



Municipality of Wawa

MONTHLY REPORT – FEBRUARY 2024

Department of Finance

Prepared By: Manuela Batovanja	Report No: MB 2024-05
Agenda Date: March 19, 2024	File No: C11

Purpose

The purpose of this report is to provide Council with an overview of the Department of Finance work completed during the month of February 2024.

Capital Projects

Municipal Enterprise Software

Municipal Enterprise Planning Software implementation – in progress with phase one completion targeted later in 2024 currently work is being done in the financial module.

Asset Management Plan Update

No change in detail, no concern with progress currently. Deadline – July 1, 2024 – All asset categories to be listed including condition, condition assessment approach, life cycle activities, levels of service associated with the asset to maintain the current level of service and as a best practice a method by which to record the lifecycle event.

E.g. the number of oil changes required annually on the vehicle to keep the vehicle in good running condition.

In addition, preparation is being undertaken for the implementation of Asset Retirement Obligations into the financial statements.

Key Indicators

Attached to this report is a list of key indicators which are relevant to the operations of the department, these indicators are summarized below:

The following licenses were issued in February 2024.

Annually the following licences were issued:

- New Business License – 0
- Business License Renewals – 25

No changes to the number of properties which are in the registration (tax sale) process, eligible to be vested.

There was no cash flow generated through external collections in February.

Charity rebates were issued - \$5,216.70.

There are no concerns with accounts receivable. The amount is consistent, with most outstanding accounts falling in the current 30-day period and an overall decrease from January of approximately 41%.

Water Connections / Disconnections

- January – Disconnection – 2
- January – Reconnection – 0

Grant claim submissions and receipts are as follows:

Receipts – January - \$73,325

The following were changes to vital statistics for the month of January:

- Marriage Certificates issued - 0
- Marriage Ceremonies performed - 2
- Death Registrations - Local - 1
- Death Registrations - Non-Local - 2
- Cemetery Interments – None

16% of payments received in January were either in person or mailed in cheque the remaining 84% are made through an electronic option.

Budget

Operating and Capital budgets for 2024 only were accepted by Council, rates to be set in March.

Council Budget presentations have begun.

Asset Management

Staff continues to work towards completing the July 1, 2024 update.

Month Ahead

Planned work for the month of February:

- 2023 Year end and audit.
- Ongoing - 2023 Asset Retirement Obligations (ARO) develop and implement a policy related ARO and incorporated into the 2023 Financial Statements and the Financial Information Returns.
- Prepare to register properties in three or more years arrears for tax sale.
- Tax sale scheduled March 27, 2024.
- Taxation bylaws to be prepared for review and adoption.
- Prepare for Special Council meetings pertaining to Council training as it relates to the 2025 to 2027 budget.

Next meeting date – Wednesday, April 10 at 6:30 pm

Attachment

Attached to this report:

- Key Indicators Report to February 29, 2024.

Recommendation

That Council acknowledges receipt of the Monthly Report MB 2024-05 for the Finance department submitted by Manuela Batovanja dated March 19, 2024, as information.

Respectfully submitted by:

Manuela Batovanja, Treasurer, Director of Finance