



Township of

North Dundas

COUNCIL REPORT

To:	CAO, Mayor and Members of Council
From:	John J Gareau, CA, AMCT, Treasurer
Date of Meeting:	Feb 5 th 2013
Subject:	Finance Department Report – Jan 31 st 2013

Bank Balances:

Bank Balances, Jan 31 st	2013 Jan 31 st	Last Month Dec 31 st	2012 Jan 31 st
General Operating Acct	5,241,861.93	5,561,634.75	5,509,395.59
Cash, GIC's, (Reserve Fund)	6,166,553.67	6,155,758.20	6,083,023.08
Total	\$11,408,415.60	\$11,717,392.95	\$11,592,418.67

	Jan 31 2013	Jan 31 2012	Jan 31 2011
Taxes Receivable Outstanding			
Current Year (2013)	(361,714.88)	(83,366.05)	(67,310.94)
One Year in Arrears (2012)	844,528.86	976,478.43	885,792.59
Two Years in Arrears (2011)	362,006.69	433,781.43	380,749.89
Three Years in Arrears (2010+)	270,038.04	231,759.11	159,511.49
Penalty & Interest	116,862.78	108,027.54	107,783.03
Sub-Total	1,231,721.49	1,666,680.46	1,466,526.06
Allowance for Uncollectible Taxes	(14,812.46)	(169,059.80)	(169,059.80)
Net Taxes Receivable	<u>\$1,216,909.03</u>	<u>\$1,497,620.66</u>	<u>1,297,466.26</u>
Total Taxes Billed to Date:	<u>\$15,913,602.47</u>	<u>\$15,638,033.36</u>	<u>\$14,590,558.79</u>

Percentage O/S Over Levy	7.647%	9.577%	8.892%
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	2012	2011	2010	2009	2008	2007	2006	2005	2004
Percentage Outstanding:	9.9%	11.2%	10.1%	12.0%	10.8%	9.2%	8.6%	7.4%	7.6%

Net taxes receivable last month were **\$1,580,860.65**; this month's balance of **\$1,216,909.03** represents net cash collections (plus write-offs) during the month of January of approximately **\$363,951.62**.

Council will note that the 2012 tax arrears expressed as a percentage of the annual levy represents our 'best' results across the three years shown and in fact are the best we've seen since 2007. Part of the reason for this decrease in taxes relates to the Parmalat tax adjustment that was processed in January 2013; there is a substantial credit on their account but once we bill the interim taxes – that credit will pretty much disappear.

The total taxes billed to date also include all supplemental taxes billed up to our year end of December 31st – for council's information, we have billed \$359,541.61 in supplemental taxes for the 2012 fiscal year – compared to \$530,908.88 in supplemental taxes in 2011.

I have finished reviewing the final supplemental billings for the 2012 fiscal year but have not yet completed the analysis of write-offs for the year. I am hoping to have this done by the end of next week (February 8th).

State of the Union

Our finances are in good shape - although our operating bank account is down considerably from last month – January is not a very good 'cash inflow' month and this year there was considerable outflow. Due to early passage of the budget, some capital items were purchased this month, most notably the two vehicles for the Landfill (approximate \$241,592.33) – plus our insurance premium in the amount of \$193,228.92 was paid in January.

We are still paying our bills with our own money; we made the final 'regular' payments to the counties and school boards in mid-December, leaving only the "**final**" final payment that gives effect to the counties and school boards share of any supplemental billings to which they may be entitled less their appropriate share of any tax write-offs for the 2012 fiscal year.

Budget - FINAL 2013

The 2013 budget was approved by council at the last meeting (January 22nd 2013); from among the various alternatives presented, "Option D" was selected which translates to a levy of \$5,213,929. This accounts for growth in the Township of 0.78% plus a 1% levy increase for CPI. The final budgets are being printed and bound at this time and will be brought to council at the meeting.

Projects Worked on During January

Basically the month has been taken up with the following:

- Preparing for and attending at department head meetings of January 9th and January 30th.
- Finalizing DRAFT budgets for the 2013 fiscal year.
- Expression of Interest – MIII Grant – due January 9th 2013.
- Calculation of Final Amount due to Counties re Supps and Write-offs
- Working on year end wppr file for 2012 fiscal year end

Year-End Audit – 2012

Received an email message from Vicki Leaky, Manager at KPMG – have scheduled the week of March 11 2013 to conduct their 2012 year-end audit. We are hoping to have an earlier year-end audit done this year in order to get the financial statement on a timelier basis.

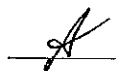
Michelle

- Pre-Authorized Payment Plan: letters sent to 621 homeowners informing them of their 2013 monthly withdrawals. We have signed up 28 new home owners on the monthly plan this year.
- 2012 Tile Drainage Loans were balanced and the 2013 billing amounts for the final tax billing has been determined.
- The interim tax bills will be going out the week of February 18th with a due date of March 28th. We are billing 50% of last year's actual tax billing.
- Michelle has been working with John Oswald on the Drainage Superintendent Grant and this grant claim was submitted January 28th, 2013 and is currently in the process of completing the municipal Drain Maintenance Grant Application for drains that were worked on in 2012.
- Mailed out the Rent Reduction Notice letters to the Landlords (for those with reduction in Property taxes for the 2012 year in excess of 2.49% over the 2011). These notices went out on January 24th, 2013. We will be sending out notices to the tenants during the first week of February.
- We had meeting with several tax payers to secure payments to clear their third year tax arrears. For those with larger balances outstanding, we are attempting to negotiate payment plans that they will be able to honour as well as pay off third year arrears in a timely manner. We have entered into an "Agreement Respecting Unpaid Taxes" with two ratepayers; Roll # 018-000-05600 – (balance outstanding of \$21,193.68 - they have agreed to pay \$5,298.42 plus interest for the next four months to clear their third year and have also left us posted cheques for the four months); we have also entered into an agreement with a taxpayer owing approximately \$17,617.74. That individual has given us four post-dated cheques for \$4,500 each which should clear the third year by the end of May 2013.
- We have been working as well with Suzie Yang with the Province regarding PIL properties that have some unpaid balances. Roll# 011-010-54000 just paid \$6,720.94 to clear a balance that we have been unable to collect for more than 10 years. In addition, we learned just today that a drainage charge (for the Kerr's Ridge and Dougall Drain) assessed against this property is going to be paid. We rec'd a confirmation email from Suzie Yang on February 1st that indicated "payment processed, it will be deposited to your bank account shortly."

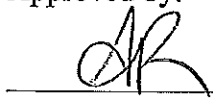
Carly

- Updating capital binder as new invoices come in
- Organize and account for revenue of a capital nature to build up financing of capital
- Assisted with MIII Expression of Interest – MIII Grant
- Working with Dan Belleau to reallocate \$1,159,631.51 in unspecified road construction that had to be allocated to specific roads for purposes of both the year end binder (auditors) and for Gas Tax reporting that is due March 31st
- Assisting with work on year end binder – specifically capital items and inventory.

Respectfully submitted,


Originally signed by John J Gareau

Approved by:


Original signed by Angela Rutley

