

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW 2025-07

Being a Bylaw to set the annual remuneration to be paid to the Mayor, Deputy Mayor, and Councillors

WHEREAS the Municipal Act 2001, Section 283 provides that a Council of a municipality may by by-law provide for remuneration and expenses and payment thereof for its members, officers and employees of the Corporation;


AND WHEREAS the Council of the Municipality of Powassan deems it necessary and expedient to replace Bylaw #2024-05 with a new Bylaw that sets out the annual remuneration and benefits for Council members;

BE IT THEREFORE the Council of the Corporation of the Municipality of Powassan hereby enacts as follows:

1. (a) That the Mayor be paid the annual amount of \$12,000.00.
(b) That the Deputy Mayor be paid the annual amount of \$8,347.60.
(c) That each Councillor be paid the annual amount of \$8,144.00.
2. That the Municipal Treasurer shall adjust the annual remuneration paid to the Mayor, Deputy Mayor, and each Councillor to reflect the same cost of living percentage salary adjustments that may be granted to Municipal staff, with the same effective dates.
3. That each Members of Council's remuneration be paid on a bi-weekly basis and is subject to source deductions.
4. Members of Council are issued Municipally owned and maintained cellphones for Council duties. The Municipality recognizes that members of Council may elect to use personal cellphones in carrying out their duties for the Municipality, in lieu of being provided a dedicated device, and in such circumstances shall be provided an allowance of \$20.00 per month as a contribution towards their personal expense, as per Section 3.15 of the Municipal Human Resource Policy Manual.
5. That the Mayor, Deputy Mayor, and each Councillor be paid \$500.00 annually to compensate for their mileage for civic business within the boundaries of the Municipality of Powassan, and that this amount be remitted at the beginning of each calendar year.
6. That discretionary constituency, conference, and training expenditure budgets for Members of Council be established as operational budget items for annual review. Attendance to any such event must be approved by Council resolution. All expenses related to any accompanying individual brought to the session by a Member of Council shall be paid personally.

7. All members of council will be provided expense sheets to record mileage and any other municipal-related expenses incurred for conference and/or training purposes. All expense claims shall be submitted as incurred, and payment remitted within thirty (30) days of submission.
8. That travel be paid at the current per-kilometre rate, as established by the Canada Revenue Agency for travel in excess of 5,000 km, to the driver of a vehicle for meetings attended outside the boundaries of the Municipality of Powassan. Members of Council may claim the mileage rate when travelling for authorized municipal business to a destination greater than 25 kilometres from their home address.
9. That where two (2) or more municipal officials are travelling to the same event, carpooling is encouraged, with the exception that a quorum of Council is unauthorized to travel in one (1) vehicle.
10. That meal expenses will be paid as actually incurred and substantiated by receipts. No alcohol purchases will be the ultimate responsibility of the Municipality. A daily maximum of \$75.00, before HST, is set for meal expenses, with any additional costs incurred at the Member of Council's expense. The Municipality will pay for tips at a rate not to exceed 15 percent of the net amount shown on the receipt, with any additional tips paid by the Member of Council.
11. That a per diem rate of \$150.00 per day be paid to Members of Council attending various conferences, seminars, workshops, courses, forums, and meetings approved by resolution of Council for Municipal purposes.
12. That any alcohol purchases or other expenses incurred contrary to the provisions of this Bylaw shall first be recovered against any outstanding expense claims made. Where insufficient expense claims are available, the Member of Council shall be invoiced directly for the amount owing.
13. That Bylaw 2024-05, and any other Bylaws, or parts thereof, contrary hereto or inconsistent herewith, be and the same are hereby repealed.
14. That this Bylaw shall come into full force and effect upon adoption.

READ a FIRST and SECOND time on the 18th day of March 2025 and to be **READ a THIRD and FINAL** time and considered passed as such in open Council on the 1st day of April, 2025.



Mayor



Clerk