



THE CORPORATION OF THE TOWN OF PENETANGUISHENE

BY-LAW NUMBER 2025-01

By-law to Establish the Rate of Remuneration for Members of Council of the Town of Penetanguishene and to Repeal By-law 2020-04 and All Amendments to the Same (Council Remuneration By-law)

WHEREAS pursuant to section 9 of the Municipal Act, 2001 S.O. 2001, chapter 25 a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS pursuant to section 8. (1) of the Municipal Act, 2001 S.O. 2001, chapter 25 the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS pursuant to section 282. (1) of the Municipal Act, 2001 S.O. 2001, chapter 25, subject to the *Health Insurance Act*, a municipality may provide, only through contract either with an insurer licensed under the *Insurance Act* or with an association registered under the *Prepaid Hospital and Medical Services Act*, (a) group life insurance for members of council or any local board of the municipality, employees or former employees of the municipality or any local board of the municipality or any class of them and their spouses and children; (b) group accident insurance or group sickness insurance for members of council or any local board of the municipality, employees or former employees of the municipality or any local board of the municipality or any class of them and their spouses and children; and (c) hospital, medical, surgical, nursing or dental services or payments for those services for members of council or any local board of the municipality, employees or former employees of the municipality or any local board of the municipality or any class of them and their spouses and children;

AND WHEREAS pursuant to section 283. (1) of the Municipal Act, 2001 S.O. 2001, chapter 25, a municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and of the officers and employees of the local board;

AND WHEREAS pursuant to section 283. (2) of the Municipal Act, 2001 S.O. 2001, chapter 25, a municipality may only pay the expenses of the members of its council or of a local board of the municipality and of the officers and employees of the municipality or local board if the expenses are of those persons in their capacity as members, officers or employees and if, (a) the expenses are actually incurred; or (b) the expenses are, in lieu of the expenses actually incurred, a reasonable estimate, in the opinion of the council or local board, of the actual expenses that would be incurred;

AND WHEREAS pursuant to section 283. (4) of the Municipal Act, 2001 S.O. 2001, chapter 25, no part of the remuneration of a member of a council or local board paid under this section

is deemed to be for expenses incidental to his or her duties as a member and a municipality or local board shall not provide that any part of the remuneration is for such deemed expenses;

AND WHEREAS pursuant to section 283. (7) of the Municipal Act, 2001 S.O. 2001, chapter 25, on or after December 1, 2003, a council shall review a by-law under subsection (5) at a public meeting at least once during the four-year period corresponding to the term of office of its members after a regular election;

AND WHEREAS a review of Council remuneration has been conducted in 2024 for the 2022-2026 Council term;

AND WHEREAS Council deems it necessary and desirable to repeal and replace the various by-laws passed by Council in relation to Council remuneration and expenses and establish a new consolidated by-law, including the recommendations from the Council Remuneration Review.

NOW THEREFORE the Council of the Town of Penetanguishene hereby enacts as follows:

1. Council Remuneration and Expenses

That remuneration paid to Members of Council of the Town of Penetanguishene shall include the following, subject to the provisions contained within this By-law:

- a) **Annual Remuneration** paid to members of Council;
- b) **Per Diems** for attendance not included in the Annual Remuneration;
- c) **Benefit Coverage** including Life Insurance, Accidental Death & Dismemberment and optional Extended Health and/or Dental;
- d) **Payment of Expenses** including provision of Notebook Computers by the Town and Telecommunication Devices;
- e) **Training, Conferences & Related Expenses** including Per Diems, Meals Reimbursement, Mileage & Accommodations.

2. Annual Remuneration

2.1 That Annual Remuneration currently paid to Members of Council shall be as follows:

2024	
Mayor	\$46,827.28
Deputy Mayor	\$32,242.92
Councillor	\$27,422.53

2.2 That the Annual Remuneration paid to Members of Council in Section 2.1 shall be adjusted on January 1st of each year for cost of living based on the percentage increase in the Town's Pay Grid for non-union staff.

- 2.3 Human Resources shall calculate the indexed Annual Remuneration yearly as per Sections 2.2 above and provide to the Treasurer on the form attached hereto as Schedule "A".
- 2.4 That the Annual Remuneration paid to Members of Council shall be paid in equal bi-weekly instalments by way of direct deposit through the Town's payroll system.
- 2.5 That no Member of Council shall be entitled to any form of severance pay upon ceasing to be a Member of Council prior to the completion of their elected term.
- 2.6 That the Annual Remuneration shall be deemed to include attendance at all Regular and Special Council, Section Committee, Advisory Committee, Ad Hoc Committee and Local Board meetings conducted in accordance with the Town or Local Boards Procedural By-law as well as the attendance of Members of Council at meetings of outside Boards, Committees and Working Groups as a representative of Council.
- 2.7 That the Annual Remuneration shall further be deemed to include all voluntary attendance at any Town, Local Board or other meetings for which a Member of Council has not been appointed and for attendance at all Town, Local Board or other events.

