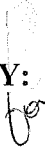


Item No. 12.1
Halifax Regional Council
March 27, 2012

TO: Mayor Kelly and Members of Halifax Regional Council

Original signed

SUBMITTED BY:  Councillor Russell Walker, Chair, Audit and Finance Standing Committee

DATE: March 22, 2012

SUBJECT: Write-Off of Uncollectible Accounts

ORIGIN

Staff report dated February 22, 2012 and the March 21, 2012 Audit and Finance Standing Committee meeting.

RECOMMENDATION

It is recommended that Halifax Regional Council approve that:

1. The Business Occupancy Tax accounts in the amount of \$192,525.37 comprised of \$150,981.57 principal and \$41,543.80 interest as detailed in Schedule 2 of the February 22, 2012 staff report, be formally written out of the books of account.
2. The General Revenue accounts in the amount of \$38,672.58 comprised of \$34,991.83 principal and \$3,680.75 interest as detailed in Schedule 3 of the February 22, 2012 staff report, be formally written out of the books of account.
3. The Real Property Tax accounts in the amount of \$16,707.08 comprised of \$11,518.56 principal and \$5,188.52 interest as detailed in Schedule 4 of the February 22, 2012 staff report, be formally written out of the books of account.

BACKGROUND

As per staff report dated February 22, 2012.

DISCUSSION

The Audit and Finance Standing Committee reviewed the February 22, 2012 staff report at their March 21, 2012 meeting and approved that the recommendations be forwarded to Regional Council for approval as presented.

BUDGET IMPLICATIONS

As per staff report dated February 22, 2012.

FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Project and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation.

COMMUNITY ENGAGEMENT

The Audit and Finance Standing Committee meetings are open to the public.

ALTERNATIVES

1. Council may choose not to approve the recommendations as presented. This is not the recommendation option.

ATTACHMENTS

1. Staff report dated February 22, 2012.

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: [Chris Newson, Legislative Assistant, 490-6732]



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Attachment 1

Audit & Finance Committee
March 21, 2012

TO: Councillor Russell Walker, Chair, and Members of Audit & Finance Standing Committee

Original signed

SUBMITTED BY: _____
Greg Keefe, Acting Director of Finance, CFO

DATE: February 22, 2012

SUBJECT: Write-off of Uncollectible Accounts

ORIGIN

Staff and HRM Charter requirement.

RECOMMENDATION

It is recommended that

1. The business occupancy tax accounts in the amount of \$192,525.37 comprised of \$150,981.57 principal and \$41,543.80 interest as detailed in Schedule 2 be formally written out of the books of account.
2. The general revenue accounts in the amount of \$38,672.58 comprised of \$34,991.83 principal and \$3,680.75 interest as detailed in Schedule 3 be formally written out of the books of account.
3. The real property tax accounts in the amount of \$16,707.08 comprised of \$11,518.56 principal and \$5,188.52 interest as detailed in Schedule 4 be formally written out of the books of account.

BACKGROUND

The HRM Charter requires that all accounts considered uncollectible and which are to be permanently removed from the accounts of the HRM be approved by Council.

Section 42 of the Halifax Regional Municipality (HRM) Charter requires that;

The Treasurer shall promptly advise Council of

- (a) all moneys due to the Municipality that the Treasurer considers cannot reasonably be collected after pursuing all reasonable avenues of collection; and
- (b) the reasons for the belief that such moneys cannot be collected, and the Council may write off the amounts determined to be uncollectible.

The last write-off report to Council was on October 25, 2011.

DISCUSSION

Each year the provision for losses on accounts is budgeted in the operating fund as mandated by the HRM Charter. The HRM Charter section 93(1) – (2b) requires that:

93 (1) The Council shall make estimates of the sums that are required by the Municipality for the fiscal year.

(2) The estimates shall include the probable revenue from all sources other than taxes for the fiscal year and make due allowance for

- (a) the abatement and losses that might occur in the collection of the taxes; and
- (b) taxes for the current fiscal year that might not be collected.

This provision is accumulated each year in the valuation allowance account in order to offset on the balance sheet the value of the receivables recorded in the books of account. In this way, and in accordance with legislation and with generally accepted accounting practices, there is recognition that not all accounts billed will be collectible.

Staff are optimistic that this write-off report should be the last report where material amounts for Business Occupancy tax accounts will be proposed for write-off. Only the 75% group now remains (approx. 250 accounts), which consist of financial institution accounts, which are not a traditional collection risk. Fiscal 2012-13 will also be the last year for business occupancy tax billings. Our current recommended write offs are for companies that are defunct, bankrupt or the owners cannot be located. Since the phase-out of business occupancy tax in 2006, HRM has billed \$114.8M in revenues and has written-off \$2.2M, for an uncollectible rate of 1.92%.

The amounts of lienable charges (\$16,707.08) being recommended for write-off are for amounts

related to residential mobile home accounts and 6 duplicate assessment accounts that have been struck from the 2011 and 2012 assessment rolls. General Revenue charges being recommended for removal (\$38,672.58) are for miscellaneous charges related to bankruptcies, defunct companies or inaccessible entities/persons that have been deemed uncollectible.

Total write-offs for fiscal 2011-12 represent 0.08% of budgeted revenue.

Schedules 5, 6 and 7 illustrate trends with respect to current and past write-off reports.

