

Mayoral Direction

Subject: Direction Regarding the 2026 Budgets

Pursuant to the authority granted to the Head of Council under subsection 284.3 and 284.16 of the Municipal Act, 2001 (the "Act"), and section 7 of Ontario Regulation 530/22 (Strong Mayor Powers- Budget), I, Amy Martin, Mayor of Norfolk County, hereby issue the following direction to the Chief Administrative Officer and Treasurer:

1) Rate Budget

Prepare and table the staff recommended Draft 2026 Rate Budget for presentation to the Mayor and Council at the Budget Committee meeting scheduled for October 23, 2025. The budget shall align with Council's resolution passed at July 8, 2025 Council-in-Committee meeting, targeting an average residential rate increase not exceeding 10.1%, and shall support implementation prior to December 31, 2025;

2) Levy Capital Budget

Prepare the Draft 2026 Levy Capital Budget for presentation to the Mayor and Council at the Budget Committee meeting scheduled for November 20, 2025;

3) Levy Operating Budget

Prepare the Draft 2026 Levy Operating Budget for presentation to the Mayor and Council at the Budget Committee meeting scheduled for January 21 & 22, 2026. The budget shall be consistent with Council's resolution passed at July 8, 2025 Council-in-Committee meeting targeting a municipal tax levy increase, net of assessment growth, not exceeding 7.4%;

4) Budget Release

Prepare the draft budgets for release by the Mayor on, or about, two weeks prior to each scheduled Budget Committee review meeting for each of the three 2026 budgets;

5) Budget Guidance Compliance

Adhere to all additional guidance contained within the *2026 Budget Timetable and Guidance* report, as received by Council;

6) Budget Process Consistency

Maintain timelines and processes that are generally consistent with prior years, including the schedule outlined in the *2026 Budget Timetable and Guidance* report;

7) Progress Updates

Provide periodic updates to the Mayor throughout the budget development process.

Amy Martin
Mayor

Dated