



	<b>REPORT No.: 2019-27</b>
<b>MEETING DATE: JUNE 20, 2019</b>	<b>DATE PREPARED: MAY 31, 2019</b>
<b>SUBJECT: 2020 BUDGET SCHEDULE</b>	

**RECOMMENDATION**

THAT with respect to Report No. 2019-27 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the 2020 Budget Schedule as presented.

**REPORT SUMMARY**

To provide the proposed 2020 Budget Schedule to The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board) for approval.

**BACKGROUND**

Administration prepares and presents annual operating and capital budgets to the Board for review and approval. To support this effort, the Board approves a Budget Schedule which identifies when the budget will be presented to the Board and certain milestones during the budget process.

**COMMENTS**

In accordance with the Budget Policy #CS-02:83, the Budget Schedule is to be presented to the Board no later than June in each year. Table 1, below, presents the 2020 Budget Schedule as proposed by Administration at this time.

The proposed Budget will be presented to the Board at the November 2019 Board meeting for review and deliberation. Administration will incorporate any feedback from the Board, as well as any additional information provided by the Province, and resubmit the Budget for approval at the December 2019 Board meeting.

However, these proposed timelines, in particular the budget presentation to the Board and the related presentation for final approval, may be subject to change, given Provincial funding announcements and timelines related to the future years' funding allocations.

Administration will provide further information regarding the Budget Schedule to the Board if/as required.

<b>Table 1: 2020 Budget Schedule</b>	
Budget deliberations with Senior Management Team	August 1 - September 26, 2019
Draft Capital Budget and 10-Year Capital Forecast submitted to Finance	August 30, 2019
Draft Operating Budgets submitted to Finance	September 27, 2019
Reserve and Reserve Fund Strategy Update presented to Board for review and approval	October 17, 2019
Draft Budget presented to Chief Administrative Officer	October 22, 2019
Draft 2020 Budget package provided to Board for review	October 31, 2019
Draft 2020 Budget presented to Board; Administration will be available to answer questions	November 21, 2019
Final Draft 2020 Budget presented to Board for approval	December 12, 2019

**FINANCIAL IMPLICATIONS**



There are no direct financial implications to this report.

**CONCLUSION**

It is concluded that the proposed 2020 Budget Schedule has been developed to maximize the efficient and effective development of the 2020 Budget Package, with a target date for final Board approval of December 12, 2019, and should be approved.

**REFERENCE MATERIALS ATTACHED**

None.

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<b>APPROVED / SIGNATURE:</b>	 Georgina Daniels, FCPA, FCA, Director – Corporate Services Division The District of Thunder Bay Social Services Administration Board
<b>SUBMITTED / SIGNATURE:</b>	 William (Bill) Bradica, Chief Administrative Officer The District of Thunder Bay Social Services Administration Board