

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

| <b>Type of Decision</b>  |                     |                         |          |           |                        |                     |             |          |               |
|--------------------------|---------------------|-------------------------|----------|-----------|------------------------|---------------------|-------------|----------|---------------|
| <b>Meeting Date</b>      | <b>Jan 23, 2018</b> |                         |          |           | <b>Report Date</b>     | <b>Jan 19, 2018</b> |             |          |               |
| <b>Decision Required</b> |                     | <b>Yes</b>              | <b>X</b> | <b>No</b> | <b>Priority</b>        |                     | <b>High</b> | <b>x</b> | <b>Low</b>    |
| <b>Direction</b>         |                     | <b>Information Only</b> |          | <b>X</b>  | <b>Type of Meeting</b> | <b>X</b>            | <b>Open</b> |          | <b>Closed</b> |

**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

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Noella LeBreton  
Treasurer/Deputy Clerk  
Signed by: NOELLA LEBRETON