



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 16, 2023
Subject: **2024 Budget Timetable**

Background:

The process for developing the 2024-2033 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 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 8, 2024.

Proposed user fees and charges for 2024 will be submitted to Committees and Boards for review and approval in November 2023. This will allow by-laws to be passed for any fee changes effective January 1, 2024.

The proposed timetable for the 2024 budget and ten-year plan update is attached.

Recommendation:

That the attached 2024 Budget process timetable be approved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ken DeHart', with a stylized flourish at the end.

Ken DeHart, CPA, CGA
County Treasurer

**COUNTY OF WELLINGTON
2024 BUDGET AND 10 YEAR PLAN SCHEDULE**

Description	Deadline/Date
Treasury staff update 10 year plan model and salary model	Summer 2023
Departments submit major 10 year operating budget items, draft 10 year capital forecast and proposed 2024 user fees to Treasury	September 8, 2023
Staff Advisory Committee review of preliminary 10 year plan	Mid October 2023
Preliminary 10 year plan completed	Late October 2023
Staff develop detailed 2024 operating budgets	October - November 2023
Preliminary 10 year plan and 2024 user fees reviewed by all Standing Committees and Boards	November 2023
AF and HR Committee review of preliminary 10 year plan and 2024 user fees	November 21, 2023
County Council adopts 2024 user fees and receives 10 year plan for information	November 30, 2023
CAO & Department Head review of budgets	December 2023
H A P P Y N E W Y E A R	
Special meeting of County Council to review the 10 year plan and 2024 budget	January 8, 2024
Committee and Board review and approval of 2024 budgets and 10 year plan	January 2024
AF&HR review of budget and 10 year plan and recommendation to Council	January 16, 2024
Council review and approval of 2024 budget and final 10 year projection	January 25, 2024