



The Corporation of the Township of Huron-Kinloss

Budget Report

Report Title: General Administration Budget 2023

Prepared By: Jodi MacArthur, Treasurer

Department: Treasury

Date: Feb. 17, 2023

Report Number: TR-2023-02-10

File Number: C11-TRE23

Attachments: General Administration 2023 Business Plan, Request for Grants to Organizations, SMART Municipal Contributions

Recommendation:

THAT the Township of Huron-Kinloss Council hereby receives for information Report Number TR-2023-02-10 prepared by Jodi MacArthur, Treasurer and approves the 2023 General Administration 2023 Business Plan in principle.

Budget Overview:

2023 Proposed Budget Total Net Expenditures: \$1,559,883.00

| Compare to: | Total Net Expenditures | Difference (\$) | Difference (%) |
|-------------|------------------------|-----------------|----------------|
| 2022 Budget | \$1,452,041.00 | \$107,842.00 | 7.4% |
| 2022 Actual | \$1,387,670.55 | \$172,212.45 | 12.4% |

Council Reference – Tab – General – Pages – 2, 3, 27

Discussion:

The general administration budget accounts for the wages and expenditures related to the day-to-day operations of the municipal office. It also includes the municipal contribution to the specialized transit service Saugeen Mobility and Regional Transit (SMART).

Highlights from 2022 include:

\$25,617.75 was received in a one-time surplus distribution from Workplace Safety and Insurance Board (WSIB).

Municipal election completed in 2022. A transfer to reserve of \$10,000.00 is proposed to prepare for the 2026 election.

A renovation to the lower level of the municipal administration building was completed to improve office space and new furniture purchased for Council Chambers.

An annual Christmas party has traditionally been held for all staff and volunteers. The event has not been held since the pandemic and a token of appreciation has taken its place. The event requires significant planning and with rising costs of catering and entertainment it may require additional resources. Would Council like to resume the in person traditional event or explore other options?

Treasurer's Comments:

The requests for grants to organizations are attached for Council's review. No new grants are proposed at this time. The information on municipal contributions for SMART was provided by the organization. Our Board representative may have additional information to share.

Strategic Alignment / Link:

The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The recommendations contribute to our goals in achieving an accessible community by being open and transparent.

Respectfully Submitted By:

Jodi MacArthur, Treasurer

Report Approved By:

Mary Rose Walden, Chief Administrative Officer