



## BOARD REPORT

REPORT No.: 2025-20

MEETING DATE: JUNE 19, 2025

SUBJECT: 2026 PROPOSED BUDGET SCHEDULE

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### RECOMMENDATION

THAT with respect to Report No. 2025-20 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the 2026 Budget Schedule as presented.

### REPORT SUMMARY

To provide the proposed 2026 Budget Schedule to The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board) for approval.

### BACKGROUND

Administration prepares and presents annual operating and capital budgets to the Board for review and approval. To support this effort, the Board approves a Budget Schedule which identifies when the budget will be presented to the Board as well as certain administrative milestones during the budget process.

In accordance with the Budget Policy #CS-02:83, the annual Budget Schedule is to be presented to the Board no later than the June Board meeting.

### COMMENTS

The proposed 2026 Budget will be presented to the Board at the November 2025 Board meeting for review and deliberation using the strategic direction and outcomes identified in previous Strategic Plans. Administration will incorporate any feedback from the Board, as well as any additional information provided by provincial Ministries, and resubmit the Budget for approval at the December 2025 Board meeting.

Table 1 below presents the 2026 Budget Schedule as proposed by Administration:

<b>Table 1: 2026 Budget Schedule</b>	
Senior Management Team identifies Key Performance Indicators and establishes appropriate targets	July 2 – 25, 2025
Senior Management Team Budget deliberations	July 28 – September 19, 2025
Draft Capital Budget and 10-Year Capital Forecast submitted to Finance	August 28, 2025
Draft Operating Budgets submitted to Finance	September 22, 2025
Financial Context and Reserve and Reserve Fund Strategy Updates presented to the Board (at Regular Board Meeting)	October 16, 2025
Final Draft Budget submitted to Chief Executive Officer	October 27, 2025
Draft Budget package provided to Board for review (prior to Board meeting presentation)	November 6, 2025
Draft Budget presented to Board (Administration will be available to answer questions)	November 20, 2025
Final Draft Budget including changes requested by the Board, presented to Board for approval, including By-law approval	December 11, 2025

Administration will provide further information regarding the Budget Schedule to the Board, if required.

**STRATEGIC PLAN IMPACT**

This report relates to the Board's 2024-2027 strategic direction of Financial Stewardship, with a focus on ensuring accountability of TBDSSAB resources.

**FINANCIAL IMPLICATIONS**

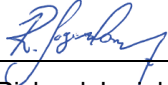

There are no direct financial implications related to this report.

**CONCLUSION**

It is concluded that the proposed 2026 Budget Schedule has been developed to maximize the efficient and effective development of the 2026 Budget Package, with a target date for final Board approval of December 2025 and should be approved.

**REFERENCE MATERIALS**

None.

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