

ROLES & RESPONSIBILITIES STRONG MAYOR POWERS



STRONG MAYOR

On May 1, 2025, the Province of Ontario extended strong mayor powers to a number of municipalities, including the Town of Minto.

The strong mayor legislation provides the Mayor with additional powers to help accelerate the implementation of key priorities shared by both local and provincial governments. These priorities include building more homes, improving transit, expanding roads, and developing essential infrastructure.

These changes are detailed under Part VI.1 of the Municipal Act, 2001, and in O.Reg. 530/22 and O.Reg. 580/22.

Overview of Powers and Duties

Strong mayor powers and duties include:

- Appointing the municipality's Chief Administrative Officer.*
- Hiring certain municipal department heads and establishing and reorganizing departments.*
- Creating committees of Council, assigning their functions and appointing the chairs and vice-chairs of committees of Council.*
- Proposing the municipal budget, which would be subject to Council amendments and a Mayoral veto and Council override process.
- Vetoing certain by-laws if the Mayor is of the opinion that all or part of the by-law could potentially interfere with a provincial priority.
- Bringing forward matters for Council consideration if the Mayor is of the opinion that considering the matter could potentially advance a provincial priority.

*The Mayor may choose to delegate these specific powers and duties.

The Mayor is required to exercise these powers in writing and make them available to the public, subject to the Municipal Freedom of Information and Protection of Privacy Act.

CANDIDATE INFORMATION

ROLES & RESPONSIBILITIES MAYOR AND COUNCIL



MAYOR

The role of the Mayor is outlined in Section 225 & 226.1 of the Municipal Act:

- To act as the Chief Executive Officer of the Municipality
- Preside over council meetings so that its business can be carried out efficiently and effectively
- To provide leadership to Council
- Without limiting clause, to provide information and recommendations to the council with respect to the role of council described in clauses 224 (d) and (d.1) of the Municipal Act
- To represent the municipality at official functions; and
- To carry out the duties of the head of council under this or any other Act.

As Chief Executive Officer of the municipality, the Head of Council shall:

- Uphold and promote the purposes of the municipality;
- Promote public involvement in the municipality's activities;
- Act as the representative of the municipality both within and outside the municipality, and promote the municipality locally, nationally and internationally.
- Participate in and foster activities that enhance the economic, social and environmental well-being of the municipality and its residents.

DEPUTY MAYOR & COUNCILLOR

The role of Council is outlined in Section 224 of the Municipal Act

- To represent the public and to consider the well-being and interests of the municipality;
- To develop and evaluate the policies and programs of the municipality;
- To determine which services the municipality provides;
- To ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;
- To ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- To maintain the financial integrity of the municipality; and
- To carry out the duties of council under this or any other Act.
- The Deputy Mayor acts in the absence of the Mayor.

CANDIDATE INFORMATION

ROLES & RESPONSIBILITIES MUNICIPAL OFFICERS



CHIEF ADMINISTRATIVE OFFICER

The role of the Chief Administrative Officer is outlined in Section 229 of the Municipal Act

- To exercise general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality
- Performing other duties as are assigned by the municipality
 - Establish the Organizational Structure
 - Monitor Performance
 - Manage Financial & Human Resources

CLERK

The role of the Clerk is outlined in Section 228 of the Municipal Act

- To record, without note or comment, all resolutions, decisions and other proceedings of the council;
- If required by any member present at a vote, to record the name and vote of every member voting on any matter or questions;
- To keep the originals or copies of all by-laws and of all minutes of the proceedings of the council;
- To perform the other duties required under the Municipal Act, or any other Act

TREASURER

The role of the Treasurer is outlined in Section 286 of the Municipal Act

- To collect money payable to the municipality and issue receipts for those payments;
- Deposit all money received on behalf of the municipality in a financial institution designated by the municipality;
- Pay all debts of the municipality and other expenditures authorized by the municipality;
- Maintain accurate records and accounts of the financial affairs of the municipality;
- Provide council with such information with respect to the financial affairs of the municipality as it requires or requests;
- Ensure investments of the municipality are made in compliance with the regulations made under section 418, if applicable and;
- Comply with any requirements applicable to the Treasurer under section 418.1 of this Act

CANDIDATE INFORMATION

ROLES & RESPONSIBILITIES LEVELS OF GOVERNMENT



TOWN OF MINTO

Represented by your Town Councillors and Mayor who also represents you at the County level. Responsible for representing the interests of cities and towns.

- Animal Licensing and Control
- Arts and Culture
- Bridges, Roads, and Sidewalks (Local)
- Building Permits and Zoning By-laws
- By-Law Enforcement
- Cemeteries
- Community Centres (Arenas, Pools, Recreational Facilities)
- Fire Services
- Licensing
- Local Economic Development
- Municipal Elections
- Property Tax Collection and Administration
- Rezoning, Minor Variances, and Site Planning
- Town Parks and Trails
- Vital Statistics (Deaths, Marriages)
- Water and Wastewater

COUNTY OF WELLINGTON

Represented by your County Councillors, Warden, and Town Mayors. Responsible for sharing the responsibilities for services with our member municipalities.

- Ambulance (City of Guelph)
- Long Term Care (Municipally Operated)
- Parking
- Public Libraries
- Planning and Land Division
- Children's Early Years
- Social Assistance
- Trails and Forests
- Emergency Management
- Roads and Bridges (County)
- Museum and Archives
- Police Services
- Regional Economic Development
- Housing and Social Services
- Taxi Licensing
- Garbage and Recycling

CANDIDATE INFORMATION