

PREPARED FOR: Council
FROM: Rianna Lachance, Director of Finance and Asset Management and Dawn Christenson, Deputy Director of Financial Services
MEETING DATE: July 28, 2025
SUBJECT: 2025 Second Quarter Budget Variance Report

RECOMMENDATION(S)

THAT the report titled “2025 Second Quarter Budget Variance Report”, authored by Rianna Lachance, Director of Financial Services and Asset Management, dated July 28, 2025 be received.

PURPOSE OF REPORT

The Second Quarter Budget Variance Report attached details the quarterly operating and capital budget variances from the Council approved financial plan.

The report presents both actual results and annual forecasts. Prepared by staff, the forecasts estimate how services are expected to perform financially for the year, based on information available up to the end of the second quarter. These projections are informed by an analysis of prior year results, planned and actual changes in activity, and an assessment of service level delivery and its associated funding impacts.

The proportion of the budget spent by the end of the second quarter varies by service, depending on factors such as planned expenditure patterns, seasonality, and the timing of transactions. For example, utility services typically see increased activity during the summer months. As a result, they may show less than 50% budget utilization by the end of Q2, with spending accelerating in the latter half of the year. In contrast, property tax revenues typically show 100% receivable by the end of Q2, as property tax notices are issued in May each year.

BACKGROUND/HISTORIC CONTEXT

On May 13, 2025, Council approved the District’s 2025–2029 Five Year Financial Plan, which allocated funding for ongoing operations, capital projects, and strategic initiatives aligned with Council Priorities. As part of the District’s commitment to transparency and fiscal accountability, quarterly budget variance reports are prepared to monitor financial performance and progress against the approved plan throughout the year.

LEGISLATIVE REQUIREMENTS

Section 165 of the Community Charter requires municipalities to adopt a five-year financial plan by bylaw each year, which acts as the legal limit for spending.

Section 173 of the Community Charter states that spending beyond the approved budget is not allowed unless Council authorizes it through amendment or in

emergencies. The Chief Financial Officer's role is to ensure the organization complies with legislation.

This variance report ensures financial accountability by highlighting differences between actual results and the approved financial plan, supporting timely adjustments if needed.

ANALYSIS

Overall, the District is forecasted to remain within its approved spending limits for the year. Table 1 summarizes second quarter budget variances at a summary level.

	(\$ M's)	(\$ M's)		(\$ M's)	
Revenue	75.5	54.0	72%	72.8	96%
Expenses	60.7	27.8	46%	56.7	94%
Difference	14.8	26.2		16.1	
Add: Transfer from Reserves	50.5			27.9	
Add: Debt Proceeds	6.6			5.5	
Less: Capital Expenditures	57.6	20.8	36%	32.9	57%
Less: Transfer to reserve	14.3			14.3	100%
Total Surplus	-	\$ 5.4		\$ 2.3	

Staff are currently forecasting a \$2.3 million surplus for the year. The projected underspending spans several operating departments and is primarily attributed to initiatives that have not yet commenced or are now expected to be completed in 2026. The salary budget variances are also a factor across departments resulting from unanticipated staff turnover, and due to timing of onboarding new positions.

The following Schedules are attached for information:

Schedule A - *Consolidated Financial Plan Variance Forecast*

Schedule B - *Operating Expenses by Department Variance Forecast*

Schedule C - *Capital Expenditures by Department Variance Forecast*

Schedule D - *Council Priority Projects & Special Initiatives Variance Forecast*

ADVISORY BODY

N/A

WORKPLAN IMPACT

As part of the annual priority setting and work planning cycle, departments regularly assess progress against established goals to ensure alignment with organizational objectives. At this time, forecasts remain on track, and there are no material changes impacting departmental work plans. Departments continue to monitor deliverables and timelines, and no updates to Council are required at this stage.

FINANCIAL IMPACT

This report includes a forecasted variance that may change as updated information becomes available in the third and fourth quarters.

At year-end, and as part of the annual financial planning process, any resulting surplus or deficit will be managed in accordance with the District's Reserves and Surplus Policy.

Surpluses or deficits reflect variances in business activity from the original plan. Each year, work plans are reviewed and adjusted to reflect these experiences. Variances of this nature are anticipated within the normal course of business, and the current degree of variance is considered reasonable and within expected thresholds

OPTIONS

N/A

COUNCIL PRIORITY SUPPORTED

Operational/Not Applicable

IAP2 FRAMEWORK ENGAGEMENT

☒ **INFORM** ☐ **CONSULT** ☐ **INVOLVE** ☐ **COLLABORATE**

TIMELINE/PROCESS/NEXT STEPS

Council will receive a third quarter budget variance report at the second regular Council meeting in October. Additionally, Council will receive fourth quarter results incorporated into the draft 2026 - 2030 financial plan as well as in the audited financial statements in the spring of 2026.

