

Village of Hines Creek Council Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 14, 2020
Originated By:	Leanne Walmsley, Chief Administrative Officer
Title:	New Business – Municipal Corporate Planning & Finance Course
File:	0201

BACKGROUND/PROPOSAL:

This course, which has been updated to reflect the impact of COVID-19 on municipalities, will be held over four virtual sessions

July 22 from 2:30 pm to 4:30 pm

July 29 from 2:30 pm to 4:00 pm

August 5 from 2:30 pm to 4:00 pm

August 12 from 2:30 pm to 4:00 pm

This course is being offered through Zoom and Google Classroom, Participants will have some individual homework but will still have plenty of time to ask questions of the facilitator and engage in moderated breakout room discussions with other elected officials.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

COSTS/SOURCE OF FUNDING (if applicable)

Cost of course is \$200.00 per person

RECOMMENDED ACTION:

That Council authorize administration to attend the virtual session on Municipal Corporate Planning & Finance on July 22, 29, August 5 and 12, 2020.

Initials show support- Reviewed by:	Manager:	C.A.O. <i>fw</i>
-------------------------------------	----------	------------------



elected officials
education program

Elected Officials Education Program

[About »](#)

[Courses »](#)

[Contact Us](#)

[Login](#)

[Home](#) [Municipal Corporate Planning and Finance](#)

Municipal Corporate Planning and Finance

Events

No events

[all courses](#)

Understanding municipal finances is fundamental to the job of an elected official. Municipal councils are expected to plan, govern and set policy for the best interests of their community. Sound financial planning and management is key to supporting a healthy municipality that can ensure that its current and future service commitments are funded in a sustainable manner.

It is important that elected officials understand how financial planning and monitoring align with the municipality's business cycle, including strategic planning, business planning and performance measurement. Elected officials need to understand their role in establishing and prioritizing competing service level demands on behalf of citizens and then determine strategies to fund those service level commitments.

Module 1: Setting the Strategic Context

After completing this module, participants will be able to:

- Understand what the elected official's role is in the strategic planning process, citizen participation and risk management

Module 2: Financial Planning Overview

After completing this module, participants will be able to:

- Understand service levels and performance measures
- Feel comfortable with the annual budget process
- Ask good questions regarding their operating budget and capital planning
- Identify the contents of a capital budget and understand multi-year financial and capital plans

Module 3: Revenue and Funding

After completing this module, participants will be able to:

- Understand property tax
- Identify debt versus reserves
- Have an understanding about debt servicing, grants and transfers

Module 4: Monitoring and Evaluation

After completing this module, participants will be able to:

- Identify the segregation of duties
- Understand cashflow and investments
- Understand accounting systems, records and internal controls
- Read financial statements

ABOUT

[About EOEP](#)
[MGA Requirements](#)
[FAQ](#)
[Privacy Policy](#)
[Legal Notice](#)

Courses

[Course Descriptions](#)
[Additional Materials](#)

Contact Us

Phone: 780-989-7431
Email: registrar@eoep.ca

[About](#) [Courses](#) [Contact Us](#) [Login](#) [Register](#)