



## **CAO/Treasurer Report December 2023**

### **Chief Administrative Officer Report**

**Upper Kingsclear Community Hall Kitchen Upgrade-** The upgrade should be completed within the next week or so. This upgrade will make a huge difference for the fire fighters' use as well as for rental potential.

**Garbage & Recycling Tenders-** The tender for the solid waste (garbage tender) closed on December 8<sup>th</sup> and will be awarded at the council meeting on December 13<sup>th</sup>. The recycling contract will be renewed with FERO Waste Management for a term not exceeding May 2024 when Circular Materials will take over recycling services.

**Hanwell Park Academy MOU-** Interviews have been held and letters of offer have been sent out to the students that will assist with gym rentals. Our MOU states that we have permitted use to the school gymnasium evenings during the week and full days on the weekends. Additional information will be shared in the following weeks for available use, hours of operation, rental fees, and drop-in hours, to commence January 2024.

**Remembrance Day Service and Open House/Tree Lighting-** Both events were very successful and appreciated by many. Special thanks to Nick Waye for catering the Remembrance Day service and to Mayor, Council and my staff for all the work you put in.

## Treasurer's Report- December 2023

### Revenue Collected:

- Accommodation Tax Levy- The tax levy for September was received \$11,393.58
- Interest for month of November \$11,237.69
- GST/HST remittance refund was received \$31,091.28 (July-September)

### Expenses Paid:

- TMC & Associates \$11,557.50 (Parking Lot Expansion)
- Skidoo \$18,904.10
- RBC Loan Payment- 2016 International Fire Truck \$34,893.85
- Bird Stairs- Commercial Kitchen Sink (UKFD Upgrade) \$4,903
- Bedliner for truck \$919.99
- Back rack and lights for truck \$2809.70
- Tires for Chief Crouse's Fire Truck \$1,564.39
- Fire Department Stipends \$46,595

**Budget 2024:** Once Council has adopted the budget and approved by the Minister of Local Government the rates and a summary of the budget will be provided online.

\*\*\*\*As per our purchasing policy, only non-budgeted payments over \$5,000 require Council approval.

**Motion required for the approval of the following invoice(s):** None for December 2023

Respectfully submitted,



Terri L Parker  
CAO/Treasurer

