



2023 Budget Calendar – February Adoption

APRIL 2022	
27	Board direction for 2023 Budget mandate and Calendar
May	
31	Draft allocation (199,200,575,576 & GIS) core budgets and list of Supplemental requests due to Finance with backup.
June	
16	All Managers meeting to review budget process and training
30	Budget package distributed to GM's and DM's
JULY	
	Managers to be working on budgets
AUGUST	
12	Deadline for budget preparation and entry by staff into Vadim
12	Deadline for budgets and supplemental requests, with backup (YOY, 5yr plans, summary sheets), submitted to Finance
AUGUST/SEPTEMBER	
Aug 12 to Sept 16	Budget Managers need to be available to Finance for questions that arise during review
SEPTEMBER	
16	Finance review of budgets completed
26	SMT review of budgets and ranking of supplementals
SEPTEMBER/OCTOBER	
September 17 to October 15	2022 Elections Campaign period
OCTOBER	
15	ELECTION DAY
NOVEMBER	
10	CCC Commission – Budget presented to commission
21	Shawnigan Lake Community Centre Commission – Budget presented to commission



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22	Kerry Park Recreation Commission – Budget presented to commission	
24	Cowichan Lake Recreation Commission – Budget presented to commission	
December		
8	Electronic Budget Booklet Distributed	
8	Budget 2023 overview at Special Committee of the Whole including report from CAO re supplemental ranking	
15	Special EASC – review specific items related to budget for Function 250 – Electoral Area Services	
JANUARY		
5	Special EASC	Budgets presented to Committee
12	Special EASC	Supplementals presented to Committee
19	Special Committee of the whole	Core Budgets and supplemental requests presented to the committee
26	Two virtual public meetings: one for Areas A, B, C; one for Areas D and E, City of Duncan, Municipality of North Cowichan	
FEBRUARY		
2	Two virtual public meetings: one for Areas G, H, and the Town of Ladysmith; one for Areas F, I and the Town of Lake Cowichan	
9 & 10	Special Board – review of all budgets. Final review prior to adoption	
22	Regular Board meeting for approving the 5 year Financial Plan (annual budget)	