



## Committee of the Whole Report

Report Number CORP2020-014

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**Meeting Date:** October 6, 2020

**Title:** 2021 Budget Process and Requests

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

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### Recommendation(s):

That Report CORP2020-014, **2021 Budget Process and Requests**, be received;

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

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

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

## **Background:**

During the debrief of the 2018 budget process Council identified the desire to have input into the budget prior to the preparation of the draft budget. This process was introduced as part of the 2019 budget and has been included in each subsequent budget.

This report addresses that process.

## **Rationale:**

The 2021 budget process has already commenced at the Staff level.

Similar to the last two budgets, an email was sent to Council on September 3<sup>rd</sup> requesting a list of any projects/initiatives that they wished to have considered in the 2021 draft budget. Appendix A is a list of the projects and program considerations submitted by Council members, along with staff comments, for consideration as decision units in the draft 2021 budget.

Also attached to this report, as Appendix B, is the proposed budget schedule. Due to the pandemic the deliberations of the 2021 budget are proposed to occur in the first quarter of 2021. This will provide Council will greater certainty on the City's financial position for 2020 prior to making decisions regarding 2021. The additional time will also provide some clarity on the impact of the pandemic on City operations and projects.

The City financially benefits from having the capital budget approved prior to year end as it allows staff to procure contracts early in the new year. Staff are currently prioritizing the 2021 capital program and will endeavor to bring forward a capital budget in November of the highest priority/critical projects for approval.

## **Other Alternatives Considered:**

Should Council wish to approve a project or program addition for inclusion as a decision unit in the 2021 budget, then the following resolution(s) should be passed:

That project item (insert identification number and description) identified in Appendix A to Report CORP2020-014 be included as a decision unit in the draft 2021 budget for consideration.

## **Alignment to Strategic Priorities**

This is in alignment with the Strategic priority of Good Government.

## Financial/Operation Impacts:

Staff will review the projects that are approved as decision units for the draft 2021 budget to establish a budget amount and identify an appropriate funding source.

## Consultations:

Council  
Senior Management

## Attachments:



CORP2020-014  
Appendix A.pdf

Appendix A – 2021 Council Budget Requests



2021 Budget  
Schedule.pdf

Appendix B – 2021 Budget Schedule

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