



Committee Report

To: Warden Mitch Twolan
Members of the Corporate Services Committee

From: Edward Henley
Director of Corporate Services

Date: October 8, 2020

Re: 2021-2025 Proposed Corporate Budget and Forecast

Staff Recommendation:

The 2021-2025 Proposed Corporate Budget and Forecast report is for information.

Background:

The Corporate Services Department had the goal of presenting a multi-year budget. This year a 2021-2025 budget and forecast has been prepared. A multi-year budget is BEST practices for municipalities and encouraged by the Province so that municipalities will be able to see the current and future financial effects of decisions that have been made or are proposed.

While it is only requested that the 2021 budget will be approved, having future years forecasted will improve the County's decision making. A multi-year budget and forecast will assist in ensuring adequate financial and other resources are available to fulfill the strategic plans and goals of the County.

The 2021-2025 Proposed Corporate Budget and Forecast required shifting away from the prior budgeting spreadsheets and to a budgeting software named FMW. As a result, some of the reporting and structure of the budgeting has changed and improved.

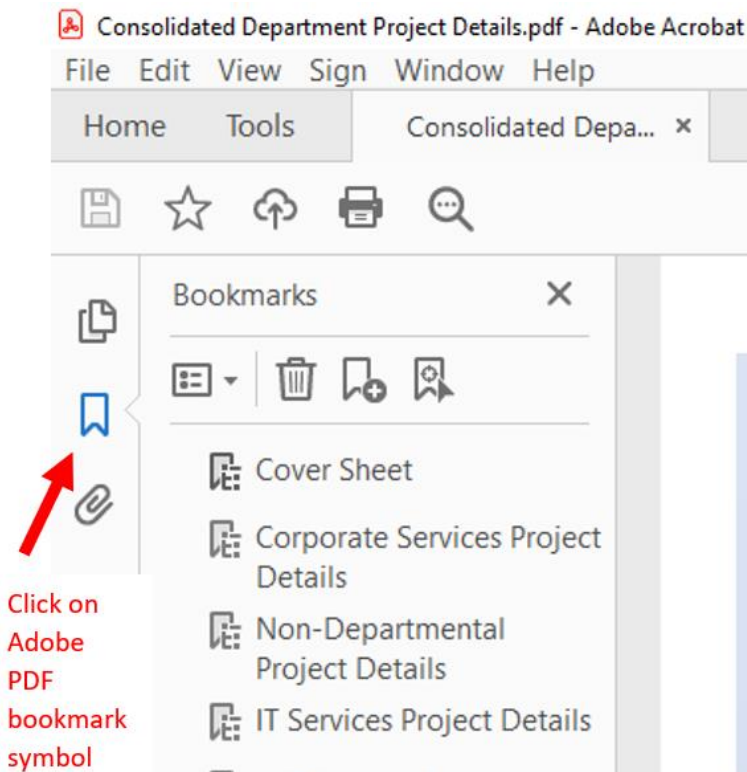
This year there are three main documents for the budget.

1. Budget PowerPoint presentation
 - a. This is a high-level review of the budget at a Corporate level and at the Department level with presentations by each of the Directors.
 - b. This format allows for more flexibility than in the past and includes the ability to show relevant charts and graphs.
2. Budget Reference
 - a. This document has the reports that Committee has received in the past plus some new ones. They are organized with PDF bookmarks by Department for easy reference and each department has the following reports in the order shown.
 - i. Department Annual Business Plan

- ii. Operating Dashboard
 - iii. Operating Budget Analysis
 - iv. Operating Budget Summary (new - shows multi-year)
 - v. Capital Dashboard
 - vi. Capital Budget Summary (new - shows multi-year)
 - vii. Capital Project Listing - Current (new- summary of 2021 projects)
 - viii. Capital Project Listing - Future (new - summary of 2022-2025 projects)
 - ix. Reserves (new - 2021 opening and closing balance)
- b. The Bruce County consolidated budget section will also include the reports that have traditionally been included:
- i. Consolidated Budget Comparison
 - ii. Consolidated Budget Program Support Departments
 - iii. Consolidated Budget Salaries, Benefits, FTE
3. Consolidated Department Detailed Projects
- a. This has the detailed project information for the capital projects and expands upon the summary information.
 - b. Shows multi-year budgeting for some projects
 - c. Some projects include graphics such as photos of items or aerial views for certain roads and bridge projects

The documents will have a notation “03.1 1st Council Review”. Staff started with the “01 Draft” version and then it underwent a review at Senior Management Team as “02 SMT Submission” and now it is at the Council Review stage. This allows a history of what changes were made at each level of budget review.

Accessing the PDF Bookmarks in the documents



Financial/Staffing/Legal/IT Considerations:

The financial, staffing, legal or IT considerations associated with this report are included in the proposed budget.

Interdepartmental Consultation:

The Senior Management Team prepared the budget information presented.

Link to Strategic Goals and Elements:

Not applicable.

Approved by:

A handwritten signature in black ink, appearing to read "Sandra Datars Bere". The signature is fluid and cursive, with a small circle at the end of the last word.

Sandra Datars Bere
Chief Administrative Officer