

To: Mayor and Members of Burlington City Council

From: Kevin Arjoon, City Clerk

Date: September 20, 2023

**Re: Revised Budget Schedule, and Additional Council Meetings Required
Supplement to F-34-23**

F-34-23 was presented to CSSRA on September 11, 2023. The report provided an overview of the 2024 budget schedule and provided information related Strong Mayors legislation and the budget process.

After CSSRA, a meeting was held with staff, the Mayor and Deputy Mayor for Strategy & Budgets, to discuss a revised schedule. Specifically, shifting the Service Performance sessions within the budget process. A discussion on the legislation and the budget occurred with the following takeaways:

- Once the Mayor proposes a budget (day of agenda publication) the 30-day window for Council to review their budget begins. Mayor Meed Ward was canvassed and intends to provide her budget by way of a public agenda issued by **October 30, 2023**.
- The revised dates for the Service Performance Sessions are now **November 6 and 7, 2023**.
- Council as a body is required to ratify their amendments to the Mayor's budget after committee review. At that time, a procedural motion may be passed to waive the 30-day review period. This resolution will then move the budget to the next stage in the process.
- To accommodate, staff suggest that Council resolve to have a special Council meeting immediately after CSSRA on November 23rd.

November 23: Following the CSSRA Budget Committee meeting to report on the deliberations of the Mayor's budget. **At this meeting council could shorten the 30 day period.**

November 28: Special Council meeting (if required) should the Mayor choose to veto a resolution passed by council.

- The Mayor may choose to waive her 10 day veto period through a Mayoral decision on November 23rd. Upon receipt and posting of this decision the budget is deemed approved.
- Should the Mayor Veto an amendment (special council meeting on November 28th), a council override can occur at the December 12 Council meeting.

After the Sept 26th council meeting staff will ensure that the Corporation and the public are made aware of the revised schedule through the city website and Get Involved Burlington.

Suggested Motion to Amend:

Amend Recommendation F-34-23 to insert the following clause:

Direct the City Clerk to schedule two special Council meetings:

November 23 for council to adopt resolutions from the CSSRA-budget review of the Mayor's budget

November 28 (if required) should the Mayor veto a resolution of council

Kevin Arjoon
City Clerk & Director of the Office of the City Clerk

Attachment: 2024 Budget Process – Revised Appendix B to Report F-34-23