



Municipality of Meaford Corporate Policy

Policy: Council Remuneration

Division: Legislative Services

Last Revision: November 2021

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Policy Statement

The Municipality of Meaford Council Remuneration Policy governs the remuneration of Council and payment of additional expenses incurred by members of Council during activities related to municipal business.

Purpose

This policy provides clear and consistent rules with respect to Council salaries and expenses.

Definitions

“Council” means the elected body responsible for managing the affairs of the Municipality.

“Meeting” means any regular, special or other meeting of Council, local boards, and committees, including conferences and seminars.

“Municipality” means the Municipality of Meaford.

“Salary” means the remuneration paid to members of Council by the Municipality, in fixed, regular payments.

Scope

This policy applies to all members of the Council of the Municipality of Meaford.

Policy Requirements

Council Remuneration

1. The remuneration for members of Council shall be by salary.
2. The salary ratios shall be as follows:

Councillor: 100% (base rate)

Deputy Mayor: 125% of Councillor salary

Mayor: 185% of Councillor salary
3. The base salary for members of Council at the time of adoption shall be as follows:

Mayor: \$45,400

Deputy Mayor: \$30,700

Councillor: \$24,500

4. The salary shall be adjusted annually, with effect from January 1, on adoption of the Municipality's annual operating budget.
5. Council salary shall increase annually by the same percentage awarded to staff members of the Municipality, including for the 2022 budget year.
6. The Mayor and Deputy Mayor salary shall be further adjusted on January 1 of the year immediately following a municipal election to ensure that the salary ratio described in clause 2 is maintained.

Council Benefits

1. Salary payments are subject to applicable Federal and Provincial mandatory deductions.
2. Council members shall receive Group Life Insurance, paid for by the Municipality, where the member is 70 years of age or under.

Expenses

1. Members of Council shall be reimbursed for expenses incurred while undertaking activities on behalf of the Municipality, and while acting in their role as an elected official.
2. All expenses submitted for reimbursement must be accompanied by supporting documentation and itemized receipts, except for mileage.
3. Expenses shall only be paid for members of Council. Expenses of spouses or companions are not eligible for reimbursement.

Travel

1. Payments for travel by automobile shall be at the Canada Revenue Agency allowance rate.
2. Mileage shall only be paid for any kilometre travelled over and above 10km one way.

3. Members of Council should use a municipal vehicle for travel whenever possible/practical.
4. Members shall be reimbursed for travel via alternate modes of transportation where reasonable, and at the discretion of the Mayor.

Meals

1. The maximum amount that may be claimed for meals for one day is \$75.00.
2. Reimbursement shall not include any amount for alcoholic beverages.

Conferences

1. Funding for members of Council to attend conferences and workshops is included in each annual budget.
2. Each member of Council will receive an annual conference budget.
3. The Mayor and Deputy Mayor may attend additional conferences or workshops subject to and reimbursed by the County of Grey conference policy.
4. Conference arrangements and reimbursement are coordinated through the Clerk's Office.
5. The following expenses are eligible for reimbursement:
 - a. Conference Registration
 - b. Travel, including parking
 - c. Accommodation
 - d. Meals
6. Attendance at an out-of-Province conference must be approved through a resolution of Council, in advance of registration.



Review

This policy shall be reviewed once per term of Council by an independent Council Remuneration Committee. Following review, the Committee shall make policy update recommendations to Council.

Monitoring

The Clerk shall be responsible for receiving complaints and/or concerns related to this policy.

This policy shall be reviewed at least once per term of Council, in conjunction with the mandatory review of Council Remuneration.

Authority

This policy is established pursuant to Section 11 (2) of the Municipal Act, 2001 which provides for the adoption of policies pertaining to the accountability and transparency of the Municipality and its operations.

Contact

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Change History

Policy Name	Effective Date	Significant Changes	By-law No.
Council Remuneration Policy	February 2019		2019-18
Council Remuneration Policy	November 2021	Updated salaries following recommendations from Council Remuneration Committee	2021-86