and Communications	2,987	12,000	(9,013)	25,000	6,023
Miscellaneous					63
Utilities	6,301	7,515	(1,214)	16,100	5,718
Repairs and Maintenance	4,546	6,398	(1,852)	9,200	4,368
Vehicle Fuel	701		701		713
Vehicle Repairs & Maintenance	420		420		221
Operational Equip & Supplies	2,157	8,846	(6,689)	16,800	1,447
Program Expenditures	30,981	52,250	(21,269)	80,800	45,522
Contracted Services	12,248	39,730	(27,482)	58,800	10,214
Grants to Organizations	95,265	72,000	23,265	92,800	72,170
	<u>351,622</u>	<u>415,319</u>	<u>(63,697)</u>	<u>639,700</u>	<u>394,948</u>
Net Operational Surplus	<u>(229,148)</u>	<u>(310,619)</u>	<u>81,471</u>	<u>(486,000)</u>	<u>(326,144)</u>
Capital Program & Reserves					
Debenture interest	1,648	1,628	20	3,000	1,913
	<u>1,648</u>	<u>1,628</u>	<u>20</u>	<u>3,000</u>	<u>1,913</u>
NET SURPLUS (DEFICIT)	<u><u>(230,796)</u></u>	<u><u>(312,247)</u></u>	<u><u>81,451</u></u>	<u><u>(489,000)</u></u>	<u><u>(328,057)</u></u>

Town of Wolfville 2012
Economic Development
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Taxes and grants in lieu of taxes	\$10,000	\$10,000		\$10,000	
	<u>10,000</u>	<u>10,000</u>		<u>10,000</u>	
EXPENSES					
Salary and wages	5,937	25,000	(19,063)	50,000	32,317
Employee Benefits	881	3,998	(3,117)	8,000	6,095
Seasonal Wages	8,890		8,890		42,500
Employee Benefits Seasonal wag	889		889		3,500
Meals and Travel		500	(500)	900	416
Membership Dues & Fees	267	500	(233)	500	214
Advertising	3,122	3,500	(378)	5,500	
Telecommunications	133	696	(563)	1,400	567
Office Expense	435	250	185	500	100
Marketing and Communications	2,987	12,000	(9,013)	25,000	6,023
Contracted Services	3,595	10,000	(6,405)	15,000	2,440
Grants to Organizations				500	
	<u>27,136</u>	<u>56,444</u>	<u>(29,308)</u>	<u>107,300</u>	<u>94,172</u>
Net Operational Surplus	<u>(17,136)</u>	<u>(46,444)</u>	<u>29,308</u>	<u>(97,300)</u>	<u>(94,172)</u>
Capital Program & Reserves					
Debenture interest	1,019	1,000	19	1,800	1,203
	<u>1,019</u>	<u>1,000</u>	<u>19</u>	<u>1,800</u>	<u>1,203</u>
NET SURPLUS (DEFICIT)	<u><u>(18,155)</u></u>	<u><u>(47,444)</u></u>	<u><u>29,289</u></u>	<u><u>(99,100)</u></u>	<u><u>(95,375)</u></u>

Town of Wolfville 2012
Festival and Events
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Taxes and grants in lieu of taxes	\$20,000	\$20,000		\$20,000	
Sale of services and other reven	7,199	10,000	(2,801)	16,100	11,251
Provincial & Federal Grants		700	(700)	700	750
	<u>27,199</u>	<u>30,700</u>	<u>(3,501)</u>	<u>36,800</u>	<u>12,001</u>
EXPENSES					
Salary and wages	681	2,000	(1,319)	5,000	789
Employee Benefits		440	(440)	1,100	92
Seasonal Wages	2,064	2,500	(436)	3,200	
Employee Benefits Seasonal wag	206	340	(134)	500	
Advertising	834		834		
Operational Equip & Supplies		5,000	(5,000)	10,000	
Program Expenditures	18,860	33,250	(14,390)	51,500	27,538
Contracted Services	650		650		
Grants to Organizations	52,400	32,000	20,400	52,300	36,500
	<u>75,695</u>	<u>75,530</u>	<u>165</u>	<u>123,600</u>	<u>64,919</u>
Net Operational Surplus	<u>(48,496)</u>	<u>(44,830)</u>	<u>(3,666)</u>	<u>(86,800)</u>	<u>(52,918)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u>(48,496)</u>	<u>(44,830)</u>	<u>(3,666)</u>	<u>(86,800)</u>	<u>(52,918)</u>