BUDGET IMPLICATIONS

Each year an allowance for bad debt, the valuation allowance, is calculated based on estimates of amounts outstanding that may be uncollectible in future years. Accounts proposed for write-off in this report have been 100% provided for in the annual valuation allowance expense.

| <u>Account Type</u> | <u>Write-off Amount</u> | <u>Allowance Account</u> | <u>Bal Feb 22, 2012</u> |
|----------------------------|--------------------------------|---------------------------------|--------------------------------|
| General Revenue | \$38,672.58 | 2525 – Allowance Other | -\$23,168,126 |
| Real Property | \$16,707.08 | 2521 – Allowance Tax | -\$2,029,558 |
| Business Occupancy | \$192,525.37 | 2521 – Allowance Tax | -\$2,029,558 |

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Project and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation.

COMMUNITY ENGAGEMENT

N/A

ALTERNATIVES

Staff is not proposing any alternatives

ATTACHMENTS

Schedule 1 - Summary of write-offs

Schedules 2, 3, 4 - Write-off details

Schedules 5, 6, & 7 - Write-off statistics

A copy of this report can be obtained online at <http://www.halifax.ca/commcoun/cc.html> then choose the appropriate Community Council and meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by : Jerry Blackwood, CGA, Manager of Revenue, 490-6470

Financial Approval by: Greg Keefe, Acting Director of Finance/CFO, 490-6308

SCHEDULE 1: WRITE OFF SUMMARY 2012

| CUSTOMER TYPE | TOTAL AMOUNT | PRINCIPAL | INTEREST | DETAIL |
|------------------------|---------------|---------------|--------------|-----------------------------------|
| Business Occupancy Tax | \$ 192,525.37 | \$ 150,981.57 | \$ 41,543.80 | See Business Occupancy Schedule 2 |
| General Revenue | \$ 38,672.58 | \$ 34,991.83 | \$ 3,680.75 | See General Revenue Schedule 3 |
| Real Property Taxes | \$ 16,707.08 | \$ 11,518.56 | \$ 5,188.52 | See Real Property Schedule 4 |
| TOTALS: | \$ 247,905.03 | \$ 197,491.96 | \$ 50,413.07 | |

