

TO: Mayor Avis & Council Members

FROM: Dawn Galusha, Deputy Treasurer

DATE: January 16, 2019

SUBJECT: POA Write-Off Request

BACKGROUND

The Provincial Offences Act Collection/Write-Off Policy No. 1.13 provides guidelines for write-off of items deemed uncollectable when all appropriate collection steps as per policy have been exhausted and the fine has been in default for six (6) years. As stated in the policy, fines are written off for accounting purposes only and do not absolve a convicted offender from the requirement to pay a fine as debts to the Crown are owed in perpetuity and are never forgiven.

The Annual Write-off report, as compiled by POA Staff, included all records for 2012 convictions, underpayments of \$25 or less and deceased persons convictions and was presented to the Municipal Partners for perusal on November 27, 2018. The final write-off total as at December 31, 2018, is in the amount of \$16,670.30.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve the write-off of 2012 POA accounts receivable in the amount of \$16,670.30 for accounting purposes. This does not absolve a convicted offender from the requirement to pay a fine as debts to the Crown are owed in perpetuity and never forgiven.