

**Minutes of the Special Review Committee  
2016 Budget Process Meeting Held  
Tuesday, July 21, 2015**

**Present:** Mayor McDonald, Committee Chair  
Councillor Forgette, Committee Member (12:10 p.m. to 1:10 p.m.)  
Councillor Vrebosch, Committee Member (12:08 p.m. to 1:08 p.m.)  
Councillor King, Committee Member

**Staff Present:**

J. Knox, C. Conrad, D. Euler, M. Karpenko, J. Severino (12:23 p.m. to 1:08 p.m.)

Special Review Committee Chair, Mayor McDonald, called the meeting to order at 12:08 p.m.

- 1) Review of previous meeting discussions and updates:
  - December 31<sup>st</sup> with Council passing budget first Council meeting in January 2016;
  - Council to pass 50% of capital budget in October;
  - Business Unit Chairs to have public budget meetings with their Committees – Chairs will have the discretion to determine the number of meetings required;
  - Council to have 2 – 3 Public budget meetings;
  - Chief Financial Officer provided handout of proposed budget dates and timelines for review. November timelines to be extended for Business Unit Meetings to accommodate Chairs' schedules;
  - City to have Public Open House on budget – to be held Wednesday, September 16, 2015 in the Lobby of City Hall.
- 2) Discussion on Agencies, Boards and Commissions – timelines. Need to define what Council's expectations are. ABCs to provide more detail - including a summary of the changes and a breakdown of the % increases. Further discussion required – item deferred to next meeting.
- 3) Discussion on Water and Sewer rate budget – timelines. Councillor Vrebosch to advise the Chief Financial Officer of potential dates for the Water Budget Meetings.
- 4) Next steps (Need to report to council by August 10<sup>th</sup>) with recommendations.
- 5) Next meeting – date to be determined. Members will be advised by the Clerk's Office.

Meeting adjourned at 1:10 p.m.

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Mayor Alan McDonald  
Chair Special Review Committee  
2016 Budget Process

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City Clerk Catherine Conrad