Respectfully submitted,

Rianna Lachance, Director of Finance and Asset Management
Dawn Christenson, Deputy Director of Financial Services

With respect to the Financial Impact described in this report, I concur with the staff recommendation.

Rianna Lachance

Rianna Lachance, Director of Finance and Asset Management

Reviewed and approved by the Acting Director of Corporate Services.

C. Anderson

C. Anderson, Acting Director of Corporate Services

I have read and consider staff's recommendation to be supportable for Council's consideration.

Selina Williams

Selina Williams, Chief Administrative Officer

ATTACHMENTS(S):

[2025 Q2 Variance Report Schedules A-D](#)

Threshold for variance +/- \$50,000 and 5%

	2025 Budget (Amended*)	2025 YTD Actual and Committed	YTD Variance %	2025 Forecast	Forecast Variance	Forecast Variance %	Comments + Favorable variance - Unfavorable variance
Revenue							
Property Value Taxes	40,303,147	40,294,603	100%	40,294,603	- 8,544	100%	
Boulevard Frontage Taxes	289,872	289,956	100%	289,956	84	100%	
Grants in Lieu of Taxes	75,000	-	0%	75,000	-	100%	
1% Utility Revenue	232,170	231,037	100%	232,170	-	100%	
Property Tax Penalties & Interest	273,000	19,699	7%	273,000	-	100%	
Grants (Operating)	397,500	14,242	4%	405,789	8,289	102%	
Grants (Capital)	6,536,666	106,593	2%	3,468,622	- 3,068,044	53%	- Dependant on capital projects timing
Investment Income	2,250,000	969,151	43%	2,258,645	8,645	100%	
Miscellaneous Revenue	11,100	3,999	36%	3,798	- 7,302	34%	
Municipal-Regional District Tax	250,000	93,926	38%	250,000	-	100%	
Facilities Dept. Revenue	358,980	200,860	56%	359,823	843	100%	
Finance Dept. Revenue	60,250	40,939	68%	52,970	- 7,280	88%	
Building & Planning Dept. Revenue	1,409,000	1,389,530	99%	1,442,150	33,150	102%	
Engineering Dept. Revenue	10,000	5,308	53%	14,027	4,027	140%	
Public Works Dept. Revenue	2,099,635	1,014,250	48%	2,099,635	-	100%	
Sewer Utility Fees	4,890,250	1,966,110	40%	4,890,250	-	100%	
Water Utility Fees	6,490,582	2,657,826	41%	6,513,304	22,722	100%	
Parks & Recreational Dept. Revenue	9,600,704	4,712,754	49%	9,853,150	252,446	103%	
Revenue Total	75,537,856	54,010,782	72%	72,776,892	- 2,760,964	96%	
Operating expenses							
Corporate Administration	4,226,423	2,007,149	47%	3,927,816	298,607	93%	
Facilities	392,920	270,842	69%	396,764	- 3,844	101%	
Building & Planning	3,821,237	1,600,006	42%	2,966,243	854,994	78%	+ Staffing vacancies
Finance & IT	2,385,969	1,246,020	52%	2,405,508	- 19,539	101%	
Fire Protection	5,904,029	2,047,845	35%	5,719,431	184,598	97%	
Policing	6,788,300	3,377,325	50%	6,703,216	85,084	99%	
Engineering & Public Works	7,193,626	2,972,222	41%	6,889,331	304,295	96%	
Sewer Utility	4,306,402	3,214,746	75%	4,132,658	173,744	96%	
Water Utility	4,704,742	1,629,112	35%	4,320,131	384,611	92%	
Parks & Recreation	16,177,553	8,187,999	51%	16,481,540	- 303,987	102%	
Oak Bay Tourism	250,000	130,740	52%	250,000	-	100%	
Library	1,309,570	763,915	58%	1,309,570	-	100%	
Fiscal	186,500	157,669	85%	180,446	6,054	97%	
Contingencies	2,091,562	86,035	4%	1,082,190	1,009,372	52%	+ Estimate/placeholder budget, variance expected
Major Crimes Contingency	965,380	-	0%	-	965,380	0%	+ Estimate/placeholder budget, variance expected
Operating expenses Total	60,704,213	27,691,625	46%	56,764,844	3,939,369	94%	
Add							
Transfers from reserves	50,456,951	-	0%	27,998,841	- 22,458,110	55%	+ Based on forecast expenditures
Debt Proceeds	6,600,000	-	0%	5,542,983	- 1,057,017	84%	+ Based on forecast expenditures
	57,056,951	-	0%	33,541,824	- 23,515,127	59%	
Deduct							
Capital Expenditures	- 57,574,931	- 20,882,795	36%	- 32,926,450	- 24,648,481	57%	+ Based on forecast capital expenditures
Transfers to Reserves	- 14,315,663	1,114	0%	- 14,314,763	900	100%	+ Based on planned transfers
	- 71,890,594	- 20,881,681	29%	- 47,241,213	- 24,649,381	66%	
Surplus	-	5,437,476		2,312,659			

*2025-2029 Financial Plan Bylaw No. 4899, 2025, Amendment Bylaw No. 4915, 2025, adopted July 14, 2025.

