

## 2022 Budget Schedule

| Action   | Date                   | Responsible                      |
|--|------------------------|----------------------------------|
| Review of Budget Policy & Applicable Documents   | August 2021            | CAO/Treasurer and Managers       |
| Circulate Budget Templates   | October 5th, 2021      | CAO/Treasurer                    |
| Departmental Budgets & Issue Papers Submitted to Finance                                     | December to January 17 | Managers                         |
| Finance Review/Compile Department Budgets  | January 19 to 21       | CAO/Treasurer                    |
| Management Review of Draft Budget  | January 24 to 27       | CAO/Treasurer and Managers       |
| Budget Binders to Council  | February 3rd           | CAO/Treasurer & Finance Staff    |
| 1st Draft Budget Review Capital and Operating Budgets - Special meeting of Council - daytime | February 15th          | Council, CAO/Treasurer, Managers |
| Management Review & Discussion of Changes from Special Budget 1st Draft Meeting              | February 16 to 18      | CAO/Treasurer and Managers       |
| By-Law to Authorize Temporary Borrowing<br>By-Law Interim Taxes                              | February 15th, 2022    | CAO/Treasurer & Tax Collector    |
| 2nd Draft Budget Review - Special Meeting of Council for final approval<br>Day time          | February 23rd          | Council, CAO/Treasurer, Managers |
| By-Law to Establish Consolidated Tax Rates   | March to April, 2022   | CAO/Treasurer & Tax Collector    |