

District of Barriere

# REPORT TO COUNCIL Memorandum

<b>Date:</b> December 15, 2025	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> Chief Administrative Officer
<b>Re: 2026-2030 Financial Plan Workshop and Meeting Schedule</b>	

## Purpose

To provide preliminary budget workshop dates and meeting timelines for the 2026-2030 Financial Plan and 2026 Tax Rates bylaws for Council's review and discussion.

## Background

Adoption of a five-year financial plan is an annual requirement of the *Community Charter*. Adoption of the 2026-2030 Financial Plan is required before May 15, 2026, and must include a process of public consultation.

Staff has proposed the following schedule for Council workshops and meetings to present the draft budget and meet the statutory public consultation requirement.

The Regional District has a deadline of April 10th each year to provide their requisition amounts. As such, a special meeting may be required for first three readings of the Tax Rates Bylaw to meet the May 15th deadline for adoption. With a regular Council meeting scheduled for April 20, 2026, staff will make every effort to prepare a Tax Rates Bylaw for that meeting for consideration of the first three readings; however, a Special Meeting may need to be scheduled towards the end of April depending on when the data from the TNRD is received.

Given the above, and following a completion of the in-house process, Staff is proposing the following dates and times to undertake various workshops, public meetings, and Bylaw readings/adoptions.

The two dates in green are proposed additional dates for Council for the in-house budget workshop and the Public Presentation of the budget.

Date	Forum	Activity
January 9, 2026	Management	2026-2030 Capital Plan complete 2026 Operating Budgets complete
January 16, 2026	Management	2026 Capital and Operating supporting documents complete for Finance and CAO review
January 22, 2026	Management / Council	Budget Package (First Draft) to be provided to Council
January 26, 2026*	Council Workshop	Presentation of Draft Budget (No.1) by Management
Placeholder	Council Workshop	2 <sup>nd</sup> workshop if required
February 2, 2026	Regular Meeting	Council approval of budget strategies, fee for service requests, proposed changes from No.1 Draft Budget, early capital approvals
February 9, 2026*	Special Meeting	<b>Public Presentation</b> of Second Draft (No. 2) Budget
February 23, 2026	Regular Meeting	Approval of additional budget changes, if necessary
March 9, 2026	Regular Meeting	First Three Readings of the 2026-2030 Financial Plan Bylaw, First Two Readings of 2026 Tax Rates Bylaw
March 30, 2026	Regular Meeting	Adoption of the 2026-2030 Financial Plan Bylaw
April 20, 2026	Regular Meeting	Third Reading of the 2026 Tax Rates Bylaw
May 4, 2026	Regular Meeting	Adoption of the 2026 Tax Rates Bylaw
May 15, 2026		<b>Deadline to adopt the 2026-2030 Financial Plan Bylaw and Tax Rates Bylaw</b>

\*suggested date

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*\*Submitted for information*

### Attachments

N/A

Prepared by:

D. Drexler, Chief Administrative Officer