



STAFF REPORT

TO: Chief Administrative Officer
FROM: Ronnie Gill, Director of Finance
SUBJECT: 2026 Budget
MEETING DATE: January 27, 2026

PURPOSE

The purpose of this report is to provide Council with a revised budget meeting schedule for completing the financial plan for 2026-2030.

BACKGROUND

The budget proposed dates as originally presented to Council have not taken place. Staff budget discussion have been ongoing while to date only the Fire Department, CLEC and Lakeview Budgets have been presented to Council.

IMPLICATIONS

- **Financial:**
The five-year plan determines the tax rate used to set the mill rates for 2026. Taxation revenue is collected to provide continued essential services, maintenance of infrastructure and to fund capital projects. The cost for providing these services will determine the tax rate increase.
- **Legislation:**
5 Year Financial Plan Bylaw must be passed annually in accordance with both the *Local Government Act* and the *Community Charter*.
- **Process**

Proposed process and meeting dates for remaining Town budgets:

1. Strategic Plan Update – update the strategic plan and set Council priorities for 2026 to 2030.
[Meetings were held November 6 and 7.](#)
2. Determine operational requirements – determine service level changes, areas for improvement; determine if additional staffing is required and the calculate the associated costs.
[Staff meetings were held in December and January.](#)
3. Capital requirements – determine critical, ongoing capital projects and new capital projects and the estimated costs.
[Staff meetings were held in December and January](#)
4. Revenue and expense modelling.
5. Presentation to Council of options (same levels of service, increased or decreased level of service) - revenue and expense modelling based on the assumptions. [February 10 and February 24](#)
6. Public Engagement – open house and possibly a survey. [Schedule an open house for March 2026 – Before or after Regular meeting.](#)
7. Refine the budget, with consideration given to public input and any other information coming forth.
8. Adopt the budget. Goal is to have the budget process completed early; target date is March for the presentation of the 5-year capital plan. [March 24 Regular Council meeting for first, second and third reading with adoption of the bylaw at April 28 Regular Council meeting.](#)

Signed:

Ronnie Gill

Ronnie Gill, CPA, CGA

Director of Finance

Concurrence:

John T

John Thomas

Chief Administrative Officer