



Committee of the Whole

Meeting Date: July 16, 2024

Submitted by: Cindy Howard, General Manager Finance & Community Services / Deputy CAO / County Treasurer

Subject: 2025 Budget Schedule

BACKGROUND:

Section 289(1) of the *Municipal Act, 2001* states that for each year, an upper-tier municipality shall, in the year or the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the upper-tier municipality, including:

- a) amounts sufficient to pay all debts of the upper-tier municipality falling due within the year;
- b) amounts required to be raised for sinking funds or retirement funds;
- c) amounts in respect of debenture debt of lower-tier municipalities for the payment of which the upper-tier municipality is liable; and
- d) amounts required by law to be provided by the upper-tier municipality for any of its local boards, excluding school boards.

Section 289(2) of the *Municipal Act, 2001* states that the budget shall, in such detail and form as the Minister may require, set out the following amounts:

1. The estimated revenues, including the amount the municipality intends to raise on all the rateable property in the municipality by its general upper-tier levy and the amount it intends to raise on less than all the rateable property in the municipality by a special upper-tier levy under section 311.
2. The estimated portion of the estimated revenues described in paragraph 1, if any, to be paid into the municipality's reserve, sinking and retirement funds.
3. The estimated expenses, subject to any regulation made under clause 292 (2)(a).
4. The estimated portion of the estimated expenses described in paragraph 3, if any, to be paid out of the municipality's reserve, sinking and retirement funds.

The 2024 Budget Committee consisted of the Warden, Past Warden, Councillors Ropp and Clarke, the CAO, the Clerk and the Treasurer.

ANALYSIS:

Middlesex County makes program and service decisions and allocates scarce resources to programs and services through the budget process. As a result, the budget process is one of the most important activities undertaken by the County. The quality of decisions resulting from the budget process depends on the budget process that is used.

Middlesex County is committed to continuous review and enhancement to the budget process to:

- Incorporate a long-term perspective;
- Establish linkages to broad strategic goals;
- Focus budget decisions on results and outcomes; and
- Promote transparent and effective communication and stakeholders.





By considering these enhancements, Middlesex County can strengthen fiscal responsibility, improve transparency and communication, and optimize resource allocation to meet the needs of its communities.

The proposed timetable for the 2025 Budget is as follows:

Date	Details
October 31, 2024	Draft budgets submitted to Treasury
December 11, 12, 13 & 16, 2024	Review of draft budget documents by Budget Committee
February 18, 2025	Presentation of 2025 operating and capital budgets
March 11, 2025	By-laws presented to Council for approval of 2025 operating and capital budgets
March 11, 2025	Council approval of 2025 tax rates

ALIGNMENT WITH STRATEGIC FOCUS:

This report aligns with the following Strategic Focus, Goals, or Objectives:

Strategic Focus	Goals	Objectives
Cultivating Community Vitality 	Advance a diverse, healthy, and engaged community across Middlesex County	<ul style="list-style-type: none"> Promote and support community wellness Innovate social and community services Attract, retain, and engage youth in our community
Connecting Through Infrastructure 	Ensure communities are built on a sustainable foundation that is connected and thriving	<ul style="list-style-type: none"> Commit to a sound asset management strategy to maintain and fund critical infrastructure Use County infrastructure in an innovative way to provide a seamless service experience for residents
Strengthening Our Economy 	Encourage a diverse and robust economic base throughout the county	<ul style="list-style-type: none"> Create an environment that enables the attraction and retention of businesses, talent, and investments
Promoting Service Excellence 	Innovate and transform municipal service delivery	<ul style="list-style-type: none"> Anticipate and align municipal service delivery to emerging needs and expectations Strengthen our advocacy and lobbying efforts with other government bodies Collaborate with strategic partners to leverage available resources and opportunities Build organizational capacity and capabilities

RECOMMENDATION:

THAT the 2024 Budget Schedule report be received for information;

AND THAT the 2024 Budget Schedule be approved.