



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Donna White  
**DATE:** 17/10/2016  
**SUBJECT:** October 2016 Activity Report  
**ATTACHMENTS:** N/A

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accepts the Department Activity Report of the Director of Finance dated October 17, 2016 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**

Development Charges By-Law

Development Charges By-Law #83-2016 will be given third and final reading at the October 17<sup>th</sup> meeting.

2017 Budget

Initial discussion for the 2017 Budget was held with the Senior Management Team. There will be a number of changes to the budget in 2017 including format changes and the impact of the Shared Services Project will be incorporated.

Supplemental/Write-off Billing

The final Supplemental/Write-off run will be received from MPAC in late October. Staff have been working with MPAC to ensure that any completed building permits are added to this billing cycle.

2017 Donation Request Forms

Any groups or organizations wanting to request a donation from the Township for the 2017 budget year are required to submit the completed Donation Request Form by November 1, 2016. Approval of the request is not guaranteed and late submissions will not be considered. The fillable PDF Donation Request Form is available on the Township website. Ads have been placed in the two newspapers but in the future, the information will only be available on the website. During the budget process, the Director will bring forward a proposal to delegate the approval of requests under \$500.00 to staff within the limits of the established budget.

Interim Audit

The Interim Audit is scheduled from October 26 – 28, 2016. The Final Audit is scheduled from February 27 – March 3, 2017. Year end planning is underway.

## Asset Management

Work continues on Phase 2 of the Asset Management Plan with Public Sector Digest. Although a percentage of completion has not been established, significant staff resources have been allocated to this project to date in 2016. The Director participated in a pilot project with AMO and completed a lengthy questionnaire on Municipal Infrastructure Investment and Financial Sustainability. Work is also ongoing on the “AMP It Up” Program. Financial resources will need to be allocated yearly in future budgets to continue the development and updating of the Asset Management Plan.

## **FINANCIAL IMPACT**

N/A

## **FUTURE CONSIDERATIONS**

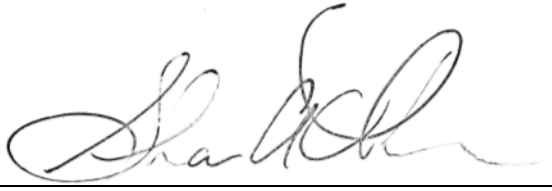
Preparations for yearend will continue along with 2017 budget planning.

## **RELATIONSHIP TO STRATEGIC PLAN**

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

---

Donna White, Treasurer



---

Sharon Chambers, CAO