

## FINANCIAL SERVICES DEPARTMENT



**The Financial Services Department provides leadership in financial management, procurement, and accountability to the Town's citizens, Council and staff.**

## QUARTERLY REPORT JULY - SEPTEMBER 30, 2025

### Highlights

Tax season and rural water collection went well. Collections of taxes consistent from previous years.

### Accounts Payable

The Town of Osoyoos pays all invoices related to operating and capital expenditures. The Town utilizes their purchasing policy "FIN-002" for all purchases of the municipality which lays out the requirements for receiving the best value for service. The Province of BC, Alberta, Saskatchewan and Manitoba established the "New West Partnership Agreement (NWPTA) that aims to create a barrier-free inter provincial market and also establishes thresholds when products need to be tendered.

	3 <sup>rd</sup> Quarter 2025	YTD Total 2025	3 <sup>rd</sup> Quarter 2024	YTD Total 2024
<b>Invoices Processed</b>	1,455	3,725	1276	3,893
<b>Suppliers</b>	343	565	304	950
<b>\$ Processed</b>	\$12,135,924	\$22,197,212	\$8,925,428	\$17,171,633

### Accounts Receivable

The Town of Osoyoos sends out invoices for billings for landfill tipping fees, services outside of the Town and Rural Utility areas, billings for recovery of funds (i.e. Fire Dept MVA's and road rescues, ICBC, etc.) as well as other miscellaneous billings that do not fall within Business Licencing, Building Permits, Property Taxes and Rural Utilities, updated to September 30<sup>th</sup>, 2024.

	3 <sup>rd</sup> Quarter 2025	YTD Total 2025	3 <sup>rd</sup> Quarter 2024	YTD Total 2024
<b>Invoices Issued</b>	119	359	129	363
<b>\$ outstanding</b>	\$433,512	\$433,512	\$214,149	\$214,149
<b># current</b>	30	30	23	23
<b>\$ current</b>	\$136,956.80	\$136,956.80	\$117,347	\$117,347
<b># 30-60 days</b>	13	13	16	16
<b>\$ 30-60 days</b>	\$65,585.04	\$65,585.04	\$60,948	\$60,948
<b># 60-90 days</b>	7	7	4	4
<b>\$ 60-90 days</b>	\$63,768.91	\$63,768.91	\$15,553	\$15,553
<b># over 90 days</b>	11	11	3	3
<b>\$ over 90 days</b>	\$11,400.38	\$11,400.38	\$20,301	\$20,301
<b># uncollectable</b>	0	0	0	0

## QUARTERLY REPORT JULY - SEPTEMBER 30, 2025

### Capital Update

Project Description	Budget	Actual	Anticipated Completion Date	Status
Computer Equipment	66,242	\$65,085	July 15, 2025	Complete

### Cash Receipts

All financial cash and electronic transactions received by the Town for payments towards Property Taxes, Rural Utilities, Accounts Receivable, Building Permits, Business Licencing, Cemetery, Pet Licences, donations, and miscellaneous recoveries processed to September 30<sup>th</sup>, 2024.

	3 <sup>rd</sup> Quarter 2025	YTD Total 2025	3 <sup>rd</sup> Quarter 2024	YTD Total 2024
# of payments processed	4475	17,592	1,359	6,554
\$ processed	\$9,374,808.67	\$26,414,434.43	\$7,703,798	\$23,605,816

### Cemetery

The Town of Osoyoos owns and operates the Osoyoos Lakeview Cemetery. The Finance department invoices all internments, plot sales and memorial installations and co-ordinates the details between the operations department and funeral homes processed to September 30<sup>th</sup>, 2024.

	3 <sup>rd</sup> Quarter 2025	YTD Total 2025	3 <sup>rd</sup> Quarter 2024	YTD Total 2024
Plot Sales				
Columbarium	0	2	1	4
Full Size	3	6	3	6
Creman	5	12	3	8
Internments	13	57	24	55
Memorial Installations	13	42	17	33

### Financial update

- Town
  - Attached is the Income & Expenditure Statement to September 30<sup>th</sup>, 2025 for the Town of Osoyoos.

For the year ended December 31, 2025, the Town is expected to end the year in a surplus position by approximately \$1.8 million. Revenues from operations are projected to be above budget, while expenses will finish the year below budgeted amounts. Areas to note:

- Revenue from return on investment will far exceed budget projections by approximately \$900,000.

