



To: Council
From: Yun Ke Ni, Director of Finance/Treasurer
Date of Meeting: November 24, 2021
Subject: By-law No. 2021-090 Multi Year Budget Policy

Recommendation:

That By-law No. 2021-090, being a by-law to adopt a Multi-Year Budget Policy, be read and passed in open Council, signed and sealed this 24th day of November, 2021.

Executive Summary:

It is the policy of the Township of South Stormont to establish consistent principles, standards and guidelines for the planning, development and approval of multi-year budgets. The policy also provides direction for the adjustment of multi-year budgets, if required, in order to recognize major changes in budgetary assumptions, legislation and Council priorities.

Background:

This policy is to establish consistent principles, standards and guidelines for the purposes of a multi year budget process.

Also, the multi year budget process will allow for an annual validation of the approved multi-year budget so that Council has flexibility to adjust the budget to respond to change. Adjustments may include, but are not limited to;

- A. **Legislative Changes** – New or amended legislation or regulations with a financial impact to the municipality.
- B. **New Council Direction** – New Council direction that has transpired after the approval of the multi-year budget.
- C. **Cost or Revenue Driver** – A corporate or service area budget adjustment as a result of changes in economic or other conditions
- D. **New Significant grant or funding** – A new significant grant or funding that has been approved after the approval of the multi-year budget.
- E. **Major Asset projects** – Major Asset projects happened after the approval of the multi – year budget.

Proposed changes to future years’ operating budgets should only be brought forward and approved once per year. Adjustments are limited to once per year, during the annual update period, to ensure that all requests are considered together.

A draft of this policy was presented to Council at the November 10, 2021 meeting. No further comments or questions have been received.

Options:

1. That Council adopt By-law No. 2021-090 to adopt a Multi-Year Budget Policy.
 2. That Council not approve.
 3. Other.
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Financial Impact:

This policy will guide finance in processing a Multi-Year Budget for the Township.

Risk and Asset Management Considerations:

It is appropriate for Council to adopt a Multi-Year Budget Policy to ensure consistent standards are adhered to.

Others Consulted:

Council
CAO
Finance