

Memorandum to Council

Financial Services Department

Financial Planning Division



To: Mayor and Members of Council
CC: Chris Harris, Director, Legislative Services/Town Clerk
From: Fuwing Wong, Commissioner, Financial Services/Treasurer
Date: May 26, 2025
File #: FS 27-25
Subject: Revised 2026 Budget Schedule and Engagement

**Acknowledged by M. Gaskell,
Chief Administrative Officer**

At the May 12, 2025 Committee of the Whole meeting, staff received comments from Members of Council on the proposed 2026 budget schedule included in [Staff Report FS 27-25](#). Overall, comments received were:

- in favour of completing the multi-year (2026 to 2028) budget before December 31, 2025; and,
- a request to provide more time for public engagement following the release of the budget.

This memo provides revised recommendations for the proposed 2026 budget schedule based on discussion at the May 12, 2025 Committee of the Whole meeting.

As shown in Table 1, below, the Municipal Act provides for 45 days for Council consideration of the budget over two periods:

- 1) Members of Council may introduce amendments to the proposed budget (i.e. the period between the Mayor's Budget Memo and any Council amendments); and
- 2) Members of Council may override the Mayor's vetoes to Council-approved amendments to the proposed budget (i.e. the period between the Mayor's veto of Council budget amendments to the end of the override).

The Municipal Act also provides for Council to pass resolutions, annually, to shorten each of the two (2) periods. The recommendations of the May 12, 2025 Staff Report FS 27-25 resulted in a total of 21 days for Council consideration of the budget, and the revised dates in this memo would result in 34 days for Members of Council to receive public input regarding potential budget amendments or veto overrides (see Table 1, below):

Table 1

	Municipal Act	Original Report (May 12)	Proposed (May 26)
Council Budget Amendment Period	30	10	20
Council Override of Mayor's Veto of Budget Amendments Period	15	11	14
Total	45	21	34

Council Budget Amendment Period (Proposed 20 days):

Council may pass amendments to the Strong Mayor's Budget within this period. The Town's budget is deemed adopted if there are no Council Budget Amendments.

Council Override of Mayor's Veto of Budget Amendments Period (Proposed 14 days):

If there are budget amendments approved by Council, the Mayor may veto any of the amendments (see more information on the Mayor's Veto of Budget Amendments Period, below). If there are any vetoes of the Council-approved budget amendments, Council may override the Mayor's veto/vetoes with a two-thirds (2/3) vote. Following this, the Town's budget is deemed adopted.

Proposed Budget Adoption before end of 2025

In order to provide the 34-day period noted in Table 1 and to have the Town's 2026 to 2028 budget approved before the end of the year, it is proposed that:

- 1) The release of the budget book outlining the budget pressures identified by staff be advanced to October 27, 2025 (from the November 3 date in the original report, FS 27-25);
- 2) The Mayor's budget memo be advanced to November 7, 2025 (from the November 17 date in the original report); and,
- 3) That the Mayor's Veto of Budget Amendments Period be reduced to 4 days (from 7 days in the original report, FS 27-25 - more information below).

The proposed Council, Special Council, and Public Meeting dates in Staff Report FS 27-25 remain unchanged.

Mayor's Veto of Budget Amendments Period (Proposed 4 days):

The Municipal Act provides for a period of 10 days for the Mayor to veto any budget amendments approved by Council. This period may be shortened by the Mayor. For the 2025 budget, on November 29, 2024 (one day following the Council meeting where 2025-2027 budget amendments were approved by Council) the [Mayor provided notice](#) that:

- she would not override any of the Council budget amendments; and,
- that the Mayor's veto of budget amendments period was further shortened to one (1) day (i.e. the day following the Council meeting).

Following this decision, the Town's 2025 to 2027 multi-year budget was deemed adopted. As part of the 2026 to 2028 budget schedule, it is proposed that the Mayor's Veto of the Budget Amendments Period be shortened to 4 days (see Table 2):

Table 2:

	Municipal Act	Original Report (May 12)	Proposed (May 26)
Mayor's Veto of Budget Amendments Period	10	7	4

The Mayor may further reduce the period in which she may veto any budget amendments by providing Council and the Clerk a written document specifying the shorter period.

Suggested Motion for the May 26, 2025 Regular Council Meeting:

Revised recommendations reflective of the revisions outlined in this memo are provided below (with edits/amendments to the original recommendation from Staff Report FS 27-25 noted in red font). Should Council wish to adopt the revised timelines noted in this memo, the following motion is appropriate.

- 1) That the 2026 to 2028 Multi-year Budget Process, Communication and Public Engagement Plan and Budget Calendar outlined in Staff Report FS 27-25 be approved **with Budget Books to be released on October 27, 2025 and with the Mayor's Budget Memo to be provided on November 7;**
- 2) That the following reduced timelines for budget amendments, vetoes, and other budget procedural matters for the 2026 to 2028 Multi-year budget be approved:

- a. The Council Budget Amendment Period be reduced to ~~20 40~~ days (from 30 days) following Council's receipt of the proposed budget from the Mayor;
 - b. The Council Override of the Mayor's Veto Period expire ~~14 44~~ days (from 15 days) after the Mayor's Veto Period;
 - c. The deadline to provide the Clerk with Council motions to amend the budget be set for 4:30 p.m. on November 24, 2025;
 - d. The Town Clerk is authorized to cancel the November 27, 2025 and December 15, 2025 Special Council Meetings on the budget if no Council Budget Amendments are received by the Town Clerk by 4:30 p.m. on November 24, 2025;
 - e. The deadline to provide the Clerk with Council motions to override the Mayor's Veto of any Council-approved budget amendments be set for 4:30 p.m. on December 10, 2025; and,
 - f. The Town Clerk is authorized to cancel the December 15, 2025 Special Council Meeting on the budget if the Town Clerk does not receive any motions to override the Mayor's vetoes, if any, to Council Budget Amendments by 4:30 p.m. December 10, 2025;
- 3) That Council receives for information the proposed ~~four seven (4) 7~~-day (from 10-day) expiration for the Mayor's Veto Period following the Council Budget Amendment Period.