



Town of Newmarket
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CYFS Budget Report – Second Quarter 2019 Staff Report

Report Number: 2019-23

Department(s): Joint CYFS, Financial Services

Author(s): Dawn Schellenberg

Meeting Date: September 3, 2019

Recommendations

That the report entitled CYFS Preliminary Budget Report – Second Quarter dated July 30, 2019 be received for information purposes.

Purpose

This report is to provide the JCC with the second quarter operating and capital results for Central York Fire Services for the period ending June 30, 2019.

Background

See Below.

Discussion

Operating

Net expenditures are below budget by \$1,048,629 at the end of the second quarter of 2019. Revenues were \$162,593 compared to a budget of \$172,281.

Total expenses were \$1,057,957 below budget at the end of June. Wages and benefits are still below budget after accruing the budgeted amount for a new collective

agreement. Overtime is below budget and there were Workplace Safety & Insurance Board reimbursements for 4 staff, as well as a number of unfilled positions due to retirements, leaves of absence and other vacancies. The hiring of the 4 additional firefighters for the new fire station has been deferred to 2020.

At this point in the year, vehicles repairs are tracking on budget. This expense category has trended higher than budget in recent years and the 2019 budget has been increased as a result. The majority of the other variances are due to timing. The wellness program is on hold, pending the selection of a new provider.

The following chart summarizes the significant variances:

Line items	Actual	Budget	Variance
Salaries and Benefits	\$ 10,224,718	\$ 11,023,170	\$ 798,452
Uniforms, Clothing	43,846	70,890	27,044
Equipment Repairs & Maintenance	33,273	62,985	29,712
Consulting Services	0	30,600	30,600
Wellness Program	0	72,499	72,499
Training	23,948	51,000	27,052
Other	1,787,557	1,860,155	72,598
Total Expenses	\$ 12,113,342	\$ 13,171,299	\$ 1,057,957
Total Revenues	\$ 162,953	\$ 172,281	\$ - 9,328
Net Expenditure	\$ 11,950,389	\$ 12,999,018	\$ 1,048,629

Capital

In the first 6 months of 2019, expenditures of \$826,517 were incurred. \$727,256 of this amount represents the second installment payments for 2 replacement fire apparatus which have been delivered. Some minor items are being addressed before the vehicles are put on the road.

Conclusion

At this point, there is no indication the budget will not be met at the end of the year.

Business Plan and Strategic Plan Linkages

This report is consistent with the budget methodology set out in the Master Fire Plan.

Consultation

There has been consultation between the Finance staff of both Aurora and Newmarket, as well as Fire Services management.

Human Resource Considerations

Not applicable.

Budget Impact

A year-end favorable variance of approximately \$1 Million is projected, due to gapping.

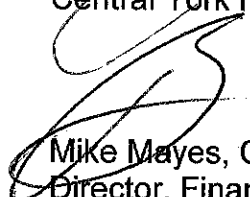
Attachments

Operating Results for the Six Months ending June 30, 2019
Status of Capital Projects as of June 30, 2019

Approval



Ian Laing, Fire Chief
Central York Fire Services



Mike Mayes, CPA, CGA, DPA
Director, Financial Services/Treasurer
Town of Newmarket

Reviewed by:
Rachel Wainwright-van Kessel, Director of Finance/ Treasurer
Town of Aurora

Contact

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**CENTRAL YORK FIRE SERVICES
OPERATING RESULTS
For the Six Months Ending June 30, 2019**

