



2025 Budget Process

Questions for Clarification and Flagged Items *

Council is asked to reserve questions and flagged items until each presentation is completed.

Council is asked to flag all items in advance for any items being considered for future discussion/motions so that other members of Council are made aware and can prepare in advance for the item coming forward in future days.

1) Questions for Clarification or Readily Available Information

No
Council
vote
required

- When direct clarification is required, and a response can be provided immediately, or information is readily available to be sent by Administration.
- If information is not readily available or requires significant body of work, the City Manager will advise Council of potential options and timeline for information and/or if information can be received by Council after budget approval.

2) Flagged Items – Future discussion by Council requested

Council
consensus
or vote

- The Mayor will ask for unanimous consent if there is agreement on whether the issue can be flagged for further follow up during the budget process. If there is agreement, the item will be considered flagged.
- If the item does not have consensus or any member of Council requests a vote, then the matter will be put to a vote, and if the item receives a majority, the item will be flagged.
- Flagged items will be included as part of the discussion/direction section of the agenda and will be addressed following department presentations. Flagged items are tentatively scheduled for October 21 (Day 2 – Capital) and November 18, 21 and 28 (Day 2, 3 and 4 – Operating). All items being considered for discussion/direction should be flagged in advance and include reason for flagging (i.e., discussion, potential motion, background materials/details).

**The Flagged Item process is in place to allow Council to receive the entire budget presentation or receive further budget information important to budget approval prior to commencing budget deliberation and budget decisions. Flagging items in advance allows for preparation and consideration by Council of any potential motions coming forward in future days.*