

TOWN OF TILLSONBURG

2020 Business Plan

Corporate Services

January 27, 2020



2020 Business Objectives

Item	Owner	Budget Value	Target Date
IT Security – THI	Director of Finance GM Hydro Ops		Q2
Corporate Staff Plan to meet Community Growth	Director of Finance		Q2
Multi Year Budget	Manager of Finance		Q4
Asset Management Plan Integrated into 2021 Budget	Manager of Finance		Q4
Electronic Communications Policy	Director of Finance		Q2
Review banking and legal arrangements	Director of Finance		Q3

2020 Business Objectives

Item	Owner	Budget Value	Target Date
Negotiate long term contract with County for Water/Wastewater billing	Director of Finance	\$0	Q2
Dr. Recruitment	CAO	\$70,000	Q4
Strat Plan Reserved in 2019	CAO	\$60,000 -\$25,000	Q2
Integration of County Service Plan	CAO		Q4
Central Record Repository	Clerk	\$0	Q2
Local Government Week	Clerk	\$1,500	Q4

2020 Capital Summary

Item	Department	Budget Value	Target Date
Annual Computer Replacement	IT	\$20,000	Q2
Contribution to Reserves from Departmental Charges		\$70,000 -\$70,000	Q4 Q4

Risks

IT

- Cyber attacks against municipal government has hit Oxford County and requires constant vigilance and precautions

Finance

- Funding from Upper Orders of Government has become unreliable
- Potential of change of governance due to Provincial direction overshadows service delivery
- Water and Wastewater billing going to the County as per their proposal would be a loss of positions and a greatly reduced customer service for ratepayers.

Opportunities

- Lower long term interest rates make borrowing for major projects a more attractive opportunity

Future Departmental Directions: 3 year outlook

- 2021
 - RFP for insurance
 - 10 Year Capital Plan
- 2022/2023
 - Annual Budgets on the same accounting basis as year-end financial statements



2020 Financial Plan
Operating Plan - Cost Code Summary
Corporate Services

Note	2019	2020	Budget	%	Note
Reference	Budget	Budget	Variance	Variance	Reference
Revenues					
Grants	(347,600)	(570,600)	(223,000)	64.2%	1
User Charges	(38,500)	(65,500)	(27,000)	70.1%	2
Other Revenue	(23,000)	(25,000)	(2,000)	8.7%	
Total Revenues	(409,100)	(661,100)	(252,000)	61.6%	
Expenditures					
Labour	1,417,100	1,587,300	170,200	12.0%	3
Purchases	499,200	591,000	91,800	18.4%	4
Contracted Services	517,800	530,300	12,500	2.4%	
Interfunctional Adjustments	(496,600)	(613,300)	(116,700)	23.5%	5
Debt Principal & Interest	102,000	0	(102,000)	(100.0%)	6
Total Expenditures	2,039,500	2,095,300	55,800	2.7%	
Total Net Levy	1,630,400	1,434,200	(196,200)	(12.0%)	
Notes:					
1	Increased OMPF Grant				
2	Refund from benefit supplier				
3	Allocation of Staff				
4	New grid, Insurance and HLW				
5	Recovery of Staff time				
6	Debt paid off				



2020 Financial Plan
Operating Plan - Cost Code Summary
Customer Service Centre

Note	2019	2020	Budget	%	Note
Reference	Budget	Budget	Variance	Variance	Reference
Revenues					
User Charges	(267,000)	(304,100)	(37,100)	13.9%	1
Total Revenues	(267,000)	(304,100)	(37,100)	13.9%	
Expenditures					
Labour	469,100	461,700	(7,400)	(1.6%)	
Purchases	95,100	104,700	9,600	10.1%	2
Contracted Services	32,000	32,000	0		
Interfunctional Adjustments	(247,200)	(255,000)	(7,800)	3.2%	
Debt Principal & Interest	2,800	2,700	(100)	(3.6%)	
Total Expenditures	351,800	346,100	(5,700)	(1.6%)	
Total Net Levy	84,800	42,000	(42,800)	(50.5%)	
Notes:					
1	Increased Rent Revenue				
2	Supplies expense				



2020 Financial Plan
Operating Plan - Cost Code Summary
Council

Note	2019	2020	Budget	%	Note
Reference	Budget	Budget	Variance	Variance	Reference
Revenues					
Contribution from Reserves	(32,500)	(60,000)	(27,500)	84.6%	1
Total Revenues	(32,500)	(60,000)	(27,500)	84.6%	
Expenditures					
Labour	195,000	193,300	(1,700)	(0.9%)	
Purchases	191,200	239,100	47,900	25.1%	2
Contracted Services	3,700	3,800	100	2.7%	
Contribution to Reserves	2,000	10,000	8,000	400.0%	3
Interfunctional Adjustments	24,800	25,500	700	2.8%	
Total Expenditures	416,700	471,700	55,000	13.2%	
Total Net Levy	384,200	411,700	27,500	7.2%	
Notes:					
1	Increased one time costs - Strat Plan				
2	Increased one time costs - Strat Plan				
3	Election in 2022				