Town of Wolfville 2012
Recreation Administration
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Sale of services and other reven	\$160		\$160	\$500	\$40
Provincial & Federal Grants	28,000	20,000	8,000	25,000	20,000
	<u>28,160</u>	<u>20,000</u>	<u>8,160</u>	<u>25,500</u>	<u>20,040</u>
EXPENSES					
Salary and wages	57,715	55,505	2,210	111,000	44,506
Employee Benefits	9,431	11,096	(1,665)	22,200	7,033
Seasonal Wages					724
Meals and Travel		1,100	(1,100)	2,200	392
Professional Development	188	200	(12)	600	65
Membership Dues & Fees	2,225	2,300	(75)	2,300	1,709
Supplies					112
Telecommunications	2,340	2,475	(135)	4,600	2,208
Office Expense	745	975	(230)	2,100	678
Miscellaneous					63
Utilities	1,825	1,805	20	4,500	1,717
Repairs and Maintenance	823	2,500	(1,677)	3,000	1,212
Operational Equip & Supplies	83	2,650	(2,567)	5,000	1,175
Contracted Services	1,909	3,150	(1,241)	5,600	1,609
	<u>77,284</u>	<u>83,756</u>	<u>(6,472)</u>	<u>163,100</u>	<u>63,203</u>
Net Operational Surplus	<u>(49,124)</u>	<u>(63,756)</u>	<u>14,632</u>	<u>(137,600)</u>	<u>(43,163)</u>
Capital Program & Reserves					
Debenture interest	628	628		1,200	710
	<u>628</u>	<u>628</u>		<u>1,200</u>	<u>710</u>
NET SURPLUS (DEFICIT)	<u><u>(49,752)</u></u>	<u><u>(64,384)</u></u>	<u><u>14,632</u></u>	<u><u>(138,800)</u></u>	<u><u>(43,873)</u></u>

Town of Wolfville 2012
Recreation Programs
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Sale of services and other reven	\$22,045	\$26,000	(\$3,955)	\$61,400	\$25,003
Provincial & Federal Grants	6,392		6,392	2,000	
	<u>28,437</u>	<u>26,000</u>	<u>2,437</u>	<u>63,400</u>	<u>25,003</u>
EXPENSES					
Salary and wages	124		124		111
Seasonal Wages	48,554	56,280	(7,726)	61,200	52,780
Employee Benefits Seasonal wag	5,826	5,947	(121)	6,500	3,647
Meals and Travel	178	150	28	200	157
Professional Development					747
Advertising					757
Vehicle Fuel	701		701		713
Vehicle Repairs & Maintenance	420		420		221
Program Expenditures	12,121	19,000	(6,879)	29,300	17,984
Grants to Organizations	22,865	30,000	(7,135)	30,000	25,670
	<u>90,789</u>	<u>111,377</u>	<u>(20,588)</u>	<u>127,200</u>	<u>102,787</u>
Net Operational Surplus	<u>(62,352)</u>	<u>(85,377)</u>	<u>23,025</u>	<u>(63,800)</u>	<u>(77,784)</u>
Capital Program & Reserves					
NET SURPLUS (DEFICIT)	<u>(62,352)</u>	<u>(85,377)</u>	<u>23,025</u>	<u>(63,800)</u>	<u>(77,784)</u>

Town of Wolfville 2012
Tourism
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
REVENUES					
Taxes and grants in lieu of taxes	\$15,000	\$15,000		\$15,000	
Sale of services and other reven	5,976	3,000	2,976	3,000	2,917
Provincial & Federal Grants	7,701		7,701		8,843
	<u>28,677</u>	<u>18,000</u>	<u>10,677</u>	<u>18,000</u>	<u>11,760</u>
EXPENSES					
Salary and wages	169		169		2,963
Employee Benefits	103		103		1,980
Seasonal Wages	37,687	33,480	4,207	40,800	35,230
Employee Benefits Seasonal wag	3,769	4,020	(251)	4,900	3,256
Meals and Travel	358	300	58	300	181
Professional Development	227	200	27	200	
Telecommunications	825	705	120	1,700	977
Office Expense	937	1,475	(538)	1,500	1,074
Utilities	1,434	1,660	(226)	3,500	1,376
Repairs and Maintenance	1,789	1,750	39	1,900	1,571
Operational Equip & Supplies	1,390	800	590	1,000	
Contracted Services	3,980	17,480	(13,500)	20,000	3,704
Grants to Organizations	10,000		10,000		
	<u>62,668</u>	<u>61,870</u>	<u>798</u>	<u>75,800</u>	<u>52,312</u>
Net Operational Surplus	<u>(33,991)</u>	<u>(43,870)</u>	<u>9,879</u>	<u>(57,800)</u>	<u>(40,552)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u><u>(33,991)</u></u>	<u><u>(43,870)</u></u>	<u><u>9,879</u></u>	<u><u>(57,800)</u></u>	<u><u>(40,552)</u></u>

