



# City of Moose Jaw

## LETTER OF COMMUNICATION

**TITLE:** Bylaw No. 5592 – City Administration Bylaw Amendment, 2019 (4)  
**TO:** City Council  
**FROM:** Department of Financial Services  
**DATE:** 9 July 2019  
**PUBLIC:** PUBLIC DOCUMENT

---

### **RECOMMENDATION**

THAT City Council give 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading to Bylaw No. 5592, City Administration Bylaw Amendment, 2019 (4).

Note: If City Council is inclined to support the Bylaw and clause-by-clause debate is not required, the following motion would be in order while in Committee of the Whole (Bylaws):

*"THAT clause-by-clause consideration of the Bylaw be and is hereby dispensed with and that the said Bylaw be approved in its entirety."*

### **TOPIC AND PURPOSE**

The purpose of the proposed Bylaw is to amend Bylaw No. 5175, A Bylaw of the City of Moose Jaw to provide for the Administration of the Municipal Corporation and to set forth the Duties and Powers of Designated Officers, (the City Administration Bylaw) to incorporate Schedule "E" Budgeting Policy for the City of Moose Jaw as adopted by resolution of City Council on July 8, 2019 .

The Bylaw is recommended for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings.

### **BACKGROUND**

City Council ratified the June 24, 2019 Executive Committee minutes at the July 8, 2019 meeting and the following resolution was adopted:

*"THAT City Council approve the City of Moose Jaw Budgeting Policy substantially in the form attached to this report as attachment #1; and*

*THAT the City of Moose Jaw Budgeting Policy be inserted as Schedule "E" – Budgeting Policy in the City Administration Bylaw and brought back for City Council approval."*

The purpose of the policy is to provide specific guidelines regarding the City of Moose Jaw's Budgeting principles and processes. This policy will form a framework for the annual development, presentation and approval of the Operating, Capital and Equipment Budgets.

## **ATTACHMENTS**

1. Bylaw No. 5592, City Administration Bylaw Amendment, 2019 (4)

## **REPORT APPROVAL**

Written by: Brian Acker, B.Comm., CPA, CMA, Director of Financial Services

Reviewed by: Tracy Wittke, Assistant City Clerk

Approved by: Jim Puffalt, City Manager

Approved by: Fraser Tolmie, Mayor

*To be completed by the Clerk's Department only.*

Presented to Regular Council or Executive Committee on \_\_\_\_\_.

No. \_\_\_\_\_ Resolution No. \_\_\_\_\_

[https://moosejaw.escribemeetings.com/Reports/Bylaw No. 5592 - City Administration Bylaw Amendment, 2019 \(4\).docx](https://moosejaw.escribemeetings.com/Reports/Bylaw No. 5592 - City Administration Bylaw Amendment, 2019 (4).docx)