



Committee of the Whole

May 13, 2025

Staff Report: #COR-2025-31

REPORT BY: Nicole Guthrie, Clerk

REPORT SUBJECT: Council Remuneration and Expense Policy

DEPARTMENT: Corporate Services

RECOMMENDATION(S):

***“THAT,** Council approve Policy GOV-03 Council Remuneration and Expense Policy as presented in report COR-2025-31;*

***AND FURTHER THAT** Council approve By-Law 2025-XXXX being a by-law to adopt a Council Remuneration and Expense Policy.”*

1. BACKGROUND

The Township’s current Council Remuneration Policy was adopted in 2022 and outlines the compensation structure for members of Council, including base remuneration and eligible expenses. Periodic review of this policy ensures compensation remains fair, transparent, and in line with current municipal standards and public expectations.

As part of good governance and in alignment with Council’s commitment to accountability, the remuneration policy should be reviewed at minimum once per Council term, or sooner if directed.

2. DISCUSSION

Key Revisions

With the 2025 budget now approved, staff have taken the opportunity to review the Council Remuneration Policy for clarity and alignment with current practices. The policy has been updated to reflect the new remuneration rates approved in the 2025 budget and reformatted using the standardized municipal policy template. The following minor changes are proposed:

Section	Change
Policy #	As part of ongoing efforts to improve policy organization and clarity, the Council Remuneration Policy will be renumbered using a GOV extension to reflect its governance-related nature. This adjustment aligns with a broader initiative to categorize policies by functional area,

	ensuring easier identification and access. Other policies within the current Council suite will also be updated to the .GOV extension as they come forward for review or amendment over time. This change is administrative in nature and does not alter the content or applicability of the policies.
5.4	Updated to clarify that Members of Council will be reimbursed for travel expenses incurred while conducting Township business.
5.6/5.7	The section on computer allowances has been removed, as this is not a current practice of the Township.

3. FINANCIAL IMPLICATIONS

The amendments to section 5.1 are included in the 2025 budget.

4. OPTIONS CONSIDERED

Option 1 – Approve the Updated Council Remuneration Policy (Recommended):

Council may choose to approve the revised Council Remuneration Policy as presented, incorporating the updated remuneration rates, clarified language, formatting improvements, and policy number adjustment.

Option 2 – Maintain the Existing Policy:

Council may choose to take no action at this time, in which case the existing Council Remuneration Policy would remain in effect with updates only to the rate of remuneration per current policy section 3.1.3.

5. STRATEGIC PRIORITIES

N/A

6. RELEVANT LEGISLATION AND POLICIES

Current Policy – C-02-2022
Current By-Law – 2022-1755

7. OTHERS CONSULTED

Rhonda Whitmarsh, Treasurer

8. ATTACHMENTS

Appendix A – GOV-03 Council Remuneration and Expense Policy

Prepared By: Nicole Guthrie, Clerk

Approved By: Suzanne Charbonneau-Dent, CAO