Town of Wolfville 2012
Library Facility
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Salary and wages		\$250	(\$250)	\$500	\$211
Employee Benefits		50	(50)	100	43
Telecommunications	279	348	(69)	700	360
Utilities	3,042	4,050	(1,008)	8,100	2,624
Repairs and Maintenance	1,934	2,148	(214)	4,300	1,585
Operational Equip & Supplies	685	396	289	800	272
Contracted Services	2,115	6,600	(4,485)	13,200	2,461
	<u>8,055</u>	<u>13,842</u>	<u>(5,787)</u>	<u>27,700</u>	<u>7,556</u>
Net Operational Surplus	<u>(8,055)</u>	<u>(13,842)</u>	<u>5,787</u>	<u>(27,700)</u>	<u>(7,556)</u>
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	<u>(8,055)</u>	<u>(13,842)</u>	<u>5,787</u>	<u>(27,700)</u>	<u>(7,556)</u>

Town of Wolfville 2012
Museum & Historical Facilities
For the Six Months Ending September 30, 2015

	Financial Results To			Annual Budget 03/31/16	Previous Year Actual 09/30/14
	Actual 09/30/15	Budget 09/30/15	VARIANCE		
<u>REVENUES</u>					
<u>EXPENSES</u>					
Contracted Services		\$2,500	(\$2,500)	\$5,000	
Grants to Organizations	10,000	10,000		10,000	10,000
	10,000	12,500	(2,500)	15,000	10,000
Net Operational Surplus	(10,000)	(12,500)	2,500	(15,000)	(10,000)
<u>Capital Program & Reserves</u>					
NET SURPLUS (DEFICIT)	(10,000)	(12,500)	2,500	(15,000)	(10,000)

Town of Wolfville 2012
Partner Contributions
For the Six Months Ending September 30, 2015

		Financial Results To			Annual Budget	Previous Year Actual
		Actual 09/30/15	Budget 09/30/15	VARIANCE	03/31/16	09/30/14
Partner Contributions:						
1-840-9300-	Grant to WBDC		20,000	(20,000)	40,000	56,257
1-840-9400-	Regional Solid Waste	214,688	241,800	(27,112)	499,800	221,302
1-840-9410-	Transit services	117,302	91,480	25,822	143,000	115,223
1-840-9420-	Valley Community Fibre	652	1,000	(348)	1,000	858
1-840-9430-	Regional Development	20,724	12,500	8,224	25,000	180
1-840-9440-	Annapolis Valley Regional Libra	12,160	12,000	160	24,000	12,160
1-840-9450-	Kings Partnership Steering Com	2,063	2,500	(437)	5,000	
1-840-9500-	Education funding	327,930	340,002	(12,072)	680,000	331,452
1-840-9510-	Corrections		40,100	(40,100)	80,200	40,112
1-840-9520-	Valley Regional Housing Authority				34,000	
1-840-9530-	Assessment services	56,677	38,500	18,177	77,000	56,980
(9300 TO 9540)	Total Partner Contributions	<u>752,195</u>	<u>799,882</u>	<u>(47,687)</u>	<u>1,609,000</u>	<u>834,523</u>

Town of Wolfville
Capital Fund ~ Project Summary
For the Six Months Ended September 30, 2015

