

MONTHLY REPORT

To:	Mayor Stratthdee and Members of Council
From:	Finance
Date of Meeting:	22 May 2018
Subject:	FIN 11-2018 May Monthly Report (Finance)

RECOMMENDATION

THAT FIN 11-2018 May Monthly Report (Finance) be received for information.

DEPARTMENTAL HIGHLIGHTS

Finance

- Receive 2017 reconciliation for shared services with credits of \$58,500 from Stratford (Ontario Works, Child Care and Housing) and \$12,000 from the County for EMS.
- Met with bank and was presented with banking services contract renewal after consideration decision was made to issue a RFP for banking services as it has been several years since it was last done.
- Initialized 2019 budget software to allow budget input. Provides the departments the opportunity to note items as they occur during the year that may otherwise be forgotten when the formal process begins in late summer.

Procurement and Risk Management

- Reviewing office supply purchasing and implemented purchasing process using provincial contract vendor.
- In the process of amending the current Procurement By-Law.
- Participated in the Ontario Public Buyers Association Spring Regional Workshop Webex on May 9th.
- Creating a Notice of Claim Form for residents to fill out. When this form is completed residents may access this from our Town website.
- Creating a brochure on Property Damage Information which will be provided to our residents.

Taxation

- Interim taxes due May 31st, traffic and payments increasing.
- Property sales are picking up with a surge in Tax Certificate requests and Title Changes.
- Green Energy submission approved by Ministry of Energy – posted on Town website.
- First scheduled supplementary tax billing arrived from MPAC; 102 tax bills, \$193K in municipal revenue. To be mailed out May 15, 2018. Appeal deadline is September 10, 2018.

SPENDING AND VARIANCE ANALYSIS

May Capital Status Report

Interim Financial Statements April 30, 2018

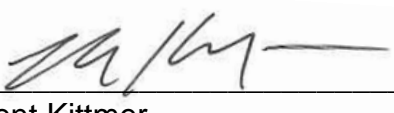
REVIEWED BY

Recommended by the Department



Jim Brown
Director of Finance

Recommended by the CAO



Brent Kittmer
CAO / Clerk