

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number CORP2018-010**

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**Date:** June 12, 2018  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** all

**Title:** 2019 Budget Process and Requests

**Description:**

**Author and Title:** Jennifer Stover, Director of Corporate Services

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### **Recommendation(s):**

**That** Report CORP2018-010, **2019 Budget Process and Requests**, be received.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

Staff met with the Executive Committee on February 8<sup>th</sup> to debrief the 2018 budget process. On March 2, a memorandum was sent to all members of Council requesting input for improvements to the 2019 budget process.

In summary, the following key items were identified as areas of improvement:

- Lack of detail in both the operating and capital budget
- Difficult to make comparisons due to budget shifts
- Ensuring the new Council has sufficient orientation time before deliberating the 2019 budget
- Opportunity for capital projects benefitting from early starts to be approved
- Opportunity to Council to provide input into the budget prior to the preparation of the draft budget

This report addresses the above items.

## **Rationale:**

The 2019 budget preparation has begun and staff are developing a framework to address the lack of detail and the difficulty in making comparisons.

The budget schedule for 2019 is attached as Appendix A. As in previous years, Staff has scheduled a budget presentation and Department overviews to occur in September. This will provide a high level overview of the 2019 proposed budget. Boards and Agencies will present their budget in November, followed by the distribution of the draft budget at the end of November.

To ensure the new Council has sufficient time to orient themselves, the budget is not scheduled to be deliberated until the first quarter of 2019, with the exception of the capital projects benefitting from early start approval being requested in December.

New to the process for 2019, is the opportunity for Council to provide preliminary input into the budget prior to the preparation of the draft budget. A request was sent to Council on April 24<sup>th</sup>. Appendix B is a list of the projects and program considerations submitted by Council members, along with staff comments, for Council to consider including in the draft 2019 budget.

## **Other Alternatives Considered:**

Should Council wish to approve a project or program addition for inclusion in the draft 2019 budget, then the following additional resolution(s) should be passed: That program/program item (insert identification # and description) identified in Appendix B to Report CORP2018-010 be included in the draft 2019 Budget for consideration.

## **Financial/Operation Impacts:**

Staff will review the projects that are approved for inclusion in the draft 2019 budget, to ensure that adequate funds are allocated to the initiative in the budget. The financial impacts will be addressed through the 2019 budget.

## **Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:**

The 2019 Budget Process and Requests supports the strategic goal of responsible fiscal resource management.

## **Consultations:**

Council  
Executive Committee  
Senior Management

## **Attachments:**

Appendix A – 2019 Budget Schedule



Appendix B – 2019 Council Budget Requests



**Department Head E-Mail:** [jstover@kawarthalakes.ca](mailto:jstover@kawarthalakes.ca)

**Department Head:** Jennifer Stover