	Actual YTD	Budget 2015/16	Actual to Budget VARIANCE	
<u>Information Technology</u>				
Server	14,769	15,000	(231)	complete
Document Mgt System		10,000	(10,000)	
GIS Upgrade		30,000	(30,000)	
	<u>14,769</u>	<u>55,000</u>	<u>(40,231)</u>	
<u>Municipal Buildings</u>				
Municipal Facilities Assessment		75,000	(75,000)	Contract awarded and work started October 21
Town Hall Front office Space		25,000	(25,000)	Design review started week of October 19th
RCMP Upgrade	887	100,000	(99,113)	Design still underway
Library - new roof	6,118	150,000	(143,882)	Approved by Council to proceed @ Oct 20th meeting
Library - Heat Pump	5,545	13,600	(8,055)	Requires adjustment for grant netted against cost
		-	-	
	<u>12,550</u>	<u>363,600</u>	<u>(351,050)</u>	
<u>Protective Services</u>				
Fire Equipment Upgrades	-	20,000	(20,000)	
<u>Fleet Inventory</u>				
veh # 23 - P Wks 1 ton	281	63,500	(63,219)	awaiting delivery
veh # 26 - Parks 1/2 ton		28,700	(28,700)	awaiting delivery
veh # 35 - Parks mower	11,881	11,100	781	budget estimate was net of trade in/actual shows full cost
veh # 38 - Parks mower	16,755	11,300	5,455	budget estimate was net of trade in/actual shows full cost
New utility trailer		20,000	(20,000)	delivered, awaiting invoice
	<u>28,917</u>	<u>134,600</u>	<u>(105,683)</u>	
<u>Streets</u>				
Prospect	304,833	1,200,000	(895,167)	Progress Bills not caught up to actual progress
Cherry	5,345	670,000	(664,655)	Progress Bills not caught up to actual progress
Oak	20	262,000	(261,980)	Progress Bills not caught up to actual progress
Kencrest	223,473	175,000	48,473	
Bay	22,748		22,748	completion of 2014/15 project
Main St - Vicotria to Locust	22,425		22,425	completion of 2014/15 project
			-	
Main St - East end Culvert	67,423	75,000	(7,577)	complete
Wickwire Sidewalk		35,000	(35,000)	won't happen this year, DA to be resolved first
			-	
Engineering	44,323	51,300	(6,977)	
Land acquisition - NSPI lot		125,000	(125,000)	will not occur this year
			-	
	<u>690,590</u>	<u>2,593,300</u>	<u>(1,902,710)</u>	
<u>Other Transportation</u>				
Decorative Lights	45,833	50,000	(4,167)	
LED Street Light Conversion	53,594	-	53,594	completion of 2014/15 project
Traffic Study ~ core area	31,273	-	31,273	completion of 2014/15 project
			-	
	<u>130,700</u>	<u>50,000</u>	<u>80,700</u>	
<u>Sewer Operations</u>				
Generator for Lift Station		60,000	(60,000)	Not tendered yet
Sub total Sewer Operation	-	60,000	(60,000)	
<u>Community Services</u>				
Clock Park Water Feature	-	75,000	(75,000)	
clock Park decorative lights	-	25,000	(25,000)	
Clock Park Signage	-	5,000	(5,000)	
Rail Trail West	-	50,000	(50,000)	
Nature Preserve - dam upgrade	-	30,000	(30,000)	
Bike/Walking Trail	1,251	10,000	(8,749)	
Millenium Trail	33,352	95,000	(61,648)	
Cemetary Wall	-	100,000	(100,000)	Tear wall down this fall, replace next year.
			-	
Clock Park	17,202	-	17,202	completion of last years project
			-	
	<u>51,805</u>	<u>390,000</u>	<u>(338,195)</u>	
GRAND TOTAL ALL PROJECTS	<u><u>929,331</u></u>	<u><u>3,666,500</u></u>	<u><u>(2,737,169)</u></u>	

Town of Wolfville 2012
Water Utility - Summary
For the Six Months Ending September 30, 2015

		Financial Results To			Annual	Previous Year
		Actual	Budget		Budget	Actual
		09/30/15	09/30/15	VARIANCE	03/31/16	09/30/14
4100	Metered sales	\$323,694	\$335,000	(\$11,306)	\$670,000	\$327,162
4105	Fire protection charges	194,152	189,850	4,302	379,700	94,925
4115	Sprinkler service				7,500	(7,560)
4120	Miscellaneous revenue	1,650	600	1,050	1,200	1,175
4130	Interest/penalties on arrears	475	740	(265)	1,500	653
4131	Job cost billings	5,914		5,914		
4132	Investment income		2,500	(2,500)	5,000	
4140	Depreciation fund reserve				465,000	
	TOTAL REVENUE	525,885	528,690	(2,805)	1,529,900	416,355
5000	Salary and wages	120,269	104,401	15,868	208,800	51,487
5010	Employee Benefits	22,425	20,847	1,578	41,700	
5040	Meals and Travel	165	200	(35)	400	
5050	Professional Development	1,164	1,950	(786)	3,900	3,738
5060	Membership Dues & Fees	402		402		
6060	Telecommunications	1,012	1,896	(884)	3,800	975
6080	Office Expense	16,371	19,150	(2,779)	38,300	1,087
6160	Insurance	7,200	7,500	(300)	7,500	7,021
6200	Audit	(5,500)		(5,500)	5,000	
7010	Utilities	38,192	46,200	(8,008)	92,400	38,390
7040	Property Taxes	53,568	59,600	(6,032)	59,600	54,218
7500	Vehicle Fuel	666	1,250	(584)	2,500	454
7510	Vehicle Repairs & Maintenance	7,100	10,500	(3,400)	21,000	
7520	Vehicle Insurance	324	400	(76)	400	324
8000	Operational Equip & Supplies	61,123	46,950	14,173	88,000	21,604
8020	Equipment Maintenance	405	2,500	(2,095)	5,000	468
8110	Contracted Services	34,163	92,650	(58,487)	114,300	27,051
9000	Depreciation				128,600	
9010	Other debt charges	36		36	500	60
9030	Debenture interest	9,875	9,850	25	17,900	
9060	Debenture principal	90,000	90,000		90,000	
9150	Capital Fund	35,817	95,000	(59,183)	595,000	48,601
9200	Doubtful accounts allowance				1,000	
	TOTAL EXPENDITURES	494,777	610,844	(116,067)	1,525,600	255,478
	NET SURPLUS (DEFICIT)	31,108	(82,154)	113,262	4,300	160,877



