



## **Mayoral Direction 2025-01**

### **To Prepare the Budget**

Under the Authority: Part VI.1 (Special Powers and Duties of Head of Council) of the *Municipal Act, 2001*, Section 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 Town Council on policies and programs of the Town or of the Head of Council as they related 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 decision made by the Head of Council under this Part.

Therefore, I, Gary L. Atkinson, Mayor of the Town of Plympton-Wyoming directs as follows:

1. That the Chief Administrative Officer and Treasurer prepare the 2026 budget for presentation to Council, following past practices, further outlined in the attached Appendix 'A' – 2026 Strong Mayor Budget Timeline.

  
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Gary L. Atkinson, Mayor

Dated: *September 3, 2025*

**Appendix 'A' to Mayoral Direction 2025-01  
2026 Strong Mayor Budget Timeline**

Date	Action	Legislated Timelines
<b>September 4<sup>th</sup> 2025</b> (if further revisions are needed - October 2 <sup>nd</sup> 2025)	Environment Services Committee Meeting 2026 Budget Review	
<b>September 8<sup>th</sup> 2025</b> (if further revisions are needed - October 6 <sup>th</sup> 2025)	Fire Executive Committee Meeting 2026 Budget Review	
<b>September 11<sup>th</sup> 2025</b> (if further revisions are needed - October 9 <sup>th</sup> 2025)	Active & Inactive Cemetery Committee Meeting 2026 Budget Review	
<b>September 18<sup>th</sup> 2025</b> (if further revisions are needed - October 16 <sup>th</sup> 2025)	Parks & Recreation Committee Meeting 2026 Budget Review	
<b>October 21<sup>st</sup> 2025</b>	Mayor & Staff Review Roads Budget	
<b>November 1<sup>st</sup> 2025</b>	Submission Deadline for Annual Grant Applications	
<b>December 16<sup>th</sup> 2025</b>	Mayor & Staff Review General Budget	
<b>December 22<sup>nd</sup> 2025</b>	Distribution of the 2026 Draft Budget to Council for advance review only (30-day review period commences)	30-day Review Period (for Council to amend the proposed budget via resolution)
<b>January 21<sup>st</sup> 2026</b>	Public Budget Meeting – delegations and correspondence can be submitted by members of the public regarding the proposed budget.  The Mayor’s Budget is presented to Council for budget deliberations.	
<b>January 22<sup>nd</sup> 2026</b> (if needed)	Further Council budget deliberations.	
<b>January 23<sup>rd</sup> – February 1<sup>st</sup> 2026</b>	Mayoral Veto Period to Veto Council’s proposed Amendments	10-day veto period (unless Mayoral Decision to reduce period is issued)
<b>February 2<sup>nd</sup> – February 17<sup>th</sup> 2026</b> (subject to change if MDE to reduce veto period is issued)	Council Veto Period to Veto the Mayor’s Veto	*15-day Council veto period
<b>February 18<sup>th</sup> 2026</b> (subject to change if MDE to reduce veto period is issued)	Budget is deemed Adopted.	

\*If a Council meeting is not scheduled during this Council veto period, a Special Council Meeting would have to be held to hear Council’s veto of the Mayoral Veto.

(Dates are subject to change due to unforeseen circumstances. The Town will communicate any changes into the proposed schedule.)