

2017 Proposed Budget

Division: Corporate Services

Department: Assessment & Taxation

Director: Philip Schofield

Department Operations at a Glance

Department Operations at a Glance

Department Mandate:

The Assessment & Taxation department is responsible for the classification and valuation of all property classes within the Municipality. The department is charged with the responsibility of ensuring fair and equitable distribution of taxes in accordance with provincially legislated standards. The department must conduct its business in an open, honest, and transparent manner which demonstrates accountability to the rate payers. The department is also responsible for defending all assessment appeals and rationalizing all values aligned to individual properties.

Department Operations at a Glance

What We Do:

- **Assessment** - Classifies, values and defends assessments;and
- **Taxation** - Responsible for the annual tax billing process and monitoring of tax collection process.

Department Operations at a Glance

What is the plan for 2017

- Ensure fair and equitable assessments and tax collection;
- Review the current CAMA system;
- Assessment of the rebuilt dwellings due to the wildfire;
- Review of proposed changes from Bill C-21 of the Municipal Government Act (MGA) ;
- Defend Municipality against oil sands appeals;
- Resource allocation for residential, non-residential staffing compliments; and
- Improve internal processes.

Department Operations at a Glance

Resources Required

- Operating Budget Request - \$4.6M.
- Net Increase of \$0.2M from the 2016 Approved Amended Operating Budget.
 - Reduced Revenue – Camp Licenses (\$0.1M)
 - Reduced Contracted & General Services Expenses - Training (\$0.1M)
 - Increased Salaries, Wages and Benefits – Annual Increase(\$0.2M).
2016 Budget adjustment of \$0.4M for given up 5 positions. (3 CUPE, 2 Exempt)

Operating Budget

Operating Budget

Assessment & Taxation	2016 Approved Operating Budget	2016 Operating Projection*	2017 Proposed Operating Budget	Change 2016 Approved Budget vs 2017 Proposed Budget		Operating Financial Plan	
						2018	2019
	\$	\$	\$	\$	%	\$	\$
Revenue	331,000	242,500	241,000	(90,000)	(90)	241,000	241,000
Expenses	4,657,270	4,817,978	4,807,700	150,430	3	(4,820,200)	(4,832,800)
Surplus (Deficit)	(4,326,270)	(4,575,478)	(4,566,700)	240,430		(4,579,200)	(4,591,800)

*as at Sep 30, 2016

Personnel Budget

Personnel Budget

2017 Personnel Cost

2016 Approved Budget (\$)	2016 Projection * (\$)	2017 Proposed Budget (\$)	Change 2016 Approved Budget vs 2017 Proposed Budget	
			(\$)	(%)
3,318,770	3,549,407	3,570,500	251,730	8

2017 Number of FTEs

2016 Actual FTEs * (#)	2016 Vacancies* (#)	2017 Proposed FTEs (#)	Change 2016 Actual FTEs vs 2017 Proposed FTEs	
			(#)	(%)
28	1	23	(5)	(18)

*as of Sept 30,2016

Questions