

## **CITY OF VAUGHAN**

### **EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 20, 2016**

Item 8, Report No. 9, of the Finance, Administration and Audit Committee, which was adopted without amendment by the Council of the City of Vaughan on September 20, 2016.

**8**

#### **2017-2018 BUDGET MEETING SCHEDULE**

**The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Chief Financial Officer / City Treasurer and Director of Financial Planning and Development Finance / Deputy City Treasurer, dated September 6, 2016:**

##### **Recommendation**

The Chief Financial Officer / City Treasurer and Director of Financial Planning and Development Finance / Deputy City Treasurer recommend:

1. That the meeting schedule incorporating additional dates and times for budget deliberations and public consultation be approved.

##### **Contribution to Sustainability**

The City's multi-year budget and financial plan contribute to sustainability by allocating resources to deliver the City's programs and services, achieve the priorities set out in the Term of Council Service Excellence Strategy map, and achieve long-term financial sustainability.

##### **Economic Impact**

There are no economic impacts of this report as written, however the economic impact of the budget process will be fully determined as a result of Councils' deliberations, public consultation and subsequent decisions regarding the 2017-2018 Operating and Capital Budgets.

##### **Communications Plan**

A comprehensive multi-channel public communications plan will be developed to support the budget and to help ensure that Vaughan residents have opportunities to be informed and involved in the budget process.

##### **Purpose**

The purpose of this report is to request additional meeting dates be incorporated into the meeting timetable for Finance, Administration and Audit Committee budget deliberations and public consultation.

##### **Background - Analysis and Options**

##### **Financial Sustainability is a key Service Excellence Initiative**

The objective of the City's financial planning process is to develop a multi-year budget that contributes to sustainability by allocating resources to deliver the City's programs and services, achieve the priorities set out in the Term of Council Service Excellence Strategy map, and achieve long-term financial sustainability.

Finance, Administration, and Audit Committee members were polled on the following additional dates now recommended to be added to the schedule:

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### EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 20, 2016

#### Item 8, Finance Report No. 9 – Page 2

Date	Time	
<b>Finance, Administration and Audit Committee</b>		
Monday, November 7, 2016	7 pm	Tabling of Budget, Overview Presentation and Public Deputations
Monday, November 14, 2016	7 pm	Departmental Reviews and Public Deputations
Monday, November 28, 2016	7 pm	Expected final recommendations to Council and Public Deputations
<b>Council (Special)</b>		
Tuesday, December 13, 2016	7 pm	Adoption of the 2017 Budget and recognition of the 2018 Plan

Staff are committed to having a budget adopted in December. The upcoming 2017 schedule of meetings will include meeting dates in November 2017 for Finance, Administration and Audit Committee for budget deliberations and a December 2017 meeting date for Council for the adoption and recognition of the financial plan.

A draft budget book will be prepared and presented, presenting the proposed 2017-2018 financial plan that Departments have drafted to assist them in the attainment of the Term of Council Priorities and the Service Excellence Strategic Initiatives. It is anticipated that the budget book will follow a similar outline as the previous budget book:

1. Executive Summary
2. Vaughan Vision 2020 and Term of Council Service Excellence Strategy Map
3. Community Profile: Economy and Demographics
4. Budget Overview
5. Alignment with the Service Excellence Strategy Map
6. Operating Budget Overview
7. Capital Budget Overview
8. Financial Sustainability and Reserves
9. Department Budgets
10. Appendices

The above outline may change as the budget document is developed, with continued emphasis on providing Council with the information needed to assist them in decision making processes. As per previous practice there will also be subsequent communications to provide more detailed information on specific subject matter and/or to address Committee requests that are linked to the budget discussion.

#### **Citizen Engagement is a key Service Excellence Initiative**

Public participation in the budget process is encouraged. The recommended meeting times are proposed to be in the evenings to help facilitate the attendance of members of the community. A comprehensive multi-channel public communications plan is being developed to help ensure that residents have opportunities to be informed and involved.

#### **Relationship to Term of Council Service Excellence Strategy Map (2014-2018)**

The recommended meeting dates are intended to present the 2017-2018 financial plan to the Committee for deliberation and public consultation. The intent of these meetings is to present the resource requirements to attain the Term of Council Priorities. These meetings are also intended to present an opportunity for the community to engage in the budget process by providing commentary on community needs and priorities.

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**Regional Implications**

There are no Regional implications with this report.

**Conclusion**

It is recommended that the above Finance, Administration and Audit Committee meeting dates be approved and added to the meeting schedule. The Budget Process will take place over the meeting dates listed in the above table. The schedule is aggressive and achieving the final approval target date is dependent on the extent and nature of the input from the public and the Committee during the budget deliberations.

**Attachments**

None

**Report prepared by:**

Jackie Lee Macchiusi, CPA, CGA  
Senior Manager, Corporate Financial Planning and Analysis

**2017-2018 BUDGET MEETING SCHEDULE****Recommendation**

The Chief Financial Officer / City Treasurer and Director of Financial Planning and Development Finance / Deputy City Treasurer recommend:

1. That the meeting schedule incorporating additional dates and times for budget deliberations and public consultation be approved.

**Contribution to Sustainability**

The City's multi-year budget and financial plan contribute to sustainability by allocating resources to deliver the City's programs and services, achieve the priorities set out in the Term of Council Service Excellence Strategy map, and achieve long-term financial sustainability.

**Economic Impact**

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#### **Attachments**

None

**Report prepared by:**

Jackie Lee Macchiusi, CPA, CGA  
Senior Manager, Corporate Financial Planning and Analysis

Respectfully submitted,

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Laura Mirabella-Siddall, CPA, CA  
Chief Financial Officer / City Treasurer

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Lloyd Noronha, CPA, CMA  
Director of Financial Planning and Development Finance / Deputy City Treasurer