

# Town of Caledon

## Mayoral Decision 2025-02

**To direct the Commissioner of Finance & Chief Financial Officer to prepare a staff proposed 2026 budget according to Council approved meeting schedules and time frames.**

Whereas the *Municipal Act, 2001*, section 284.16(2) provides that the head of council shall, in accordance with Ontario Regulation 530/22, prepare a proposed budget for the municipality and provide the proposed budget to the council for the council's consideration; and

Whereas the *Municipal Act, 2001*, section 284.13 specifies where the head of council may delegate their powers and duties; and

Whereas the *Municipal Act, 2001*, section 284.13 does not include, and thereby not allow, preparing a proposed budget for the municipality and providing the proposed budget to the council for the council's consideration as a delegation of the head of council's assigned power and duties under Part V1.1 of the *Municipal Act, 2001*; and

Whereas Ontario Regulation 530/22, Section 7(1) provides the head of council shall, on or before February 1 of each year, (a) prepare a proposed budget for the municipality that includes the estimates of sums required under subsection 289 (1) or 290 (1) of the *Municipal Act*, as the case may be; (b) provide the proposed budget to each member of council and to the clerk; and (c) make the proposed budget available to the public; and

Whereas Ontario Regulation 530/22, Section 7(2) states if the head of council does not propose a budget to council by February 1 in accordance with subsection (1), the council shall prepare and adopt the budget for the municipality; and

Whereas the head of council of the Town of Caledon continues Council's commitment to the financial sustainability of the Town through its fiscal stewardship; and

Whereas responsible fiscal stewardship includes the timely approval of an annual budget prior to the start of the next fiscal year; and

Whereas timely approval of the budget facilitates the commencement of planned work and the procurement of goods and services in a timely manner; and

Whereas the timely procurement of goods and services is a critical factor in meeting planned work timelines and the effective management of costs in securing best pricing and services amid a competitive environment for municipal work; and

Whereas the Town of Caledon's procedure by-law subsection 5.3.4 provides that Committee meetings concerning the Town Budget are set annually and will commence as set out in the annual schedule;

Under the Authority: Part VI.1 (Special Powers and Duties of Head of Council) of the *Municipal Act, 2001*, Section 284.3(a) the Mayor as head of council may in writing, exercise the powers of the municipality to direct municipal employees to undertake research and provide advice to the head of council and the municipality on policies and programs of the municipality or of the head of council as they relate to the powers and duties under this Part, inclusive of Section 284.16(2) regarding the preparation of a proposed budget for council's consideration;

Under the Authority: Part VI.1 (Special Powers and Duties of Head of Council) of the *Municipal Act, 2001*, Section 284.3(b) the Mayor as head of council may in writing, exercise the powers of the municipality to direct municipal employees to 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, inclusive of Section 284.16(2) regarding the preparation of a proposed budget for council's consideration;

I, Mayor Annette Groves, direct the Commissioner of Finance & Chief Financial Officer to prepare a staff proposed 2026 Town budget according to Council approved meeting schedules and time frames that generally conform with the budget process in previous years during the current Term of Council.

This Mayoral Decision comes into effect the date it was issued.

Annette Groves, Mayor

Dated: May 29, 2025