



# Regional Board Report

**TO:** Regional Board

**FROM:** Lyle Smith  
Director of Financial Services

**DATE:** October 25, 2021

**SUBJECT:** 2022 – 2026 Budget Process Timeline

**Voting Entitlement:** All Directors – Unweighted Corporate Vote Simple Majority – LGA 208

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**Purpose:** To update the Board on budget timelines and process for the 2022 – 2026 Financial Plan.

## Executive Summary:

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.

## Significant Duties:

- **December 6, 2021:** Preparation of anticipated major items and changes to 2022 Budget from 2021 – 2025 Financial Plan.
- **January 24, 2022:** Budget Amendments to the 2021-2025 Financial Plan (including requests for budget approval previously part of the Carryover report).
- **February 17, 2022:** Preliminary 1<sup>st</sup> Draft Budget Review and Public Input Opportunity (with 2021 known surpluses/deficits and tax impacts).
- **March 10, 2022:** 2<sup>nd</sup> Budget Review and Public Input Opportunity (incorporation of changes and recalculations based on prior meeting).
- **March 28, 2022:** 3<sup>rd</sup> Budget Review and Final Budget Approval (incorporation of changes and recalculation based on prior meeting).
- **April 8, 2022:** Submit requisitions to Municipalities and Province (recalculated with BCAA 2022 Revised Roll and 2021 Final Roll Adjustments. Information from BCAA comes at the end of March 2022).

## RECOMMENDATION:

**THAT** the Board receive and endorse the 2022 – 2026 Budget Process Timeline Report from the Director of Financial Services dated October 25, 2021.

Respectfully Submitted:

A handwritten signature in blue ink, appearing to read "L. Smith".

Lyle Smith, CPA, CGA  
Director of Financial Services

Approved for Board's Consideration

A handwritten signature in black ink, appearing to read "Brian Reardon".

Brian Reardon, CAO

Prepared by: Carol Teschner. CPA CMA