

**United Townships of Head, Clara & Maria
Municipal Council**

Type of Decision									
Meeting Date	Jan 23, 2018				Report Date	Jan 19, 2018			
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 # 01/19/18/802

Treasurer's Report

1. The property tax arrears report:
 - a. 17-Oct-31 - \$24,610.60
 - b. 17-Nov-30 - \$24,169.78
 - c. 17-Dec-31 - \$24,093.81

2. The property interest report:
 - a. 17-Oct-31 - \$816.75
 - b. 17-Nov-30 - \$629.98
 - c. 17-Dec-31 - \$613.83

3. Year-end Update:
 - a. I am currently working on completing the 2017 bank reconciliations. Once this is complete, I will be able to roll over the General Ledger to 2018.

 - b. I am also working on the 2017 year-end close for taxation, cash receipts and account payables/receivables. All records are up-to-date to Dec 31, 2017 except the Auditor's adjusting entries, which will be finalized once received.

4. The new Easypay payroll is now setup. This new system was more cost-effective than Paymate. It is also very efficient, and the first payroll of 2018 was processed with no issues.

5. I've registered for a Municipal Accounting and Finance Program (MAFP) which is a one-year certificate program with AMCTO. I will be completing this course on my own time. The course runs during the winter and fall of 2018.

2018-01-19

X N LeBreton

Noella LeBreton
Treasurer/Deputy Clerk
Signed by: NOELLA LEBRETON