## QUARTERLY REPORT JULY - SEPTEMBER 30, 2025

- Administration expenses will end the year over budget by approximately \$100,000 due to increases in professional fees (audit and legal), computer services and postage.
  - Operational services are projected to end the year near budget. Higher expenses are noted in the areas of facility maintenance, and park expenses (wages).
  - Community services are expected to be over budget, recording higher expenses in wages and community programs by approximately \$50,000.
  - Fire and RCMP services will end the year well below budgeted expenses by approximately \$450,000 due to vacancies in town RCMP members. Fire also will come in under budget due to staff vacancies.
  - Sewer is projected to end the year in a surplus position by \$300,000 with lower than budgeted expenses in wages, supplies and maintenance costs.
  - The Town Water Utility and the Water Irrigation District are expected to be near budget at the close of the year.
  - Capital Projects: Capital will end the year under budget with a number of projects planned for carry-forward to 2026.
- Sun Bowl Arena
    - Attached is the Income & Expenditure Statement to September 30<sup>th</sup>, 2025 for the Sun Bowl Arena
      - The Sun Bowl is projected to end the year in a small surplus position.

### Payroll

Payroll is processed for all Town of Osoyoos employees and Council which includes, Council, Town office, Planning, Community Services, Sun Bowl Arena, Operational Services, Fire Department, Victim Services. Numbers to September 30<sup>th</sup>, 2024.

	3 <sup>rd</sup> Quarter 2025	YTD Total 2025	3 <sup>rd</sup> Quarter 2024	YTD Total 2024
<b>\$ as per Payroll Register</b>	\$1,504,484	\$3,656,705	\$1,346,295	\$3,619,798
<b>Current # of Employees</b>				
<b>Full Time</b>	40	40	41	41
<b>Part Time/Relief</b>	35	42	36	36
<b>Fire Paid on Call</b>	27	33	25	25
<b>Council</b>	7	7	7	7

# QUARTERLY REPORT JULY - SEPTEMBER 30, 2025

## Property Taxes

The Town of Osoyoos bills and collects Property Taxes for all taxable properties within the Town boundary which include:

### Taxes under control of the Municipality

- Municipal
- Policing
- General Debt
- Fire Protection
- Fire Hall Debt

### Taxes Collected for other Taxing Authorities

- BC Assessment Authority
- Municipal Finance Authority
- RDOS – Hospital
- School
- Okanagan Regional Library
- RDOS – General
- SIR
- 1% Utility Taxes

Balances as of September 30<sup>th</sup>, 2025.

	2025	2024	2023	2022
<b>Delinquent Taxes</b>				
<b># of Properties</b>	0	0	0	0
<b>\$ outstanding</b>	\$0	\$0	\$0	\$0
<b>Arrears Taxes</b>				
<b># of Properties</b>	54	47	50	29
<b>\$ outstanding</b>	\$264,940	\$172,699	\$117,373	\$95,175
<b>Current Taxes</b>				
<b># of Properties</b>	213	187	218	160
<b>\$ outstanding</b>	\$477,105	\$704,315	\$480,550	\$341,198
<b># Folios set up under PAP</b>	503	437	504	542
<b>% Folios on PAP</b>	11.46%	9.82%	11.53%	12.62%
<b># Folios with prepaid</b>	703	581	643	668
<b>% Folios with prepaid</b>	16.01%	13.05%	14.71%	15.56%
<b>\$ Prepaid</b>	\$676,055	\$648,437	\$508,242	\$525,795
<b># of Folios on Roll</b>	4392	4,451	4,370	4,294

## QUARTERLY REPORT JULY - SEPTEMBER 30, 2025

### Utility Billing

In 2025 Water, Sewer and Garbage user fees have been billed separately from property taxes. The Town of Osoyoos bills for water in the Water District systems 8 and 9 and sewer for the NW Sector Sewer project, which are specified areas in the RDOS and these are balances as of September 30, 2025.

	YTD Total 2025	YTD Total 2024	YTD Total 2023	YTD Total 2022
# Town Utilities O/S	915			
\$ Town Utilities O/S	\$518,488			
# Rural Sewer Accounts O/S	7	31	7	10
\$ of Rural Sewer O/S	\$5,511	\$23,486	\$2,651	\$3,970
# of Rural Water Accounts O/S	151	346	50	57
\$ of Rural Water O/S	\$113,844	\$784,952	\$82,484	\$66,949
# of Accounts set up under PAP	706	15	12	12
% of Accounts set up on PAP	32.75%	2.29%	1.83%	1.83%
\$ of Prepaid Accounts	\$84,865	\$6,023	\$6,563	\$2,424
Number of Accounts	2156	656	656	656