



# BUDGET 2023 -2027

## Timeline

When	What	Details
<p style="text-align: center;"><b>October - January</b></p>	<p style="text-align: center;"><b>Staff prepare budget re- quests (Water, Sewer, General)</b></p>	<p><b>Operating Budget:</b> Some costs, like wages, road repairs, sewer treatment and other services are ongoing and similar from year to year. The cost of providing many of these services increases each year, due to the increasing costs of materials, wages, utilities and other factors. This is what we call the “base operating budget”. Changes to the base budget result in service-level changes and need to be approved by Council.</p> <p>Each year, staff submit their base operating budgets for Council’s consideration, as well as any new ongoing expenses or one-time operating expenses that may help to streamline existing processes or improve services for community members.</p> <p><b>Capital Budget:</b> Capital budget requests include major infrastructure projects like maintaining our roads, buildings and sewers, as well as major studies or assessments that are often contracted to a consultant.</p> <p>Some of these projects are required to maintain assets and infrastructure. Some are things that may improve physical spaces or provide new opportunities to help meet Council’s strategic goals.</p>
<p style="text-align: center;"><b>December - January</b></p>	<p style="text-align: center;"><b>Council workshops and start of public en- gagement</b></p>	<p>Council workshop with staff, to gather input re: staff workplans and budget requirements for the coming year.</p> <p>Public engagement begins with Community Dialogue Sessions to hear from residents and businesses on what they think the Town’s top budget priorities should be.</p> <p>With a preliminary overview of where staff and the community would like to see the budget focused for the upcoming year, Council takes some time to look at the big picture, before moving forward with formal budget deliberations.</p>

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When	What	Details
<b>January - February</b>	<b>Council reviews operational and capital budget requests and considers early approval for projects</b>	Council will review and discuss proposed budget requests and input from community members. (See chart at the bottom of the page for various ways to engage.)
<b>March</b>	<b>Ongoing Budget Deliberations</b>  <b>Additional Public Engagement</b>	Council will review and discuss proposed budget requests and input from community members.  In addition to the opportunities available at ongoing budget meetings, where public attendance is encouraged, additional public engagement meetings will be determined by council.
<b>April</b>	<b>Ongoing Budget Deliberations</b>	By the end of April, all operational and capital budget requests will have been approved by Council, deferred to a later year, or removed from the budget.  The Five-Year Financial Plan Bylaw is drafted for Council's consideration.
<b>May</b>	<b>Three readings and adoption of 5-year financial plan</b>	The Community Charter states that <i>"a municipality must have a financial plan that is adopted annually, by bylaw, before the annual property tax bylaw is adopted"</i> .  The Community Charter also states that <i>"each year, after adoption of the financial plan, but before May 15th, a council must, by bylaw, impose property value taxes for the year"</i> .

### Get engaged!

We encourage our community to follow the annual budget process, and to provide feedback to Council throughout. Opportunities to join the discussion include:

- Attend budget meetings
- Attend a Community Dialogue Session
- View budget highlights as the process unfolds
- Email Council at [mayorandcouncil@gibsons.ca](mailto:mayorandcouncil@gibsons.ca)

For more information on engagement opportunities, visit [gibsons.ca/budget-2023](https://gibsons.ca/budget-2023)