

<b>To:</b>	Warden Halliday and Members of Grey County Council
<b>Committee Date:</b>	September 27, 2018
<b>Subject / Report No:</b>	FR-CW-20-18
<b>Title:</b>	2019 Budget Process and Timetable
<b>Prepared by:</b>	Kevin Wepler, Director of Corporate Services
<b>Reviewed by:</b>	Kim Wingrove, CAO
<b>Lower Tier(s) Affected:</b>	
<b>Status:</b>	Adopted by Committee of the Whole as presented per Resolution CW232-18; Endorsed by County Council per Resolution CC97-18 on October 11, 2018.

## Recommendation

1. **That the 2019 budget process and timetable as set out in Report FR-CW-20-18 be received.**

## Executive Summary

- 2019 corporate budget overview and background to be presented on November 22, 2018 to provide information on the 2019 budget and the overall estimated 2019 funding requirements;
- 2019 budget to be presented at a Committee of the Whole (budget workshop) meeting on January 31, 2019, for consideration and approval;
- 2019 budget by-law presented on February 14, 2019 for adoption.

## Background and Discussion

Council and staff have historically planned budget timetables for early adoption as a best practice and as a planning tool to provide an organized and efficient approach for the compilation of the budget.

The 2019 budget presentation (budget workshop) has been deferred to January 31, 2019 due to the 2018 Municipal Elections occurring on October 22, 2018 and the new County Council being sworn in on December 4, 2018. Following that review, the proposed 2019 budget timetable establishes a target budget approval date of February 14, 2019 where a by-law to adopt the estimates of revenues and expenditures for 2019

would be presented for approval.

Future budgets, commencing with the 2020 budget, are intended to return to the timetable with the budget being presented in December for consideration.

### 2019 Proposed Budget Timetable

Description	Deadline/Date
Finance Department provides staff with 2019 budget assumptions	August 27, 2018
Human Resources Department provides 2019 salary and benefit assumptions	August 27, 2018
Departments develop 2019 operating and capital budget submissions	September 2018
CAO, Corporate Services Director and Departmental Staff review 2019 budget submissions	October 2018
Senior Management Team reviews 2019 corporate operating and capital budget submissions	November 2018
Long Term Care Committee of Management reviews 2019 Long Term Care budgets for recommendations to Council	November 2018
Director of Corporate Services provides Council with 2019 corporate budget overview and background	November 22, 2018
Finance and Departmental Staff finalize 2019 operating and capital budget summary and detail documents	December 2018
Committee of the Whole (budget workshop) meeting for consideration and approval	January 31, 2019
2019 budget by-law presented to Council for adoption	February 14, 2019

## Legal and Legislated Requirements

Section 289 of the *Municipal Act, 2001*, as amended, provides for the following in regards to annual budgets;

Yearly budgets, upper-tier

- (1) An upper-tier municipality shall in each 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;

## Financial and Resource Implications

The annual budget has provided funding for Committee and staff resources for budget preparation and review purposes.

Delayed approval of the 2019 budget could cause planned projects' schedules to be condensed which could potentially result in additional costs.

## Relevant Consultation

Internal – Senior Management Team

External (list)

## Appendices and Attachments

None