Operating Expenses by Department Variance Forecast

For Quarter ended June 30, 2025

Note: Operating expense amounts include Council Priority Projects & Special Initiatives - see Schedule C for details

Threshold for variance +/- \$50,000 and 5%

	2025 Budget (Amended*)	2025 YTD Actual and Committed	YTD Variance %	Total Forecast	Forecast Variance	Forecast Variance %	Comments + Favorable variance - Unfavorable variance
CORPORATE ADMINISTRATION							
Archives	49,256	23,205	47%	48,297	959	98%	
Communications	246,260	106,176	43%	233,486	12,774	95%	
Corporate Administration	2,266,536	960,502	42%	2,064,682	201,854	91%	
Council	294,363	147,991	50%	290,451	3,912	99%	
Grants & Fee For Services	230,500	170,387	74%	230,487	13	100%	
Human Resources	750,908	229,438	31%	657,330	93,578	88%	+ New position yet to be hired
Risk Management	388,600	468,654	121%	403,083	14,483	104%	
CORPORATE ADMINISTRATION Total	4,226,423	2,106,353	50%	3,927,816	298,607	93%	
ADMINISTRATIVE FACILITIES							
Foreshore Lease	75,100	74,875	100%	78,625	3,525	105%	
Maintenance - 1423 Hampshire	36,000	14,779	41%	36,000	-	100%	
Maintenance - 1531 Hampshire	5,400	-	0%	5,400	-	100%	
Maintenance - 1538 Monterey	6,500	2,103	32%	6,500	-	100%	
Maintenance - Athlone Court	114,020	105,575	93%	114,339	319	100%	
Maintenance - Municipal Hall	129,100	64,324	50%	129,100	-	100%	
Maintenance - Oak Bay Marina	18,400	4,882	27%	20,656	2,256	112%	
Maintenance - Tod House	8,400	2,464	29%	6,144	2,256	73%	
ADMINISTRATIVE FACILITIES Total	392,920	269,002	68%	396,764	3,844	101%	
BUILDING & PLANNING							
Animal Control	94,200	94,968	101%	94,968	768	101%	
Bylaw Enforcement	203,700	114,489	56%	204,069	369	100%	
Climate	172,500	79,957	46%	99,370	73,130	58%	+ Project completed under budget
Deer Management	13,000	13,000	100%	13,000	-	100%	
Heritage Commission	11,100	501	5%	5,901	5,199	53%	
Inspections	429,500	144,267	34%	429,500	-	100%	
Planning	2,897,237	1,081,474	37%	2,119,435	777,802	73%	+ HAP Special project-remaining to be carried forward
BUILDING & PLANNING Total	3,821,237	1,528,656	40%	2,966,243	854,994	78%	
FINANCE, IT, & PARKING							
Finance General	1,590,577	818,586	51%	1,611,516	20,939	101%	
Information Technology	735,992	344,744	47%	735,992	-	100%	
Parking Enforcement	59,400	59,942	101%	58,000	1,400	98%	
FINANCE, IT, & PARKING Total	2,385,969	1,223,272	51%	2,405,508	19,539	101%	
FIRE DEPARTMENT							
Emergency Program	191,260	127,607	67%	232,352	41,092	121%	
Fire Administration	790,630	266,613	34%	758,413	32,217	96%	
Fire Hall	50,600	44,251	87%	69,405	18,805	137%	
Fire Prevention	167,052	65,181	39%	112,641	54,411	67%	+ Staff vacancy unfilled
Fire Vehicles & Equipment	98,500	63,592	65%	114,332	15,832	116%	
Suppression / Rescue	4,538,187	1,231,521	27%	4,364,488	173,699	96%	+ Staff vacancy unfilled
Traning & Staff Development	67,800	31,036	46%	67,800	-	100%	
FIRE DEPARTMENT Total	5,904,029	1,829,802	31%	5,719,431	184,598	97%	
OAK BAY POLICE DEPARTMENT							
Community Program	22,100	2,958	13%	22,100	-	100%	
Integrated Units	510,000	12,179	2%	510,000	-	100%	
Police Administration	796,300	396,377	50%	794,973	1,327	100%	
Police Board	12,000	11,316	94%	12,000	-	100%	
Police Building Maintenance	77,600	24,980	32%	77,600	-	100%	
Protective Services	5,314,200	2,584,412	49%	5,228,806	85,394	98%	+ Staff vacancy unfilled
Vehicle Maintenance	56,100	25,935	46%	57,737	1,637	103%	
OAK BAY POLICE DEPARTMENT Total	6,788,300	3,058,158	45%	6,703,216	85,084	99%	

