



Municipality of North Grenville

To: **Council**

Meeting Date: January 28, 2025

Subject: Council Remuneration

Report No: CAO-2025-003

Prepared by: Chloe Preston, Municipal Clerk;
Mary Remmig, Deputy Clerk;
Carly Wheeler, Director of Finance/Treasurer

Recommendation(s)

THAT Council receive the draft Council Remuneration By-Law for information purposes;
AND THAT Council provide feedback on the draft by-law;
AND THAT Council direct staff to report back with a subsequent by-law for consideration.

Executive Summary

Purpose

- To provide a draft remuneration policy that provides options for Council to consider in a new consolidated policy for their remuneration

Key Findings

- Various municipal policies were compared and considered in the preparation of the draft policy
- Council has historically received base remuneration, participation in the OMERS pension plan, and inclusion in the municipal group health and welfare insured benefits plan
- Other line items, which have historically been entrenched in Council's budget, have not been entrenched in a policy and are included in this proposed policy including professional development and conferences
- Other inclusions of the draft policy are included for consideration based on prior occurrence and required updates

Financial Implications

- Financial implications as proposed in this draft policy have been included in the draft 2025 Budget. Further amendments to the policy may result in modifications to the proposed budget

Background/Analysis

Council's compensation was reviewed in 2019 by a third-party consultant, after which Council directed staff to implement the consultant's recommendations. Since then, a revised consultation by-law representing Council's compensation has not been brought forward for consideration and update.

Given the opportunity to review and update the by-law, staff have conducted a wholesome review of Council's budget along with other municipal comparators to present the draft policy for consideration and further direction. The proposed new remuneration policy for Council encompasses all areas of council's compensations and benefits, which are reportable annually. The draft policy entrenches elements of Council's compensation that have existed historically within the budget and proposes some new elements that have been identified as considerations given the municipalities size and growth.

Base Remuneration

The proposed policy details compensation at the base rate, which are shown at the 2025 rates of pay as follows (these values represent an increase based on consumer price index and no other value increase):

Mayor \$48,660.05; Deputy Mayor \$27,440.82; Councillor \$24,124.46

OMERS/Benefits

The policy also describes Council's participation in the Ontario Municipal Employees Retirement System (OMERS) and the Group Health and Welfare Insured Benefits Plan. These were both historically provided to Council and represent no additional benefit being proposed to Council.

Conferences/Professional Development

The policy further describes the value the municipality sees in both participation of Council at Conferences and Professional Development opportunities. Both line items have historically existed in Council's budget but have never been entrenched in a policy to assist staff in budget preparation. While attendance at Conferences and Professional Development have historically existed, a new inclusion for consideration is the inclusion of Per Diem rates for attendance at these events. This inclusion is based on trends seen in other municipal policies. The proposed rates are valued at \$150 for each Full Day attendance and \$75 for each Half Day attendance.

The reimbursement for meals that is included for consideration is only to be reimbursed when meals are not provided at the respective event and matches the policy for municipal staff. This is also in line with current trends for municipal governments.

Community Events

An additional inclusion for Council's consideration in this draft Policy is a spending account allowance for members of Council to attend community events. As representatives of the municipality, there is often an expectation that members attend events to represent the municipality and their respective office/seat. In research, staff have found that numerous municipalities provide this similar account for Council members to submit receipts to for reimbursement of ticket costs.

Travel

Travel expenses have previously been based on a submission basis for reimbursement. The proposed allowance is based on average attendance to events, community gatherings, municipal meetings, etc. for each Council member to receive monthly allowance rather than based on submissions. The allowance is intended to represent local travel only and reimbursement requests would still be accepted for non-local travel to approved events, conferences, etc.

The policy further sets to update the mileage rate, previously calculated at 0.495/kilometer to represent the current value as set out by Canada Revenue Agency.

The balance of the policy seeks to ratify the procedures already in place for submission and approvals of Council's expenditures based on their annual budget.

Relevance to Strategic Priorities

Strategic Pillar	4	Efficient Governance and Service Delivery
Goal	4.4	Commit to Continuous Improvement
Key Action	4.4.2	Implement a continuous review program for existing processes and policies at both the departmental and corporate level.

Options and Discussion

1. Approve the recommendation – RECOMMENDED
The policy is meant to represent the remuneration of Council, as this represents the first draft of the policy, staff seek Council's direction for any amendments
2. Do not approve the recommendation
3. Adopt and pass the policy as written

Financial Impact

This item has been identified in the current budget: Yes No N/A

This item is within the budgeted amount: Yes No N/A

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

Council's budget is set annually, as with any other municipal department. Council's remuneration and benefits are reported annually in a public report as set forth in legislation.

The proposed policy and its inclusions will represent a proposed budget increase of \$57,800.00 to reflect the new and updated provisions including conferences, mileage, professional development, community events, and per diems.

Internal/External Consultation

Municipal departments including Finance were consulted in the preparation of the draft remuneration policy. Multiple municipal policies from cross jurisdictions were reviewed and considered in preparing the draft remuneration policy for consideration.

Communications

Communication of Council's direction will be provided to staff to populate a revised draft for future consideration and enactment.

Attachments

- Draft Council Remuneration Policy