



AMHERT TOWN COUNCIL

RFD# 2019025

Date: March 25, 2019

TO: Mayor Kogon and Members of Council

SUBMITTED BY: Shelley Rector, CPA, CMA, Chief Financial Officer

DATE: March 25, 2019

SUBJECT: Write-off Uncollectible Accounts Receivable - Water

ORIGIN: Staff's analysis of aged accounts receivable listing.

LEGISLATIVE AUTHORITY: Section 38 of the Municipal Government Act confers on Council the authority to write off uncollectible amounts. Tax Collection Policy #03800-01 is also relevant.

RECOMMENDATION: That Council authorize staff to write-off uncollectible accounts in the amount of \$862.33.

BACKGROUND: Staff have identified the attached listing of accounts as being uncollectible. All reasonable collection efforts have been exhausted.

DISCUSSION: Staff wants old accounts that are uncollectible to be removed from the books so staff can concentration on the accounts that are collectible. This is an established process used in sound financial planning for reconciliation of accounts. It is recommended that accounts be reviewed annually for identification of uncollectible accounts.

FINANCIAL IMPLICATIONS: These accounts have been budgeted for in our valuation allowance and therefore will not impact on the annual results for year ended March 31, 2019.

COMMUNITY ENGAGEMENT: No community engagement contemplated at this time.

ENVIRONMENTAL IMPLICATIONS: None

SOCIAL JUSTICE IMPLICATIONS: None

ALTERNATIVES: Do not write off accounts and direct staff to continue with their collection efforts.

ATTACHMENTS: List of uncollectible accounts.

Report prepared by: S.G. Rector, CPA, CMA, CFO
Report and Financial approved by:

