

Priorities Committee Meeting_Sep12_2023

STRATEGIC INITIATIVE AND UPDATE**2024 Budget Process****Report Purpose**

To provide an outline of the budget process for the upcoming Council Budget 2024 meetings.

Our Strategic Goals

Governance Requirement

Report

The process for the presentation and deliberation of the 2024 Multi-Year Budget has been scheduled according to the structure adopted last year and is outlined in the table below.

A non-statutory public hearing on the development of the multi-year budget will be held on September 19 at 5:00 p.m. to allow residents the opportunity to voice their thoughts and opinions regarding the budget. This public hearing is currently being advertised on the County public website, social media and in the newspaper.

Council will receive a closed session introductory presentation of the recommended budget on October 31. The budget documents will be made available to the public on November 15 when Administration begins the open session budget presentation.

Members of Council will have opportunities to ask questions throughout the process and will also be able to identify "Flagged Items". To add additional clarity and transparency throughout the budget process, Flagged Items will be broken into two categories: Flagged Items – Critical Information and Flagged Items – Further Discussion.

Flagged Items – Critical Information are requests for further information that are deemed by Council motion to be essential for budget approval. These items are voted on, and if passed, the information will be delivered and/or presented to Council prior to budget approval – typically in 48 hours.

Flagged Items – Further Discussion will be used to log future discussion points during deliberations. For example, if Council wishes to further discuss a specific budget item but feels that they need the context of the rest of the budget presentation first, that item can be "flagged" to return to. The Clerk will record and note these items so that Council can return to them prior to the conclusion of budget deliberations. No motion or vote is required to flag an item for further discussion.

In addition to Flagged Items, if an item or topic is deemed important to explore further, but not critical to the budget approval process, Council may direct Administration to provide further information at a specified date beyond the budget process by way of a subsequent motion. Subsequent motions are considered at the conclusion of the budget meeting.

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Flagged Item - Further Discussion	Flagged Item - Critical Information	Subsequent Motion
<ul style="list-style-type: none"> • Additional <i>discussion</i> is required after budget presentation is complete • Council motion is NOT required • Item essential for budget approval 	<ul style="list-style-type: none"> • Additional <i>information</i> is required from Administration • Council motion is required • Information is essential for budget approval 	<ul style="list-style-type: none"> • Additional information is required from Administration • Council motion is required • Information is NOT essential for budget approval

A second non-statutory public hearing will be held on November 22 at 5:00 p.m. to provide the public an opportunity to respond to the proposed multi-year budget.

November 27, 30 and December 4 are scheduled for budget deliberations. This is the point at which Council may move and consider amendments and debate the recommended budget prior to approval.

September 19 @ 5:00 p.m.	Non-Statutory Public Hearing on development of the Multi-Year Budget
October 31 (8:30 – 11:30 a.m.)	Closed Session Introductory Presentation of the Recommended Multi-Year Budget
November 15 November 17 November 22	Public presentation of the recommended Multi-Year Budget <ul style="list-style-type: none"> • Budget documents will be made available to the public on November 15 at 9 a.m. • Questions from Council • Opportunity to raise "Flagged Items" • November 22 – presentations from Community Partners (Heartland Housing Foundation and the Strathcona County Library)
November 22 @ 5:00 p.m.	Non-Statutory Public Hearing on the recommended Multi-Year Budget
November 27, 30 and Dec 4 (as required)	Budget Deliberations

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Council and Committee History

September 5, 2023 Council made changes to the 2023 Meeting Dates Schedule
December 6, 2022 Council made changes to the 2023 Meeting Dates Schedule
October 25, 2022 Council approved the 2023 Meeting Dates Schedule

Other Impacts

Policy: n/a

Financial/Budget: n/a

Legislative/Legal: n/a

Interdepartmental: Legislative and Legal Services collaborates with Financial and Strategic Services to facilitate the presentation of the budget process.

Master Plan/Framework: n/a

Enclosure

1 2024 Budget Process Presentation