



## MEMORANDUM

### CITY OF PEMBROKE

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DATE: January 12, 2016  
TO: Deputy-Mayor Gervais, Chair  
Finance & Administration Committee  
FROM: LeeAnn McIntyre, Treasurer/Deputy-Clerk  
SUBJECT: **TREASURY DEPARTMENT 2015 REVIEW**

Tax and water arrears continue to be a challenge for treasury staff, however continued efforts are making a difference. Total taxes receivable as a percentage of total taxes levied was 9.4% for 2014 which is considered "low risk" by the province and 2015 should see similar results. A total of four properties were advertised for sale for non-payment of taxes last year, three of which were sold.

\$8.4 million was approved for capital projects with all being financed in 2015 with the exception of the police station which had a portion funded with a debenture of \$4.8 million.

2015 saw the approval and implementation of a new Procurement Policy.

Treasury setup Electronic Fund Transfer for vendors to receive payments in 2015 and to date there are 267 signed up. This has reduced the production of cheques by approximately 60% and achieved savings for the cost of cheques, envelopes and postage.

The City's financial position is very positive and although it is too early to anticipate the 2015 year end surplus/deficit a surplus is expected.

Respectfully submitted,

LeeAnn McIntyre  
Treasurer/Deputy-clerk

c: T. Lapierre, CAO/Clerk