SCHEDULE 2: BUSINESS OCCUPANCY ACCOUNTS

| ACCT | ACCT NAME | TOTAL DUE | PRINCIPAL | INTEREST | BILL YEAR | WRITE OFF REASON |
|----------|---------------------------------|--------------|--------------|-------------|------------|--|
| 07791720 | KP Lease Management Service | \$ 16,479.51 | \$ 12,738.95 | \$ 3,740.56 | 2007-2009 | Closed - Warrant - No Assets |
| 10117501 | Key Largo Tropical | \$ 14,842.28 | \$ 11,214.45 | \$ 3,627.83 | 2008-2009 | Bankruptcy |
| 05511933 | Mactara | \$ 11,020.46 | \$ 10,437.16 | \$ 583.30 | 2011 | Bankrupt |
| 10201888 | Allstate | \$ 10,218.67 | \$ 9,191.27 | \$ 1,027.40 | 2011 | BO Closed - Franchise - Warrant - No Assets |
| 10251753 | Cornell Trading Ltd. | \$ 8,979.97 | \$ 7,615.87 | \$ 1,364.10 | 2008-2010 | Bankrupt |
| 10233089 | Teachers Pet | \$ 8,814.39 | \$ 7,304.51 | \$ 1,509.88 | 2007-2009 | Closed - Warrant - No Assets |
| 07797966 | Infasco | \$ 7,368.72 | \$ 5,863.61 | \$ 1,505.11 | 2007-2009 | Bankrupt |
| 10253144 | Coconut Grove | \$ 7,048.54 | \$ 6,416.61 | \$ 631.93 | 2007-20113 | Closed - Warrant - No Assets |
| 09795197 | GEMS Brand Names for Less | \$ 5,859.33 | \$ 3,942.10 | \$ 1,917.23 | 2006-2007 | Closed Collection Agency - No Assets |
| 08804575 | Bedford Insurance Ltd. | \$ 4,715.49 | \$ 3,594.47 | \$ 1,121.02 | 2006-2010 | Closed - Warrant - No Assets |
| 08778914 | Hanna Homes Const. | \$ 4,410.70 | \$ 3,261.75 | \$ 1,148.95 | 2006-2010 | Closed - Collection Agency - No Assets |
| 09793615 | Caledonia Buy & Sell | \$ 4,051.75 | \$ 2,859.56 | \$ 1,192.19 | 2005-2010 | Bankruptcy |
| 08804575 | Bedford Insurance Serv. | \$ 3,915.21 | \$ 2,908.64 | \$ 1,006.57 | 2006-2009 | Closed - Collection Agency - No Assets |
| 09653082 | Inter City | \$ 3,751.43 | \$ 2,887.92 | \$ 863.51 | 2006-2008 | BO CLOSED - Collection Agency-No Assets Avail. |
| 09830553 | Sunny Spot Tanning | \$ 3,090.80 | \$ 2,490.93 | \$ 599.87 | 2006-2010 | Closed - Collection Agency - No Assets |
| 09572937 | Great Canadian Dollar | \$ 2,947.21 | \$ 2,136.10 | \$ 811.11 | 2006 | BO CLOSED - Franchise/No Assets |
| 08683972 | Est Jewellery & Pawn | \$ 2,855.42 | \$ 2,173.31 | \$ 682.11 | 2006-2008 | BO CLOSED - Collection Agency-No Assets Avail. |
| 09646817 | Boardwalk Property Serv. | \$ 2,817.45 | \$ 2,063.72 | \$ 753.73 | 2004-2008 | BO CLOSED - Collection Agency-No Assets Avail. |
| 10158133 | AWEDA | \$ 2,793.39 | \$ 2,177.29 | \$ 616.10 | 2008-2009 | Closed - Warrant - No Assets |
| 10106613 | Men At Large | \$ 2,557.63 | \$ 2,433.16 | \$ 124.47 | 2008-2009 | Closed - Warrant - No Assets |
| 09830529 | Maximum Potential Sports | \$ 2,540.78 | \$ 1,760.68 | \$ 780.10 | 2006-2009 | Closed - Collection Agency - No Assets |
| 10071364 | Muscle Tech-Dartmouth | \$ 2,519.67 | \$ 1,801.33 | \$ 718.34 | 2006-2008 | Closed - Warrant - Collection Agency - No Assets |
| 08799776 | The Enrichment Group | \$ 2,316.31 | \$ 1,222.96 | \$ 1,093.35 | 2004-2006 | Closed - Collection Agency - No Assets |
| 09792910 | Community Recycling | \$ 2,309.91 | \$ 1,413.21 | \$ 896.70 | 2003-2005 | Closed / Collection Agency-No Assets |
| 09830111 | SR Leslie Custom Woodworking | \$ 2,186.45 | \$ 1,505.80 | \$ 680.65 | 2006-2009 | Closed / Collection Agency-No Assets |
| 10139341 | Garry's Transmission | \$ 2,116.54 | \$ 1,632.79 | \$ 483.75 | 2009 | Bankruptcy |
| 09829830 | Diva Just Ping | \$ 2,111.35 | \$ 2,068.85 | \$ 42.50 | 2008-2009 | Closed / Collection Agency-No Assets |
| 09830502 | Best Cut Barber Shop | \$ 1,941.29 | \$ 1,296.07 | \$ 645.22 | 2004-2010 | Closed - Warrant - No Assets |
| 10170192 | Spectrol Group | \$ 1,916.17 | \$ 1,511.00 | \$ 405.17 | 2009 | Collection Agency-BO Acct-No Assets |
| 08762953 | TIARA Beauty Salon | \$ 1,901.38 | \$ 1,043.69 | \$ 857.69 | 2006-2007 | Closed - Collection Agency - No Assets |
| 10219663 | Adventus Incorp. | \$ 1,853.42 | \$ 1,505.62 | \$ 347.80 | 2008-2009 | Closed - Collection Agency - No Assets |
| 09827889 | Five Animal Kung Fu | \$ 1,684.88 | \$ 1,165.69 | \$ 519.19 | 2004-2009 | Closed - Warrant - Collection Agency - No Assets |
| 09830073 | Signature Speciality Automotive | \$ 1,635.26 | \$ 1,114.57 | \$ 520.69 | 2006 | Closed - Warrant - No Assets |
| 07795769 | Travelstop Gift Shoppes | \$ 1,467.76 | \$ 822.82 | \$ 644.94 | 2006-2007 | Closed - Collection Agency - No Assets |
| 10073626 | JPJ Computers System | \$ 1,456.02 | \$ 1,053.06 | \$ 402.96 | 2008 | Closed - Collection Agency - No Assets |
| 10205931 | Sun Microsystems | \$ 1,268.92 | \$ 991.76 | \$ 277.16 | 2008-2009 | Closed - Warrant - No Assets |
| 09826319 | LA Weight Loss | \$ 1,241.20 | \$ 1,023.33 | \$ 217.87 | 2009 | Closed - Collection Agency - No Assets |
| 05923506 | Chris Brother Meat | \$ 1,209.60 | \$ 953.93 | \$ 255.67 | 2008-2009 | Bankrupt - Franchise |
