



Committee of the Whole

Meeting Date: December 13, 2022

Submitted by: Cindy Howard, General Manager Finance and Community Services/Treasurer

SUBJECT: 2023 BUDGET SCHEDULE

BACKGROUND:

Each year the Council approves a budget timetable for the preparation and approval of the County's annual estimates.

The *Municipal Act, 2001* states that:

Yearly budgets, upper-tier

289. (1) 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. 2001, c. 25, s. 289 (1); 2006, c. 32, Sched. A, s. 119 (1).

Detail and form

(2) 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. 2009, c. 18, Sched. 18, s. 1.

The 2022 Budget Committee consisted of the Warden, Past Warden, Councillors Ropp and DeViet, the CAO, the Clerk and the Treasurer.

In 2022 the committee concentrated on the 2022 operating and capital budgets.

ANALYSIS:

The proposed timetable for the 2023 Budget is as follows:

DATE	DETAILS
December 19, 2022	Draft budgets prepared and sent to Treasury
January 23 to February 24, 2023	Review of draft budget documents by Budget Committee
March 14, 2023	Presentation of 2022 operating and capital budgets
March 28, 2023	By-laws presented to Council for approval of 2022 operating and capital Budgets
April 11, 2023	Council approval of 2023 tax rates
August 15, 2023	Council approval of tangible capital asset budget

RECOMMENDATION:

THAT the proposed 2023 budget timetable be approved.