	2025 Budget (Amended*)	2025 YTD Actual and Committed	YTD Variance %	Total Forecast	Forecast Variance	Forecast Variance %	Comments + Favorable variance - Unfavorable variance
ENGINEERING & PUBLIC WORKS							
Drainage	928,555	209,189	23%	880,185	48,370	95%	
Engineering Administration	1,718,700	820,402	48%	1,747,779	- 29,079	102%	
Events	119,400	85,694	72%	139,989	- 20,589	117%	
Graffiti Removal & Beautification	126,000	-	0%	-	126,000	0%	+ Staff vacancy unfilled
Leaf Pickup Program	283,310	61,400	22%	298,955	- 15,645	106%	
Noxious Weed Program	7,050	-	0%	3,200	3,850	45%	
Other Public Works	244,300	63,753	-26%	26,621	217,679	11%	+ Based on demand
Road Repair	695,400	237,414	34%	695,400	-	100%	
Signs And Traffic Signals	239,390	103,016	43%	239,390	-	100%	
Snow Removal	101,920	50,481	50%	102,613	- 693	101%	
Solid Waste	1,871,531	801,950	43%	1,887,305	- 15,774	101%	
Stores	140,300	62,048	44%	140,300	-	100%	
Street Cleaning	145,040	66,089	46%	145,277	- 237	100%	
Street Lighting	288,950	163,179	56%	304,398	- 15,448	105%	
Yard & Building	239,480	93,715	39%	233,699	5,781	98%	
Safety Program	44,300	4,439	10%	44,220	80	100%	
ENGINEERING & PUBLIC WORKS Total	7,193,626	2,695,265	37%	6,889,331	304,295	96%	
SEWER UTILITY							
Sewer Administration	164,484	29,237	18%	164,484	-	100%	
Regional Collection And Treatment	3,063,724	-	0%	3,067,470	- 3,746	100%	
Sewer Collection & Repair Program	1,054,265	89,521	8%	876,775	177,490	83%	+ Staff vacancy unfilled
Inflow & Infiltration	23,929	-	0%	23,929	-	100%	
SEWER UTILITY Total	4,306,402	118,757	3%	4,132,658	173,744	96%	
WATER UTILITY							
Water Administration	113,483	51,968	46%	113,483	-	100%	
Safety Program	35,636	15,898	45%	35,636	-	100%	
Water Purchased	2,813,706	865,145	31%	2,813,706	-	100%	
Backflow Prevention	25,373	3,214	13%	25,373	-	100%	
Collection	221,991	117,998	53%	224,369	- 2,378	101%	
Maintenance & Valve Turning	1,484,488	493,357	33%	1,097,499	386,989	74%	+ Staff vacancy unfilled
Pumping	10,065	5,651	56%	10,065	-	100%	
WATER UTILITY Total	4,704,742	1,553,230	33%	4,320,131	384,611	92%	
PARKS, RECREATION & CULTURE							
Administration	2,753,060	1,139,033	41%	2,819,645	- 66,585	102%	
Aquatics	1,255,372	539,325	43%	1,256,270	- 898	100%	
Arena	366,431	165,427	45%	368,657	- 2,226	101%	
Benches	19,102	7,966	42%	19,102	-	100%	
Boulevard Maintenance	354,844	187,800	53%	354,890	- 46	100%	
Building Maintenance-OBPR	3,089,457	1,549,033	50%	3,183,340	- 93,883	103%	
Cultural Events	141,308	59,278	42%	141,308	-	100%	
Field Maintenance	211,064	112,502	53%	211,044	20	100%	
Food Services	449,229	245,821	55%	451,119	- 1,890	100%	
Henderson	1,286,201	458,682	36%	1,286,718	- 517	100%	
Henderson Fitness	306,760	158,282	52%	354,760	- 48,000	116%	- Increase in demand, offset by increased revenue
Indoor Sports Field	170,420	51,463	30%	171,807	- 1,387	101%	
Invasive Species Removal	155,367	63,411	41%	155,367	-	100%	
Lawn & Garden	249,899	162,556	65%	274,279	- 24,380	110%	
Leaf Clearing	35,584	2,016	6%	36,067	- 483	101%	
Licensed Care	861,336	409,563	48%	868,792	- 7,456	101%	
Monterey Centre	1,193,724	563,339	47%	1,239,077	- 45,353	104%	- Increase in demand, offset by increased revenue
OBRC Fitness	341,880	168,201	49%	343,779	- 1,899	101%	
Par 3 Golf	220,779	65,608	30%	221,781	- 1,002	100%	
Playgrounds	796,931	296,361	37%	797,939	- 1,008	100%	
Public Works	24,393	9,957	41%	24,393	-	100%	
Sailing	70,150	-	0%	70,150	-	100%	
Small Buildings	246,220	114,801	47%	249,348	- 3,128	101%	
Tennis	654,225	286,974	44%	652,260	1,965	100%	
Tree Cutting & Planting	808,774	390,184	48%	814,605	- 5,831	101%	
Youth Centre	115,043	26,867	23%	115,043	-	100%	
PARKS, RECREATION & CULTURE Total	16,177,553	7,234,450	45%	16,481,540	- 303,987	102%	
Total	55,901,201	21,616,945	39%	53,942,638	1,958,563	96%	

