



## **Staff Report FIN2020-023**

**Title of Report:** FIN2020-023 2021 Budget  
**Department:** Finance  
**Council Date:** October 7, 2020

### **Recommendation:**

**Be it resolved that** Council receive Staff Report FIN2020-023 2021 Budget as information.

### **Background:**

Municipal Act, 2001 s. 290(1) requires a municipality shall:

“prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality, including,

- (a) amounts sufficient to pay all debts of the municipality falling due within the year”.

### **Staff Comments:**

Staff has prepared the following timeline for the 2021 Budget process:

October 7, 2020	9am	Regular Council	Set Budget timeline
November 10, 2020	9am	Council/ Committee of the Whole	Present 2021 Multi-year Capital Forecast
November 24, 2020	9am	Council/ Committee of the Whole	Discuss/recommend 2021 Capital Budget
December 9, 2020	9am	Council/ Committee of the Whole	Present 2021 Operating Budget
December 23, 2020	9am	Council/ Committee of the Whole	Discuss/Recommend 2021 Operating Budget
January 13, 2021	9am	Regular Council	Approval of 2021 Operating and Capital Budget

The above plan anticipates the use of online public engagement tools for the 2021 Budget in lieu of Public Information Meetings. The public also has the opportunity to speak directly to Council during open-forum at each council meeting.

The 2021 Budget timeline will be posted on the website.

### **Financial Implications:**

The Township of Southgate is required to approve a budget annually. The proposed timeline would allow for approval of the 2021 Budget in January 2021.

**Communications & Community Action Plan Impact:**

This report has been written and presented to Council in accordance with the Southgate Community Action Plan:

**Mission Statement Pillars**

- Trusted Government
- Economic Prosperity.

**Themes:**

- Municipal Services
- Public Communications

**Core Values:**

- Integrity
- Stewardship

**Concluding Comments:**

The 2021 Budget timeline anticipates that the 2021 Operating and Capital Budget would be approved on January 13, 2021.

Respectfully Submitted,

**Dept. Head:** **Original Signed By**  
William Gott, CPA, CA Treasurer

**CAO Approval:** **Original Signed By**  
Dave Milliner, CAO