



	<b>REPORT No.: 2020-52</b>
<b>MEETING DATE: NOVEMBER 18, 2020</b>	<b>DATE PREPARED: NOVEMBER 3, 2020</b>
<b>SUBJECT: 2020 THIRD QUARTER FINANCIAL REPORT</b>	

**RECOMMENDATION**

For information only.

**REPORT SUMMARY**

To provide The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board) with the 2020 Third Quarter Financial Report, and projection to year-end.

**BACKGROUND**

The TBDSSAB 2020 Operating Budget was approved at the December 12, 2019 Board Meeting, Report No. 2019-61, The District of Thunder Bay Social Services Administration Board Proposed 2020 Operating and Capital Budgets, and By-Law 06-2019. Subsequently, the Chief Administrative Officer implemented an organization realignment which included consolidating the Client Services and Housing Services Divisions into the Integrated Social Services Division and transferring the Infrastructure & Asset Management Department (formerly Facilities) into the Corporate Services Division.

The annual Budget is an essential tool for effective planning, analysis, and allocation of the Board's resources. To assist Administration in performing its financial management duties, a Realigned 2020 Operating Budget was developed, using the Board-approved Budget, to reflect the financial impact of the organization realignment. The realigned budget was approved by the Board via Report No. 2020-29, Realigned 2020 TBDSSAB Operating Budget.

Although there was no change in the total Budget, there was a shift in costs among the various programs. As a result, the realigned budget levy to municipalities and territories without municipal organization (TWOMO) related to OW is \$262,100 higher. However, this was offset by an equal reduction to the realigned budget levy related to Housing Programs.

In accordance with Budget Policy No. CS-02:83, a Financial Report is prepared and reported to the Board quarterly to provide a comparison of year-to-date and forecast revenues and expenditures to the approved Budget, and includes an explanation of significant variances to the approved Budget, by program area. The year-to-date and forecast information is provided on the same basis that Federal/Provincial funding is provided, where certain accruals for potential future employee entitlements are not considered, and are only funded when paid, and purchases of capital assets are reported as expenditures in the year purchased.

### **COMMENTS**

Overall, total spending on TBDSSAB-delivered programs, for the period ended September 30, 2020, was \$4,622,800 (6.3%) less than the year-to-date Budget, with a net surplus of \$776,100.

The program levy operating surplus projected to year-end is \$352,000, or 1.6% of the 2020 Levy. A summary of net forecast cost variances, by program, is presented below:

**Table 1:**

<b>2020 Forecast Program Levy Operating Surplus/(Deficit)</b>			
<b>Program</b>	<b>Budget</b>	<b>Forecast</b>	<b>Variance</b>
Ontario Works	\$ (262,100)	\$ (108,900)	\$ 153,200
Child Care and Early Years	-	10,000	10,000
Housing Programs	262,100	485,100	223,000
Direct-Owned Community Housing Building Operations	-	-	-
Interest on Unrestricted Funds	-	(34,200)	(34,200)
<b>Forecast Program Levy Operating Surplus</b>	<b>\$ -</b>	<b>\$ 352,000</b>	<b>\$ 352,000</b>

Highlights for the third quarter and full-year forecast to year-end, as well as detailed variance explanations, are provided in Attachment #1 - 2020 Third Quarter Financial Report.

### **FINANCIAL LEGISLATIVE COMPLIANCE**

TBDSSAB is required to file, and remit payment for, certain Federal, Provincial and other payroll remittances and contributions, including Canada Pension Plan, Employment Insurance, Employee Income Tax, Employer Health Tax, Harmonized Sales Tax, and the Ontario Municipal Employee Retirement Savings Plan.

Attachment #2 - Fiduciary Responsibility Checklist, certified by the Director, Corporate Services Division, and the Chief Administrative Officer, indicates that all filings and remittances were made in accordance with the established requirements and timelines, and that TBDSSAB is compliant with all applicable labour laws.

TBDSSAB is also required to file, and submit, certain financial and program reports to the Province, in accordance with its various funding agreements. All reports were filed in accordance with the established requirements and timelines.

**FINANCIAL IMPLICATIONS**

There are no direct financial implications associated with this Report.



**CONCLUSION**

It is concluded that the 2020 Third Quarter Financial Report indicates a year-to-date net surplus of \$776,100, with a forecast program levy operating surplus for the year of \$352,000, or 1.6% of the 2020 Levy.

**REFERENCE MATERIALS ATTACHED**

Attachment #1 [2020 Third Quarter Financial Report](#)

Attachment #2 [Fiduciary Responsibility Checklist](#)

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