

2024 Budget Calendar

Council Budget Review Process	2023 Approved	2024 Proposed
Public Pre-Budget Consultation	June 2022	July 2023
Budget Directions Report	See Note	July 2023
Budget Package (Operating and Capital) delivered to City Council	Dec 19, 2022	Jan 15, 2024
Budget Available on Web	Jan 4, 2023	Jan 19, 2024
Informal Question and Answer Session with Council (Operating and Capital)	Jan 10, 2023 3 – 5:30 pm	Jan 23, 2024 3 – 5:30 pm
Long Term Financial Overview	Jan 10, 2023 6:30 pm start	Jan 23, 2024 6:30 pm start
Public Pre-Budget Deputation Meeting	Jan 12, 2023 6:30 pm start	Jan 25, 2024 6:30 pm start
Council Budget Review	Jan 17, 19, 25, 31, 2023 5:00 pm start	Jan 30, Feb 1, 5, 7, 2024 5:00 pm start
Public Post-Budget Deputation Meeting	Feb 2, 2023	Feb 8, 2024
Ratification by City Council	Feb 6, 2023	Feb 12, 2024
Tax Policy	May 2023	May 2024

Administrative Capital Budget Timelines	2023 Approved	2024 Proposed
Capital Module Open in FMW	May 2, 2022	Early May 2023
Capital Envelopes	Early May 2022	May 2023
Capital Budget Packages to Budget Office (Departments & Outside Boards)	July 27, 2022	Aug 4, 2023
Administrative Review of Capital Budgets	July 28 - Aug 17, 2022	Aug 8 - Sept 1, 2023
EMT Meetings on Capital Budget	Aug 18 - 26, 2022	Sept 4 - Sept 13, 2023
Final Capital Budget Packages to Budget Office (Departments & Outside Boards)	Aug 31, 2022	Sep 18, 2023

Note: Not applicable in election year – City Manager to provide direction June 2022 to departments and outside boards.

2024 Budget Calendar

Administrative Operating Budget Timelines	2023 Approved	2024 Proposed
Operating and Salary Plan Modules Open in FMW	Mid June 2022	July 2023
EMT Pre-submission Operating Budget Review		Sept 26, 2023
Operating Budget Packages to Budget Office (Departments & Outside Boards)	Sept 2, 2022	Sept 28, 2023
Administrative Review of Operating Budgets	Sept 6 - 29, 2022	Oct 2 - 27, 2023
EMT Meetings on Operating Budget	Oct 3 - 18, 2022	Oct 26 - Nov 3, 2023
Final Operating Budget to Budget Office (Departments & Outside Boards)	Oct 24, 2022	Nov 7, 2023
User Fee Schedules to Budget Office	Oct 24, 2022	Nov 7, 2023
Department & Outside Board Overviews Finalized	Oct 31, 2022	Nov 7, 2023
Budget Team – Preparation of Budget Books, Drafting Corporate Report, Community Handbook, Long Term Financial Overview	Oct 24 - Nov 30, 2022	Nov 8, 2023 - Dec 15, 2023
Budget Corporate Report Formal Review	Dec 8, 2022	Dec 22, 2022
Budget Package Final Review before Printing	Dec 1 - Dec 8, 2022	Dec 18 - 22, 2023
Budget Books submitted to Print shop	Dec 9, 2022	Jan 2, 2024
Detailed Agendas for COW Meetings, and Community Handbook Finalized	Dec 16, 2022	Jan 26, 2024
Long Term Financial Overview Finalized	Jan 6, 2023	Feb 9, 2024