*2025-2029 Financial Plan Bylaw No. 4899, 2025, Amendment Bylaw No. 4915, 2025, adopted July 14, 2025.

Capital Expenditures by Department Variance Forecast

For Quarter ended June 30, 2025

Threshold for variance +/- \$50,000 and 5%

	2025 Budget (Amended*)	2025 YTD Actual and Committed	YTD Variance %	Total Forecast	Forecast Variance	Forecast Variance %	Comments + Favorable variance - Unfavorable variance
CORPORATE ADMINISTRATION							
A0001 Website Upgrade	66,000	44,926	68%	44,926	21,074	68%	
A2101 EDRM System	235,330	574	0%	12,802	222,528	5%	+ Planning work underway, main project not yet started
CORPORATE ADMINISTRATION Total	301,330	45,500	15%	57,728	243,602	19%	
ADMINISTRATIVE FACILITIES							
A0006 Marina Structural Repairs	1,652,000	-	0%	-	1,652,000	0%	+ Placeholder budget, only activated at Council direction
A0009 Municipal Hall External Washrooms	150,000	8,385	6%	150,000	-	100%	
B0000 Facilities General Capital Program	500,000	172,326	34%	500,000	-	100%	
B1000 Public Works Bldg Office Renewal	250,000	-	0%	80,000	170,000	32%	+ Multi-year project, carry forward to next year
B2302 Recycle Yard Fence Improvements	85,000	-	0%	85,000	-	100%	
B2303 Public Works Heat-Air Exchanger	30,000	-	0%	30,000	-	100%	
B2308 Public Works Feasibility Study	125,000	-	0%	125,000	-	100%	
F0004 Fire/Police Emergency Generator	300,000	-	0%	300,000	-	100%	
F2206 Fire Hall/Police Stn Feasibility S	125,000	-	0%	125,000	-	100%	
F2301 Fire Hall Washroom Renewal Space P	180,000	263,276	146%	233,276	53,276	130%	- Project costs shared with Facilities General Capital
F2307 Public Safety Building	215,000	-	0%	215,000	-	100%	
L0001 Library HVAC Replacement	400,000	8,000	2%	12,000	388,000	3%	+ Capacity constraint, carry forward to next year
ADMINISTRATIVE FACILITIES Total	4,012,000	451,987	11%	1,855,276	2,156,724	46%	
FINANCE, IT, & PARKING							
I0002 IT Network & Other IT Hardware	45,724	14,445	32%	45,724	-	100%	
I0003 PC Hardware Replacement	206,523	318,273	154%	206,523	-	100%	
I0006 IT Project Mgmt-Division Projects	170,000	56,711	33%	170,000	-	100%	
I0009 New PC Hardware	20,000	10,527	53%	20,000	-	100%	
I0010 Desktop Phone Replacement	60,000	-	0%	60,000	-	100%	
I2301 Asset Management Software	100,000	-	0%	100,000	-	100%	
FINANCE, IT, & PARKING Total	602,247	399,956	66%	602,247	-	100%	
OAK BAY POLICE DEPARTMENT							
P0001 Police Vehicle Replacement	109,000	43,358	40%	109,000	-	100%	
P0002 Police Computer Equipment Replacem	76,350	14,758	19%	76,350	-	100%	
P0004 Police Building Repairs	147,000	-	0%	147,000	-	100%	
P0005 Police Firearms	29,000	26,871	93%	26,871	2,129	93%	
OAK BAY POLICE DEPARTMENT Total	361,350	84,987	24%	359,221	2,129	99%	
