

**City of Maple Ridge
Audit & Finance Committee**

**November 14, 2016
2:00 PM
Blaney Room**

Chairperson: Councillor Masse

Committee Members: Mayor Read; Councillors C. Bell; K. Duncan; G. Robson; T. Shymkiw;
C. Speirs

Staff:	Chief Administrative Officer:	T. Swabey
	GM – Corporate & Financial Services	P. Gill
	GM – Public Works & Development	F. Quinn
	GM – Parks, Recreation & Culture	K. Swift
	Manager of Accounting:	C. Nolan
	Manager of Financial Planning	T. Thompson
	Manager Sustainability & Corporate Planning	L. Benson

AGENDA

- 1. *Approval of agenda***
- 2. *Approval of minutes of June 13, 2016***
- 3. *2016 Financial Update***
Presentation by the Manager of Accounting
- 4. *2017-2021 Business Planning Update***
- 5. *Parks & Recreation Community Investments***
- 6. *Distinguished Budget Presentation Award***

Agenda submitted by: C. Nolan, CPA, CGA
Manager of Accounting

City of Maple Ridge

Audit & Finance Committee Meeting Minutes

June 13, 2016

The Minutes of the Audit and Finance Committee Meeting held in the Blaney Room of the Municipal Hall, 11995 Haney Place, Maple Ridge, BC on Monday, June 13, 2016 at 11:30 a.m.

PRESENT

Committee Members

Mayor Read, Chair
Councillor Bell
Councillor Robson
Councillor Shymkiw
Councillor Speirs

Municipal Staff

T. Swabey, Chief Administrative Officer
P. Gill, General Manager Corporate & Financial Services
F. Quinn, General Manager: Public Works and Development Services
C. Nolan, Manager of Accounting
L. Benson, Manager of Sustainability & Corporate Planning
S. Schiller, Acting Confidential Secretary

Absent

Councillor Duncan
Councillor Masse

The meeting was called to order at 12:13 p.m.

1. ***Approval of agenda***

MOVED by Councillor Shymkiw and **SECONDED** by Councillor Bell that the agenda be approved as submitted.

CARRIED

2. ***Approval of minutes of May 2, 2016***

MOVED by Councillor Bell and **SECONDED** by Councillor Speirs that the minutes of the Audit & Finance Committee meeting of May 2, 2016 be approved.

CARRIED

3. **Business Planning Guidelines 2017-2021**

The Manager of Sustainability & Corporate Planning provided a Powerpoint presentation regarding Business and Financial Planning outlining the proposed guidelines and enhanced public engagement process for the 2017-2021 Financial Plan.

Note: Councillor Robson left the meeting at 12:22 and returned to the meeting at 12:25 pm.

Note: Councillor Shymkiw left the meeting at 12:33 and returned to the meeting at 12:36 pm.

Note: Councillor Robson left the meeting at 12:37 and returned to the meeting at 12:39 pm.

MOVED by Councillor Robson and **SECONDED** by Councillor Shymkiw

That Appendix C of the June 13, 2016 report titled “2017-2021 Business & Financial Planning Guidelines” be endorsed in principle, forwarded to Council, and then circulated for public feedback.

CARRIED

Adjournment

B. Masse, Chair



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

DC OFFICE

OCT 07 2016

September 13, 2016

Ted Swabey
CAO
Corporation of the District of Maple Ridge
11995 Haney Place
Maple Ridge, BC V2X 6A9

Dear Mr. Swabey:

I am pleased to notify you that Corporation of the District of Maple Ridge, British Columbia has received the Distinguished Budget Presentation Award for the current budget from the Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting and represents a significant achievement by your organization.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to:

Finance Department

We hope you will arrange for a formal public presentation of the award, and that appropriate publicity will be given to this notable achievement. A press release is enclosed for your use.

We appreciate your participation in GFOA's Budget Awards Program. Through your example, we hope that other entities will be encouraged to achieve excellence in budgeting.

Sincerely,

A handwritten signature in black ink, reading "Stephen J. Gauthier".

Stephen J. Gauthier, Director
Technical Services Center

Enclosure



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

September 13, 2016

PRESS RELEASE

For Further Information Contact
Stephen J. Gauthier (312) 977-9700

Chicago--The Government Finance Officers Association of the United States and Canada (GFOA) is pleased to announce that **Corporation of the District of Maple Ridge, British Columbia** has received the GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to **Finance Department**

For budgets beginning in 2015, approximately 1,550 participants received the Award. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

The Government Finance Officers Association is a major professional association servicing the needs of approximately 18,700 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington D.C. The GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.