3. Per Diems

- 3.1 That, under exceptional circumstances, a member of Council may be paid a per diem of \$60.00 for half day (3.5 hours or less) and \$120 for a full day for attendance on Town business, which does not fall under Sections 2.6 and 2.7 above.
- 3.2 That the per diem of \$60.00 for half of a day (3.5 hours or less) and \$120 for a full day may not apply for more than one per diem for attendance at one or more meetings or events in any one day.
- 3.3 That the per diem, under exceptional circumstances in Section 3.1, may be approved by the CAO and Mayor.
- 3.4 That all claims for a per diem shall be submitted to the Corporate Services Executive Assistant for processing after approval by the CAO and Mayor.
- 3.5 That the per diem paid to Members of Council outline in Section 3.1 shall be adjusted annually on January 1st based on the cost of living and growth rates outlined in Sections 2.2 above.

4. Benefit Coverage

- 4.1 That all Members of Council shall be entitled to enrolment in the following group benefit plans:
 - a) Canada Pension Plan (CPP), in accordance with the Federal legislation and regulations thereof, with the Town and the Member contributing equally to the cost of the premiums;

- b) Employer Health Tax (EHT), in accordance with the Provincial legislation and regulations thereof, with the Town contributing one hundred percent (100%) to the cost of the premiums;
 - c) Life Insurance, in accordance with the contract thereof as Council may approve from time to time, with the Town contributing one hundred percent (100%) of the cost of the premiums;
 - d) Accidental Death and Dismemberment (AD&D), in accordance with the contract thereof as Council may approve from time to time, with the Town contributing one hundred percent (100%) of the cost of the premiums;
 - e) Dental, optional coverage in accordance with the contract thereof as Council may approve from time to time, with the Member contributing one hundred percent (100%) of the cost of the premiums;
 - f) Extended Health, optional coverage in accordance with the contract thereof as Council may approve from time to time, with the Member contributing one hundred (100%) percent of the cost of the premiums;
- 4.2 That, where a Member elects optional coverage (Dental and/or Extended Health), the Member shall be responsible for 100% of the cost of the applicable premiums in effect payable in advance pursuant to the policies and procedures as set by the Treasurer from time to time. Non-payment will mean automatic forfeiture of the coverage.
- 4.3 That, where a Member elects optional coverage (Dental and/or Extended Health), this coverage does not extend to surviving spouses and/or family members in the event of the death of the Member.

5. Expenses

- 5.1 That Members of Council, excluding the Mayor and Deputy Mayor, shall be issued a notebook computer for use of Town business in accordance with the Town's Computer Use Policy. The laptop computer and related equipment shall remain property of the Town and shall be returned upon completion of the elected term, or upon request of the Town.
- 5.2 That any and all additional equipment provided by the Town to Members of Council during the Council term shall remain property of the Town and shall be returned upon completion of the elected term, or upon request of the Town.
- 5.3 That Members of Council who are required by the Town to use their personal vehicle on Town business outside of the boundaries of the Town shall be compensated at such a rate as prescribed by the Vehicle Use Policy, for each actual kilometre driven, subject to the completion of the prescribed forms. Said form shall be submitted to the Corporate Services Executive Assistant monthly for processing after approval by the Mayor and CAO.

6. Review of Council Remuneration

- 6.1 That Council Remuneration shall be reviewed each Council term during the last 12 months of the term based on the Town's comparator group based on the Town's target pay position.
- 6.2 That the report and recommendations as a result of the review, shall be presented to Council at a meeting open to the public.
- 6.3 That any changes as a result of the Council remuneration review shall take effect on the 1st day January and shall remain in effect until the effective date of the next review.

7. Repeal of Prior By-laws

- 7.1 That By-law 2020-04 and All Amendments to the same are hereby repealed in their entirety.

8. Force and Effect

- 8.1 That this By-law shall expressly apply retroactively and be deemed to have come into force and effect as of July 1, 2024

BY-LAW read a first, second and third time and finally passed by Council on the 15th of January, 2025.



MAYOR, Doug Rawson



CLERK, Kelly Cole

SCHEDULE "A" OF BY-LAW 2025-01

Being a By-law to Establish the Rate of Remuneration for Members of Council of the Town of Penetanguishene and to Repeal By-law 2020-04 and All Amendments to the Same (Council Remuneration By-law)



ANNUAL INDEXING OF COUNCIL REMUNERATION FOR THE YEAR 202__

Current Annual Remuneration (\$)	Percentage (%) Increase for Non Union	Increase in Remuneration
Mayor \$		\$
Deputy Mayor \$		\$
Councillor \$		\$

ANNUAL INDEXING OF PER DIEM FOR THE YEAR 202__

Current Per Diem (\$)	Percentage (%) Increase	Increase in Per Diem (\$)	Adjusted Per Diem (\$)	
\$				

Based on the above calculations, the Treasurer is directed to pay to the members of Council the following Annual Remuneration for the year 202__

Mayor \$_____

Deputy Mayor \$_____

Councillor \$_____

Per Diem \$_____

Dated _____ Approved by Human Resources _____