OBJECT ACCOUNTS	2018	2019 YTD (June 30, 2019)				2019 FULL YEAR BUDGET
	ACTUAL \$	ACTUAL \$	BUDGET \$	VARIANCE		
				favourable/(unfavourable) \$	%	
Expenses						
4011 Management Salaries	634,370	319,822	328,944	9,122	2.77%	657,887
4021 Regular Salaries & Wages	14,889,721	7,580,417	7,995,551	415,134	5.19%	15,991,105
4024 Standby/Callback	24,874	-	-	-	n/a	35,622
4025 Overtime	150,906	59,489	102,746	43,257	42.10%	205,493
4026 Lieu Time Paid	728,491	2,059	-	(2,059)	n/a	723,032
4028 WSIB Reimbursements	(59,301)	(55,424)	-	55,424	n/a	-
4031 Casual/Seasonal Wage	18,992	2,490	14,062	11,572	82.30%	28,125
4081 Payroll Allocations	27,785	-	-	-	n/a	-
4109 Direct Payroll Benefits	4,813,996	2,315,865	2,581,867	266,002	10.30%	5,163,733
Sub Total Salaries and Benefits	21,229,832	10,224,718	11,023,170	798,452	7.24%	22,804,997
4216 Stationery & Office Supplies	14,554	4,187	7,650	3,463	45.26%	15,300
4217 Photocopier Lease & Supplies	4,890	2,180	3,825	1,645	43.01%	7,650
4219 Emergency Mgmt. Materials	1,313	-	2,040	2,040	100.00%	4,080
4229 Janitorial Supplies	27,583	12,540	10,200	(2,340)	(22.94%)	20,400
4231 Machine Oil & Fuel	130,854	50,380	53,550	3,170	5.92%	107,100
4261 Uniforms, Clothing	120,896	43,846	70,890	27,044	38.15%	141,780
4269 Misc.	10,079	3,876	5,501	1,625	29.54%	11,000
4272 Vehicle Repairs & Maintenance	460,649	231,403	241,750	10,347	4.28%	483,500
4273 Building Repairs & Maintenance	157,142	65,554	61,200	(4,354)	(7.11%)	122,400
4278 Equipment Repairs & Maintenance	117,060	33,273	62,985	29,712	47.17%	125,970
4278 Radio Equipment Maintenance	35,536	735	17,850	17,115	95.88%	35,700
4299 Capital Acquisitions	42,498	17,061	34,969	17,908	51.21%	69,940
4303 Cell Phone	25,780	16,823	15,318	(1,505)	(9.82%)	30,633
4311 Hydro	73,982	45,168	64,356	19,188	29.81%	128,713
4321 Heat	35,534	20,828	22,950	2,122	9.25%	45,900
4331 Water	17,699	16,048	7,650	(8,398)	(109.78%)	15,300
4404 Consulting Services	3,000	-	30,600	30,600	100.00%	61,200
4425 Education/Corporate Tuition Assist.	3,089	1,020	4,335	3,315	76.48%	8,670
4462 Fire Prevention	35,319	13,255	14,280	1,025	7.18%	28,560
4462 Fire Prevention - Public education	10,070	8,011	5,100	(2,911)	(57.07%)	10,200
4463 Fire Investigation	1,914	138	1,275	1,137	89.15%	2,550
4464 Association Allowance	3,000	-	1,500	1,500	100.00%	3,000
4465 Dispatch Service	463,989	-	-	-	n/a	454,500
4466 Wellness Program	24,586	-	72,499	72,499	100.00%	145,000
4471 Mileage/Parking/Tolls	2,014	971	1,530	559	36.51%	3,060
4474 Medical oversight	16,989	16,768	10,001	(6,767)	(67.66%)	20,000
4474 Training	157,289	23,948	51,000	27,052	53.04%	102,000
4478 Conferences & Seminar Fees	16,723	12,660	14,025	1,365	9.73%	28,050
4511 Street Snowploughing Contract	4,202	1,119	7,140	6,021	84.32%	10,200
4662 Contingency Account	62,883	27,378	22,950	(4,428)	(19.29%)	45,900
4667 Property lease	30,000	15,300	15,300	-	0.00%	30,600
Support cost allocation	964,508	554,352	564,110	9,758	1.73%	1,128,224
4911 Transfer to Capital	-	-	-	-	n/a	-
4936 Asset Replacement Fund	1,099,600	649,800	649,800	-	0.00%	1,299,600
Total Expenses	25,405,056	12,113,342	13,171,299	1,057,957	8.03%	27,551,677
Revenues						
7419 - Other Grant	7,113	-	-	-	n/a	-
7431 Fire Dept. Recoveries	308,756	159,707	163,418	(3,711)	-2.27%	326,836
7471 Misc. Charges	19,432	3,246	8,863	(5,617)	(63.37%)	10,000
Total Revenues	335,301	162,953	172,281	(9,328)	-5.41%	336,836
Net Expenditure Before Transfers	25,069,755	11,950,389	12,999,018	1,048,629	8.07%	27,214,841
Transfers to/(from) Reserve Fund						
4922 Transfer to Reserve Fund	-	-	-	-	n/a	-
4923 Transfer to Reserve	736,843	-	-	-	n/a	-
7542 From Reserve Fund	-	-	-	-	n/a	(7,725)
Net Expenditure	25,806,598	11,950,389	12,999,018	1,048,629	8.07%	27,207,116
Newmarket's share (2019- 58.9%; 2018-59.35 %)	15,316,216	7,038,779	7,656,422	617,538	8.07%	16,024,991
Aurora's share (2019 - 41.1%; 2018 - 40.65 %)	10,490,382	4,911,610	5,342,596	431,091	8.07%	11,182,125
	25,806,598	11,950,389	12,999,018	1,048,629	8.07%	27,207,116

