



The Corporation of the Town of Shelburne
Mayoral Directive to Staff MDI-2025-01

To direct the Chief Administrative Officer and Director of Financial Services to present the Municipality's proposed budget

Under the Authority: Part VI.1 (Special Powers and Duties of Head of Council) of the Municipal Act, 2001, Sections 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 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.

Therefore, the Mayor directs as follows:

1. That the Chief Administrative Officer and Director of Financial Services prepare the 2026 budget for presentation to Council, following past practices.


Wade Mills, Mayor
Dated: May 26, 2025