



To: His Worship the Mayor and Members of Council
From: Karen DePrest, Chief Administrative Officer
Report Number: CAO-2025-04
Subject: Updated 2025 Budget Timelines
Meeting Date: February 5, 2025

Recommendation:

THAT Report CAO-2025-04 be received as information.

AND THAT Notice for a Special Meeting of Council, to be held Tuesday, February 25th, 2025, beginning at 9:00 a.m. for consideration of the 2025 Operating and Capital budgets, be given.

AND FURTHER THAT Notice for the Special Meeting of Council, to be held Tuesday, March 11th, 2025, is hereby rescinded.

Report:

Further to report CAO2025-02, staff are continuing work on the 2025 Operating Budget including the 5-Year Capital Forecast. However, to accommodate the week of March break, staff are proposing to deliver the budget two weeks earlier than originally anticipated.

Staff now intend to present the 2025 Operating and Capital budgets to Council as part of the agenda package for the regular meeting of Wednesday, February 19th, 2025, with a special meeting of Council proposed to be scheduled for Tuesday, February 25th, 2025 beginning at 9:00 a.m. (exclusively for Council's budget deliberations including questions, items requiring additional information, etc.) and the public meeting for consideration of the budget will be held at the March 5th, 2025 regular Council meeting beginning at 9:00 a.m. (Delegation requests for that meeting must be submitted by Tuesday, February 25th by 4:30 p.m.) Any final revisions would then be made with the goal of bringing the final proposed budget by law to the Council meeting of March 19th, 2025.

This amended timeline will ensure that all members of Council, staff and the public that are unavailable over the March break period (March 10th to the 14th) will not miss their opportunity to comment.

Financial Implications:

None.

Strategic Plan Linkage:

- ☒ Financial Sustainability
- ☒ Good Governance
- ☒ Infrastructure
- ☒ Service Delivery
- ☒ Community Vitality
- ☒ Environmental Awareness

Attachments:

None.

Report Approval Details

Document Title:	CAO-2025-04 Updated 2025 Budget Timelines
Attachments:	
Final Approval Date:	Jan 31, 2025

This report and all of its attachments were approved and signed as outlined below:

Karen DePrest