| 10170125 | Sackville Piercing Clinic | \$ 1,066.11 | \$ 832.39 | \$ 233.72 | 2008-2009 | Closed - Collection Agency - No Assets |
| 05923506 | Chris Brother Meat | \$ 1,051.97 | \$ 953.93 | \$ 98.04 | 2008-2009 | Bankrupt-Franchise |
| 10034221 | Henry Street Blue Ribbon | \$ 1,011.42 | \$ 805.05 | \$ 206.37 | 2006-2009 | Closed - Collection Agency - No Assets |
| 10034221 | Blue Ribbon Coin | \$ 1,003.09 | \$ 805.05 | \$ 198.04 | 2006-2009 | Closed - Collection Agency - No Assets |
| 07809212 | Great Canadian Dollar | \$ 1,001.62 | \$ 599.75 | \$ 401.87 | 2003-2010 | BO Closed - No Assets |
| 10094501 | Nick Gurney Construction | \$ 976.76 | \$ 736.11 | \$ 240.65 | 2007-2009 | Closed - Collection Agency - No Assets |
| 06156509 | Bernfield Pet Care Ctr. | \$ 941.15 | \$ 429.15 | \$ 512.00 | 1995 | Closed-Collection Agency-No Assets |
| 07800835 | Campbell & Associates | \$ 885.88 | \$ 729.53 | \$ 156.35 | 2008-2009 | Closed - Collection Agency - No Assets |
| 08766637 | New Media Services | \$ 884.01 | \$ 630.61 | \$ 253.40 | 2006-2009 | Closed - Collection Agency - No Assets |
| 09653228 | Island Beach | \$ 825.37 | \$ 508.97 | \$ 316.40 | 2004-2010 | Closed - Collection Agency - No Assets |
| 10151465 | Parade Antiques | \$ 814.09 | \$ 681.10 | \$ 132.99 | 2008-2009 | Closed-owner deceased-no assets |
| 10151465 | Parade Antiques | \$ 795.63 | \$ 681.10 | \$ 114.53 | 2009 | Collection Agency-BO Acct-No Assets |
| 07813694 | Power Electric Systems Ltd. | \$ 792.40 | \$ 616.98 | \$ 175.42 | 2008-2009 | Closed - Collection Agency - No Assets |
| 09653562 | Edward Jones Invest. | \$ 788.92 | \$ 690.03 | \$ 98.89 | 2009 | BO CLOSED - Collection Agency-No Assets Avail. |
| 09828699 | Pure Holistic Health | \$ 776.00 | \$ 597.78 | \$ 178.22 | 2009 | Closed - Collection Agency - No Assets |
| 10151562 | KLS Holding Ltd. | \$ 758.13 | \$ 589.52 | \$ 168.61 | 2008-2009 | Closed - Collection Agency - No Assets |
| 10194865 | Oatcast Inc. | \$ 757.63 | \$ 598.55 | \$ 159.08 | 2008-2009 | Closed - Collection Agency - No Assets |
| 07572514 | Toolbox Footwear Ltd. | \$ 740.06 | \$ 643.44 | \$ 96.62 | 2009 | BO CLOSED - Collection Agency-No Assets Avail. |
| 07816162 | Design on Polymers | \$ 716.54 | \$ 474.46 | \$ 242.08 | 2005-2008 | Closed - Collection Agency - No Assets |
| 10152518 | Susie's Laundromat | \$ 695.64 | \$ 561.79 | \$ 133.85 | 2008-2009 | Closed - Collection Agency - No Assets |
| 09826289 | LA Weight Loss | \$ 683.75 | \$ 538.73 | \$ 145.02 | 2009 | Closed - Collection Agency - No Assets |
| 10049891 | Nexinnovations | \$ 679.48 | \$ 546.56 | \$ 132.92 | 2008-2009 | BO Closed-Judgement Filed |
| 10092698 | Intervallia Studio One | \$ 679.47 | \$ 506.39 | \$ 173.08 | 2007-2009 | Closed / Collection Agency-No Assets |
| 10155029 | Mannex Projects Ltd. | \$ 639.35 | \$ 504.14 | \$ 135.21 | 2009 | Closed - Collection Agency - No Assets |
| 10117259 | Linguanet inc. | \$ 603.37 | \$ 493.90 | \$ 109.47 | 2008-2010 | Closed - Collection Agency - No Assets |
| 08774870 | Gerrys Automotive Repair | \$ 587.59 | \$ 463.35 | \$ 124.24 | 2009 | Closed - Warrant -Collection Agency - No Assets |
| 10034353 | hmv Management Ltd. | \$ 582.63 | \$ 459.37 | \$ 123.26 | 2009 | Closed - Collection Agency - No Assets |
| 09826637 | AV Creative Media | \$ 526.95 | \$ 430.60 | \$ 96.35 | 2008-2009 | Closed - Collection Agency - No Assets |
| 09828214 | Precision Sharpening | \$ 505.41 | \$ 378.17 | \$ 127.24 | 2006-2007 | Closed - Warrant -Collection Agency - No Assets |
| 08738580 | Tidbit Fine Foods Co. | \$ 500.60 | \$ 279.55 | \$ 221.05 | 2005-2007 | Closed - Collection Agency - No Assets |
| 09790160 | Go Figure | \$ 500.42 | \$ 384.29 | \$ 116.13 | 2006-2008 | Closed - Collection Agency - No Assets |
| 08777233 | Media Scope Marketing | \$ 425.89 | \$ 308.25 | \$ 117.64 | 2006-2009 | Closed - Collection Agency - No Assets |
| 10116988 | Got Piranha | \$ 419.14 | \$ 333.47 | \$ 85.67 | 2008-2009 | Closed - Franchise - No Assets |
| 08799113 | Redstar Films Ltd. | \$ 370.93 | \$ 287.85 | \$ 83.08 | 2008-2009 | Closed - Collection Agency - No Assets |
| 09793429 | Dr. Pam Purcell | \$ 359.34 | \$ 300.66 | \$ 58.68 | 2008-2009 | Closed - Collection Agency - No Assets |
| 08666156 | Pieces of Wood | \$ 353.66 | \$ 312.22 | \$ 41.44 | 2009 | Closed - Warrant -Collection Agency - No Assets |
| 08776145 | MacLean Hamilton Benefit | \$ 333.30 | \$ 255.33 | \$ 77.97 | 2008-2009 | Closed - Collection Agency - No Assets |
| 10152801 | Inaxess Marketing Inc. | \$ 318.79 | \$ 248.52 | \$ 70.27 | 2009 | Closed - Collection Agency - No Assets |
| 08793921 | THX Enterprises | \$ 304.00 | \$ 239.87 | \$ 64.13 | 2009 | Closed - Collection Agency - No Assets |

