



**Budget Committee  
Meeting Agenda  
2019 Operating Budget  
Review**

**Monday, March 4, 2019  
7 p.m.**

**Council Chambers  
Aurora Town Hall**

Public Release  
March 1, 2019



**Town of Aurora  
Budget Committee  
2019 Operating Budget Review  
Meeting Agenda**

Monday, March 4, 2019  
7 p.m., Council Chambers

**1. Approval of the Agenda**

**Recommended:**

That the agenda as circulated by Legislative Services be approved.

**2. Declarations of Pecuniary Interest and General Nature Thereof**

**3. Delegations**

**4. Public Consultation – Open Session – Opportunity for Members of the Public to Provide Input Regarding the 2019 Budget**

**5. Consideration of Items**

**1. 2019 Operating Budget – Departmental Business Plans  
Presentations by Department**

**(a) Planning and Development Services** (Binder Tab 9)  
**Lawrence Kuk and Anca Mihail, Acting Directors of Planning and  
Development Services**

**Recommended:**

1. That the presentation by Lawrence Kuk and Anca Mihail, Acting Directors of Planning and Development Services, be received; and
2. That the 2019 Operating Budget for the Planning and Development Services department as presented be tentatively approved.

**(b) Corporate Revenues and Expenses** (Binder Tab 11)  
**Jason Gaertner, Acting Director of Financial Services – Treasurer**

**Recommended:**

1. That the presentation by Jason Gaertner, Director of Financial Services – Treasurer, be received; and
2. That the 2019 Operating Budget for the Corporate Revenues and Expenses as presented be tentatively approved.

**(c) Water & Sewer Budget** (Binder Tab 14)  
**Al Downey, Director of Operational Services**  
**Jason Gaertner, Acting Director of Financial Services – Treasurer**

**Recommended:**

1. That the presentation by Al Downey, Director of Operational Services and Jason Gaertner, Acting Director of Financial Services – Treasurer, be received; and
2. That the 2019 Operating Budget for Water & Sewer as presented be tentatively approved.

**2. FS19-013 – 2019 Budget Committee Additional Information**

**Recommended:**

1. That Report No. FS19-013 be received; and

2. That Council provide direction on the budget option decision units to be included in the final 2019 operating budget.

## **6. Adjournment**



**Town of Aurora  
Budget Committee Report**

**No. FS19-013**

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**Subject:** 2019 Budget Committee Additional Information

**Prepared by:** Jason Gaertner, Acting Director, Financial Services - Treasurer

**Department:** Financial Services

**Date:** March 4, 2019

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## **Recommendation**

- 1. That Report No. FS19-013 be received; and**
- 2. That Council provide direction on the budget option decision units to be included in the final 2019 operating budget.**

## **Executive Summary**

To date, the Budget Committee has met on two occasions in order to discuss the Town's 2019 operating budget. Currently, the committee has identified a total of eleven budget decision unit items for its consideration for funding.

- A summary of the Committee's currently identified budget decision unit items
- Any additional budget decision unit items arising from this meeting will be added to the list for the Budget Committee's consideration

## **Background**

A key component of the Town of Aurora's operating and capital budget derivation is the undertaking of a review by the town's Budget Committee. As part of its review, the Budget Committee is able to ask any questions or request any additional financial information that it may require as part of its review in support of its ultimate recommendation of a final budget to Council for its approval.

The Budget Committee has now held two meetings in regards to the Town's 2019 Operating budget; one on February 21 and 25. Over the course of these meetings, they have received and discussed the following topics relating to each of the Town's departments and its service partners:

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- 2018 Results achieved
- 2019 Objectives
- 2019 Challenges
- 2019 Funding requirements

## **Analysis**

### **A summary of the Committee's currently identified budget decision unit items**

Over the course of its review of the Town of Aurora's 2019 draft Operating Budget to date, the Budget Committee has identified the following eleven budget decision unit items which are summarized along with their estimated costs under Attachment #1:

1. New Position – Communication Assistant  
This position represents a service enhancement. Its detailed business case can be found in tab #3 of the operating budget binder.
2. Support for Sport Aurora's ongoing activities and marketing  
Sport Aurora's detailed business case for its 2019 funding request can be found under Tab #3 of the operating budget binder.
3. Continued operation of the Sports Hall of Fame  
The Sports Hall of Fame detailed business case for its 2019 funding request can be found under Tab #3 of the operating budget binder.
4. New Position – Parks co-op student (invasive species)  
This position represents a service enhancement. Its detailed business case can be found in tab #3 of the operating budget binder.
5. Core operating grants to service partners  
These decision points relate to the provision of an operating grant to the Town's service partners equal to what they received in 2018.
  - a. Aurora Public Library
  - b. Aurora Cultural Centre
  - c. Aurora Historical Society
6. Requested increases to core operating grants by service partners  
These decision points relate to any requested increases to the operating grant amount provided in 2018 by the Town's service partners.