Quarterly Financial Variance Report – September 30, 2015

Town of Wolfville Operating Fund

	Actual Sept 30, 2015	Budget Sept 30, 2015	Variance over/(under) budget
Revenues	\$7985,068	\$7,865,087	\$119,981
Expenditures (operating/capital & reserves)	4,496,717	4,815,306	(318,589)
Net Surplus	\$3,488,372	\$3,049,781	\$438,570

Significant Variance Explanations (over \$5,000 by division)

General Government

Account / explanation	Actual Sept 30/15	Budget Sept 30/15	Variance over/(under) budget
<p>Taxes and grants in lieu of taxes</p> <p>The single largest variance is with Deed Transfer Tax which is \$93,400 ahead of budget. Note at June 30th, this line item was \$12,000 behind budget. In the Aug/Sep period 4 properties accounted for over \$5.3 million in sales which = \$80,000 DTT</p>	6,875,944	6,793,569	(82,375)
<p>Cost sharing recoveries</p> <p>This category includes costs recovered from our Water Utility, as well as Fire Protection Services sold to Kings County. Variance relates to allocation of amount billed to Kings County for Fire Services, with all capital portion now reflected here whereas in past a small portion was deposited direct to Capital Fund.</p>	113,200	106,800	6,400
<p>Salary and Wages</p> <p>Majority of savings in Finance Dept. (\$11,600) related to gap between</p>	206,784	221,799	(15,015)

retired employee (May 2015) and new hire (July 2015), as well as budgeted dollars to cover need for temporary/part time fill in to cover 2 days a week not covered by A/P Clerk.			
<p>Professional Development</p> <p>A new approach to recording actual costs is being incorporated this fiscal year. Professional Development Budget has been set up under Legislative and Human Resources (HR) Dept's as in past years. The HR budget allotment covers all Town departments, with the actual expenditures thru the year being allocated to the department incurring those expenses. A separate analysis will be provided for Professional Development for the entire organization.</p>	12,165	57,896	(45,731)
<p>Membership Dues & fees</p> <p>Prepaid Expenses set up at March 31/15 year end have not yet been allocated to expense accounts accounting for the majority of savings. No significant savings expected by year end.</p>	1,852	7,200	(5,348)
<p>Repairs and Maintenance</p> <p>Budget allowance for door repairs was \$3,000 with actual < \$1,000. Fewer dollars spent on HVAC unit than budget (savings of \$500). General maintenance cleaning supplies lower so far this year than budget as well.</p>	6,256	11,850	(5,594)
<p>Operational equipment and supplies</p> <p>Savings are in IT Dept. where budget included costs of annual software support (cost of \$13,000) . Actual cost for this service has been recorded under Contracted Services and budget will be changed in future to better reflect nature of expense.</p>	44,029	51,452	(7,423)
<p>Contracted Services</p> <p>As with line above, variance connected with IT Dept. \$13,000 for support recorded here, but budget reflected above. In addition costs for Mango and Laserfiche were reflected in the budget on a quarterly allocation, whereas actual costs was recorded for year all in 2nd quarter.</p>	71,172	51,762	19,410

