



## Council report

<b>Meeting date:</b>	September 7, 2021
<b>Title:</b>	2022 Budget Process
<b>Prepared by:</b>	Kerri Mighton, Director of Finance/Treasurer
<b>Reviewed by:</b>	Laura Johnston, CAO

### Recommendation

That council receives the 2022 budget process report for information.

### Executive summary

The 2022 budget process is being presented in order to inform council and staff of the timing and expectations for budget preparation, circulation and eventual passing of the 2022 budget bylaw. The plan is to focus on making decisions throughout the process so that the final 2022 budget can be passed before the end of the first quarter of 2022.

### Background and discussion

The 2022 budget package will be circulated to council by November 1, 2021. This package will include a summary of the significant budget changes, the consolidated draft 2022 budget, detailed departmental budgets and an updated reserves summary. The first 2022 budget meeting will be an all-day session on November 30, 2021 beginning at 8:30 a.m. and ending at 4:30 p.m. Department heads and staff will be in attendance during review of their budget to aid in discussion, answer questions and to ensure staff are informed as budget changes are made throughout the process. The second 2022 budget meeting will be scheduled for January 4, 2022 and will provide an update on the status of consolidated 2022 budget. Below is a summary of the 2022 budget schedule:

November 1, 2021	Budget packages circulated to council
November 30, 2021	Budget presentation and review
January 4, 2022	Budget review and recommendation for approval
February 1, 2022	Public budget presentation and notice of intention to pass 2022 budget bylaw
February 15, 2022	Pass 2022 budget bylaw



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## Legal and legislated requirements

None.

## Financial and resource implications

Passing the 2022 budget by the end of February will allow departments to begin capital project earlier and leverage better timing/scheduling and pricing.

## Staffing implications

None.

## Consultation

Laura Johnston, CAO

## Alignment to the Strategic Vision Plan

Pillar: Build a better future

Goal: Vibrant community

Strategy: Maintain and invest in our infrastructure; be responsible stewards of the tax dollars

## Attachments

None.

## Next steps

None.

Respectfully submitted:

Kerri Mighton, Director of Finance/Treasurer