SCHEDULE 2: BUSINESS OCCUPANCY ACCOUNTS

| ACCT | ACCT NAME | TOTAL DUE | PRINCIPAL | INTEREST | BILL YEAR | WRITE OFF REASON |
|----------|---------------------------|---------------|---------------|--------------|-----------|--|
| 07565399 | Donna's Flowers & Gift | \$ 303.64 | \$ 240.00 | \$ 63.64 | 2007-2009 | Closed - Collection Agency - No Assets |
| 07823835 | Mabou Gardens | \$ 289.91 | \$ 270.25 | \$ 19.66 | 2009 | Closed - Collection Agency - No Assets |
| 08801452 | Cantel AT & T | \$ 270.87 | \$ 187.22 | \$ 83.65 | 2006-2009 | Closed - Collection Agency - No Assets |
| 10068101 | Sunshine Collectables | \$ 228.31 | \$ 157.22 | \$ 71.09 | 2008 | Closed - Collection Agency - No Assets |
| 10174236 | Uptown Girl Fashion | \$ 214.89 | \$ 188.61 | \$ 26.28 | 2009 | Closed - Collection Agency - No Assets |
| 07804490 | Creighton Holdings Ltd. | \$ 211.31 | \$ 183.63 | \$ 27.68 | 2010 | Closed - Collection Agency - No Assets |
| 09796215 | Metro Furniture Bank | \$ 202.06 | \$ 139.91 | \$ 62.15 | 2008 | Closed - Collection Agency - No Assets |
| 08805164 | Cobeguid Rust Check | \$ 198.54 | \$ 166.53 | \$ 32.01 | 2009 | Closed - Collection Agency - No Assets |
| 07755899 | Brown Jona A Agency | \$ 190.71 | \$ 175.70 | \$ 15.01 | 2007-2009 | Closed - Collection Agency - No Assets |
| 09791213 | Kreative Knits Originals | \$ 174.53 | \$ 144.04 | \$ 30.49 | 2009 | Closed - Collection Agency - No Assets |
| 07821921 | Kelly Insurance Services | \$ 173.94 | \$ 121.95 | \$ 51.99 | 2008 | Closed - Collection Agency - No Assets |
| 10081270 | Perry Jackson Photograph | \$ 166.50 | \$ 144.27 | \$ 22.23 | 2010 | Closed - Collection Agency - No Assets |
| 08735824 | Bob Campbell | \$ 161.86 | \$ 133.93 | \$ 27.93 | 2007-2009 | Collection Agency- No Assets |
| 10094216 | North American Muscle Car | \$ 148.88 | \$ 105.30 | \$ 43.58 | 2009 | Closed - Collection Agency - No Assets |
| 10275261 | T-Zone Whole Body | \$ 145.78 | \$ 122.34 | \$ 23.44 | 2010 | Closed - Collection Agency - No Assets |
| 05947278 | Safatli M. | \$ 136.99 | \$ 107.74 | \$ 29.25 | 2009 | Closed - Collection Agency - No Assets |
| 10093317 | Reel Time Recorders Ltd. | \$ 136.47 | \$ 108.82 | \$ 27.65 | 2009 | Closed - Collection Agency - No Assets |
| 10082188 | Purity Nails | \$ 133.54 | \$ 107.41 | \$ 26.13 | 2009 | Closed - Collection Agency - No Assets |
| 09791965 | The Smiling Dragon Tattoo | \$ 104.87 | \$ 85.59 | \$ 19.28 | 2009 | Closed - Collection Agency - No Assets |
| 10301580 | Great Things in Store | \$ 60.02 | \$ 56.06 | \$ 3.96 | 2010 | Closed - Collection Agency - No Assets |
| | | | | | | |
| | TOTALS: | \$ 192,525.37 | \$ 150,981.57 | \$ 41,543.80 | | |

