
Directive Number: MDIR2025-01

Date: August 1, 2025

Subject: Preparation of the 2026 Capital and Operating Budget

I, Scott W. Anderson, Mayor of the Township of Adjala-Tosorontio in accordance with section 284.16 of the Municipal Act, 2001 hereby direct the following:

1. THAT the Treasurer of the Township of Adjala-Tosorontio, with the guidance and advice of the Chief Administrative Officer, prepare the Draft 2026 Capital and Operating Budget for the Township.
2. THAT the Draft 2026 Capital and Operating Budget and associated materials, including the 10-year Capital Forecast, shall be prepared in accordance with past practices, adherence to Council approved financial policies and shall include consultations with Council, Staff, and the public.
3. THAT the Draft 2026 Capital and Operating Budget be prepared with consideration given to the six strategic priorities outlined in the Township's Strategic Plan: Operations & Good Governance, Financial Sustainability, Community Vitality & Planning, Communications, Infrastructure, and Environmental Sustainability.
4. THAT the budget process incorporate the following steps:

Budget Activity	Dates
Staff Initiated Public Engagement Open House	September 24, 2025
Draft Budget Presented to Mayor by Treasurer	October 27, 2025
Budget Distributed to Members of Council by Mayor	November 3, 2025
Special Meeting of Council – Budget Workshop and Public Commenting	November 26, 2025

5. THAT the Treasurer work collaboratively with the Mayor throughout the preparation of the Draft 2026 Capital and Operating Budget and meet with the Mayor periodically and as requested.
6. THAT the total tax levy increase be limited to a maximum blended rate of 2.75%
7. THAT Staff investigate and continue to pursue opportunities for new grants or other funding sources to help mitigate budget impacts for 2026.
8. THAT Staff review year-over-year spending in each department to obtain efficiencies.

This Mayoral Directive comes into effect on August 1, 2025.



Scott W. Anderson, Mayor