
Mayoral Direction (Part VI.1 of the Municipal Act, 2001)

Decision Number: SMP- 2023-01

Date: November 8, 2023

Purpose: Direction to staff to prepare the 2024-2027 Budget

In accordance with section 284.16 of the Municipal Act, 2001 (the “Act”) and section 7 of O. Regulation 530/22, the Mayor shall, on or before February 1 of each year, prepare a proposed budget for the Municipality and provide the proposed budget to Council for its consideration.

In accordance with section 284.3 of the Act, the Mayor hereby directs the Chief Administrative Officer and Chief Financial Officer to:

1. Present a multiple-year operating and capital budget to Council on November 15, 2023, inclusive of the years 2024 to 2027, representing the same period as the approved Council Strategic Plan, which budget has been prepared based on the following:
 - a. The demonstrated connection of budget investment to deliver the outcomes approved in the Council Strategic Plan (2023 - 2026).
 - b. The adherence to Council-approved financial policies.
 - c. The delineation of municipal operating and capital budget requirements to:
 - i. maintain current service levels and minimize risk;
 - ii. deliver service levels in accordance with legislative changes;
 - iii. keep service levels aligned with the pace of growth;
 - iv. improve / enhance service levels from what is currently being delivered.
 - d. That the Municipality will budget for local board and shared service transfers as submitted by the respective governance bodies. The budgets for these local boards and shared service transfers will also be delineated in the Municipality’s budget requirement.

- e. The costs to maintain current service delivery are based on validated inflationary estimates consistent with contractual agreements and the appropriate commodity/price indices. It is expected that all assumptions are disclosed to Council.
- f. Inflation on user fee revenues will keep pace with escalations in expenses where possible. In other words, user fee revenues as a per cent of expenses will be maintained.
- g. The 10-year capital budget and forecast is prepared based upon capital transfers and other identified sources of capital funding including debt financing in alignment with established financial strategies and policies with additional capital funding requirements beyond established strategies disclosed to Council.
- h. The operating budget impacts that will result from the approval of a capital project are clearly presented.
- i. That staff will disclose all deferred and/or deprioritized budget investments that were not recommended to Council on the basis of affordability.

Signed this 8th day of November, 2023



Darrin Canniff
Mayor



Judy Smith
Clerk