



|                             |   |
|-----------------------------|---|
| <b>Report Presented To:</b> | Township of Southgate Council Meeting   |
| <b>Meeting Date:</b>        | 2025-03-19  |
| <b>Report Number</b>        | FIN2025-009   |
| <b>Title:</b>               | Members of Council and Appointees to Local Boards and Committees Remuneration and Expenses          |
| <b>Open/Closed Session:</b> | Open Session  |
| <b>Prepared By:</b>         | Holly Malynyk,<br>Legislative & Records Coordinator<br>Kayla Best,<br>HR Manager & Acting Treasurer |
| <b>Approved By:</b>         | Kayla Best,<br>HR Manager & Acting Treasurer  |
| <b>Approved By:</b>         | Jim Ellis,<br>Interim Chief Administrative Officer  |

**Executive Summary:**

This report is presented to Council to provide an itemized statement on remuneration and expenses in the previous year for each member of Council in respect to their services as a member of Council or any other board, including local boards.

**Recommendation:**

**Be it resolved that** Staff Report FIN2025-009 be received for information.

**Background:**

Municipal Act, 2001 section 284 (1) states that:

“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”

## Analysis

### Members of Council:

Remuneration costs incurred on behalf of Members of Council include the following rates in addition to legislated payroll taxes (EHT and CPP):

| Job Title      | Stipend - Jan to Nov | Stipend - December | Half Day  | Full Day  | Hourly Rate |
|----------------|----------------------|--------------------|-----------|-----------|-------------|
| Mayor          | \$ 1,844.55          | \$ 1,881.44        |           |           |             |
| Deputy Mayor   | \$ 1,455.55          | \$ 1,484.66        | \$ 128.92 | \$ 214.86 | \$ 37.60    |
| Council Member | \$ 1,325.64          | \$ 1,352.15        |           |           |             |

Council members also get reimbursed mileage at the quarterly adjusted per km rate (HST included) as follows:

|              | Q1      | Q2      | Q3       | Q4       |
|--------------|---------|---------|----------|----------|
| Mileage Rate | \$0.500 | \$0.500 | \$0.700* | \$0.700* |

\*Mileage for Q3 and Q4 is \$0.700/km for the first 5,000kms and \$0.64/km for any additional kilometres over 5,000.

Technology includes the monthly cost of a cell phone and email.

This report does not reflect the remuneration and expenses incurred by other organizations to which Members of Council have been appointed (i.e County of Grey, Saugeen Valley Conservation Authority).

### Committees and Local Boards:

Remuneration costs incurred on behalf of Local Boards and Committees consist of a per diem for meeting attended as follows and the associated legislated payroll taxes (CPP and EHT):

|                                      | Meeting Per Diem |
|--------------------------------------|------------------|
| Committee of Adjustment              | \$80.00          |
| Property Standards Committee         | \$35.00          |
| Community Fund Management Committee  | \$35.00          |
| Police Service Board                 | \$35.00          |
| Ruth Hargrave Memorial Library Board | \$35.00          |

Members also get reimbursed mileage at the quarterly adjusted per km rate (2024 rates as noted above).

Other Expenses includes registration to conferences, meetings and training paid the Township, payment of lodging, meal allowances and parking at conferences.

**Internal Policy and Legislated Requirements:**

Section 284(1) of the Municipal Act, 2001

Policy #2 – Conference, Education & Training Policy

Policy #21 – Council Member Compensation, Expenses & Meeting Claims Guidance

**Financial and Resource Implications:**

2024 Remuneration and Expenses for Members of Council for the year ended December 31, 2024 was \$228,565.29 and details are included in Attachment 1.

2024 Remuneration and Expenses for Council Appointees to Local Boards and Committees for the year ended December 31, 2024 was \$2,568.02 and details are included in Attachment 2.

**Strategic Priorities:**

Priority: Operational Excellence

Goal: Goal 10: Position Southgate as a Leading Small, Rural Municipal Employer

**Attachments:**

List Attachments:

Attachment 1: FIN2025-009 – Remuneration & Expenses for Members of Council for Year Ending December 31, 2024

Attachment 2: FIN2025-009 – Remuneration & Expenses for Appointees to Local Boards and Committees for the Year Ending December 31, 2024