
Mayoral Decision Number: MDE-11-2025

Date: September 16, 2025

Subject: Direction to Administration re: 2026 Budget

In accordance with section 284.16 of the *Municipal Act, 2001* (the “Act”), and Ontario Regulation 530/22, the powers and duties of a municipality with respect to proposing and adopting a budget are assigned to the head of council. The head of council shall prepare a proposed budget for the municipality and provide the proposed budget to the council for the council’s consideration.

Further, in accordance with section 284.3 of the Act, the head of council may, in writing, exercise the powers of the municipality to direct municipal employees 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 the duty, including implementing any decisions made by the head of council under this Part.

I, Tracey Bailey, Mayor of the Municipality of Lakeshore, hereby direct the Chief Administrative Officer and Chief Financial Officer to prepare the 2026 Budget for presentation at the November 18, 2025 Council meeting and for deliberation at the December 4, 2025 Council meeting, based on the following:

- 1. The adherence to Council-approved financial policies;
 - 2. The requirement of municipal operating and capital budgets to:
 - a. Maintain current service levels and minimize risk;
 - b. Deliver services levels in accordance with legislative changes;
 - c. Keep service levels aligned with the pace of growth;
 - d. Improve/enhance service levels from what is currently being delivered.
 - 3. The required local board and shared service transfers as submitted by the respective governance bodies;
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4. The costs to maintain current service delivery are based on validated inflationary estimates consistent with contractual agreement and the appropriate commodity/price indices, and that the inflation on user fees revenues will keep pace with escalations in expenses where possible;
5. The capital budget is based upon capital transfers and other identified sources of funding, including debt financing, in alignment with established financial strategies;
6. The operating budget impacts that will result from the approval of a capital project are clearly presented;
7. A list of all deferred and/or deprioritized items that were not recommended to Council;
8. A list of Administration-driven requests; and
9. The budget represents a municipal tax rate increase of no more than 4%.

**Mayor
Tracey Bailey**

* Original signed by Mayor Bailey and filed with the Clerk on September 16, 2025.