Protective Services

Account / explanation	Actual Sept 30/15	Budget Sept 30/15	Variance
<p>Fire Protection Rate</p> <p>Budget is an estimate based on prior year results. Actual calculation based on 2014/15 results from the Water Utility (finalized after 2015/16 Town budget approval) based on formula approved by NSUARB. Both the area rate collected from residents (revenue) and amount paid by Town to Water Utility (expense) will be more than budget.</p>	388,558	379,700	8,858
<p>Professional Development</p> <p>Relates to Volunteer Fire Department and their training program. The Chief coordinates training based on member needs and availability for training. Where possible, joint training with other departments is arranged. This area of the budget can vary in use throughout the year.</p>	3,506	9,750	(6,244)
<p>Stipend/Honorarium</p> <p>The Fire Dept traditionally takes the budgeted honorarium amount in two equal amounts, one in summer for standby duty and one in Nov/Dec timeframe. This year less was taken in the summer allotment.</p>	13,628	20,650	(7,022)
<p>Vehicle repairs & maintenance</p> <p>Overage relates to Fire Dept. where non routine repairs required on a couple of units. Tanker #12 required a pump rebuild at a cost of approx. \$10,000 and the aerial ladder truck has already had \$6,000 in maintenance costs. Expectations are that this line item will be overbudget at year as 84% of the annual budget has been spent.</p>	29,353	17,650	11,603
<p>Operational Equip & Supplies</p> <p>There are small savings in Bylaw, EMO, and other protective services. These are offset by spending in the Fire Dept. which is \$10,100 over budget @ Sept 30th. This trend may reverse itself over the balance of the year.</p>	35,599	28,190	7,409
<p>Contracted Services</p> <p>\$8,700 savings to date re: RCMP contract less than budget estimate. Bylaw Enforcement Dept has not spent as much as anticipated in the budget. Budget allowed for \$1,000/mo. for parking enforcement and actual results are only 60% of that. Fewer dollars to date have been spent on security on</p>	864,902	877,500	(12,598)

selected weekends.			
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Public Works

Account / explanation	Actual Sept 30/15	Budget Sept 30/15	Variance
<p>Salary/Wages</p> <p>The public works crews support P Wks, Sewer, Parks, Festival & Events, and Water Utility. The allocation so far this year is more weighted towards P Wks services with Sewer services \$18,000 under budget.</p>	251,488	237,379	14,109
<p>Utilities</p> <p>This cost overrun relates to street lights, not buildings. The budget estimate was based on the Town having all LED lights installed by the end of the first month of the year. This project was not complete until this summer which delayed the full monthly savings of 100% Town owned lights. In addition, there is a discrepancy between the # of LED lights our records show and what NSPI is billing us. We will be using the confirmed inventories derived from the LED replacement program (provided by Black & MacDonald) to negotiate a credit for excess billing on their part.</p>	30,849	20,250	10,599
<p>Contracted services</p> <p>The savings relate to contract for line painting service. No costs have been recorded as of today's date, leaving that line item showing \$27,600 under budget. There has been ongoing discussions with the company doing the line painting and this has resulted in a delay in receiving any invoice from them. Slightly offsetting these savings is costs for street patching/paving, \$9,400 over budget at Sept 30th. Not all work is complete yet, however it is anticipated this area will be overbudget at year end as unplanned work was done on the bike lanes in the western portion of Main St.</p>	247,972	271,660	(23,688)

Sanitary Sewer & Other Environmental Services

Account / explanation	Actual Sept 30/15	Budget Sept 30/15	Variance
<p>Sewer Rates Revenue</p> <p>For the second year in a row, the Septmeber billing run yielded a lower total than the period ended June 30th. Overall, the quativity data is down 4.7% which offsets the sewer rate increase of 3.2%.</p>	152,813	168,500	(15,687)
<p>Salary/Wages</p> <p>Similar to last year, more of the public works crew wages are charged to P Wks Dept. These savings offset the budget overage in theat Dept.</p>	20,979	39,009	(18,030)
<p>Utilities</p> <p>Currently reviewing this line item. May be a result of a misallocation of invoice costs. Will provide further information at Audit Committee Meeting.</p>	20,466	32,580	(12,114)
<p>Operational equipment and supplies</p> <p>\$23,000 of the savings relate to sewer lift stations which included a \$10,000 repair to Acadia Lift Station and another \$7,000 for repairs to an electrical panel. Sewer collection costs are \$12,000 under budget. No details available at this time, will try to bring analysis to meeting on this item.</p>	37,825	73,370	(35,545)
<p>Contracted services</p> <p>Further details to be provided.</p>	32,780	44,600	(11,820)

Parks

Account / explanation	Actual Sept 30/15	Budget Sept 30/15	Variance
Seasonal wages Majority of savings results from one of the Parks staff being off work due to injury from late July onwards.	121,632	134,478	(12,846)
Contracted Services The only costs to date relate to portable washrooms at Reservoir Park. Not spent yet are costs for tree pruning, stump grinding, and allowance for maintenance work at Nature Preserve. Work at the Nature Preserve for repairs to the dam will get underway in the near future.	1,314	10,500	(9,186)

