



Legislation Details (With Text)

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**File created:** 2/21/2017    **In control:** City Council  
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**Title:** Operating Carry Forwards & Completed Projects  
Presented by: Anne Victoor, Financial Services Manager

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 2016 Municipal and Utility Operating Carry Fowards, 2. 2016 Municipal and Utility Operating Completed Carry Forward Projects with Residual Balances

Date	Ver.	Action By	Action	Result
2/27/2017	1	City Council		
2/27/2017	1	City Council	denied	Fail
2/27/2017	1	City Council	approved	Pass
2/27/2017	1	City Council	approved	Pass
2/27/2017	1	City Council	approved	Pass
2/27/2017	1	City Council	approved as amended	Pass

**Operating Carry Forwards & Completed Projects**  
Presented by: Anne Victoor, Financial Services Manager

**RECOMMENDATION(S)**

1. That the 2016 Municipal and Utility Operating Carry Forward in amount of \$4.7 million , as detailed in the document "2016 Municipal and Utility Operating Carry Forwards", provided as an attachment to the February 27, 2017 agenda report titled "Operating Carry Forwards & Completed Projects", be approved.
2. That the realized net savings from completed Municipal Operating projects from 2015 and prior as detailed in the document titled "2016 Municipal and Utility Operating Completed Carry Forward Projects with Residual Balances", provided as an attachment to the February 27, 2017 agenda report titled "Operating Carry Forwards & Completed Projects", be updated within the appropriate reserve schedules.

**PURPOSE OF REPORT**

This report provides Council an overview of the 2016 Operating Carry Forwards and Completed projects funded from reserves for consideration and recommendation to Council.

**COUNCIL DIRECTION**

As per Council Policy C-FS-11, Operating and Capital Carry Forwards Policy:

"1. Operational Carry Forwards

- a. A list of all operational carry forward requests shall be provided to Council's Standing Committee of the Whole, as part of the report on proposed year end transfers, for consideration and recommendation to Council.
- b. Any operational project that has not been completed after being carried forward once shall be cancelled unless an extension is approved at the discretion of Council."

**BACKGROUND AND DISCUSSION**

The purpose of a carry forward is to ensure that there is adequate funding available to complete projects or one time initiatives in a given timeframe without impacting tax or the operating budget in subsequent years.

Municipal and Utility Operating Carry Forwards

The recommended operating carry forward total of \$4.7 million as detailed in the attachment titled *2016 Municipal and Utility Operating Carry Forwards* comprises:

Projects and Initiatives - Current Year

- \$1.9 million funded from the 2016 operating budget
- \$1.2 million funded from reserves
- Various projects and initiatives, including Inclusive Hiring Program, Employee Survey Action Plan, Canada 150, Crisis Intervention Support, and Finance Contract Staff required to support transition to the new organizational structure

Projects and Initiatives - Prior Year

- \$1.3 million funded from reserves
- Various projects and initiatives, including Information Technology Long Term Plan, Land Use Bylaw Review and The Butterfly Project

Utility Projects and Initiatives

- \$293 thousand funded from reserves
- Various projects and initiatives, including the Utility Relief Grant Program, Storm water Rate Model and Water Purchase & Parts

Municipal and Utility Completed Operating Projects with residual balances

During the year, the City completed a number of operating projects funded from reserves. Of the completed projects, there was a net realized residual savings of \$54 thousand as detailed in attachment titled *2016 Municipal and Utility Completed Carry Forward Projects with Residual Balances*. It is recommended that these funds be uncommitted for future Council approved projects.

**STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT**

N/A

**IMPLICATIONS OF RECOMMENDATION(S)**

- a) Financial:

- Approval to carry forward \$4.7 million for Municipal Operating and Utility Operating projects to ensure that Administration can complete Council approved projects and initiatives.
  - Approval to un-commit \$54 thousand and the realized net savings from closed projects and initiatives ensures that dollars will be available for future projects with no tax impact.
- b) Legal / Risk:
- None
- c) Program or Service:
- If funds recommended to be carried forward are not approved, projects and initiatives still in progress will not have the appropriate funds to complete.
- d) Organizational:
- None

## **ALTERNATIVES AND IMPLICATIONS CONSIDERED**

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

- Specific projects and initiatives identified by Council to be completed and funds carried over, and other projects be identified to not proceed with funding to be withdrawn by denying any carry over of associated project dollars.

## **STRATEGIC CONNECTIONS**

### Corporate Objectives

- Exercise strong fiscal management

### Council Policies

- City Council Policy C-FS-05 Budget and Taxation Guiding Principles
- Council Policy C-FS-11, Operating and Capital Carry Forwards Policy

Report Date (Council Meeting Date): February 27, 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