



## Serving the Town of Pelham

Serving the Town of Pelham as the Mayor or Town Councillor provides an opportunity to make an impact while representing the well-being and interests of the community. This information was created with input from the current Members of Council for those interested in running in the 2022 Municipal Election. The following is meant to provide additional insight into the responsibilities and time commitments of the roles of Members of Council.



*2021 Rates of Remuneration included; Mayor \$35,733.68 plus a monthly vehicle allowance of \$200 and Councillors \$16,377.52*



## The Role of Mayor

Section 225 of the *Municipal Act*, outlines the following responsibilities for the role of the Mayor:

- a) To act as the chief executive officer of the municipality;
- b) To preside over council meetings so that its business can be carried out efficiently and effectively;
- c) To provide leadership to the council;
  - (c.1) Without limiting clause (c), to provide information and recommendations to the council with respect to the role of council described in clauses 224 (d) and (d.1);
- d) To represent the municipality at official functions; and
- e) To carry out the duties of a head of Council under this or any other Act.



## The Role of Councillors

Section 224 of the *Municipal Act*, outlines the following responsibilities for the role of a Councillor:

- a) To represent the public and to consider the well-being and interests of the municipality;
- b) To develop and evaluate the policies and programs of the municipality;
- c) To determine which services the municipality provides;
- d) To ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of Council;
  - (d.1) To ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- e) To maintain the financial integrity of the municipality; and
- f) To carry out the duties of Council under this or any other Act.





## Council Meetings

Regular meetings of Council & Committee occur on the first and third Monday\* of every month, beginning at 5:30 pm. Public meetings under the *Planning Act* are held on the second Monday\* of the month, as required, and Special Meetings are called as deemed necessary by the Mayor. Members of Council identified the preparation time for regular meetings as 6 to 10 hours, depending on agenda volume.

\*Meetings for the new term of council may be moved to Tuesday



## Connecting with Residents

Members of Council identified spending anywhere from 4 to 6 hours per week with residents, depending on the decisions required of Members of Council and current issues. Members of Council identified receiving 7 to 10 emails a week from residents.



## Connecting with Town Staff

Members of Council identified spending 1 to 5 hours a month with Town Staff, either by telephone or in-person.



## Advisory Committees

Members of Council participate in advisory committees which provide advice and assistance to Council on a variety of special interest areas. Members of Council identified spending 7 to 10 hours a month devoted to internal and external committees.

Current committees include:

Cannabis Control, Welland / Pelham Chamber of Commerce, Community Beautification, Lincoln and Pelham Union Library Board, Municipal Heritage Advisory, Niagara Central Dorothy Rungeling Airport, Niagara Water Quality Strategy Steering, Pelham Active Transportation, Pelham Art, Pelham Finance and Audit, Pelham Summerfest, Pen West Power Corporation, Joint Accessibility Advisory, Seniors Advisory, Utility Sustainability.



**For more information contact:**

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