

Memorandum

Date: March 22, 2022

To: Members of Council

From: Venus Garnett, Financial Analyst, Finance

Subject: 2021 Statement of Remuneration and Expenses

Pursuant to section 284 of the *Municipal Act, 2001*, each year on or before March 31 the Treasurer of a municipality is required to submit to the Council of the municipality a statement of the remuneration and expenses paid to each member of Council in respect of their service.

The Town provides a salary and expense reimbursement to members of Council for reasonable and permitted expenses incurred while carrying out their respective roles and responsibilities. Schedule A of this memorandum provides a breakdown of the classifications and allocated amounts for expenses incurred by the Mayor and each Councillor from January 1, 2021 to December 31, 2021. The 2021 Council Remuneration and Expenses statement will also be posted on the Town's website by March 31, 2022.

Schedule B lists the total 2021 Remuneration and Expenses paid to the Mayor and Members of Council as well as any other remuneration and expenses paid to Mayor and Members of Council as a result of appointment to a local board. Schedule C shows the total 2021 Remuneration and Expenses of Members of Local Boards and Other Bodies of the Town. The disclosure provided in the referenced schedules is in accordance with Section 284 of the *Municipal Act, 2001*.

Funds for Council members are captured in the Town's operating budget for the Mayor and Council Office. Individual expenses shown in Schedule A include allowable business expenses as per Town policies. Mayor and Council business expenses are budgeted annually. Schedule A shows an annual surplus of \$23,652.94 which will be incorporated into the Town of Caledon's 2021 year end results.

In order to effectively address Town business and important decision-making needs, remote virtual meetings were required as a result of the pandemic and public health measures. Internet service devices (known as hot spots) were provided to members of Council that were experiencing technical connectivity issues while participating in virtually meetings. These costs due to the unprecedented nature of the pandemic were not included in Council expenses outlined in Schedule A. Once the pandemic is resolved if Internet service devices are still required as part of normal business practices then they will be included in Council expenses.

ATTACHMENTS

Schedule A: January to December 2021 Expenses – Council Members (Mayor & Councillors)

Schedule B: 2021 Statement of Remuneration and Expenses of Council Members

Schedule C: 2021 Statement of Remuneration and Expenses of Members of Local Boards and Other Bodies

