

CORPORATION OF THE TOWNSHIP OF RUSSELL

By-law # 2018-150

Being a by-law to establish a regular calendar for Council meetings where yearly budgets are to be received, discussed and adopted.

WHEREAS section 290(1) of the *Ontario Municipal Act, 2001*, as amended states that for each year, a local municipality shall, in the year or the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality; and

WHEREAS section 290(1.1) of the *Ontario Municipal Act, 2001*, as amended states that a budget for a year immediately following a year in which a regular election is held, may only be adopted in the year to which the budget applies, now therefore be it

WHEREAS the Procedural by-law 2018-026, adopted on March 5th 2018, at section 4.3, altered the date for the first council meeting of the year to be held on the 3rd Monday of January, now therefore be it;

RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF RUSSELL ENACTS AS FOLLOWS:

1. **THAT** Council meetings with the purpose of receiving, discussing and adopting yearly budgets be held each year based on the dates described in the Budget Meeting Calendar attached hereto as Schedule "A" and forming part of this by-law.
2. **THAT** By-law 2016-024, being a by-law to establish a budget meeting calendar, previously approved on March 21, 2016 is hereby repealed in its entirety.
3. **THAT** this By-Law shall come into force and take effect upon final reading thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
5TH DAY OF NOVEMBER, 2018.



Pierre Leroux
Mayor



Joanne Camiré Laflamme
Clerk

BUDGET MEETING CALENDAR

1. **Any year in which an election does not take place in the Township of Russell, the following process applies:**

a. Public consultation:

Prior to budget preparation Council will hold a public consultation on the second (2nd) Monday in September of each year.

b. Draft Budgets and timelines

Staff will present the draft budget and timelines and Council will acknowledge receipt at the first (1ST) regular Council Meeting in October of each year.

c. Budget working group sessions:

Budget working group sessions (2 full days) will be held on the Wednesday and Thursday, two weeks following the 1st Draft Presentation.

d. Final version and adoption:

Final version of the budget will be presented to Council for adoption at the first (1st) regular Council Meeting in November of each year.

2. **In a year in which an election occurs in the Township of Russell and that the majority of Council is composed of re-elected members, then this process applies:**

a. Public Consultations:

Council will conduct public consultations on the 2nd Monday in December prior to budget preparations. (2018 Exception: Will be held on Wednesday December 5, 2018)

b. Draft budget and timelines

Staff will present the draft budget and timelines and Council will acknowledge receipt of the draft budget at the 1st Regular Council Meeting of January, being the 3rd Monday of January following the election.

c. Budget working group sessions:

The Budget working group sessions (2 full days) will be held on the Wednesday and Thursday, two weeks following the 1st draft presentation.

d. Final version and adoption:

The budget shall be adopted at the 2nd regular Meeting of Council in the month of February being the 3rd Monday of February following the election.

3. In a year in which an election occurs in the Township of Russell and that the majority of Council is composed of newly elected members, then this process applies:

a. Public Consultations:

Council will conduct public consultations on the 2nd Monday in the following January prior to budget preparations.

b. Draft budget and timelines

Staff will present the draft budget and timelines and council will acknowledge receipt of the draft budget at the 1st Regular Council Meeting of February, being the 1st Monday of February following the election.

c. Budget working group sessions:

The Budget working group sessions (2 full days) will be held on the Wednesday and Thursday, two weeks following the 1st draft presentation.

d. Final version and adoption:

The budget shall be adopted at the 1st regular Meeting of Council in the month of March being the 1st Monday of March following the election.