



	REPORT No.: 2021-25
MEETING DATE: JUNE 17, 2021	DATE PREPARED: MAY 18, 2021
SUBJECT: 2022 BUDGET SCHEDULE	

RECOMMENDATION

THAT with respect to Report No. 2021-25 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the 2022 Budget Schedule as presented.

REPORT SUMMARY

To provide the proposed 2022 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 as well as certain administrative 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 2022 Budget Schedule as proposed by Administration.

The proposed Budget will be presented to the Board at the November 2021 Board meeting for review and deliberation. Administration will incorporate any feedback from the Board, as well as any additional information provided by provincial Ministries, and resubmit the Budget for approval at the December 2021 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, depending on Provincial funding announcements, the potential impact of the COVID-19 pandemic, and timelines related to the future years' funding allocations.

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

Table 1: 2022 Budget Schedule	
Budget deliberations with Senior Management Team	August 3 - September 23, 2021
Draft Capital Budget and 10-Year Capital Forecast submitted to Finance	August 31, 2021
Draft Operating Budgets submitted to Finance	September 24, 2021
Financial Context, and Reserve and Reserve Fund Strategy Updates presented to Board	October 21, 2021
Final Draft Budget submitted to Chief Administrative Officer	October 22, 2021
Draft Budget package provided to Board for review	October 28, 2021
Draft Budget presented to Board; Administration will be available to answer questions	November 18, 2021
Final Draft Budget presented to Board for approval, including By-law approval	December 16, 2021

FINANCIAL IMPLICATIONS



There are no direct financial implications related to this report.

CONCLUSION

It is concluded that the proposed 2022 Budget Schedule has been developed to maximize the efficient and effective development of the 2022 Budget Package, with a target date for final Board approval of December 16, 2021, and that the Schedule should be approved.

REFERENCE MATERIALS ATTACHED

None.

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