



**FINANCE DEPARTMENT
MEMORANDUM**

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TO: MAYOR A. NUTTALL AND MEMBERS OF COUNCIL

FROM: J. KUEHL, MANAGER OF BUSINESS PLANNING & BUDGETS, EXT. 4425
C. GILLESPIE, SENIOR MANAGER OF CORPORATE FINANCE AND INVESTMENTS, EXT. 5743
C. MILLAR, CHIEF FINANCIAL OFFICER AND TREASURER, EXT. 5130

NOTED: M. PROWSE, CHIEF ADMINISTRATIVE OFFICER

RE: 2024 BUSINESS PLAN DEVELOPMENT SCHEDULE

DATE: OCTOBER 11, 2023

The purpose of this Memorandum is to provide members of Council with an update to the 2024 Business Plan Development Schedule (Appendix 'A' of the 2024 Business Plan and Budget Directions Report EMT003-23)).

2024 City Services Budget and Capital Plan

The June 14th, 2023, Business Plan and Budget Directions Staff report EMT003-23 identified the 2024 Business Plan and Budget would be presented and binders distributed to Council at the November 8, Finance and Responsible Governance Committee meeting.

As a result of additional time needed by Staff and EMT to develop and review the budget, the budget binder will be distributed to Council on November 15th, 2023. Finance and Responsible Governance Committee will consider the 2024 City Services Budget and the 2024 Capital Plan on November 22nd. General Committee will consider the City Services Budget and Capital Plan on November 29, 2023, with Council approval on December 6, 2023.

Service Partners dates have been pushed into 2024.

The Services Partners (Simcoe County, Police Services Board and Library Board) will be asked to present their budget to Council on January 31st, 2024. General Committee will consider the Service Partners Budget on February 7th, 2024, with Council approval expected on February 14th, 2024. The original approval date of the Service Partners Budget was January 31st, 2024. However, aligning the presentation dates closer to the Council approval dates, will result in finalized budgets being presented by Service Partners, rather than forecasted budgets.



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Revised 2024 Business Plan Development Schedule

Date	Committee/Council	Activity
November 15, 2023	General Committee	2024 Business Plan and Budget binders distributed to Council
November 22, 2023	Finance and Responsible Governance Committee	Budget presentation and deliberations on 2024 Business Plan
November 29, 2023	General Committee	Committee review of City Services
December 6, 2023	Council	Council approval of City Services
January 31, 2024	Council	Service Partner 2024 Business Plan presentations
February 7, 2024	General Committee	Committee Review of Service Partners 2024 Business Plan
February 14, 2024	Council	Council Approval of Service Partners 2024 Business Plan

* Dates or Activities in BOLD are changed from the original Schedule