

Glossary of terms

When moving to the new accounting system, Financial Services fully adopted the Province of Ontario's Financial Information Return (FIR) reporting requirements into the system and financial process. This includes the account structure of the FIR and the allocation of Council and administrative costs to operational departments. This will aid in more timely reporting in the future which will support grant applications.

Revenue

Property Tax	Amount levied by tax rate plus amounts added to the tax bill.
User Charges	This line represents total user fees and service charges, and includes direct water billings and sewer surcharges. User fees are fees and service charges imposed by the municipality which are directly associated with a particular municipal function.
Government Transfers	Funding and Grants received from other levels of government or other municipalities
Investment Income	This line refers to interest income generated on all fund balances from all sources such as bank deposits, promissory notes, etc.
Other Revenue	This section refers to other revenue, including donations, sale of publications and equipment, contributions from non-consolidated entities, revenue from government business enterprises, revenue from the Ontario Lottery and Gaming Corporation, revenue related to ambulance dispatch and other sources.

Expense

Personnel Expense	Salaries, wages, and employee benefits include expenses incurred for the following purposes: full-time, part-time and temporary salaries and wages including, regular, overtime, shift premiums and other remuneration to employees.
Salaries and Wages	Direct remuneration paid to employees.

Report 2026-49 Appendix B – 2025 Year End Levy Summary

Benefits	Benefits include employer's contribution payments to Canada Pension Plan (CPP), Ontario Municipal Employee Retirement System (OMERS), Employer's Health Tax, Employment Insurance (EI), Workplace Safety and Insurance Board (WSIB) and any other insurance plans, such as supplementary health and dental. Include clothing, moving, tuition, housing and other employee benefits and allowances paid
Non-Personnel Expense	All other expenses not related to employee remuneration.
Materials	This column is used to report materials purchased by a municipality for its own uses and/or disposal or resale. Materials purchased by the municipality which are subsequently provided to a third party are also included in this column. Please note that the purchase of hydro services and utilities including cell phone service are reported in column 3 as materials. Include all other expenses not reported in other columns as materials. For example, include expenses for insurance, travel, reimbursement of mileage, and photocopying.
Contract Services	When a municipality is responsible for providing a service and contracts out service delivery; in part or in whole, to an arms length service provider.
Interest on Long-term Debt	Interest payments on long-term borrowing arrangements.
Principal on Long-term Debt	Principal Payments on long-term borrowing arrangements.
Rents and Financial Expenses	Include the rental of buildings, land, machinery, equipment, and engineering structures. Financial expenses include short-term borrowing costs, bank and credit card service charges, annual payments associated with financing leases not deemed to be capital tangible lease and any other financial costs from external sources. Include losses on disposal of tangible capital assets.

Report 2026-49 Appendix B – 2025 Year End Levy Summary

External Transfer to Others	Transfers to local organizations including Charitable organizations, colleges, cultural or recreation organizations, hospitals, universities, and public health services (i.e., public health units), Conservation authorities, Individuals, i.e., social assistance, Unconsolidated local boards.
Other Agency Payout	Any transfers not included in the category above.
Gains/Losses	Any financial gains or losses that are one-time in nature.

Allocations and Transfers

Allocated In	Allocations refer to the process of moving expenses or revenue from the department where they were incurred to another area that receives the benefit of that work. For example, Personnel expenses incurred in the Water Department are allocated to Wastewater and Storm Sewer departments.
Allocated Out	Allocations refer to the process of moving expenses or revenue from the department where they were incurred to another area that receives the benefit of that work. For example, Personnel expenses incurred in the Water Department (Out) are allocated to Wastewater (In) and Storm Sewer (In) departments.
Transfer between Companies	Transfers of Revenue or Expenses between the City and related Companies such as the Port Colborne Library.
Transfer between Funds	Transfers that occur between the City (Levy) and the Funds supported by Rate-payers including Water, Wastewater and Storm Sewers.
Transfer to/from Reserve	Reserves and reserve funds are comprised of funds set aside for specific purposes by Council and funds set aside for specific purposes by legislation, regulation, or agreement.

CITY OF PORT COLBORNE
Operating Fund
For the 12 Months Ending December 31, 2025

	Actual	Budget	Variance (\$)	Variance (%)
Revenue				
Property Tax	27,708,783.80	27,455,500.00	253,283.80	0.92%
User Charges	3,841,577.19	3,935,872.00	-94,294.81	-2.40%
Government Transfer	11,261,569.49	5,042,969.00	6,218,600.49	123.31%
Investment Income	1,255,359.61	1,078,448.00	176,911.61	16.40%
Other Revenue	3,511,307.46	1,952,600.00	1,558,707.46	79.83%
Total Revenue	47,578,597.55	39,465,389.00	8,113,208.55	20.56%
Expense				
Personnel Expense				
Salaries and Wages	14,465,444.42	14,177,004.00	-288,440.42	-2.03%
Benefits	4,165,922.93	4,261,340.00	95,417.07	2.24%
Subtotal Personnel Expense	18,631,367.35	18,438,344.00	-193,023.35	-1.05%
Non-Personnel Expense				
Materials	7,256,055.67	6,834,265.00	-421,790.67	-6.17%
Contract Services	5,525,147.24	4,967,250.00	-557,897.24	-11.23%
Interest on Long Term Debt	792,294.15	1,566,500.00	774,205.85	49.42%
Principal on Long Term Debt	1,190,994.86	1,427,000.00	236,005.14	16.54%
Rents and Financial Expenses	402,894.53	595,000.00	192,105.47	32.29%
External Transfer to Others	442,579.30	724,200.00	281,620.70	38.89%
Gains/Losses	17,387.39	0.00	-17,387.39	0.00%
Subtotal Non-Personnel Expense	15,627,353.14	16,114,215.00	486,861.86	3.02%
Total Expenses	34,258,720.49	34,552,559.00	293,838.51	0.85%
Surplus/(Deficit) Before Allocation	13,319,877.06	4,912,830.00	8,407,047.06	171.12%
Allocation				
Allocated Out	-10,821,782.18	-7,078,031.00	3,743,751.18	-52.89%
Allocated In	10,821,782.18	7,078,031.00	-3,743,751.18	-52.89%
Total Allocated	0.00	0.00	0.00	0.00%

Report 2026-49 Appendix B – 2025 Year End Levy Summary

	Actual	Budget	Variance (\$)	Variance (%)
Surplus (Deficit) After Allocation	13,319,877.06	4,912,830.00	8,407,047.06	171.10%
Transfer				
Transfer Between Companies	850,980.94	919,825.00	68,844.06	7.48%
Transfer to/from Reserve	98,330.96	1,401,773.00	1,303,442.04	92.99%
Transfer Between Funds	12,370,565.16	2,591,232.00	-9,779,333.16	-377.36%
Total Transfer	13,319,877.06	4,912,830.00	-8,406,096.30	-171.10%
Surplus/(Deficit)	0.00	0.00	0.00	0.00%