MUNICIPALITY OF West Perth

Information Report

IR - 0014

Description:	2024 Statement of Remuneration and Expenses
Staff Responsible:	Wendy McMurray, Treasurer
Department/Group:	Finance
Prepared For:	Mayor McKenzie & Members of Council
File Number:	
Meeting Date:	March 17, 2025
Meeting Type:	Regular Council

Recommendation:
That the Council of the Municipality of West Perth receives the 2024 Statement of Remuneration and Expense Report for information.

Executive Summary:
The purpose of this report is to outline 2024 remuneration and expenses paid to Council, as legislatively required.

Pursuant to Section 284 (1) of the Municipal Act, 2001:

The Treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to:

(a) Each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;

(b) Each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and

(c) Each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body. 2001, c. 25, s. 284(1)

Section 284 (2) of the Municipal Act, 2001:

The statement shall identify the by-law under which the remuneration or expenses were authorized to be paid.

- By-Law 12-2023 effective May 2023

Name	Position	Remuneration	Other (Travel, Conferences, Cell Phone, Microsoft License)	Total
McKenzie, Walter	Mayor	$27,872.88	$769.46	$28,642.34
Trentowsky, Dean	Deputy Mayor	$19,972.42	$235.33	$20,225.75
Chessell, Diane	Councillor	$13,468.75	$230.33	$13,669.08
Duck, Ryan	Councillor	$14,443.55	$1,706.82	$16,150.37
Feltz, Doug	Councillor	$13,468.75	$230.33	$13,699.07
Foster, Alex	Councillor	$13,621.65	$2,242.13	$15,863.78
Fournier, Andrew	Councillor	$13,621.65	$494.43	$14,116.08
Herold, Steve	Councillor	$13,861.40	$2,671.83	$16,533.23
O'Donnell, Phillip	Councillor	$13,468.75	$230.32	$13,699.07
Rose, Murray	Councillor	$13,703.86	$230.32	$13,934.18
Vink, Nicholas	Councillor	$13,468.75	$230.33	$13,699.08
Total		$157,503.67	$9,059.29	$166,562.96

Remuneration includes honorarium, per diems, and benefits. Benefits include CPP and Employer Health Tax which may vary among Council members. As per section 2.5 of the by-law a cost of living increase has been applied.

The Other category includes expenses such items as travel, conferences (e.g. Municipal Day, Rural Ontario Municipal Association, Good Roads, Ontario West Municipal Conference) and associated costs (hotel, meals and parking), cell phone and Microsoft license fees.

Perth County reimburses County Council members for their conferences and related expenses.

A separate report will be presented for Committee members. West Perth only provides remuneration for the Police Services Board.

Attachments:
N/A

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By-law 12-2023

THE CORPORATION OF THE MUNICIPALITY OF WEST PERTH

Being a By-law to provide for the remuneration to Members of Council for the Corporation of The Municipality of West Perth.

Whereas Section 283 of the *Municipal Act, 2001*, as amended provides for the passing of by-laws for the paying of remuneration and expenses to members of Council; and,

Whereas it is expedient to establish criteria for remuneration that applies to the duties and responsibilities of Council;

Now therefore be it resolved that the Council of the Corporation of the Municipality of West Perth enacts as follows:

1. Short Title

   1.1. This By-law shall be cited as the "Council Remuneration By-law".

2. Remuneration

   2.1. The Mayor shall be paid an honorarium of $25,000.

   2.2. The Deputy Mayor shall be paid an honorarium of $17,500.

   2.3. A Councillor shall be paid an honorarium of $12,000.

   2.4. The remuneration provided for above shall be an annual amount, paid monthly, to members of Council in consideration of their regular duties which shall include but are not limited to:

      2.4.1. Regular Council Meetings, Special Council Meetings, and Council appointed Committee Meetings or other meetings attended as a function of normal municipal business;
      2.4.2. Education or workshop events that are hosted by or organized by, in whole or in part, the Municipality or that take place within the geographic boundary of Perth County;
      2.4.3. Other meetings where honoraria or per diems are paid for by an organization other than the Municipality;
      2.4.4. Ceremonial events;
      2.4.5. Community events.

   2.5. The honorariums identified above shall be subject to an annual cost of living increase as approved by Council.

3. Travel Expenses

   3.1. Members of Council shall be paid mileage for travel outside of the geographic boundary of West Perth in accordance with municipal policies and by-laws.

      3.1.1. Mileage shall be calculated from a member of Council's residence or the municipal administration office, whichever is lesser.

   3.2. Members of Council may claim meal expenses, where meals have not been provided for professional development or conferences attended that are outside of the Perth County geographic boundary, in accordance with the Canada Revenue Agency's simplified method meal rate, as amended from time to time.

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4. Conferences and Professional Development

   4.1. Members of Council may annually attend one (1) conference or professional development opportunity of their choice, that shall be related to their duties as members of Council.

   4.2. The Mayor may approve a member of Council to attend additional Conferences or Professional Development opportunities.

   4.3. The Mayor and Deputy Mayor may annually attend up to two (2) conferences or professional development opportunities of their choice, that shall be related to their duties as members of Council.

5. Per Diems

   5.1. Per diems may be claimed in accordance with municipal policies and by-laws for duties performed that are above and beyond the regular duties of a member of Council. Per diems shall be subject to an annual cost of living increase as approved by Council;

   5.2. Per diems shall be claimed as follows:

      5.2.1. Full day - $206.28 shall be paid for any service over four (4) hours
      5.2.2. Half day - $109.45 shall be paid for any service between two (2) and four (4) hours;
      5.2.3. Meeting Rate - $69.23 shall be paid for any service to a maximum of two (2) hours.

   5.3. Examples where per diems may be claimed include but are not limited to:

      5.3.1. Conferences or meetings outside of Perth County;
      5.3.2. Professional Development outside of Perth County.

6. Equipment

   6.1. Members of Council shall be provided with a corporate Microsoft 365 account and a corporate device to conduct municipal business on.

   6.2. The Mayor shall be provided with a municipal smartphone.

   6.3. Municipally-owned technology shall be used and provided for in accordance with provincial legislation, including the *Municipal Freedom of Information and Protection of Privacy Act, 1990,* as amended, and with Municipal policies and by-laws.

7. That any resolution or policy previously passed with regards to Council Remuneration is hereby repealed.

8. This By-law shall come into full force and effect on the final date of passing.

Read a first and second time this 20th day of March 2023.

Read a third and final time and finally passed this 20th day of March 2023.

Mayor Walter McKenzie

Clerk Daniel Hobson