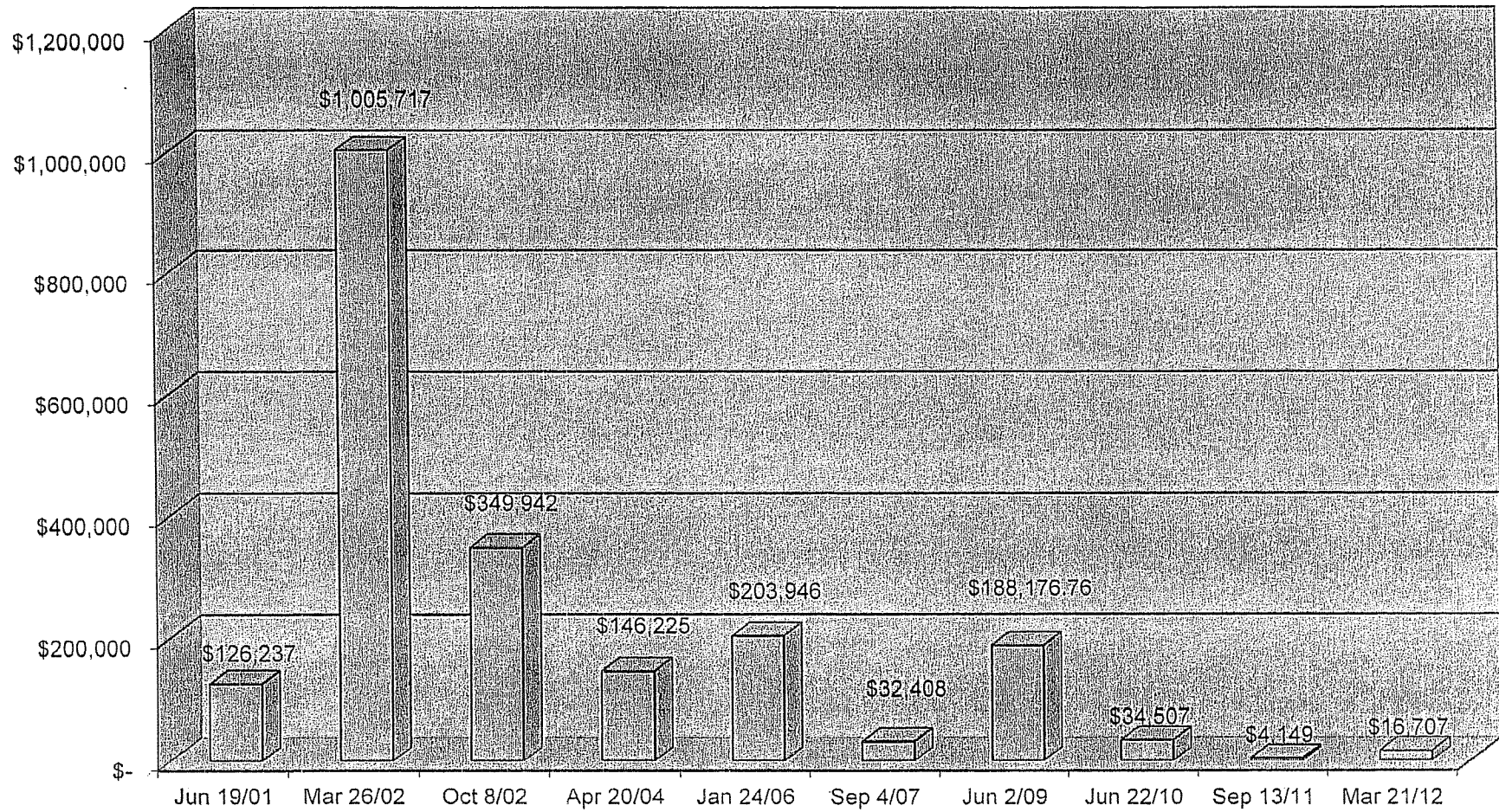
SCHEDULE 3: GENERAL REVENUE ACCOUNTS

| ACCT | ACCT NAME | TOTAL DUE | PRINCIPAL | INTEREST | BILL YEAR | WRITE OFF REASON |
|------------|----------------------------|--------------|--------------|-------------|-----------|--|
| EN00238936 | Spryfield Sanitation | \$ 17,039.06 | \$ 16,068.38 | \$ 970.68 | 2007-2008 | Business Closed -no assets-Sludge Tipp |
| EN00400075 | Burnside Pharmacy Ltd. | \$ 7,811.41 | \$ 7,056.82 | \$ 754.59 | 2009 | Transit Tickets-Business Closed/No Assets |
| EN00400836 | Ventura Place Productions | \$ 4,386.50 | \$ 3,703.20 | \$ 683.30 | 2010 | PolX duty - Movie shoot relocated out of country |
| EN00400455 | Mark A. Clairmont | \$ 3,885.92 | \$ 3,156.33 | \$ 729.59 | 2010 | By-law Unable to Locate - Owner moved |
| EN00800021 | David Lefave | \$ 2,370.87 | \$ 2,370.87 | \$ - | 2010 | Insurance Claim-owner moved unable to locate |
| EN00400843 | Coinca 5000 Fisheries Ltd. | \$ 1,497.61 | \$ 1,263.00 | \$ 234.61 | 2010 | Uncollectable -Collections Agency |
| EN00303313 | Dallaire Productions Inc. | \$ 613.73 | \$ 441.50 | \$ 172.23 | 2006 | Closed - Police Billing |
| EN00400919 | Fashion & Design Festival | \$ 560.38 | \$ 496.35 | \$ 64.03 | 2009 | Festival - Defunct Organization |
| EN00400174 | Joseph Howe Manor | \$ 237.38 | \$ 192.10 | \$ 45.28 | 2009 | Senior Deceased (Bus Charter) |
| EN00148912 | Dairy Queen | \$ 161.04 | \$ 153.90 | \$ 7.14 | 2010 | Encroachment - Closed-Franchise/No Assets |
| EN00400804 | Peter Dimmell | \$ 108.68 | \$ 89.38 | \$ 19.30 | 2010 | Solid Waste/By-law - unable to locate owner |
| | | | | | | |
| | TOTALS: | \$ 38,672.58 | \$ 34,991.83 | \$ 3,680.75 | | |

SCHEDULE 4: REAL PROPERTY TAX ACCOUNTS

| ACCT | ACCT NAME | TOTAL DUE | PRINCIPAL | INTEREST | BILL YEAR | WRITE OFF REASON |
|---------|------------------------|---------------------|---------------------|--------------------|-----------|--|
| 0895334 | Catherine Connolly | \$ 3,486.19 | \$ 1,988.72 | \$ 1,497.47 | 1995-2010 | Duplicate Acct / Struck from 2011 roll |
| 0526274 | Robert Fraser | \$ 2,641.13 | \$ 2,463.81 | \$ 177.32 | 2011 | Mobile - Unable to locate owner |
| 0440167 | Est. Bryon D. Bowes | \$ 2,165.89 | \$ 1,094.15 | \$ 1,071.74 | 1995-11 | Duplicate Acct / Struck from 2012 roll |
| 2352915 | Miner, Kent | \$ 1,841.45 | \$ 831.90 | \$ 1,009.55 | 1989-2011 | Duplicate Acct / Struck from 2012 roll |
| 5491096 | Cristal Slaunwhite | \$ 1,347.27 | 1077.99 | 269.28 | 2007-2010 | Duplicate Acct / Struck from 2012 roll |
| 2087707 | Rita Howlet | \$ 1,038.98 | \$ 521.22 | \$ 517.76 | 1989-2011 | Duplicate Acct / Struck from 2012 roll |
| 0177456 | Kenneth Goodwin | \$ 866.80 | \$ 679.97 | \$ 186.83 | 2009 | Mobile - Unable to locate owner |
| 3627888 | Kay Osmond | \$ 749.00 | \$ 749.00 | \$ - | 2008-2010 | Duplicate Acct / Struck from 2011 roll |
| 5425557 | Rogita Holdings | \$ 621.69 | \$ 478.11 | \$ 143.58 | 2008-2009 | Mobile - Unable to locate owner |
| 9188495 | Barry Roy | \$ 606.68 | \$ 479.31 | \$ 127.37 | 2009 | Mobile - Unable to locate owner |
| 5596955 | James R. Arnold | \$ 395.21 | \$ 323.63 | \$ 71.58 | 2009-2010 | Mobile - Unable to locate owner |
| 8597316 | Barry Baker | \$ 234.07 | \$ 184.80 | \$ 49.27 | 2007-2008 | Mobile - Unable to locate owner |
| 5604907 | David Noble | \$ 187.61 | \$ 160.17 | \$ 27.44 | 2010 | Mobile - Unable to locate owner |
| 0879312 | Sandra Comeau | \$ 127.93 | \$ 124.76 | \$ 3.17 | 2011 | Mobile - Unable to locate owner |
| 4948416 | Noel Cormier | \$ 100.95 | \$ 86.16 | \$ 14.79 | 2011 | Mobile - Unable to locate owner |
| 3921247 | Paul Connor | \$ 89.99 | \$ 87.76 | \$ 2.23 | 2011 | Mobile - Unable to locate owner |
| 1751913 | Gary Goodwin | \$ 89.56 | \$ 87.33 | \$ 2.23 | 2011 | Mobile - Unable to locate owner |
| 5234611 | Jean Pierre Carmichael | \$ 66.34 | \$ 56.89 | \$ 9.45 | 2009 | Mobile - Unable to locate owner |
| 9393226 | Ellen Lucas | \$ 50.34 | \$ 42.88 | \$ 7.46 | 2010 | Mobile - Unable to locate owner |
| | | | | | | |
| | TOTALS: | \$ 16,707.08 | \$ 11,518.56 | \$ 5,188.52 | | |