Planning

Account / explanation	Actual Sept 30/15	Budget Sept 30/15	Variance
<p>Salary/Wages</p> <p>A portion of this results form not filling the senior planner position until mid-May. The remainder of savings relates to the Director’s position budgeted at full time, while actual work is still 4 days a week.</p>	139,007	152,848	(13,841)
<p>Legal</p> <p>Budget included estimate based on last few years actuals, increased to allow for a number of ongoing issues. Actual requirement for legal services higher than usual due to a numbr of planning related issues. The Town will attempt to recover a portion of these costs through its insurer.</p>	18,708	7,500	11,208
<p>Contracted services</p> <p>\$100,000 of the total annual budget relates ot the MPS Review and the cost for consulting firm leading that process. The savings to date are a timing difference wherein invoiced costs have not occurred as quickly as the budget allocation to Sept 30th. Overall costs for MPS still expected to be near original budget.</p>	47,902	68,002	(20,100)

Community Services

Account / explanation	Actual Sept 30/15	Budget Sept 30/15	Variance
<p>Provincial/Federal & other grants</p> <p>A number of grants have been obtained/received that were not part of the budget estimates. The variance to sept 30th includes \$8,000 PNS grant for Facilities Assessment, Tourism grants CSJ \$3,201, and \$4,500, and finally \$6,392 Afterschool Programming grant from a partnership with Kings County and the AVRSB.</p>	42,093	20,700	21,393
<p>Salaries and wages</p> <p>The Manager of Economic Development position included in the budget for the full year was not filled until mid-August.</p>	64,625	82,755	(18,130)
<p>Seasonal wages</p> <p>Each individual department within this division has a vairance. Economic Development shows \$8,900 unbudgeted expense, this was for a term position early in the year to fill the gap until full time employee hired. Offsetting this are savings in the Afterschool Programming wages of \$7,700. Finally, the wages to date at the Tourist Bureau are \$4,207 over budget.</p>	97,194	92,260	4,934
<p>Marketing and communications</p> <p>Mainly related to dollars added (\$10,000) to 2015/16 budget to allow the Town to pick up area of marketing that used to overlap with the WBDC. To date there has been limited use of this budget line.</p>	2,987	12,000	(9,013)
<p>Operational Material & Supplies</p> <p>A general allowance was budgeted for Festival & Events (\$10,000) for materials/supplies not specific to any one event, but that could be useful for all events, eg. canopy tent. Very little of these dollars have been used to date. Budgeted savings to Sept 30th was \$5,000. Another provision was in the Rec Adm Dept for general supplies at the Rec Centre. These dollars do not show as spent at Sept 30th, resulting in \$2,650 savings half way thru the year.</p>	2,157	8,846	(6,689)
<p>Program expenditures</p> <p>Savings mainly under the Festival/Events Dept. which shows a savings of \$14,390 largely related to Mud Creek Days (expenses \$8,400 under budget). Rec Programming is also underbudget with Afterschool costs \$2,600 under</p>	30,981	52,250	(21,269)

<p>budget and Summer Program costs \$5,000 under budget. A note of caution at this stage is that the Finance Dept. is still tracking down invoices/PO's for both events and rec. programs that occurred over the last 3 months.</p>			
<p>Contracted services</p> <p>Budget included \$15,000 towards a tourism strategy, \$10,000 of which was scheduled to be spent by Sept 30th. No expense has yet been incurred.</p> <p>Budget also included \$15,000 in the event the Town had to provide resources for the Wolfville Magic Wine Bus as the WBDC reorganized. These dollars have been utilized, but they were expenses (a) \$10,000 Grant to Organization and (b) seasonal summer staff wages.</p> <p>Another \$2,500 savings is related to a budget allowance in the Museum/Historical Facilities Dept. for heritage initiatives, none of which have occurred to date.</p>	12,248	39,730	(27,482)
<p>Grants to Organizations</p> <p>Overage mainly results from timing difference in the Festival & Events Dept. The grants program has been fully utilized at Sept 30th, however the budget reflected \$20,000 of the annual amount as occurring in the 4th quarter.</p> <p>There is a \$7,100 savings showing in the Rec Program Dept. A review of this will take place as the last report to Council noted all grant budget had been utilized.</p> <p>Finally there is a \$10,000 unbudgeted expense on this line item for the Wolfville Magic Wine Bus, the amount of which had been budgeted under Contracted Services.</p>	95,265	72,000	23,265

