



REQUEST FOR DECISION (RFD)

MEETING: Organizational Meeting
MEETING DATE: October 28, 2025
ORIGINATED BY: Sandra Satchell
TITLE/SUBJECT: Mileage Rate for 2026
AGENDA NO.: M.2.

POLICY

Policy ADM-34 – Annual Organizational Meeting

RECOMMENDATION

That Council pass a motion increasing the allowable mileage rate for all Council, staff and board members for the 2026 calendar year to \$.72 per km.

BACKGROUND/PROPOSAL

Each year during the Organizational Meeting, Council reviews the mileage rate to be used by Council, Board/Committee Members, and Staff for the next calendar year. The Canada Revenue Agency (CRA) mileage rate is used as a guideline for determining the MD's rate as outlined in policy.

The current MD mileage rate is \$.70 /km The 2025 CRA rate is \$0.72/km for the first 5,000 km and \$0.66/km thereafter. The CRA typically updates its rates annually to reflect inflation and changing fuel and maintenance costs.

Council has the option to:

1. Continue aligning with the CRA rate each year, or
2. Set a fixed local rate that remains in place until further review.

ADVANTAGES OF THE RECOMMENDED ACTION:

- Keeps municipal reimbursement aligned with federal standards.
- Ensures fairness and consistency for Council, staff, and board members.

DISADVANTAGES OF THE RECOMMENDED ACTION:

FINANCIAL IMPLICATIONS

Mileage reimbursements are included in annual budgets for Council, Administration, and Board/Committee expenses. Any changes to the mileage rate will have a minor budget impact depending on the volume of travel and CRA adjustments for the upcoming year.

ATTACHMENT(S)

Policy ADM-34 – Annual Organizational Meeting
Canada Revenue Agency allowable mileage rate for 2025
Recap off Councillor Mileage Claims to date 2025

Initials Show Support- Reviewed By:

CAO: 

Date: October 22/2025

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MUNICIPAL DISTRICT OF PEACE NO. 135

PREPARED BY: Margaret McClarty	ADOPTED BY: COUNCIL	NUMBER: ADM - 34
TITLE: Annual Organizational Meeting		DATE: October 22, 2024
PURPOSE OF THIS POLICY: To establish a procedure for the annual cost of living review for Council honorariums, employee salary and mileage rates.		
<p>POLICY STATEMENT: The Council of the Municipal District of Peace No. 135 (MD) is committed to transparent, policy-based decision making. Accordingly, the following is the procedure to be followed when considering adjustments to remuneration during the annual Organizational Meeting.</p> <p>Cost of Living</p> <p>Each year in preparation for the annual Organizational Meeting the CAO will complete a Cost-of-Living Adjustment Recommendation. This recommendation will be the average Alberta Consumer Price Index change for the preceding twelve months, as reported by the Government of Alberta at https://economicdashboard.alberta.ca/dashboard/consumer-price-index/.</p> <p>As the Organizational Meeting takes place immediately following October's evening meeting, the months to be considered for the adjustment calculation will be January through September of the current year and October, November and December of the prior year.</p> <p>Mileage</p> <p>It is the intent of Council that the mileage rate paid to Council members, board & committee members, and staff be consistent with the Canada Revenue Agency's allowable rates. However, as the CRA does not publish allowable rates in advance and the MD's mileage rate is determined in October of each year for the next calendar year, the MD's rates will necessarily be a year behind.</p>		

Using the prescribed per-kilometre rates

Year	First 5,000 kilometres (province)	Additional kilometres (province)
2025	\$0.72	\$0.66
2024	\$0.70	\$0.64
2023	\$0.68	\$0.62
2022	\$0.61	\$0.55

Mar 6, 2025



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What is the CRA mileage rate in 2025?

The current CRA mileage rates for 2025 are: 72¢ per kilometre for the first 5,000 kilometres. 66¢ per kilometre over 5,000 kilometres. An additional 4¢ per kilometre in the Northwest Territories, Nunavut, and Yukon. Jan 2, 2025

COUNCILLOR MILEAGE CLAIMS TO DATE 2025					
	Willing	Eastman	Johnson	Herlinveux	Kinnee
January					
February	426	1280	228	174	126
March	1044	463	374	523	831
April	2434	1572	1539	1248	1456
May	200	210	228	158	126
June	462	164	1539	380	312
July	1160	566	299	114	318
August	184	66	228	114	240
September	226	124	251	158	42
October	656	466	374	114	248
TOTAL	6792	4911	5060	2983	3699