



2026 Budget Process

Questions for Clarification and Flagged Items *

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

The flagged items process helps identify budget matters that require more discussion or amendments in advance, ensuring that all members of council are prepared for discussions.

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 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

- When a member of council wishes to flag an item, the Mayor will ask for consensus if the item can be flagged and addressed later during the budget process. If there is consensus, the item will be considered flagged.
- If consensus is not reached, 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 budget agenda and will be addressed following department presentations. Flagged items are tentatively scheduled for November 25th and 28th (Day 3 and 4). 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.*