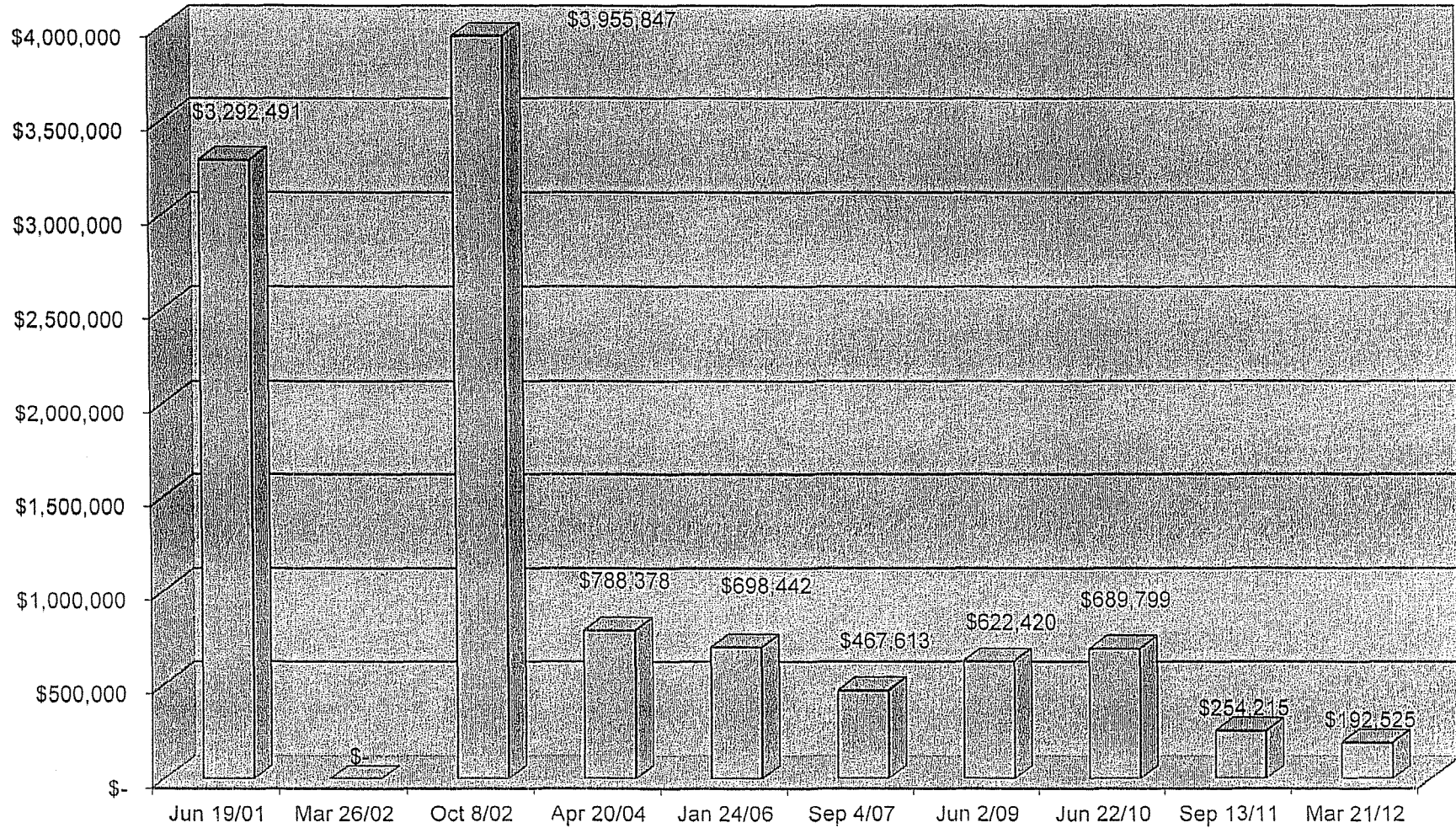
**Schedule 5: Total Real Property Write-offs Realized Since 1996
(including interest)**



Real Property write-offs since amalgamation

| <u>Date</u> | <u>Total Write-off</u> |
|-------------|------------------------|
| Jun 19/01 | \$ 126,237 |
| Mar 26/02 | \$ 1,005,717 |
| Oct 8/02 | \$ 349,942 |
| Apr 20/04 | \$ 146,225 |
| Jan 24/06 | \$ 203,946 |
| Sep 4/07 | \$ 32,408 |
| Jun 2/09 | \$ 188,176.76 |
| Jun 22/10 | \$ 34,507 |
| Sep 13/11 | \$ 4,149 |
| Mar 21/12 | \$ 16,707 |