FIRE DEPARTMENT							
F0015 Structural Training Equipment	40,000	-	0%	40,000	-	100%	
F2204 Electric/Hybrid Pickup Truck	115,000	10,263	9%	115,000	-	100%	
F2205 Mobile Data Terminals	40,000	-	0%	40,000	-	100%	
F2302 Fire Personal Protective Equipment	10,500	4,906	47%	10,500	-	100%	
F2304 Training Room Modernization	30,000	-	0%	30,000	-	100%	
F2402 Portable Apparatus Bay	268,774	152,654	57%	224,604	44,170	84%	+ Anticipate complete under budget
F2502 Digital/LED Fire Extinguisher Trai	25,000	-	0%	25,000	-	100%	
F2503 Fire Hall Kitchen Improvements	30,000	-	0%	30,000	-	100%	
FIRE DEPARTMENT Total	559,274	167,822	30%	515,104	44,170	92%	
ENGINEERING & PUBLIC WORKS							
E0002 Active Transportation Program	832,000	483,083	58%	661,980	170,020	80%	+ Multi-year program, carry forward to next year
E0004 Road Reconstruction Program	6,275,000	1,876,501	30%	4,676,501	1,598,499	75%	+ Multi-year program, carry forward to next year
E0007 Storm Sewer Rehabilitation	5,800,000	5,153,139	89%	5,470,242	329,758	94%	+ Multi-year program, carry forward to next year
E0021 Sidewalk Replacement Program	510,000	-	0%	255,000	255,000	50%	+ Multi-year program, carry forward to next year
E0037 Street & Intersection Pole Replace	900,000	-	0%	315,000	585,000	35%	+ Multi-year program, carry forward to next year
E2203 McNeill Bay/McMicking Pt Foreshore	1,369,100	375	0%	400,000	969,100	29%	+ Multi-year project, carry forward to next year
E2302 Elect Streetlight Kiosks Uplands/R	60,000	72,120	120%	71,985	11,985	120%	
E2309 Uplands Sewer Separation	9,250,000	4,126,062	45%	4,126,063	5,123,937	45%	+ Multi-year project, carry forward to next year
E2310 Active Transportation-New Infrastr	832,800	50,739	6%	150,740	682,060	18%	+ Multi-year project, carry forward to next year
E2311 Bowker Creek Walkway Railings	250,000	-	0%	25,000	225,000	10%	+ Multi-year project, carry forward to next year
E2401 Beach Access Stair Rehabilitation	360,000	6,952	2%	6,952	353,048	2%	+ Multi-year project, carry forward to next year
E2421 Haro Rd Soil Transfer Site	1,500,000	14,016	1%	200,000	1,300,000	13%	+ Multi-year project, carry forward to next year
E2423 Underground Fuel Tank Replacement	650,000	25,300	4%	650,000	-	100%	
E2424 Uplands (Humber) Streetlight Repla	3,962,000	614,011	15%	614,011	3,347,989	15%	+ Multi-year project, carry forward to next year
E2429 Firefighters Park Sidewalk Upgrade	75,000	-	0%	75,000	-	100%	
E2431 Equip to Support Enhanced Maintenc	550,000	34,186	6%	550,000	-	100%	
V0000 PW Vehicle and Equipment Replaceme	1,470,000	380,564	26%	1,470,000	-	100%	
ENGINEERING & PUBLIC WORKS Total	34,645,900	12,837,050	37%	19,718,474	14,927,426	57%	

