

# CORPORATION OF THE TOWN OF HAWKESBURY

## By-law N° 30-2019

### A By-law to establish the remuneration of the Mayor of the Town of Hawkesbury

---

**WHEREAS** subsections 283 (1) of the *Municipal Act, 20018* (the Act) provides that a municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and of the officers and employees of the local board, and;

**WHEREAS** subsection 283 (4) of the Act provides that no part of the remuneration of a member of a council or local board paid under this section is deemed to be for expenses incidental to his or her duties as a member and a municipality or local board shall not provide that any part of the remuneration is for such deemed expenses, and;

**WHEREAS** at the time of the Municipal Elections held on October 22, 2019, no transition plan was in place to inform elected officials of their roles and among other things about their remuneration and benefits, and;

**WHEREAS** elected officials found out about their annual remuneration and benefits on January 21, 2019 to discuss By-law N° 62-2016 that had to be amended to reflect new rules under the *Income Tax Act*, without making any adjustments to Council remuneration, and;

**WHEREAS** By-law N° 8-2019 is not representative of the tasks, complexity of files, the roles, responsibilities of and workload for elected officials, funds for training, for public relations and the population expectation towards elected officials to participate to events that are costly, all of this with a limited remuneration, therefore a revision of the remuneration by-law is warranted, and;

**WHEREAS** the Mayor office is no longer an honorary position as before, but rather a full time job with an office with business hours requiring between 50 and 70 hours of work per week, and;

**WHEREAS** the Mayor's annual remuneration since December 3, 2018 is \$36,329.02 (representing \$19.96/h/35h week; the lowest of the salary scale for unionized employees) to attend meetings only, again far from being representative for the tasks, responsibilities and hours of work, and;

**WHEREAS** the annual remuneration for Mayor in the amount of \$36,329.02 is among the lowest of the seven municipalities of the United Counties of Prescott and Russell, and;

**WHEREAS** the position of Administrative Assistant to the Mayor was abolished to reduce costs for the Town, creating additional work for the Mayor, and;

**WHEREAS** the complexity of files dealt with requires a level of education for the Mayor, as described in Schedule “A” attached hereto, for the sound management of the Town, for problem solving and for the advancement of files.

**NOW THEREFORE**, the Council of the Corporation of the Town of Hawkesbury enacts as follows:

1. **THAT** the Human Resources Department be asked to organise information meetings on elected officials’ remuneration and benefits.
2. **THAT** By-law N° 8-2019 be thoroughly studied and revised to adequately reflect the tasks, responsibilities and hours of work of elected officials, funds for training, for public relations and the population expectation towards elected officials to participate to events.
3. **THAT** the annual remuneration of the Mayor for the Corporation of the Town of Hawkesbury be \$36,329.02 as provided in section 1 of By-law N° 8-2019 as of December 3, 2018.
4. **THAT** in the meantime of the entire revision of By-law N° 8-2019, that section 1 of By-law N° 8-2019 be amended by adding an amount of \$19,254.38\* to the annual remuneration of the Mayor currently in office, and this as of December 3, 2019 in order to achieve parity with the other seven Mayors of the United Counties of Prescott and Russell, and also for the additional workload created by the abolition of the position of Administrative Assistant to the Mayor and finally to the level of education of the current Mayor, as shown in Schedule “A” attached hereto.
5. **THAT** the position of Mayor be considered a full-time job until the revision of By-law N° 8-2019.
6. **THAT** this by-law shall come into force and effect upon adoption.

**READ A FIRST, SECOND AND ADOPTED UPON THIRD READING  
THIS 13<sup>th</sup> DAY OF MAY 2019.**

---

**Paula Assaly, Mayor**

---

**Christine Groulx, Clerk**

\* According to the 2015 census : postsecondary studies equal 53% of basic remuneration of \$36,329.02

Annexe 'A'

Baccalauréat es Arts concentration en psychologie - Université d'Ottawa

Baccalauréat en Éducation- Université d'Ottawa

Maitrise en Éducation, concentration Counseling scolaire – Université d'Ottawa

Baccalauréat en Droit, concentration en droit fiscal, option droit municipal -Université d'Ottawa

Licence en Droit – Law Society of Upper Canada

Municipal Administration Program - Part 1 and 2 of 4 – Association of Municipal Clerk & Treasurers

Certified Advanced Technology Manager - Newbridge Training Centre, (Tundra Semiconductors)

Études et pratique du modèle de gouvernance Carver (7 ans)

Certificat en horticulture et aménagement paysager ( 3 ans)

Certificat en construction résidentielle – Thousand Islands Institute

Certificat en Design intérieur

Certificat en Haute Couture – Institut Richard Robinson

Habiletés numériques

Microsoft Suite, Word, Excel, Powerpoint

Plateforme PC et Mac OS

Système de comptabilité Sage

Système de comptabilité Legal Pro

Microsoft Project

Photoshop

Moteur de recherche Google, Chrome et Safari

Outlook Mail, G-Mail,

eScribe

Administrateur pour deux comptes Facebook