

COUNCIL REPORT

To: Mayor and Council

From: Finance

Date: November 19, 2024

Subject: Proposed 2025 Budget Schedule

RECOMMENDATION:

THAT Council approves the proposed Council meeting dates for the 2025 annual budget process.

BACKGROUND:

The schedule below allows for planning and scheduling of staff's time to review and update the budget, schedule meetings with Council to reconfirm priorities, discuss the budget, and to allow for public consultation. This will enable the Financial Plan Bylaw, incorporating the 2025 operating and capital budgets for the District, to be ready for Council's approval in April 2025.

2025 Budget Timeline

| EVENT/TASK | DATES | EXPECTED OUTCOMES |
|-------------------|--|---|
| Budget Discussion | <p>Prior to the Regular Council Meeting <i>Monday, January 13, 2025</i> 6:15pm</p> | Discussion on water, sewer, and garbage operating and capital budgets. Proposed user rates will be presented. Department Heads and/or Managers will be on hand to answer questions. |
| EVENT/TASK | DATES | EXPECTED OUTCOMES |
| Budget Discussion | <p>Prior to the Committee of the Whole Meeting <i>Monday, January 27, 2025</i> 6:00pm</p> | Discussion on the 2025 operating and capital budget. Proposed property tax rate will be presented. Department Heads and/or Managers will be on hand to answer questions. |

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|---|---|--|
| Presentation of the 2025 Provisional Operating and Capital Budget | Special Meeting prior to the Regular Meeting <i>Monday, February 10, 2025</i> 5:45pm | Presentation of the 2025 Provisional Operating and Capital Budget. Department Heads and/or Managers will be on hand to answer questions. |
| Community Budget Consultation | After the Special Meeting prior to the Regular Meeting <i>Monday, February 10, 2025</i> 6:45pm | Provide the opportunity for the public to comment or question the 2025 Provisional Operating and Capital Budget. Department Heads and/or Managers will be on hand to answer questions. |
| Presentation of the 2025-2029 Financial Plan Bylaw | Special Meeting prior to the Committee of the Whole Meeting <i>Monday, April 28, 2025</i> 6:00pm | Presentation of the 2025-2029 Financial Plan Bylaw. Department Heads and/or Managers will be on hand to answer questions. |
| Community Budget Consultation | After the Special Meeting prior to the Committee of the Whole Meeting <i>Monday, April 28, 2025</i> 6:45pm | Provide the opportunity for the public to comment on the 2025-2029 Financial Plan Bylaw. Department Heads and/or Managers will be on hand to answer questions. |
| First three readings of 2025-2029 Financial Plan Bylaw | Regular Council Meeting Monday, April 28, 2025 7:15pm | First three readings given to the 2025-2029 Financial Plan Bylaw. |
| Adoption of 2025-2029 Financial Plan Bylaw | Regular Council Meeting Monday, May 12, 2025 7:15pm | 2025-2029 Financial Plan Bylaw adopted. |

*The above schedule is subject to change based on operational needs

*Additional meetings can be added if required

COUNCIL PRIORITIES:

Community & Social Development

- Our investment in the municipality's services and infrastructure, our commitment to principles of social equity and well-being, and our belief in the value of resident engagement, creates a healthy community in which everyone feels valued and enjoys a high quality of life.

Strong Governance and Finances

- As the municipality's elected governing body, we serve all residents and businesses in the community. We engage residents and stakeholders on important issues and make our decisions through open and transparent processes. We are careful in our use of resources, mindful of the need to maintain programs and services, while also meeting the community's infrastructure needs.

RESPECTFULLY SUBMITTED:

Kerri Borne, Chief Financial Officer

Reviewed By: Corporate Services

Approved By: Chief Administrative Officer