



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall
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Legislation Details (With Text)

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Title: 2018-2022 Financial Plan and Budget Schedule, Staff Report FIN-17-021
Sponsors:
Indexes:
Code sections:
Attachments: 1. 2018 Budget Schedule

Date	Ver.	Action By	Action	Result
12/11/2017	1	Special Meeting of Council	approved	Pass

REQUEST FOR DECISION

DATE: November 15, 2017 Report No. FIN-17-021

TO: Laurie Hurst, Chief Administrative Officer

FROM: Ian Irvine, Director of Financial Services

SUBJECT:
2018-2022 Financial Plan and Budget Schedule

RECOMMENDATION:

That Council approve the 2018-2022 Financial Plan and Budget Schedule attached to Staff Report FIN-17-021.

RELEVANT POLICY:

Financial Plan and Tax Rate Bylaws
Community Charter

STRATEGIC RELEVANCE:

This request for decision does not relate to any specific strategic priorities.

BACKGROUND:

Attached is the 2018-2022 Financial Plan and Budget Schedule.

The schedule indicates those events which directly involve Council. These events, including presentations by staff and external service providers and the various Council discussions, are

denoted with asterisks (*) and have been clearly labelled with a reference to “Council” or “Special Council”.

The *Community Charter* requires municipalities to undertake a process of public consultation before adopting the annual Financial Plan. While the public is encouraged to provide their input during the budget process at any time, the schedule includes four dedicated dates for related public input. These opportunities correlate with significant process milestones including: (1) discussion around budget challenges when Council will communicate their desired level of 2018 tax revenue increases; (2) departmental presentations when senior management will discuss their achievements as well as their short and long term objectives and challenges; (3) consideration of the supplemental operating and capital requests recommended by senior management; and (4) discussion of tax rate scenarios.

ISSUES:

1. Rationale for Selected Option

The annual Financial Plan and Budget Schedule outlines the timing and who is responsible for completion of various milestones and deliverables within the process. The 2018 schedule has been prepared similarly to those in previous years and attempts have been made to correlate with the Council meeting schedule.

Approval of the 2018 schedule would allow staff and Council to adequately prepare for the various meetings, discussions and presentations required to ensure adoption of the Financial Plan and Tax Rate Bylaws prior to the May 15 deadline. This approval would also allow staff to coordinate presentations by the Library Board and the Victoria and Esquimalt Police Board. As well, it would allow for the dates of the four dedicated public input opportunities to be confirmed and communicated.

2. Organizational Implications

There are no organizational implications of this decision.

3. Financial Implications

There are no financial implications of this decision.

4. Sustainability & Environmental Implications

There are no sustainability or environmental implications of this decision.

5. Communication & Engagement

Once approved, agenda items to reflect future budget discussions, presentations and public input opportunities will be added for each Council meeting noted on the schedule. As well, the dedicated public input opportunities will be communicated on the Township website, on social media and in the Township newsletter.

ALTERNATIVES:

1. That Council approve the 2018-2022 Financial Plan and Budget Schedule attached to Staff Report FIN-17-021
2. That Council amend and approve the 2018-2022 Financial Plan and Budget Schedule as amended.