



Corporation of the Town of Petawawa

Mayoral Directive MDI-2025-01

To direct the Chief Administrative Officer (CAO) and the Director of Finance/Treasurer to present the Town's annual budget

Whereas under the authority of Part VI.1 (Special Powers and Duties of the Head of Council) of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, Section 284.3 (Direction to Municipal Employees) and Section 284.4 (In Writing), the Mayor may direct staff to:

- (a) 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; and**
- (b) carry out duties related to the exercise of the power or performance of duty, including implementing any decisions made by the head of council under this Part; and**
- (c) if the head of council exercises a power or performs a duty under this Part, the head of council shall do so in writing and in accordance with the regulations, if any.**

The Mayor directs the Chief Administrative Officer and the Director of Finance/Treasurer in accordance with:

- 1. Section 284.16 (1) (Powers and duties re. budget) subject to the regulations, the powers and duties of a municipality with respect to proposing and adopting a budget are assigned to the head of council of the municipality; and**
- 2. Section 284.16 (2) (Proposed budget) the head of council shall, in accordance with the regulations, prepare a proposed budget for the municipality and provide the proposed budget to the council for the council's consideration;**

To:

3. Prepare and present a proposed capital and operating budget for the municipality annually and provide the proposed budget to council for council's consideration consistent with current practice prior to the implementation of Strong Mayor Powers.
4. This Mayoral Directive comes into effect on December 1, 2025 and remains in effect until modified or revoked.



Gary Serviss, Mayor

Dec 1st, 2025

Date