

REPORT

ADMINISTRATIVE SERVICES COMMITTEE

MEETING DATE: MARCH 29, 2016

FROM: Finance Department

DATE: February 12, 2016

SUBJECT: 2015 Statement of Remuneration and Expenses Paid to Members of Council and Committees

LOCATION:

WARD:

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RECOMMENDATION:

That the annual statement of remuneration and expenses paid to members of Council and appointed members of the Committee of Adjustment prepared by the Financial Operations department, in accordance with Section 284 of the *Municipal Act, 2001*, be received.

KEY FACTS:

The following are key points for consideration with respect to this report:

- All expenses report are in accordance with approved corporate policies and have been provided for in the 2015 approved budget.
- The budget provision for the “Community Outreach & Professional Development” related expenses was \$3,700 per Council member.
- Overall, the budget provision for the Community Outreach & Professional Development was under spent.
- The Municipal Election Compliance Audit Committee did not meet in 2015.
- An annual professional development budget of \$15,000 was included in the 2015 budget for councillors to attend Federation of Canadian Municipalities (FCM) and Association of Municipalities of Ontario (AMO) conferences.

BACKGROUND:

The *Municipal Act* requires that the Treasurer prepare an annual itemized statement of remuneration and expenses paid in the previous year to each Member of Council in respect of his or her services as a Member of Council or any other body, including a local board, to which the member has been appointed (Appendix A). The Act also requires us to provide itemized statements of remuneration and expenses paid to any individual, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board in respect of his services as a member of that body. This requirement applies to two committees, Committee of

Adjustment and Municipal Election Compliance Audit Committee, but since the Municipal Election Compliance Audit Committee did not meet in 2015, we have prepared an itemized statement for the Committee of Adjustment members only (Appendix B).

COMMENT/OPTIONS:

Appendices A and B, as attached, provide itemized statements of remuneration and expenses paid to each Member of Council and the members of the Committee of Adjustment in 2015. All payments were made in accordance with Corporate Policy and provided for in the 2015 approved budget.

CONSIDERATIONS:**(A) PUBLIC**

This report meets the requirements of the *Municipal Act* for public disclosure. As well, it is in accordance with the Town of Oakville's own standard of public accountability.

(B) FINANCIAL

All remuneration and expenses incurred are in compliance with the approved Council remuneration and expense policy, accounting and reporting procedures and the 2015 budget.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

N/A

(D) CORPORATE AND/OR DEPARTMENT STRATEGIC GOALS

This report addresses the corporate strategic goal to:

- be accountable in everything we do
- be fiscally sustainable

(E) COMMUNITY SUSTAINABILITY

N/A

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APPENDICES:

Appendix A – Council Remuneration and Expenses for the year ended
December 31st, 2015

Appendix B – Summary of Expenses paid to Appointed Committee Members for
the year ended December 31st, 2015

Prepared by:

Jonathan van der Heiden, CPA, CA
Manager, Accounting Operations
Financial Operations

Submitted by:

Lynn Horlor, BA
Deputy Treasurer & Director
Financial Operations