**Central York Fire Services
Status of Capital Projects
As of June 30, 2019**

Capital Project Number	Project	Total Approved Funding	Year of Original Approval	Total Expenditures to June, 2019	Current Balance Surplus/ (Deficit)	Proposed Budget Adjustment	Forecasted Spending			Comments
							2019	2020	2021 and later	
2116074	Station 4-5 Design & Construction	6,187,761	2016	326,441	5,861,320		2,930,660	2,930,660		\$687,761 was transferred from 2116075. The budget from 2117078 (\$2,500,000) has been transferred here. The architectural design phase has been completed and the project is being tendered. Aurora is managing the design and construction.
2116079	Replace Truck 97-02	800,000	2016	363,369	436,631		436,631			Project on track and expected to be completed in Q3 2019.
2117073	Fire Truck Replacement - 1999 Freightliner	946,000	2017	363,617	582,383		582,383			Project on track and expected to be completed in Q3 2019.
2117076	Replacement of Equipment	65,000	2017	59,227	5,773	(5,773)				Completed and to be closed.
2117077	Replacement of Mobile Data Terminals, Modems, Antennas	40,000	2017	28,812	11,188		11,188			Additional expenditures projected in 2019.
2118067	Tablets - Suppression and Prevention	19,500	2018	9,869	9,631		9,631			Additional tablets will be purchased in 2019.
2118071	Equipment Replacement	100,000	2018	81,737	18,263		18,263			Additional equipment to be purchased in 2019.
2118072	New Fire Engine - Stn. 4-5	985,000	2018	-	985,000		400,000	585,000		Award was issued to Dependable Fire; pre-construction meeting to take place in Q3; truck to be delivered summer or fall 2020.
2119005	Replacement of Auto Extrication Equipment	65,000	2019	-	65,000		65,000			Bid is out and closing August 27th; equipment will be purchased in late 2019.
2119006	Replacement of Hazmat Truck	950,000	2019	-	950,000		950,000			On hold; awaiting provincial government's amalgamation review.
2119007	Lifecycle Replacement of Personal Protective Equipment	71,000	2019	29,951	41,049		41,049			Expenditures to be made in 2020 for replacement staff.
2119008	CYFS Master Fire Plan	125,000	2019	-	125,000		125,000			On hold; awaiting provincial government's amalgamation review.
2119009	Personal Protective Equipment/Uniforms New Recruits	36,000	2019	-	36,000			36,000		Deferred to coincide with the hiring of the new recruits.
2119010	Replacement of Equipment	100,000	2019	9,201	90,799		90,799			Ongoing and will carry over in to 2020.
2119011	Replacement of Light Vehicle 11-17	60,000	2019	-	60,000		60,000			Bid is out and closing August 9th; expenditures will be made in Q3.
2119012	Station 4-5 Construction - Additional amount	4,810,000	2019	-	4,810,000		2,405,000	2,405,000		Additional amount approved in 2019; see project # 2116074.
TOTAL		\$ 15,360,261		\$ 1,272,224	\$ 14,088,037	\$ (5,773)	\$ 8,125,604	\$ 5,956,660	\$ -	