

United Townships of Head, Clara & Maria
Municipal Council

Type of Decision									
Meeting Date	June 10, 2016				Report Date	June 08, 2016			
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 # 10/06/16/802

Treasurer's Report

1. The property tax arrears list was at \$31,118.00 on May 31st, 2016.
2. The penalty & interest were added on June 8th to the arrears tax accounts in the amount of \$436.26.
3. On May 11th, 2016, I spoke to James Ford, our Scotia Bank Representative regarding the fraudulent activity on the CAO's old visa card. James has informed me that it will be looked after and the charges will be credited to HCM general bank account.
4. After researching what is best laptop to purchase and speaking to a couple of computer technicians, I have made the decision to purchase the Acer Aspire E17. These two laptops were purchased for the CAO (old one needed to be replaced) and the Treasurer (old one was given to another staff member). This is one of the top 10 laptops which not only came at an excellent price but it was the most feasible for the type of use we will require. Both laptops have been setup with the necessary software and updates.
5. A backup of the CAO's desktop computer has been completed. This will enable a system restore if the desktop ever crashes.
6. The Ball Tournament Report has been finalized. The total profit is \$1,094.94.
7. HCM's final tax rates have been submitted to the Online Property Tax Analysis (OPTA) website.
8. The 2015 Audited Surplus has been allocated as per Resolution No.: 13/05/16/007.

9. A USTI Technician has migrated HCM's AsystV10 taxation/accounting software to AsystV14. I will provide you with a verbal report at the next meeting to give you an update on how the new system is working.

10. On June 2nd, I processed a transfer of \$50,000 from the Treasury bank account to HCM's general account to cover HCM's general expenses.

Noella LeBreton
Treasurer/Deputy Clerk