



Monthly Activity Report

TO: Mayor and Council

FROM: Lovely Jane Magnaye, Manager of Finance

DATE: April 9, 2021

RE: **Monthly Activity Report – April 2021**

APRIL ACTIVITIES:

- Budget Preparation
- Investment Renewals at CIBC at Crossroads Credit Union
- Asset Management Plan Proposals
- Assessment Processing, Inquiries and Appeals
- Payroll Adjustments – CUPE and Out of Scope
- Community Volunteer Income Tax Program (CVITP)
- Trained Anna and Michele
- Update financial related accounts to Anna
- Municipal Grant Response
- Signing Authority for Interim CAO
- COW and Regular Council Meeting
- 2020 Annual Return EPT Update
- 2021 GST HST and PSB Return – Quarter 1
- Wages, Salaries and Benefits Distribution
- Training & Meetings
 - Apr 6 Going Green with FCM: Your Guide to the Green Municipal Fund – Municipalities of Saskatchewan
 - Apr 20 Good Governance Series: Governance Essentials with George Cuff – Municipalities of Saskatchewan

REQUEST FOR ACTION/DIRECTION/CLARIFICATION

- Nothing at this time
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