



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Donna White
DATE: 18/09/2017
SUBJECT: 09-18-17 Finance Dept. Update
ATTACHMENTS: N/A

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accepts the Department Activity Report of the Director of Finance date September 18, 2017 which is received for information purposes.

EXECUTIVE SUMMARY

The Director of Finance provides periodic updates to council on activities within the Finance Department on a monthly basis.

DISCUSSION

Final Taxes

- The 2017 Final Taxes have been calculated and mailed. The due dates are September 27th and November 27th.

Plowing Match

- Donna White and Donna Stute are working at the gate for the Plowing Match on September 21st.

2018 Draft Budget

- The 2018 Draft Budget Template has been posted on the Township Intranet. Discussion meetings will begin with SMT members. The focus for 2018 will be on sustainability and long term planning.

Section 357 Applications

- Two Section 357 Application refunds are being recommended in a separate report.

Vacant Unit Rebate Program

- The Director of Finance attended the Blyth BIA meeting to discuss the phase out of the Vacant Unit Rebate Program for Commercial and Industrial properties. The Blyth BIA had no objection and the Wingham BIA has also discussed and did not express concerns.

Legends (Recreation Software) Training

- Finance Staff have participated in the software training for the new Recreation software.

Procurement Policy Update

- The first draft of the Procurement Policy is in the process of being circulated to members of the Senior Management Team.

Basement Sorting

- There is a massive amount of old documents stored in the basement and Finance Staff are sorting through and disposing of finance records where possible in accordance with the Retention By-law.

Blyth BIA / 140th Committee

- The \$5,000 loan for the Blyth 140th Anniversary has been repaid.

FINANCIAL IMPACT

N/A

FUTURE CONSIDERATIONS

2018 Budget deliberations will include discussions and decisions on sustainability, service levels and long term planning.

RELATIONSHIP TO STRATEGIC PLAN

Goal #4 – Our administration is fiscally responsible and strives for operational excellence.



Donna White, Director of Finance



Dwayne Evans, CAO