



TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Committee of the Whole – Administration and Operations

Date: May 12, 2025

Department: Finance

Topic: 2025 Q1 Budget Variance Report

Background: The attached report is a summary of revenue and expenses for the period ending March 31, 2025 with comparison to the 1st quarter of 2024.

For this period, it is anticipated that expenses should be approximately 25% of the budget. During this period, there are certain expenses that are not incurred consistently every month and are instead incurred in full during the first quarter resulting in inflated expenses for certain departments. This is true for vehicle licensing, professional memberships and annual licenses and contracts.

The variance report shows that there is 85.36% of the budget remaining of the overall departmental revenue and operating expenses.

Some variances to note for revenue include:

- Fire Department received a fire protection grant
- Building permit revenue is 50% higher than Q1 in 2024
- Bylaw revenue for enforcement fees have reached 45% of budget

Some variances to note for expenses include:

- Administration includes costing for the asset management plan levels of service which will incur full cost by Q2, and professional association fees paid in full in Q1.
- Public Works includes vehicle licensing for the year and parts and supplies have incurred just over 40% of the budget, if this trend continues, we will see overages for the year.
- Winter control has 12.84% of the budget remaining, this is due to the amount of winter events in 2025 and the salt and sand materials. We will require a draw from the winter control reserves in 2025.

At this time, there are few capital costs incurred and transfers from reserves have not been recorded and will be completed once work on the projects have begun.



Treasurer



CAO