



Township of

# North Dundas

## COUNCIL REPORT

<b>To:</b>	CAO, Mayor and Members of Council
<b>From:</b>	John J Gareau, CA, AMCT, Treasurer
<b>Date of Meeting:</b>	April 12 <sup>th</sup> 2011
<b>Subject:</b>	Finance Department Report – March 31 <sup>st</sup> 2011

### Bank Balances:

Bank Balances, Mar 31 <sup>st</sup>	2011 Mar 31 <sup>st</sup>	Last Month Feb 28 <sup>th</sup>	2010 Mar 31 <sup>st</sup>
General Operating Acct	8,097,902.68	3,374,421.48	5,634,914.04
Cash, GIC's, (Reserve Fund)	6,070,106.14	6,070,099.74	7,406,306.79
<b>Total</b>	<b>\$14,168,008.82</b>	<b>\$9,444,521.22</b>	<b>\$13,041,220.83</b>

### Taxes Receivable – Mar 31<sup>st</sup>

	2011	2010	Difference
Current Year (2011)	1,298,398.12	1,301,161.22	(2,763.10)
One Year in Arrears (2010)	668,260.87	643,597.08	24,663.79
Two Years in Arrears (2009)	342,891.93	295,284.71	47,607.22
Three Years in Arrears (2008+)	147,785.85	123,160.52	24,625.33
Penalty & Interest	101,368.82	96,369.20	4,999.62
<b>Sub-Total</b>	<b>2,558,705.59</b>	<b>2,459,572.73</b>	<b>99,132.86</b>
Allowance for Uncollectible Taxes	(14,812.76)	(14,812.76)	---
<b>Net Taxes Receivable</b>	<b><u>\$2,543,892.83</u></b>	<b><u>\$2,444,759.97</u></b>	<b><u>99,132.86</u></b>
<b>Net Taxes Receivable Excluding Current Year</b>	<b><u>\$1,245,494.71</u></b>	<b><u>\$1,143,598.75</u></b>	<b><u>\$101,895.96</u></b>

Total taxes billed to Date                      \$14,514,604.92      \$13,961,992.57      \$552,612.35

Taxes receivable outstanding as a percentage of total taxes billed for the previous year:

<b>Percentage Outstanding</b>	<b>8.581%</b>	<b>8.191%</b>	<b>4.76%</b>
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Net taxes receivable last month were \$8,131,885.65; this month's balance of \$2,543,892.83 represents cash collections in the amount of \$5,587,992.82 in March resulting from the fact that we billed our interim tax bills in February – with a due date of March 25<sup>th</sup>. This accounts for our healthy operating cash position above (in excess of \$8M) and therefore we still have not had to borrow any funds on a short-term basis.

- **State of the Union**

Our cash position is very good. Basically the increase in our cash position is a direct result of March being a “tax collection month.” We mailed out interim tax bills due March 25<sup>th</sup> in an amount of \$7,136,482.94 – this month's current outstanding balance of \$1,298,398.12 would indicate we collected approximately \$5,838,084.82 in cash this month. We made our first regular payment to the school boards in the amount of \$848,264.31 (payment was due March 31<sup>st</sup>) – and we have received our first request from the counties in the amount of \$1,480,190.50 which is due April 15<sup>th</sup> – so this cash inflow will come in handy.

This has been a very busy month; we had several budget meetings and several report-backs for funding that were due March 31<sup>st</sup> (Federal Gas Tax Audit was one of the more time-consuming reports we had to deal with) – as well as reports for the Belmeade and the Boyne roads to secure our last 10% funding under the Infrastructure Program. Now that the budget is behind us, I am switching gears and focusing on getting the year end file ready for the auditors (they have scheduled their year-end audit for the week of May 31<sup>st</sup>) – after that I'm going on vacation!!

I had been hoping to provide council with a schedule of the final amounts owing to the counties and school boards for the 2010 fiscal year, but I did not have time to complete this task. I am hoping to have it done by the end of April so that we may get the final cheques out to the school boards by the last week of April. These levying bodies are looking for the annual reconciliation of tax revenues plus supplementals less write-offs and of course, for their final payment.

Following consultation with the mayor and deputy CAO- on March 4<sup>th</sup> we transferred our “heritage fund” of \$4 Million into a separate bank account to prevent the funds from being inadvertently spent on “normal” township business.

- **Properties Eligible for Tax Registration, Appendix #1**

The 2011 listing of properties that are eligible for tax registration has now been combined into one listing – attached as **Appendix # 1**. The 2011 listing is now down to **47** roll numbers representing total taxes outstanding of **\$365,492.34** and a minimum dollar amount of **\$130,914.54** representing the third year amounts that must be cleared to avoid registration. The net effect of all this is the net amount required to avoid registration is better than last month by \$5,366.39 but the overall taxes outstanding for this group of delinquent taxpayers is up over last month by \$30,174.10. This is due to the fact they received an interim bill like everyone else which pushed their total outstanding taxes higher; plus when they make payments it comes off the oldest year first which drops the minimum payment column.

The comparable numbers for the same time last year were **37** roll numbers with minimum payment amounts of **\$112,847.75** and total taxes outstanding of **\$341,963.68**. Therefore, we are slightly behind last year in terms of keeping our delinquent accounts to a minimum – approximately \$23,528.66 overall at this point. We will continue to work on this listing and will bring a final listing to council in the near future for their concurrence on tax registration proceedings.

In addition we are working with taxpayer # 5 (he has his property listed for tax sale and is encountering some legal issues re a road allowance – (the clerk, myself and the acting CAO, have all been very active trying to assist him with this) – we contacted our lawyers and have had several conversations back and forth with the taxpayer in an attempt to get resolution to this matter.

### Projects Worked on During March

Basically the month has been taken up with the following:

- Finalization of Statement of Councillors' Remuneration as required under Section 284 (1) of the Municipal Act
- Calculation of first instalment due to School Boards on March 31<sup>st</sup>
- Preparing for and attendance at department head meeting of March 2nd
- Several meetings with Department Heads and the CAO regarding finalization of the 2011 year-end Budgets.
- Responding to queries from delinquent (specific ratepayer) per council directive of last month.
- Preparing the On-Line Reporting for the Gas Tax Revenue, including getting file ready for auditors; making last minute changes to submission.
- Investing in Ontario – "Report-Back" on use of funds due March 31<sup>st</sup>
- Building Canada Fund – BCC Fund – Belmeade Road – Final Grant claim form.
- South Mountain Union Cemetery – Report on Perpetual Funds, due March 31<sup>st</sup>

It is also a tax collection month and therefore there are more phone calls and sundry other matters to deal with than at other times of the year.

We are also without the services of Gabrielle who returned to Europe at the end of last week. She was invaluable in assisting us with all the above tasks, helping out other departments with staff shortages, completing the work on the year-end capital binder and of course PSAB. She will be sorely missed.

Respectfully submitted,

  
John J. Gareau

Approved by:

  
Angela Rutley

Encl.