

# Municipality of West Grey

## Budget Request

Request: ADM-03-22 – Administrative assistant – finance & asset management

Department: Administration

Year: 2022      Included in draft budget       Proposed addition to budget

Description
<b>Budget Request Form</b>
<b>Nature of request:</b>
Finance and asset management administrative assistant
<b>Justification:</b>
As noted in the September 7 <sup>th</sup> , 2021 CAO council report titled “Strategic vision plan 2021 areas of focus and CAO projects update”, this position was created in 2021 and funded from reallocation of the \$60,000 budget for wages and benefits from a community services position. Since this \$60,000 was part of the 2021 base budget, this represents a reallocation of tax levy funding only. This position will assist the municipality, across all departments, in meeting its provincial obligations for asset management.
<b>Consequences of not funding:</b>
This position was created in the fall of 2021 and does not represent an increase to the budget but just a reallocation of budget dollars.
<b>Alignment with council priority of strategic plan</b>
Pillar: Build a better future Goal: Vibrant community Strategy: Develop funding strategies for long-term asset management

## Municipality of West Grey

### Budget Request

Request: ADM-03-22 – Administrative assistant – finance & asset management

Department: Administration

Year: 2022                      Included in draft budget                       Proposed addition to budget

	<b>2022 Mandatory</b>	<b>2022 One- time</b>	<b>2022 Growth</b>	<b>2022 Service level</b>	<b>2023 One- time</b>	<b>2023 Service level</b>
<b>Capital Expenditure</b>						
<b>Operating Expenditure</b>	62,000					
<b>Funding Source</b>						
Tax Levy	62,000					
Reserve						
Grant						
Fees						
Other						