

The following provides an update on recent work completed by the Finance Department:

- Current Projects
  - Online Payments – we went live on June 11<sup>th</sup> with the new payment portal. We will be putting out communications once we have had a few days of a soft launch and everything worked as it should.
  - Phone System – this project was re-initiated with Mike Garside. We are finalizing a review of the options and will be picking a vendor shortly.
- Finance Software –
  - It was communicated in previous reports that support for our financial system, Great Plains, will be discontinued at the end 2030.
  - I have been researching potential replacement systems and have started to work with a couple of prospective vendors on receiving estimates. This will enable us to be able to plan accordingly for the upcoming cost.
  - Electronic Invoice Approval System – many new financial systems have this functionality built into it. Therefore, I have determined that it is best to evaluate our Finance software in full and determine when a replacement is likely.
  - There may be justification, both from a financial and risk perspective for replacing the finance system soon. The new systems are going to be more robust and include features we currently lack such as electronic invoice approvals, budgeting, asset management and a point-of-sale system.
  - Some of the financial software could replace other software we have such as our facility booking system and permitting software. These options would need to be evaluated on an individual basis but could create efficiencies by having fewer systems to maintain.
  - There are many municipalities and other government organizations in Canada that use Great Plains. The replacement of this system is a very time-consuming project that is usually estimated to take between 8-10 months; but can often take longer. There are also only so many companies and consultants who are qualified to undertake this work. Therefore, if the Township were to wait to begin this project there would be a risk of not having any available companies or needing to settle on a company who is not preferred just because they could meet our timeline.
  - Future communication regarding this project will either come through a separate report or through the 2026 Budget.
- 2024 Audit
  - The auditors were on site May 12-16, 2025 and they were able to complete 95% of the requirements. They identified a variance in our bank reconciliation

which was due to a new process implemented for 2024. Reconciling the variance took some time but we identified how to complete the process correct moving forward. This may have set the completion of the audit back a few weeks and therefore statements will either be presented at the council meeting in August or the first meeting in September.

- 2025 Ice Storm
  - Completed a financial summary of costs to date for Council on June 17<sup>th</sup>.
  - We have now started to prepare the claim submission for the Municipal Disaster Relief program which is quite onerous.
- 2026 Budget
  - We have set the schedule and will be sending out templates to managers early in the summer. The plan is to pass the budget prior to the end of 2025.

**Report Approval Details**

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This report and all of its attachments were approved and signed as outlined below:

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