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Town of Aurora

General Committee Report

No. FIN23-006

Subject: Statement of Remuneration and Expenses for Members of Council, Committees and Local Boards

Prepared by: Tracy Evans, Financial Management Advisor

Department: Finance

Date: March 7, 2023

Recommendation

1. That Report No. FIN23-006 be received for information.

Executive Summary

This report is to fulfil the statutory reporting and disclosure requirements of Section 284(1) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, (the Act) in respect of the 2022 compensation and expenses paid to members of Council and its Committees and Local Boards.

- All remuneration and expenses paid were properly approved and budgeted.
- Any remuneration paid by York Region to the Town of Aurora's Regional Councillor (Mayor) has been excluded from this report.

Background

The reporting of an annual itemized statement of remuneration and expenses paid to each member of Council is mandatory under the Municipal Act

Under the Act, the Treasurer of each municipality must submit annually to Council an itemized statement of the remuneration and expenses paid to each member of Council in respect of his/her services as a member of Council. The statement should also include all remuneration and expenses paid to any appointed member of a Committee of Council or a Local Board in respect of his/her services as a member of the Committee or Board. For Aurora, this would include all persons of appointed committees, and the Aurora Public Library Board.

Analysis

All remuneration and expenses paid were properly approved and budgeted

Attachments #1 through #3 make the statutory disclosures for all applicable compensation and expenses of 2022.

The statutory disclosure requires only “a statement on remuneration and expenses paid to” the respective members. There is no prescribed or regulated format for such a disclosure statement. These statements will vary from municipality to municipality. The format used in this report is consistent with what has been used in the last several years.

Remuneration, travel allowance, conference/seminar expense and any other expense reimbursements are paid to the Mayor and Councillors in accordance with By-law No. 5564-13 and Administrative Procedure No. 57. Additionally, the budgets for such were included in the 2022 Operating Budget which was approved with the passing of confirmatory By-law #6398-21 on December 14, 2021. The Committee of Adjustment members are paid a stipend per meeting attended in accordance with their Terms of Reference approved by Council each term.

In many instances the Town of Aurora pays these expenses directly by Town credit card on behalf of the member. Items such as airlines, hotels and conference registrations are often, although not always, paid this way. Some of these expenses are also incurred directly by the members personally, who are then reimbursed. To ensure that all similar expenses are disclosed for each member, Attachment #2 outlines the payments made to reimburse members separate from the payments made directly by the Town on their behalf. All the payments made to reimburse members and on behalf of members are shown on Attachment #1 for compliance with the Act.

Any remuneration paid by York Region to the Town of Aurora’s Regional Councillor (Mayor) has been excluded from this report

Any remuneration paid to the Town of Aurora’s Regional Councillor (Mayor) on behalf The Regional Municipality of York under the terms of a Joint Service Agreement is not included in the amounts of Attachment #1, as these will be reported upon separately by The Regional Municipality of York as the statute applies.

Advisory Committee Review

None

Legal Considerations

Section 284 of the Municipal Act, 2001 requires the Treasurer to provide to Council, by March 31, an annual itemized statement on remuneration and expenses paid in the previous year to each member of council, a committee or a local board, in respect of his or her services as a member of Council, a committee or a local board, as the case may be. The statement shall identify the by-law under which the remuneration or expenses were authorized to be paid. These statements are considered public records.

Financial Implications

All 2022 Council, Committee and Board members' remuneration and expenses have been incurred in accordance with Town bylaws and policies and have herein been reported as required under Section 284 (1) of the Act.

Communications Considerations

The Town will make Council expenses available via the Town's website, where prior year reports are also available.

Climate Change Considerations

None

Link to Strategic Plan

Reporting on the compensation and expenses of members of Council, committees and local boards meets statutory reporting requirements aimed at ensuring and supporting the Town's Strategic Plan principles of transparency and accountability of government.

Alternative(s) to the Recommendation

None. Information only report.

Conclusions

All 2022 Council, Committee and Board members' remuneration and expenses have been incurred in accordance with all applicable Town bylaws and policies and have herein been reported upon as required under Section 284 (1) of the Municipal Act. This report will be posted to the Town's website along with previous reports.

Attachments

Attachment #1 – Statement of Remuneration and Expenses paid to Members of Council

Attachment #2 – Disclosure of Expenditures of Members of Council

Attachment #3 – Remuneration and Expenses paid to Appointed Members of Committees and Boards.

Previous Reports

This is an annual report. Final reports for 2011 through to 2021, are currently available on the Members of Council page of the Town's [website](#).

Pre-submission Review

Agenda Management Team review on February 16, 2023

Approvals

Rachel Wainwright-van Kessel, CPA, CMA, Director of Finance/Treasurer

Approved by Doug Nadorozny, Chief Administrative Officer