

## 2026 Budget Timetable

Action	Deadlines
<p><b>Capital Budget Forecast &amp; Template:</b> Finance to provide 10 year Capital Plan and templates to Management for completion.</p> <p><b>Operating Budget Report &amp; Working Papers:</b> Finance to provide Operating Budget working papers to Management, Library Board and BIA for completion.</p>	<b>August 15, 2025</b>
<p><b>Completed 2026 Capital Budget &amp; updated 10 year Capital Plan:</b> The Budget and 10 year updated Capital Plan to be submitted to the Director of Finance, from each Manager, by the deadline. This shall include consideration of Master Plans, Studies, Development Charges, Policies, Current Asset Replacement Policy, By-Laws and the Asset Management Plan.</p> <p><b>Completed 2026 Operating Budget &amp; worksheets:</b> Budget to be submitted to the Director of Finance, from each Manager, by the deadline. The Operating budget includes both the Budget Report containing proposed budget values and working papers which are to be forwarded to Director of Finance by each Manager by the deadline. The working papers include details of contracted services, vehicle maintenance, staffing compliments, employee training/conferences, etc.</p>	<b>September 15, 2025</b>
<p><b>CAO &amp; Director of Finance Internal Review of Capital and Operating Budgets submitted by:</b> Management, Library Board and BIA. (Meetings will be scheduled upon request and/or if needed for further information/clarification)</p>	<b>October 6, 2025 to October 17, 2025</b>
<p><b>CAO, Director of Finance review with Mayor the Capital and Operating Budgets</b> Meetings may be scheduled if needed for further information/clarification</p>	<b>October 20, 2025 to October 31, 2025</b>

<p><b>1<sup>st</sup> Draft - Operating &amp; Capital Budget (estimated)</b>  <b>Presentation to Council:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 1<sup>st</sup> Draft Operating, Capital and Water &amp; Wastewater Budgets (estimated costs) presented to Council</li> <li><input type="checkbox"/> Updated 2026 Tax Rate summary based on estimated Current Value Assessment</li> <li><input type="checkbox"/> 2026 Tax Rate increase estimate presented to Council and value of investment in Capital and Operating</li> <li><input type="checkbox"/> Municipal Wage Grid Indexing, CPI index up to September</li> </ul> <p><b>Boards and Committees (1<sup>st</sup> Draft):</b>  Each board must hold at least one public meeting to discuss and approve its proposed budget, with a formal motion, before presenting its budget request to the Council.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Library Board Chair &amp; CEO budget request &amp; presentation</li> <li><input type="checkbox"/> BIA Chair budget request &amp; presentation</li> </ul> <p>All committees must approve the proposed budget, supported by a formal motion, prior to submitting a budget request to Council</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Advisory Committee's Chair budget request &amp; presentation</li> </ul>	<p>Special Budget Meeting  <b>Thursday December 11, 2025</b>  9:00 a.m. – 3:00 p.m.</p>
<p><b>Meetings with CAO &amp; Director of Finance:</b>  Council members may schedule a meeting for further clarification/review with the CAO &amp; Director of Finance, upon request.</p>	<p><b>December 8, 2025</b>  to  <b>December 12, 2025</b></p>
<p><b>2<sup>nd</sup> Draft - Operating &amp; Capital Budget</b>  <b>Presentation to Council:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Review of 2<sup>nd</sup> Draft Operating, Capital and Water &amp; Wastewater Budgets, containing amendments from 1<sup>st</sup> draft budgets if applicable.</li> <li><input type="checkbox"/> Evaluate affordability, service levels and needs</li> </ul> <p><b>2026 Tax Rate Summary:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Updated 2026 Tax Rate Summary based on MPAC released Total Current Value Assessment data (Dec. 9, 2025).</li> </ul> <p><b>Boards and Committees (2<sup>nd</sup> Draft):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 2<sup>nd</sup> Draft budget request &amp; presentation, if requested</li> </ul> <p>The public are welcome to comment, in person, at the 5:00pm evening budget meeting.</p>	<p>Special Budget Meeting  <b>Thursday January 15, 2026</b>  1:00 p.m. – 3:00 p.m.</p> <p>and</p> <p>Special Budget Meeting  <b>(for Public Comment)</b>  <b>Thursday January 15, 2026</b>  @ 5:00 p.m.</p>
<p><b>Final Operating &amp; Capital Budget Meeting:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Presentation and approval of the Municipal Operating and Capital Budgets and the Water &amp; Wastewater Operating and Capital Budgets</li> </ul>	<p>Regular Council Meeting  <b>(Final Budget Approval)</b>  <b>Monday February 2, 2026</b>  @ 1:00 p.m.</p>
<p><b>1<sup>st</sup> Draft (2027) - Operating &amp; Capital Budgets</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 1<sup>st</sup> Draft Budgets (estimated costs) presented to Council</li> <li><input type="checkbox"/> BIA Chair, Library Board Chair &amp; EDO and committee budget requests &amp; presentations to Council</li> </ul>	<p>Special Budget Meeting  <b>Thursday December 17, 2026</b>  9:00 a.m. – 3:00 p.m.</p>