



Report to: General Committee

Report Date: December 8, 2014

SUBJECT: Proposed 2015 Budget Schedule
PREPARED BY: Andrea Tang, Manager of Financial Planning

RECOMMENDATION:

THAT the report dated December 8, 2014 entitled “Proposed 2015 Budget Schedule” be received;

AND THAT the Budget Sub-Committee meetings to review the proposed 2015 Budget be approved for the dates and times below (subject to change pending appointment of the Chair of the Budget Sub-Committee):

Meeting #1 – Friday, January 23, 2015 (9:00 a.m. to 12:00 p.m. – Canada Room)

Meeting #2 – Wednesday, February 4, 2015 (9:00 a.m. to 12:00 p.m. – Canada Room)

Meeting #3 – Monday, February 9, 2015 (9:00 a.m. to 12:00 p.m. – Canada Room)

Meeting #4 – Tuesday, February 10, 2015 (9:00 a.m. to 12:00 p.m. – Canada Room)

Meeting #5 – Wednesday, February 18, 2015 (9:00 a.m. to 12:00 p.m. – Council Chamber)

Meeting #6 – Monday, March 9, 2015 (9:00 a.m. to 12:00 p.m. – Council Chamber)

AND THAT the draft presentation on the proposed 2015 Budget (based on the budget status following the February 18th Budget Sub-Committee meeting) for the public meeting be presented at the February 23rd General Committee meeting;

AND THAT a public meeting be held at the Civic Centre in the Council Chamber on Wednesday, March 4th, 2015 at 7:00pm to receive public feedback on the 2015 Budget;

AND THAT feedback on the public meeting and recommendation of the 2015 Budget be presented at the March 23rd General Committee meeting;

AND THAT Staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE:

The purpose of this report is to obtain approval for the 2015 Budget Committee meeting dates.

BACKGROUND:

The 2015 Budget process includes six Budget Sub-Committee meetings that will be held between January and March 2015. In addition, public input will be sought through a public meeting to be held on March 4th, 2015 at the Civic Centre. It is proposed that the 2015 Budget be approved by Council on March 31, 2015.

OPTIONS/ DISCUSSION:

Markham is focused on effective fiscal management and operational excellence to ensure sustainability of our City for the future.

In preparing for the 2015 Budget, Staff will continue to look for ways to improve and/or enhance services while seeking opportunities for operational savings through a transparent and consultative budget process.

1. Budget Sub-Committee and Other Meeting Dates

The proposed dates for the Budget Sub-Committee meetings to review, discuss and approve the 2015 Budget are subject to change pending appointment of the Chair of the Budget Sub-Committee.

Budget Committee

- Meeting #1*** – Friday, January 23, 2015 (9:00 a.m. to 12:00 p.m. – Canada Room)
 - **2015 Budget Overview** (including review of the budget process, update on Citizen Budget Tool, fiscal scan, overview of the Operating, Capital, Planning & Design, Engineering, Building and Waterworks budgets, Life Cycle and Waterworks reserve study updates)
- Meeting #2*** – Wednesday, February 4, 2015 (9:00 a.m. to 12:00 p.m. – Canada Room)
 - **Capital Budget review**
- Meeting #3*** – Monday, February 9, 2015 (9:00 a.m. to 12:00 p.m. – Canada Room)
 - **Continuation of Capital Budget review**
- Meeting #4*** – Tuesday, February 10, 2015 (9:00 a.m. to 12:00 p.m. – Canada Room)
 - **Councillor Budget Requests and Operating Budget review**
- Meeting #5*** – Wednesday, February 18, 2015 (9:00 a.m. to 12:00 p.m. – Council Chamber)
 - **Operating Budget review**
- Meeting #6*** – Monday, March 9, 2015 (9:00 a.m. to 12:00 p.m. – Council Chamber)
 - **Operating Budget review (if required)**

General Committee – Monday, February 23, 2015

- Draft Public Meeting Presentation (based on the budget status following the February 18th Budget Committee meeting)

Public Meeting – Wednesday, March 4, 2015 (7:00pm – Council Chamber)

- Public input to the 2015 Budget

General Committee – Monday, March 23, 2015

- Report on the recommended 2015 Budget

Council – Tuesday, March 31, 2015

- Council decision on 2015 Budget

2. Communications Plan

All Budget Sub-Committee meetings are open to the public, and the meetings are audio streamed through Markham's web portal. The presentation discussed during the meeting will be available to view, and a full audio recording of the meeting along with the presentation will be available on the City's website after the meeting.

Notices of the Budget Sub-Committee meetings will be advertised in the Economist & Sun, Thornhill Liberal, Region's radio station 105.9, Markham's electronic information boards, social media, and on Markham's web portal.

A comprehensive communication plan for the 2015 budget process will be developed collaboratively with the Corporate Communications and Community Relations Department, in order to promote active outreach and engagement of residents.

Markham's innovative Citizen Budget Tool is now available on Markham's web portal for the 2015 budget process. It was implemented as part of the 2014 budget process to engage residents and help them better understand how their tax dollars are being used for Markham's programs and services. It also provides residents the opportunity to express their views on how residential tax dollars should be used.

3. Councillor Budget Requests

Councillor budget requests should be forwarded to Andrea Tang by Friday, January 9, 2015. The requests will be summarized and distributed to the respective departments for comments which will be addressed at the Budget Sub-Committee meetings. In order to allow sufficient time for Staff to review, evaluate and respond to the requests prior to the start of Budget Sub-Committee meetings in January, submissions received after January 9, 2015 will not be considered.

4. Paperless Capital Budget Initiative

The process of accessing 2015 capital request forms on-line will once again be provided to Members of Council. Training will be provided, if required, prior to the Budget deliberation process. Please contact Andrea Tang if you require training.

Capital Budget binders will only be provided on an exception basis, and requests can be made to Andrea Tang by Friday, January 9, 2015.

RECOMMENDED BY:

10/12/2014

X 

Joel Lustig
Treasurer

10/12/2014

X 

Trinela Cane
Commissioner, Corporate Services