



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Ken DeHart, County Treasurer
Date: Tuesday, May 17, 2022
Subject: **2023 Budget Timetable**

Background:

The process for developing the 2023-2032 ten-year plan will begin shortly at the staff level. It is proposed that each of the standing Committees, Boards and Council review the preliminary ten-year operating and capital plan in November. The new term of Council starts on November 15, which pushes the AF&HR committee date to November 29 and County Council to December 1, 2022.

The detailed budgets and updated ten-year plan will then be prepared in December and reviewed by the Committees and Boards in January. In keeping with past years' practice, a special meeting of County Council to review the budget in its entirety is proposed for January 9, 2023.

Proposed user fees and charges for 2023 will be submitted to Committees and Boards for review and approval in November 2022. This will allow by-laws to be passed for any fee changes effective January 1, 2023.

The proposed timetable for the 2023 budget and ten-year plan update is attached.

Recommendation:

That the attached 2023 Budget process timetable be approved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ken DeHart'.

Ken DeHart, CPA, CGA
County Treasurer

**COUNTY OF WELLINGTON
2023 BUDGET AND 10 YEAR PLAN SCHEDULE**

Description	Deadline/Date
Treasury staff update 10 year plan model and salary model	Summer 2022
Departments submit major 10 year operating budget items, draft 10 year capital forecast and proposed 2023 user fees to Treasury	September 9, 2022
Staff Advisory Committee review of preliminary 10 year plan	Mid October 2022
Preliminary 10 year plan completed	Late October 2022
Staff develop detailed 2023 operating budgets	October - November 2022
Preliminary 10 year plan and 2023 user fees reviewed by all Standing Committees and Boards	November 2022
AF and HR Committee review of preliminary 10 year plan and 2023 user fees	November 29, 2022
County Council adopts 2023 user fees and receives 10 year plan for information	December 1, 2022
CAO & Department Head review of budgets	December 2022
H A P P Y N E W Y E A R	
Special meeting of County Council to review the 10 year plan and 2023 budget	January 9, 2023
Committee and Board review and approval of 2023 budgets and 10 year plan	January 2023
AF&HR review of budget and 10 year plan and recommendation to Council	January 17, 2023
Council review and approval of 2023 budget and final 10 year projection	January 26, 2023