



Regional Board Report

TO: Regional Board

FROM: Marilyn Rilkoﬀ
Director of Financial Services

DATE: September 28, 2020

SUBJECT: 2021 – 2025 Budget Process Timeline

Voting Entitlement: All Directors – Unweighted Corporate Vote – Simple Majority – LGA 208.1

Purpose: To update the Board on the budget timelines and process for the 2021 – 2025 Financial Plan. Staff will be proceeding with budget preparations under the usual process. This is also an advance opportunity for the Board to provide any direction or inclusion, or raise concerns for discussion in the preparations.

Executive Summary:

Significant Dates:

- **November 23 Board Meeting:** Presentation of anticipated major items and changes to 2021 Budget from 2020 – 2024 Financial Plan.
- **December 7 Board Meeting:** Report requesting pre-approval of Q1 projects for carryovers from 2020 and urgent new 2021 requests.
- **February 18 G&S Meeting:** Preliminary 1st Draft Budget Review and Public Input Opportunity (with 2020 known surpluses/deficits and tax impacts).
- **March 11 G&S Meeting:** 2nd Budget Review and public Input opportunity (incorporation of changes and recalculations based on prior meeting).
- **March 29 Board Meeting:** 3rd Budget Review. Final Budget Approval (incorporation of changes and recalculations based on prior meeting).
- **April 10:** Submit requisitions to Municipalities and Province (recalculated with BCAA Revised Roll for the 2021 and 2020 Final Roll Adjustments. Information form BCAA comes at the end of March).

RECOMMENDATION:

THAT the Board receive and endorse the 2021 – 2025 Budget Process Timeline Report prepared by the Director of Financial Services dated September 28, 2020.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "M. Rilkoﬀ", is written over a light blue horizontal line.

Marilyn Rilkoﬀ, CPA, CMA
Director of Financial Services/Deputy CAO