	2025 Budget (Amended*)	2025 YTD Actual and Committed	YTD Variance %	Total Forecast	Forecast Variance	Forecast Variance %	Comments + Favorable variance - Unfavorable variance
SEWER UTILITY							
S0001 Sewer Manholes	59,500	-	0%	59,500	-	100%	
S0002 Sewer Main Rehabilitation	3,525,000	1,889,042	54%	2,089,042	1,435,958	59%	+ Multi-year project, carry forward to next year
SEWER UTILITY Total	3,584,500	1,889,042	53%	2,148,542	1,435,958	60%	
WATER UTILITY							
E2419 Uplands Watermain	2,500,000	1,160,860	46%	1,900,000	600,000	76%	+ Multi-year project, carry forward to next year
W0002 Watermain & Hydrant Replacement	3,250,000	2,094,180	64%	2,097,707	1,152,293	65%	+ Multi-year project, carry forward to next year
W0009 New Water Service Connections	315,000	188,253	60%	184,727	130,273	59%	+ Based on demand
W2101 North Oak Bay Pump Stn Consolidati	200,000	22,520	11%	155,520	44,480	78%	+ Multi-year project, carry forward to next year
W2102 Water Dist Syst Remote Monitoring	100,000	-	0%	100,000	-	100%	
W2103 Water Dist Syst Studies & Capital	226,000	-	0%	226,000	-	100%	
WATER UTILITY Total	6,591,000	3,465,813	53%	4,663,954	1,927,046	71%	
PARKS, RECREATION & CULTURE							
Public Art							
R2320 Public Art Acquisition	75,000	5,312	7%	68,920	6,080	92%	
Public Art Total	75,000	5,312	7%	68,920	6,080	92%	
PRC Facilities Program							
Monterey Building Maintenance	507,200	159,980	32%	239,980	267,220	47%	+ Multi-year project, carry forward to next year
OBRC Facilities Maintenance	426,450	86,812	20%	143,612	282,838	34%	+ Multi-year project, carry forward to next year
Parks Facilities	38,700	43	0%	30,043	8,657	78%	+ Multi-year project, carry forward to next year
R0011 OBRC Parking Lot Rehabilitation	89,130	-	0%	-	89,130	0%	+ Capacity constraint, carry forward to next year
R0019 OBRC Capital Contingency	75,000	-	0%	-	75,000	0%	+ Only used if necessary
R2315 Carnarvon Prk Master Plan Prk Desi	900,000	450,850	50%	450,850	449,150	50%	+ Multi-year project, carry forward to next year
R2438 Field Lighting	125,000	116,060	93%	125,000	-	100%	
R2507 OBRC Fire Alarm System	130,200	-	0%	26,040	104,160	20%	+ Multi-year project, carry forward to next year
R2520 Monterey Roof	1,530,000	-	0%	350,000	1,180,000	23%	+ Multi-year project, carry forward to next year
R2525 E-Bike Shelter	50,000	-	0%	-	50,000	0%	+ Capacity constraint, carry forward to next year
PRC Facilities Program Total	3,871,680	813,745	21%	1,365,525	2,506,155	35%	
PRC Vehicle & Equipment Replacement Program							
Henderson General Equipment	66,000	7,110	11%	24,510	41,490	37%	+ Multi-year project, carry forward to next year
Monterey General Equipment	68,250	5,570	8%	45,250	23,000	66%	+ Multi-year project, carry forward to next year
OBRC General Equipment	582,640	120,646	21%	275,125	307,515	47%	+ Multi-year project, carry forward to next year
Parks Equipment	227,000	161,501	71%	226,610	390	100%	
R2309 Desert Air Unit	372,670	225,630	-61%	8,550	364,120	2%	+ Project mostly completed in 2024, under budget
R2403 OBRC Cardio/Strength Equip Replace	41,660	17,763	43%	17,763	23,897	43%	+ Supply constraint, carry forward to next year
R2433 OBRC Audio Paging Systems	200,000	-	0%	200,000	-	100%	
R2506 Boiler #2 Replacmnt & Upgrade	175,000	-	0%	40,000	135,000	23%	+ Multi-year project, carry forward to next year
R2521 Recreation Software RFP	150,000	-	0%	100,000	50,000	67%	+ Multi-year project, carry forward to next year
R2817 Replace Learn Pool Spray Feature	50,000	-	0%	-	50,000	0%	+ Capacity constraint, carry forward to next year
PRC Vehicle & Equipment Replacement Program	1,933,220	86,960	4%	937,808	995,412	49%	
PRC Parks & Playground Program							
R0023 Prelim Creek & Waterway Design Stu	70,000	-	0%	70,000	-	100%	
R2311 Henderson/Kiwanis Playground Equip	62,460	-	0%	62,460	-	100%	
R2410 Windsor Playground	159,000	143,821	90%	143,821	15,179	90%	+ Project completed under budget
R2437 Uplands Park Boardwalk	55,970	10,503	19%	31,970	24,000	57%	+ Multi-year project, carry forward to next year
R2514 Lafayette Park Playground Equip	245,100	500	0%	500	244,600	0%	+ Multi-year project, carry forward to next year
R2529 Water Fountain Replacement	120,000	-	0%	-	120,000	0%	+ Capacity constraint, carry forward to next year
R2531 Quimper Park & Playground	324,900	-	0%	324,900	-	100%	+ Multi-year project, carry forward to next year
PRC Parks & Playground Program Total	1,037,430	154,824	15%	633,651	403,779	61%	
PARKS, RECREATION & CULTURE Total	6,917,330	1,060,841	15%	3,005,904	3,911,426	43%	
Total	57,574,931	20,402,998	35%	32,926,450	24,648,481	57%	

*2025-2029 Financial Plan Bylaw No. 4899, 2025, Amendment Bylaw No. 4915, 2025, adopted July 14, 2025.

