

Mayoral Directive



Number: MD-2025-02
Date: November 13, 2025
Subject: Direction to Staff to Add a "Grant Writer" Position to the 2026 Operating Budget

In exercising the Head of Council's authority with respect to the Township's budget, and in order to achieve the following objectives to support the Township's financial position:

- a. Identify and obtain increases to external funding, directly reducing pressure on the municipal tax base;
- b. Support the Township's strategic priorities by targeting funding that advances key initiatives such as infrastructure renewal;
- c. Improve efficiency and enhance coordination across departments by centralizing grant research, allocations, and reporting; and
- d. Strengthen community partnerships through collaboration with external organizations on joint funding opportunities that benefit residents.

I, Wilma Wotten, Mayor of the Township of Scugog, in accordance with the authority granted to the head of council under Part VI.1, Sections 284.3 and 284.16 of the Municipal Act, 2001 (the "Act"), and pursuant to regulation 530/22, as amended and made under the Act, do hereby direct the Chief Administrative Officer and the Treasurer to add a permanent, part-time (24 hours per week maximum) position of "Grant Writer" to the 2026 operating budget.

This directive shall take effect at 12:01 a.m. on the date set out above and shall remain in effect unless, and until such time that, it is amended, rescinded, or revoked in accordance with the provisions of the Act.

A handwritten signature in blue ink, appearing to read "Wilma Wotten", written over a horizontal line.

Wilma Wotten
Mayor

A handwritten signature in black ink, appearing to read "Blair Labelle", written over a horizontal line.

Received by Blair Labelle
Director of Corporate Services / Clerk