

United Townships of Head, Clara & Maria
Municipal Council

Type of Decision										
Meeting Date	May 12, 2017				Report Date	May 10, 2017				
Decision Required		Yes	X	No	Priority		High	x	Low	
Direction		Information Only		X	Type of Meeting	X	Open		Closed	

REPORT TITLE
Treasurer's Report - Information Only # 12/05/17/802

Treasurer's Report

1. The property tax arrears report:

- a. 2017/01/31 - \$34,733.07
- b. 2017/02/28 - 34,971.92
- c. 2017/03/31 - 31,373.18
- d. 2017/04/30 - 28,573.85

2. The property interest report:

- a. 2017/01/31 - \$420.85
- b. 2017/02/28 - 420.85
- c. 2017/03/31 - 904.59
- d. 2017/04/30 - 666.97

3. Tasks that I have completed:

HCM:

- accounts payable & receivable are all caught up except for the Visa statements which have yet to be entered into the system;
- pre-authorized debit (PAD) for property taxes is up and running;
- the HST rebate for the second part of 2016 year is processed and submitted to Canada Revenue;
- I've contacted Receiver General regarding the 2016 PIER report; the report states that the council members should be paying EI but in fact they are all exempt; the agent I spoke to is looking into it and will get back to me.
- a receipt printer has been purchased to facilitate the issuing of receipts when accepting a credit card payment;
- the gas tax report to AMO has been completed and submitted;
- the budget is now entered into the new system along with the descriptions;

Library:

- general ledger, accounts payable/receivable and cash receipts are all setup;
- the invoices from accounts payable/receivable have all been processed and mailed out;
- the deposits have been processed;
- the budget is now entered into the new system

We have got most of the bugs worked out in the new system, as well as getting more familiar with the different format.

Noella LeBreton

Treasurer/Deputy Clerk