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Town of Aylmer
Mayoral Directive to Staff MDI-2025-01

To direct the Chief Administrative Officer and Town Treasurer to prepare a draft proposed annual budget for 2026.

Under the Authority: Part VI.1 (Special Powers and Duties of Head of Council) of the Municipal Act, 2001, Sections 284.3 & 284.4 (Direction to Employees) the Mayor may direct Staff to:

a) undertake research and provide advice to the head of council and city council on policies and programs of the City or of the head of council as they relate to the powers and duties under this Part; and

b) carry out duties related to the exercise of the power or performance of the duty, including implementing any decisions made by the head of council under this Part; and,

The Mayor directs as follows:

1. Prepare a budget timelines report in accordance with the Town's past budget timelines to accommodate the presentation of a budget to Council under the Mayor's authority in Section 284.16 of the Act; and

2. Prepare and table a staff developed budget for public engagement and Finance Committee consideration in accordance with the Town's past budget timelines; and;

3. Periodically brief me on the progress of the staff's budget development process, including capital projects and planning consideration, to facilitate further possible direction.

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Signed by:

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Jack Couckuyt
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MAYOR, Jack Couckuyt

Dated: May 12, 2025