



**BROCKVILLE**  
CITY OF THE 1000 ISLANDS

# Procedural Guidelines for the 2026 Budget Strong Mayor Powers Implications

Presented by S. Earl, City Clerk  
Tuesday, December 9, 2025

# Legislative Framework

- Strong Mayor Powers came into effect in Brockville in May 2025 (O. Reg 530/22)
- S. 284.16 of the Municipal Act states that the Mayor has a duty to prepare, on or before February 1, a proposed budget based on targets set by the Mayor
- The Mayor is unable to delegate this power, however if they do not present a budget by February 1, the usual Council budget process is to be followed
- There are no legislative details for how the budget is to be presented – only that it must be shared with the Clerk, Members of Council and the public

# Legislative Framework: In Practice

- Staff advice and recommendations continue to flow, but direction on the final document rests with the Head of Council
- Mayor determines when and how the budget is shared with Members of Council and the public

# Pre-Budget Efforts

- While there have been no formal Mayoral Directives regarding the budget at this time, staff have been working on preparing their departmental budgets as usual as requested by Mayor Wren
- Mayor Wren participated in a 2026 Draft Budget overview meeting with senior staff earlier today (Dec. 9)
- Mayor Wren to review proposed capital projects and submit questions/feedback to senior staff

# Strong Mayor Budget Flow Chart

**STRONG  
MAYOR  
BUDGET  
TIMELINES**

**By February 1**  
*Mayor introduces  
proposed budget*

**Up to 30 days after  
receiving the proposed  
budget**  
*Council can shorten via  
resolution*

**Up to 10 days following  
council amendment period**  
*Mayor can shorten by  
providing document to  
members of council and  
municipal clerk*

**Up to 15 days  
following veto  
period**  
*Council can shorten  
via resolution*

**STRONG  
MAYOR  
CRITERIA**

Mayor prepares a proposed municipal budget and provides to each member of council, municipal clerk and makes available to the public

Council can make amendments to the proposed budget by passing resolutions with a simple majority vote

Mayor **veto**es one or more council amendments

OR

Council may override some or all of the mayor's vetoes with a 2/3 majority of council vote.

OR

Mayor **does not** exercise veto power

Council **does not** make amendments to the proposed budget

**Proposed budget, deemed to be adopted by the municipality**

**Proposed budget, as amended by council deemed to be adopted by the municipality**

**Proposed budget, including any amendments that were: 1) not vetoed or 2) that were vetoed, and the veto was overridden, is deemed to be adopted by the municipality**

# Proposed Budget Timeline

| <b>Date</b> | <b>Milestone</b>                          | <b>Format</b>                                       | <b>Notes</b>  |
|-------------|---|---|---|
| January 2   | Mayor Presents Budget                     |   | 30 Day amendment period commences next day  |
| January 13  | Budget Presentations by Staff             | Regular Council Meeting                             |   |
| January 14  | Budget Presentations by Staff             | Special Council Meeting                             |   |
| January 15  | Budget Presentations by Staff             | Special Council Meeting                             |   |
| January 20  | Council Proposes and Considers Amendments | Special Council Meeting to Follow General Committee | Members are encouraged to submit proposed amendments to the Mayor, Council and Clerk by Friday, January 16 on the prescribed form |

# Proposed Budget Timeline (continued)

| Date                             | Milestone   | Format                             | Notes   |
|----------------------------------|---|------------------------------------|---|
| January 27                       | Council Proposes and Considers Amendments (if needed)       | Regular Council Meeting            | If further amendments are not brought forward, Council can move to end the amendment period early                               |
| January 27 (or sooner) + 10 days | Mayor may veto any amendments made to the Budget by Council |                                    | Veto takes place outside of a formal meeting. Notice provided to Council and the Clerk.   |
| February 7 (or sooner) + 15 days | Council may override Mayor's veto                           | Regular or Special Council meeting | Members encouraged to notify the Mayor, Council and the Clerk of any override considerations on the Friday prior to the meeting |
| February 22 (or sooner)          | Budget Deemed Adopted                                       |                                    |   |

# Council Amendments

- Council may submit amendments for consideration at the Special Council meeting of January 20<sup>th</sup> (following General Committee)
- Amendments should be submitted to the Clerk by Friday, January 16
- All amendments must be on the prescribed form
- There are no requirements that amendments align with provincial priorities; Council members may bring forward any amendment for consideration
- Amendments require seconder and majority vote

# Council Amendments

- If Council does not wish to make any amendments, or if all amendments are considered at the January 20<sup>th</sup> meeting, Council may wish to shorten the amendment period by resolution (majority vote)
- The Mayor votes on all proposed amendments
- If there are no amendments, or if they are defeated the Budget is deemed passed

# Council Amendments (Continued)

## **Scenario – A member wishes to reduce the property tax increase**

The Member:

- Completes a budget amendment form and submits it to the Mayor, Members of Council and the Clerk
- Must identify an offsetting amount in some combination of expenditure reductions and/or revenue increases to keep the budget balanced.

Example:

THAT City Council reduce the revenue estimate for property taxes by \$XX thousand to reduce the residential property tax increase to X.X%, to be offset by [describe expenditure reduction or revenue increase] of the same amount.

# Council Amendments (continued)

## **Scenario – A member wishes to introduce an additional capital project**

The Member:

- Completes a budget amendment form and submits it to the Mayor, Members of Council and the Clerk
- Must work with staff to acquire a realistic estimate of cost and timeline for implementation
- Must identify an offsetting amount in some combination of expenditure reductions and/or revenue increases to keep the budget balanced.

Example:

THAT City Council include [an additional capital project] at an estimated cost of [\$XX] to be funded by [insert funding source].

# Council Amendments (continued)

- If Members have projects they wish to see included in the Budget, they should be speaking with the Mayor
- Please provide staff as much time as possible to provide necessary information in response to proposed amendments
- This is new to all of us - using the form and getting your requests into staff early will help us all work through this process

# Mayor Veto

- Following the conclusion of the Amendment period, the Mayor may exercise his right to veto any of the amendments made by Council
- The use of this power is not restricted to items that relate to provincial priorities
- The Mayor must notify Council and the clerk of any vetos
- The Mayor may shorten the veto period by Mayoral Decision
- If there are no vetos, the budget is deemed passed

# Council Override

- If the Mayor vetoes any Council amendments, Council may override these vetoes with two thirds majority vote within 15 days of the end of the veto period
- Please notify the Mayor, Council and the Clerk if you will be bringing forward a motion to override the Mayor's veto by the Friday prior to the meeting where the override(s) are to be considered.
- Council may choose to shorten the override period by a majority vote
- If there are no proposed Council overrides, or if they fail, the Budget is deemed passed

Budget Deemed Passed



# Reminders

- Even with enhanced mayoral authority—the budget process remains transparent with clear guardrails for everyone involved
- Deadlines and forms will assist and support us through this new process but there is a need for a degree of flexibility as we adjust
- Consider any amendments early and gather necessary info from staff in advance of the deadline in order to be able to provide the most accurate info to Council for consideration