

Memorandum

Date: March 28, 2023

To: Members of Council

From: Venus Garnett, Financial Analyst, Finance

Subject: 2022 Statement of Remuneration and Expenses

Section 284 of the *Municipal Act, 2001*, requires the Treasurer of a municipality to submit to Council a statement of the remuneration and expenses paid to each Council member for their service on or before March 31st.

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 current Mayor and members of Council for December 2022. Schedule B provides a breakdown of the classifications and allocated amounts for expenses incurred by the outgoing members of Council from January 1, 2022 to November 30, 2022. The 2022 Council Remuneration and Expenses statements will also be posted on the Town's website by March 31, 2023.

Schedule C lists the total 2022 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 D shows the total 2022 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 Schedules A & B include allowable business expenses as per Town policies. Mayor and Council business expenses are budgeted annually. Schedule A shows annual surplus of \$12,235.89 and Schedule B shows annual surplus of \$1,247.28. Total annual surplus for Schedules A and B is \$13,483.17 which will be incorporated into the Town of Caledon's 2022-year end results.

Over the course of the pandemic, remote virtual meetings were required in order to ensure continuity of Town business and decision-making. Internet service devices (known as hot spots) were provided to members of Council experiencing technical connectivity issues. These costs for 2022 were included as part of the Town's COVID-19 response and funded from the Safe Restart funds. As such, they are not included in the Council expenses outlined in Schedule A. For 2023, they are deemed an ongoing business need due to the challenges in Internet Service throughout Caledon and will be reported as part of Council's expenses.

ATTACHMENTS

- Schedule A: December 2022 Expenses – New Council Members (Mayor & Councillors)
- Schedule B: January to November 2022 Expenses – Outgoing Council Members (Mayor & Councillors)
- Schedule C: 2022 Statement of Remuneration and Expenses of Council Members
- Schedule D: 2022 Statement of Remuneration and Expenses of Members of Local Boards and Other Bodies