



## Mayoral Directive to Staff

**Decision Number:** MD-2023-01

**Date:** November 14, 2023

**Subject:** Direction to staff to prepare 2024 Budget for presentation to City Council

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WHEREAS pursuant to Part VI.1 (Special Powers and Duties of Head of Council) of the *Municipal Act, 2001*, Sections 284.3 (Direction to Employees) the Mayor may direct municipal employees 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.

The Mayor directs the CAO and Treasurer to:

1. Prepare the following in accordance with the requirements of the Act:
  - a. Draft 2024 Capital Budget
  - b. Draft 2024 Parking Budget
  - c. Draft 2024 Water/Wastewater Budget
  - d. Draft 2024 Tax Levy Supported Operating Budget.
2. That the Treasurer provide the Mayor with periodic updates on the 2024 Draft Budgets in order that those discussions may keep the Mayor informed on the budget; and;
3. That the Draft Budgets be provided to each Member of Council and the public during Fall 2023 and early Winter 2024.

A handwritten signature in black ink, appearing to read "James M. Diodati".

James M. Diodati, Mayor