



City of North Bay Report to Council

Report No: CORP-2021-099

Date: September 9, 2021

Originator: Shannon Saucier

Business Unit:

Corporate Services

Department:

Financial Services Department

Subject: 2022 Budget Schedule

Closed Session: yes ☐ no ☒

Recommendation

That the 2022 Budget Schedule Report to Council CORP 2021-099 be received and referred to the General Government Committee.

Background

The City's annual budget process includes the completion and approval of the following:

- General Operating Budget
- 10-Year Capital Budget for General Capital and Water and Wastewater Capital
- Water and Wastewater Operating Budget
- Water and Wastewater Rates
- User Fees
- Municipal portion of Service Partner Budgets

In order to facilitate the completion of the 2022 budget process, a budget schedule has been created and the milestone dates are being provided to Council for information purposes.

Financial/Legal Implications

This report is being provided for information purposes to communicate the milestone dates for the 2022 Budget Process.

Corporate Strategic Plan

- | | |
|---|--|
| <input type="checkbox"/> Natural North and Near | <input type="checkbox"/> Economic Prosperity |
| <input checked="" type="checkbox"/> Affordable Balanced Growth | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government | |

Specific Objectives

- Explore opportunities to reduce the costs of government service delivery, including shared services and new technologies
- Develop a practice of communications and engagement that ensures that residents are aware and understand what City Hall is doing
- Ensure the efficient and effective operations of the city, with particular consideration to the impact of decisions on the property tax rate
- Ensure that Council and staff have a shared perception of goals

Options Analysis

The 2022 budget schedule has been established based on the overall objective of having the process completed and the 2022 budgets approved by December 2021. Milestone dates for the completion of key components of the 2022 budget process are as follows:

October 19	User Fee Report to Council 2022 Water & Wastewater Operating Budget to Council 2022 Water & Wastewater Calculated Rates to Council
October 25-27	Special Committee Meetings – 2022 Water & Wastewater Operating Budget and Water and Wastewater Rates
November 3	Special Committee Meeting – 2022 Water and Wastewater Rates Public Meeting and User Fee Public Meeting – this is a specific date that allows for 14 days notice prior to passing new rates
November 16	2022 Water & Wastewater Operating Budget Approved 2022 Water & Wastewater Rates Approved User Fees Approved
November 30	2022 Operating Budget Report to Council (Council receives the Operating Budget) Capital Budget Report to Council
December 6 & 7	Special Committee Meetings – 2022 Operating Budget
December 8	Special Committee Meeting – 2022 Capital Budget
December 9	Special Committee Meeting – Combined Operating Budget and Capital Budget
December 17	Special Council Meeting – 2022 Capital Budget Approved and 2022 Operating Budget Approved

It is possible that amendments to the schedule may be required if there is a delay in receiving information regarding significant capital projects which is

necessary to complete the 2022 Capital Budget. Any changes to the Capital Budget schedule will be reported through a supplemental report to Council.

Public Consultation:

Suggestions can be sent electronically from September 13th to November 1st by email to: 2022budget@northbay.ca.

Additionally, all Committee meetings held throughout the budget process will be available to the public for viewing on the City's YouTube Channel.

Recommended Option

That the 2022 Budget Schedule Report to Council CORP 2021-099 be received and referred to the General Government Committee.

Respectfully submitted,

Name: Shannon Saucier, CPA, CA

Title: Director, Financial Services / Deputy Treasurer

I concur with this report and recommendation

Name Karen McIsaac, Dipl. M.A.

Title: City Clerk

Name Peter E.G. Leckie, B.A. (Hons.), LL.B.

Title: City Solicitor

Name Erin Richmond, Ec.D., CEcD

Title: Manager, Economic Development

Name Domenic Schiavone

Title: Director Public Works

Name Jason Whiteley

Title: Fire Chief

Name Ian Kilgour, MCIP, RPP

Title: Director, Community Development and Growth

Name John Severino, P.Eng., MBA

Title: City Engineer – Infrastructure and Operations

Name Wanda Trottier, CHRL

Title: Director, Human Resources

Name Margaret Karpenko, CPA, CMA
Title: Chief Financial Officer /Treasurer

Name David Euler, P.Eng., PMP
Title: Chief Administrative Officer

Personnel designated for continuance:

Shannon Saucier, CPA, CA
Director, Financial Services / Deputy Treasurer