



TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURER'S REPORT 2012/85

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: September 4, 2013
SUBJECT: 2014 Budget Timetable

BACKGROUND

Early preparation and planning are critical components of an effective budget process. The budget timetable provides a logical process and ensures that all information is available when required. The attached proposed 2014 Budget Timetable has been prepared based on time lines and experience of previous years.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council approve the 2014 Budget Timetable as presented.

Council Approval of This Report Will Agree to Administration & Finance Executive Committee recommendation to approve the 2014 Budget Timetable as presented.

TOWN OF FORT FRANCES 2014 BUDGET TIMETABLE

| DATE | RESPONSIBILITY | PURPOSE |
|------------------------|--------------------------------|--|
| September 9, 2013 | Council | Approval of Timetable |
| September 23, 2013 | Council | Public Meeting |
| October 7 - 11, 2013 | Executive Committees | Review Information received at Public Meeting |
| November 18 - 22, 2013 | Executive Committees | Review of Division Budgets and Recommendations |
| November 25, 2013 | Administration | Documents to Treasurer |
| December 6, 2013 | Treasurer | Consolidate Budget |
| December 10, 2013 | Administration | Review |
| January 13, 2014 | Committee of the Whole | Receive Preliminary Budget |
| January 14, 2014 | Administration | Review |
| January 20, 2014 | Special Committee of the Whole | Review/Revisions |
| January 21, 2014 | Administration | Review |
| February 3, 2014 | Special Committee of the Whole | Review/Revisions |
| February 4, 2014 | Administration | Review |
| March 3, 2014 | Special Committee of the Whole | Review/Revisions |
| March 4, 2014 | Administration | Review |
| March 17, 2014 | Special Committee of the Whole | Review/Revisions |
| March 18, 2014 | Administration | Review |
| March 31, 2014 | Special Committee of the Whole | Review/Revisions |
| April 1, 2014 | Administration | Review |
| April 7, 2014 | Council | Ratification |
| April 21, 2014 | Council | Public Meeting |
| April 21, 2014 | Council | Anticipated Passage |