

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF OCTOBER 30, 2012

Item 2, Report No. 9, of the Finance and Administration Committee, which was adopted without amendment by the Council of the City of Vaughan on October 30, 2012.

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2013 - 2016 BUDGET MEETING SCHEDULES

The Finance and Administration Committee recommends approval of the additional dates and times contained in the following report of the Commissioner of Finance & City Treasurer and the Director of Budgeting & Financial Planning, dated September 24, 2012:

November 26, 2012 at 7:00 p.m.;
December 10, 2012 at 7:00 p.m.; and
January 14, 2013 at 7:00 p.m.

Recommendation

The Commissioner of Finance & City Treasurer and the Director of Budgeting & Financial Planning recommends:

That the meeting schedule incorporating additional dates and times be approved.

Contribution to Sustainability

Budgeting is the process of allocating limited resources to achieve the City's objectives and established priorities. Responsible budgeting allocates resources in a way that balances current needs without compromising the ability to meet those of the future, or in other words, is financially sustainable.

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 and subsequent decisions regarding the 2013-2016 Operating Budget and Capital Budget Plans.

Communication Plan

A communication strategy will be developed to ensure that the public is aware of their opportunity to participate in the Finance and Administration Committee's budget deliberations. The communication methods will include publication on the City's website, advertising through e-bulletins to 6,600 subscribers, paid ads in local papers, media advisories and meetings posted to the Council agenda page.

Purpose

The purpose of this report is to set out the timetable for the Finance and Administration Committee budget deliberations which includes additional meeting dates.

Background – Analysis and Options

The Budget Process is comprised of several elements. Additional Finance and Administration meetings have been scheduled from mid November to end of January 2013 to provide the Committee with ample opportunity for deliberation. As the Committee moves through the budget deliberations, adjustments to the schedule can be made as required. The current timeline aims to have Council approve the budget in late January 2013 to early February 2013.

Budget deliberations will initially cover the Operating and Capital budgets and several related Committee requested items and communications that are linked to the budget discussion. The

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timing of the discussions will be dependant on the Committee's progress through the various components. The timelines for the 2013 Water/Wastewater Budget will be developed to occur following approval of the 2013 Operating and Capital Budgets.

The budget discussion and deliberations are based on the following building blocks:

1. Operating Budget (2013 Budget and 2014-2016 Plan)
 - a. Base Operating Budget
 - b. Additional Resource Requests
 - c. General User Fees & Service Charges
 - d. Infrastructure funding and amortization
 - e. Related items as requested
2. 2013 Capital Budget (2013 Budget and 2014-2016 Plan)
 - a. New capital projects
 - b. Capital funding and reserves continuity
 - c. Related items as requested

To facilitate timely discussion over the series of meetings, staff will endeavour to respond to questions from Committee as quickly as possible to keep the process efficient and moving along.

Finance & Administration Committee members were polled on the following additional dates (November 26, 2012, December 10, 2012 and January 14, 2013) now recommended to be added to the schedule.

CITY OF VAUGHAN FINANCE AND ADMINISTRATION COMMITTEE MEETING DATES 2012 – 2013	
November 12, 2012	9:30am – 12:00 pm
* November 26, 2012	7:00pm – 10:00 pm
December 3, 2012	9:30am – 12:00 pm
* December 10, 2012	7:00pm – 10:00 pm
* January 14, 2013	7:00pm – 10:00 pm
January 21, 2013	9:30am – 12:00 pm

*** Additional Dates**

The intent is for the initial Draft Operating and Capital Budgets to be presented on November 12th, with further Capital Budget discussion carrying forward to the November 26th evening meeting. Topics for the remaining dates will unfold through committee budget deliberations, recommendations, and staff items/communications. Council approval is planned for late January to early February and every effort will be made to adhere to this timeline, but issues raised during the budget process could potentially impact on the above schedule. If required, additional dates can be added at the request of the Finance and Administration Committee.

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Relationship to Vaughan Vision 2020

N/A

Regional Implications

There are no Regional implications associated with this report.

Conclusion

The Budget Process will take place over the timelines for the Finance and Administration Committee 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.

Report prepared by:

Barbara Cribbett, CMA
Commissioner of Finance & City Treasurer
Ext. 8475

John Henry, CMA
Director of Budgeting & Financial Planning

2013 - 2016 BUDGET MEETING SCHEDULES

Recommendation

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That the meeting schedule incorporating additional dates and times be approved.

Contribution to Sustainability

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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 and subsequent decisions regarding the 2013-2016 Operating Budget and Capital Budget Plans.

Communication Plan

A communication strategy will be developed to ensure that the public is aware of their opportunity to participate in the Finance and Administration Committee's budget deliberations. The communication methods will include publication on the City's website, advertising through e-bulletins to 6,600 subscribers, paid ads in local papers, media advisories and meetings posted to the Council agenda page.

Purpose

The purpose of this report is to set out the timetable for the Finance and Administration Committee budget deliberations which includes additional meeting dates.

Background – Analysis and Options

The Budget Process is comprised of several elements. Additional Finance and Administration meetings have been scheduled from mid November to end of January 2013 to provide the Committee with ample opportunity for deliberation. As the Committee moves through the budget deliberations, adjustments to the schedule can be made as required. The current timeline aims to have Council approve the budget in late January 2013 to early February 2013.

Budget deliberations will initially cover the Operating and Capital budgets and several related Committee requested items and communications that are linked to the budget discussion. The timing of the discussions will be dependant on the Committee's progress through the various components. The timelines for the 2013 Water/Wastewater Budget will be developed to occur following approval of the 2013 Operating and Capital Budgets.

The budget discussion and deliberations are based on the following building blocks:

1. Operating Budget (2013 Budget and 2014-2016 Plan)
 - a. Base Operating Budget
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Relationship to Vaughan Vision 2020

N/A

Regional Implications

There are no Regional implications associated with this report.

Conclusion

The Budget Process will take place over the timelines for the Finance and Administration Committee 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.

Report prepared by:

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Ext. 8348

Respectfully submitted,

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