External Partners

Account / explanation	Actual Sept 30/15	Budget Sept 30/15	Variance
<p>Grant to WBDC</p> <p>Council put conditions on the what WBDC expenses would be reimbursed by the Town this year. The Town is in receipt of a summary of expenditures from the WBDC that they are seeking reimbursement for. The review of this request for funding has not been completed. These savings are simply a timing difference at this stage.</p>	-0-	20,000	(20,000)
<p>Regional Solid Waste</p> <p>\$25,800 of this savings relates to receipt of the Town’s share of VWRM’s 2014/15 surplus result. The remaining savings results from the Town having a budget estimate slightly higher than the actual bills will total.</p>	214,688	241,800	(27,112)
<p>Transit Services</p> <p>3rd quarter pymt to Kings Transit paid at end of 2nd quarter, so this represents a timing difference of \$25,500.</p>	117,302	91,480	25,822
<p>Regional Development</p> <p>The budget was allocated in equal quarterly amounts which the manner that the old RDA used to bill. The Valley REN issued an invoice for the full year contribution at one time.</p>	20,724	12,500	8,224
<p>Education</p> <p>This represents actually savings that will total \$24,500 by year end. The actual cost for AVRSB contribution is less than Town budget estimate, as the Town’s share of the student population has dropped from 4.9% to 4.7%. Budget estimate was based on previous years student ratios.</p>	327,930	340,002	(12,072)
<p>Corrections</p> <p>Timing difference as no payments issued yet.</p>	-0-	40,100	(40,100)
<p>Assessment Services</p> <p>Timing difference....three quarters paid by Sept 30th..</p>	56,677	38,500	18,177



Date: October 21, 2015
Department: Finance

SUMMARY

Appointment of External Audit Firm

Annually Council appoints an external auditor to conduct the required audit of the financial records and financial statements of the Town of Wolfville. Last year, fiscal 2014/15, PricewaterhouseCoopers (PwC) was successful in their response to the Town's Request for Proposal – Audit Services.

In accordance with the terms of the RFP, the successful proponent would be eligible for reappointment annually for four consecutive fiscal years. This RFD deals with year 2 of this term.

DRAFT MOTION:

The Audit Committee recommend that Council appoint PricewaterhouseCoopers (PwC) as the Town's Auditor for the fiscal year ending March 31, 2016, and provided that the performance and fee continue to be satisfactory that they may be appointed for each of the next 2 fiscal years pending an annual review of those fees and performance.



Date: October 21, 2015
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1) CAO COMMENTS

The CAO supports the recommendations of staff.

2) LEGISLATIVE AUTHORITY

The Municipal Government Act (MGA) requires that Council appoint an external auditor to carry out the audit of the Town's annual financial statements.

3) STAFF RECOMMENDATION

That PwC be reappointed as the Town's auditor for the fiscal year 2015/16.

4) REFERENCES AND ATTACHMENTS

- None required

5) PURPOSE OF REPORT

This report is intended to provide sufficient information to allow Council to make a decision to appoint an auditor for the fiscal 2015/16 year.

6) DISCUSSION

Last year, fiscal 2014/15, PricewaterhouseCoopers (PwC) was successful in their response to the Town's Request for Proposal – Audit Services.

In accordance with the terms of the RFP, the successful proponent would be eligible for reappointment annually for four consecutive fiscal years. Reappointment is conditional on an assessment of whether the fees and service were satisfactory for the audit of the immediately preceding fiscal year.

- In terms of service, there were no issues from a staff standpoint. The firm provided an innovative tool to help facilitate the exchange of working papers prior to the commencement of field work. In addition, the firm's audit team was flexible with their work schedules helping to ensure a smooth process from May through June.
- The fees billed for the audit were as quoted in their response to the RFP, i.e. no extras were discussed or invoiced.

7) FINANCIAL IMPLICATIONS

No specific financial implication as the cost of the audit service is adequately covered in the approved 2015/16 budget.

8) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

Council Strategic Plan – Guiding Principles including accountability, openness/transparency, and continuous improvement in service delivery.



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9) COMMUNICATION REQUIREMENTS

Director of Financial Services to advise PwC of reappointment by end of November.

10) ALTERNATIVES

If it was found that the fees or performance of PwC was not satisfactory last year, then Council would have the option to go back to the proponents who responded to the RFP to select a different auditor. Since no issues were encountered in the previous year's audit, then no valid alternative exists for this year.