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- a. Aurora Cultural Centre
  - b. Aurora Historical Society
7. Requested lump sum funding requests by the Town's service partners  
These decision points related to lump sum funding requests by the Town's services providers relating to partner proposed specific activities.
- a. Aurora Cultural Centre's proposed Kaleidoscope in Schools program
  - b. Aurora Historical Societies storage costs for the Godfrey collection

**Any additional budget decision unit items arising from this meeting will be added to the list for the Budget Committee's consideration**

Should any new budget decision unit items arise or any existing items be modified over the course of today's discussion, the budget option decision unit summary will be modified accordingly.

**Advisory Committee Review**

N/A

**Financial Implications**

Combined, the above list of pressures excluding the core operating grant funding for the Town's service partners being the Aurora Public Library, Aurora Cultural Centre and Aurora Historical Society which has already been included in staff's tabled draft budget, total \$264,100. Of this total pressure amount, should Council approve the Aurora Cultural Centre's funding request in support of the Kaleidoscope in Schools program, staff would recommend that this requirement not be funded from the tax levy. Consequently, the remaining pressure that would potentially impact the tax levy would become \$164,100. At present, \$194,200 in funding is available for allocation toward these noted pressures within Council's allotted tax increase ceiling.

**Communications Considerations**

This report will be posted to the Town's Budget and Financial Information web page for transparency and accountability as part of the overall annual budget communications and engagement plan. Each budget meeting will be separately communicated through

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various channels to the community, including a synopsis of the topics planned. A final press release with budget highlights will be issued upon approval by Council.

### **Link to Strategic Plan**

Developing the annual budget supports all aspects of the Strategic Plan. Specifically, this report supports the Plan principles of Leadership in Corporate Management, Leveraging Partnerships, and Progressive Corporate Excellence and Continuous Improvement.

### **Alternative(s) to the Recommendation**

1. None: General Committee will consider this additional requested financial information.

The Committee may make recommendations for changes to the 2019 draft budget at any time during its review process.

### **Conclusions**

Over the course of its past two Budget Committee meetings, a total of 11 budget decision unit items have been identified for consideration totaling \$264,100. The budget Committee will undertake a final review and approval of the Town's budget decision unit items at its scheduled Budget Committee meeting on March 18, 2019.

### **Attachments**

Attachment #1 – Budget Option Decision Unit Summary

### **Previous Reports**

FS19-002 - 2019 Operating Budget

### **Pre-submission Review**

N/A

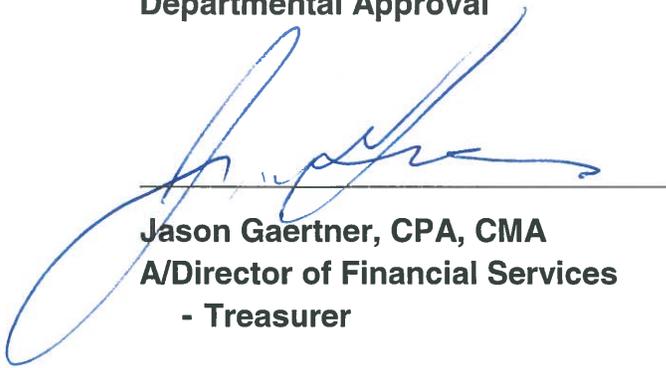
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**Departmental Approval**



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**Jason Gaertner, CPA, CMA  
A/Director of Financial Services  
- Treasurer**

**Approved for Agenda**



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**Doug Nadorozny  
Chief Administrative Officer**

Budget Option Decision Unit Summary																
(Budget Items NOT Included in Staff's Recommended 2019 Operating Budget)																
Decision Unit Number	Option	FTE +/-	COUNCIL PRIORITY										BUDGET IMPACT		Notes	
			Communications	Parks Service Levels	Roads Service Levels	By-law Enforcement	Economic Development	Cultural Services	Succession Planning	Capital Project Delivery	Animal Control on Town's trails	Other Strategic Plan Driven	Other Funding	Levy Funding		
1	Communications Assistant*	1	√												\$ 40,000	
2	Sport Aurora**	-													\$ 49,600	
3	Sport Hall of Fame**	-							√						\$ 28,100	
4	Parks Co-op Student (Invasive Species)*	-		√											\$ 10,900	
5	Aurora Public Library - 2018 Core Operating Grant								√						\$ 3,843,100	
7	Aurora Cultural Centre - 2018 Core Operating Grant								√						\$ 415,700	
6	Aurora Historical Society - 2018 Core Operating Grant								√						\$ 74,400	
8	Aurora Historical Society - Collection Storage								√						\$ 3,500	
9	Aurora Historical Society - 2019 Core Operating Grant Increase								√						\$ 1,600	
10	Aurora Cultural Centre - 2019 Core Operating Grant Increase								√						\$ 30,400	
11	Aurora Cultural Centre - Kaledidoscope in Schools								√						\$ 100,000	\$50,000 for 2020/21; \$50,000 for 2021/22. To be funded through Capital.

\*Post Budget Process: All position salary values are preliminary estimates. Prior to the posting of each proposed position it must go through a detailed job description and internal job evaluation process.

\*\*January 14, 2019 Public Stakeholder Consultation Funding Proposal.