Note: Council Priority Projects & Special Initiatives values are included in Schedule B - Operating Expenses by Department Variance Forecast

Threshold for variance +/- \$50,000 and 5%

Department/Service Area	2025 Budget (Amended*)	2025 YTD Actual and Committed	YTD Variance %	Total Forecast	Forecast Variance	Forecast Variance %	Comments + Favorable variance - Unfavorable variance
Council Priorities							
CPP14 Parks, Rec & Culture Master Plan	140,000	-	0%	140,000	-	100%	
CPP18 Options-temp off-leash dog park	48,000	-	0%	48,000	-	100%	
CPP25 Comprehensive Asset Mgmt Plan	130,655	14,569	11%	81,569	49,086	62%	+ Project in progress, continues into 2026
CPP36 Energy Plan for Municipal Ops	60,000	10,000	17%	20,000	40,000	33%	+ Project in progress, continues into 2026
CPP45 Accessibility	25,000	4,488	18%	25,000	-	100%	
CPP47 Songhees & Esq'malt Inp Turkey Head	140,000	116,668	83%	116,668	23,332	83%	+ Project in progress, continues into 2026
CPP52 Options Analysis for Marina	60,000	48,711	81%	48,711	11,289	81%	+ Pending Council direction
CPP53 GHG & Energy Red'n in Build Progm	57,250	3,500	6%	3,500	53,750	6%	+ Project completed under budget
CPP54 Sitchanalth Willows Share Knowledg	10,000	-	0%	10,000	-	100%	+ Project in progress, continues into 2026
Council Priorities Total	670,905	197,935	30%	493,448	177,457	74%	
Council Priorities - Housing Directives							
CPP72 Change zoning - Infill housing	10,000	7,213	72%	15,000	- 5,000	150%	
CPP75 5-Year Review of OCP	398,000	461,576	116%	474,747	- 76,747	119%	- Budget transfer from CPP76
CPP76 Mandated Pre-Zoning to Impl OCP	100,000	-	0%	23,253	76,747	23%	+ Budget transfer to CPP75
CPP78 Dev't Processes (Prov.trig'd)	190,981	56,429	30%	106,429	84,552	56%	+ Project in progress, continues into 2026
CPP79 Respond to increased dev't interest	58,500	-	0%	-	58,500	0%	+ Estimate/placeholder budget, variance expected
CPP80 ACC and DCC Policies	30,000	-	0%	30,000	-	100%	
CPP81 Reserve for future projects req'd	200,000	-	0%	-	200,000	0%	+ Estimate/placeholder budget, variance expected
HAP - Contingency	150,000	-	0%	-	150,000	0%	+ Estimate/placeholder budget, variance expected
HAP - Project Management	317,906	75,000	24%	105,000	212,906	33%	+ Estimate/placeholder budget, variance expected
HAP-Additional Staffing	75,000	-	0%	73,150	1,850	98%	
Council Priorities - Housing Directives Total	1,530,387	600,218	39%	827,579	702,808	54%	
Other Projects							
CCAWG Recommendation #4	10,000	-	0%	5,332	4,668	53%	+ Project completed under budget
Communications Needs Assessment	5,000	5,350	107%	5,350	- 350	107%	
Community Emergency Preparedness Survey	18,500	-	0%	18,500	-	100%	
Cool It! BC Sustainable Energy Assoc.	6,000	6,000	100%	6,000	-	100%	
First Nations Truth and Reconciliation	57,500	7,500	13%	50,000	7,500	87%	
Human Resource Plan Implementation	62,600	20,000	32%	20,000	42,600	32%	+ Capacity constraint, carry forward to next year
Improve Public (including youth) Engagem	25,000	25,000	100%	25,000	-	100%	
Network Security Audit	35,000	-	0%	-	35,000	0%	+ Capacity constraint, carry forward to next year
Occupational Disability Claims Managemen	100,000	-	0%	-	100,000	0%	+ Capacity constraint, carry forward to next year
Storm Sewer Master Plan	75,000	8,888	12%	75,000	-	100%	
Uplands Sewer Separation Connection Grnt	70,000	-	0%	70,000	-	100%	
Victoria Cougars Centennial Stanley Cup	79,400	49,501	62%	49,501	29,899	62%	+ Event completed under budget
Other Projects Total	544,000	122,239	22%	324,683	219,317	60%	
Total	2,745,292	920,392	34%	1,645,710	1,099,582	60%	

*2025-2029 Financial Plan Bylaw No. 4899, 2025, Amendment Byalw No. 4915, 2025, adopted July 14, 2025.