



Legislation Details (With Text)

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**Title:** Budget Calendar  
Presented by: Anne Victoor, Financial Services Manager

**Sponsors:**

**Indexes:**

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**Attachments:** 1. 2018 Council Budget Calendar

Date	Ver.	Action By	Action	Result
3/6/2017	1	City Council	approved	Pass

**TAMRMS#: B06**

**Budget Calendar**

Presented by: Anne Victoor, Financial Services Manager

**RECOMMENDATION(S)**

That the proposed "2018 Council Budget Calendar" provided as an attachment to the March 6, 2017 agenda report titled "Budget Calendar", be approved.

**PURPOSE OF REPORT**

This report provides an overview of recommended key dates in the 2018 budget process.

**COUNCIL DIRECTION**

N/A

**BACKGROUND AND DISCUSSION**

The Business Plan and Budget Process is an integral part in dictating the direction of Council's strategic goals, objectives, and priorities. The process provides departments the opportunity to examine and reassess their objectives and redirect resources to accomplish their goals.

The budget planning process requires Council consideration on several items throughout the year as detailed in the attachment titled "Proposed 2018 Council Budget Calendar". Typically, budgets are presented to Council annually in October and adopted by year-end.

A review of the capital process was completed to make the budget process more efficient, we are recommending one Standing Committee of the Whole (SCW) and one Council meeting for both RMR and Growth projects. In the past, RMR was reviewed at SCW twice resulting in redundant information sharing. To alleviate this, the RMR process was streamlined to one review at each level. Last year was the first year Growth was presented to Council prior to the proposed budget. This provided Council with a sightline of the long-term capital plan prior to the budget deliberations. Changes to the

schedules are proposed this year as a trial to determine if it creates a more streamlined process. Council will be engaged for feedback around these capital processes to determine if this will become a go forward process.

Below are the proposed dates and summary of the capital process:

- May 8 SCW - Presentation of 10 Year RMR Plan and call for motions
- Jun 12 Council - Deliberation of RMR motions and consideration of 10 Year RMR Capital plans
- Jun 19 SCW - Presentation of 10 Year Growth Capital Plans and call for motions
- Jul 10 Council - Deliberation of growth motions and consideration of adjustments to 10 Year Growth Capital Plans
- Oct 18 Council Member Site - 2018-20 Business Plan and Budget as well as Growth Capital plan recommendations available
- Nov 6 - City Manager presentation of the Proposed Budget to Council

Similar to last year, Administration will recommend amendments to the 10 Year Capital plan. Official Council motions to amend the 10 year plan are proposed to be dealt with prior to the launch of the budget deliberations and are scheduled to take place during the Q2 Council meetings.

## **STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT**

N/A

## **IMPLICATIONS OF RECOMMENDATION(S)**

Financial: None at this time.

Legal / Risk: None at this time.

Program or Service: None at this time.

Organizational: None at this time.

## **ALTERNATIVES AND IMPLICATIONS CONSIDERED**

If Council does not wish to support the recommendation, the following alternatives could be considered:

- Suggest alternative deadlines or requirements for the budget process.

## **STRATEGIC CONNECTIONS**

N/A

Report Date (Council Meeting Date): March 6, 2017  
Author(s): Anne Victoor, Financial Services Manager  
Committee/Department: Corporate Services  
General Manager: Maya Pungur-Buick, GM of Corporate Services

City Manager: Kevin Scoble