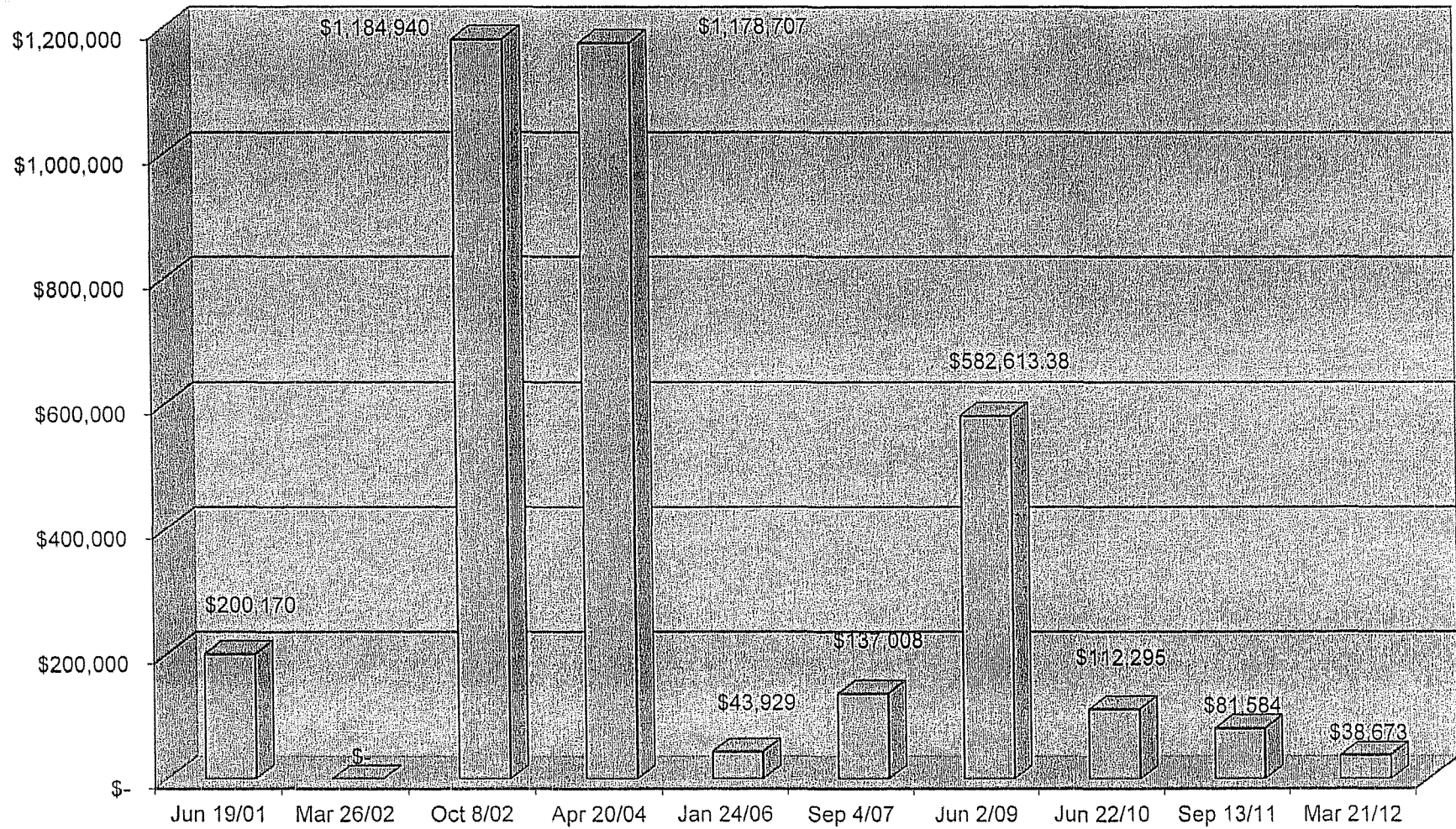
**Schedule 6: Total Business Occupancy Write-offs Realized Since 1996
(including interest)**



Business Occupancy Write-offs Since Amalgamation

| <u>Date</u> | <u>Total Write-off</u> |
|-------------|------------------------|
| Jun 19/01 | \$ 3,292,491 |
| Mar 26/02 | \$ - |
| Oct 8/02 | \$ 3,955,847 |
| Apr 20/04 | \$ 788,378 |
| Jan 24/06 | \$ 698,442 |
| Sep 4/07 | \$ 467,613 |
| Jun 2/09 | \$ 622,420 |
| Jun 22/10 | \$ 689,799 |
| Sep 13/11 | \$ 254,215 |
| Mar 21/12 | \$ 192,525 |

**Schedule 7: Total General Revenue Write-offs Realized Since 1996
(including interest)**



General Revenue Write-offs Since Amalgamation

| <u>Date</u> | <u>Total Write-off</u> |
|-------------|------------------------|
| Jun 19/01 | \$ 200,170 |
| Mar 26/02 | \$ - |
| Oct 8/02 | \$ 1,184,940 |
| Apr 20/04 | \$ 1,178,707 |
| Jan 24/06 | \$ 43,929 |
| Sep 4/07 | \$ 137,008 |
| Jun 2/09 | \$ 582,613.38 |
| Jun 22/10 | \$ 112,295 |
| Sep 13/11 | \$ 81,584 |
| Mar 21/12 | \$ 38,673 |