



Being a Member of Council

Understanding the commitment

Council of the Town of Collingwood is comprised of nine members: Mayor, Deputy Mayor and seven Councillors, each being elected at-large representing the municipality as a whole. The term of council is four years (2022-2026), commencing on November 15, 2022.

The Town of Collingwood has three standing committees that provide recommendations to council: Strategic Initiatives; Corporate & Community Services; and Development & Operations Services. The standing committee structure provides opportunity for the public to be part of the decision-making process prior to consideration of council and brings an additional layer of transparency to decision making as matters before council are considered in this open meeting forum two weeks prior to a council meeting. These standing committees are comprised of members of council with nine making up the membership to the Strategic Initiatives Committee, and five members appointed to the Corporate & Community Services and Development & Operations Services standing committees.

There are also a number of boards and advisory committees established by council providing recommendations to council on matters within the mandate of the committee or board. These committees and boards are mostly comprised of volunteers from the community who are passionate and bring forward a level of expertise and knowledge specific to the mandate of their respect committee or board. A full list of committees and board can be found here: <https://collingwood.civicweb.net/Portal/MeetingTypeList.aspx>

Roles & Responsibilities.

The main roles and responsibilities of council members are:

- to represent the public and to consider the well-being and interests of the municipality;
- develop and evaluate the policies and programs of the municipality;
- determine which services the municipality provides;
- ensure that policies, practices and procedures are in place to implement the decisions of council;
- ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- maintain the financial integrity of the municipality; and
- to carry out the duties of council under this or any other Act

In addition to the above, the Mayor provides leadership to council, is the representative of the municipality at official functions, and presides over council meetings ensuring business is being carried out efficiently and effectively.

The Mayor and Deputy Mayor also represent the Town of Collingwood as members to the County of Simcoe Council. An alternate member from the Town of Collingwood council is also selected to sit on County Council should the Mayor or Deputy Mayor be absent.

Other committees and boards that require council representation are the Nottawasaga Valley Conservation Authority Board of Directors, Collingwood Police Services Board, Collingwood Public Library Board, Business Improvement Area Board of Management, Great Lakes and St. Lawrence Cities Initiative, Joint Physician Retention Action Group and the Sports Hall of Fame. Generally, one member is appointed as a representative on the various boards and committees at the beginning of the council term.

Accountability, Transparency and Ethical Behaviour.

Council and Staff uphold a high level of ethical behaviour to its colleague and the public. Please be sure to review the Code of Conduct and Municipal Conflict of Interest Act to better understand your obligations.



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When are standing committee and council meetings held.

Standing committee and council meetings are scheduled on Mondays except for when there is a statutory holiday in which event the meeting is held on the Tuesday following the holiday. Council recesses for the month of August, except in an election year allowing for two meetings to be tentatively scheduled if needed. All meetings are currently held in the Council Chambers at Town Hall with a hybrid option for remote participation currently available. It is however expected that all council members attend in-person. The 2022 Meeting Calendar is available on-line here: <https://collingwood.civicweb.net/filepro/documents?preview=89875>

Strategic Initiatives Standing Committee: first Monday of the month at 5:00pm

Corporate & Community Service Standing Committee: first Monday of the month at 2:00pm

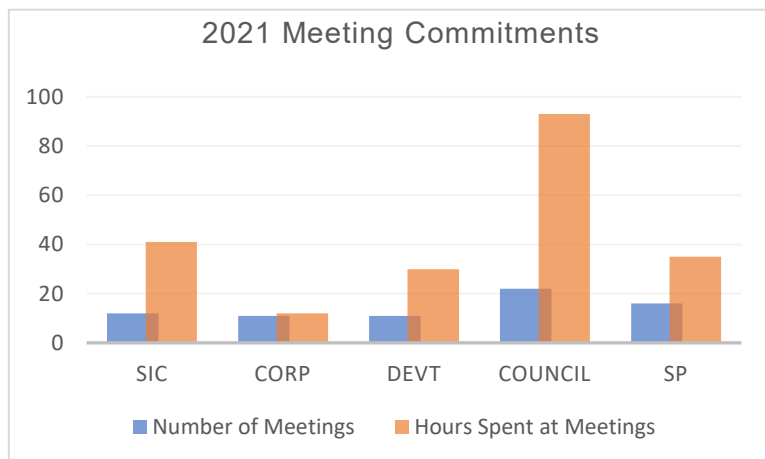
Development & Operations Service Standing Committee: second Monday of the month at 5:00pm

Council: third and fourth Monday of the month at 5:00pm (closed sessions held at 2:00pm)

Special Meetings: no set time or date

Publishing of meeting materials.

Agendas are required to be issued four days prior to a regular meeting, with agendas for special (unscheduled) meetings being published a minimum of 24 hours prior to the meeting.



Time commitment of a council member.

The length of a meeting can range significantly and is mostly affected by what is on the agenda. In 2021 a total of 209 hours were spent attending standing committee and council meetings, with 72 meetings held. That said, it is also the responsibility of the council member to ensure they are prepared for the meeting by reading the agenda materials provided and asking any clarification questions of staff if needed.

Members may be required to attend conferences or special events, and to continue to communicate with its constituents on a regular basis.

How much does a council member get paid.

Below is a summary of remuneration provided to members of council. Additional reimbursement is provided for extra meetings of council at a rate of \$70 for a half day and \$140 for a full day (4 hours+). All members of council are currently considered part-time, with the Mayor provided with an office space at Town Hall. Meeting space is available to all council members to meet with colleagues, stakeholders or the public.

Council Position	Salary	Professional Development	Health Premiums	Travel	CPP/EHT
Mayor	\$46,419	\$2,000	\$6,130	\$7,000	\$3,309
Deputy-Mayor	\$33,387	\$5,000	\$6,130		\$2,325
Councillor	\$26,767	\$4,000	\$6,130		\$1,826

* additional compensation is provided by the County of Simcoe to the Mayor, Deputy Mayor and Alternate Member as a member on County Council.