

Mayoral Direction

Direction Number: 2026-01

Date: May 8, 2026

Subject: Direction to Staff to prepare proposed 2027 Budgets for the Town of Pelham

Pursuant to Section 284.3 of the *Municipal Act, 2001*, and in accordance with the powers granted to the Head of Council under Part VI.1, I Marvin Junkin, Mayor of the Town of Pelham, hereby directs the Chief Administrative Officer and the Treasurer (or their designate) to:

1. Prepare the following budget components in accordance with the *Municipal Act, 2001*:
 - a. 2027 Capital Budget;
 - b. 2027 Operating Budget; and
 - c. 2027 Water and Wastewater Budget
2. Present the draft 2027 Capital and Operating Budgets to the Mayor no later than 4:30 p.m. on January 12, 2027, for distribution to Council and Senior Staff by end of day January 13, 2027, and subsequently present the drafts at a Special Budget Meeting of Council scheduled for February 1, 2027.
3. Present the draft 2027 Water and Wastewater Budget to the Mayor no later than 4:30 p.m. on January 14, 2027, for distribution to Council and Senior Staff by end of day January 15, 2027, and subsequently present the draft at a Special Budget Meeting of Council scheduled for February 3, 2027.

This direction is issued for the purpose of administrative continuity and timely budget preparation and shall be subject to review, amendment, or replacement by the incoming Mayor following the 2026 Municipal and School Board Election.



Signature of Mayor Marvin Junkin

CC. Holly Willford, Town Clerk
David Cribbs, Chief Administrative Officer
Teresa Quinlin-Murphy, Treasurer
Usama Seraj, Deputy Treasurer