

## **THE CORPORATION OF THE TOWNSHIP OF RYERSON**

BY-LAW # 5 -22

### **BEING A BY-LAW RESPECTING REMUNERATION AND EXPENSES FOR MEMBERS OF COUNCIL.**

WHEREAS the Municipal Act 2001, Section 283 provides that a Council of a municipality may by by-law provide for remuneration and expenses and payment thereof for its members, officers and employees of the Corporation;

AND WHEREAS the said Act provides for expenses and allowances to be established by the Council of a municipality and for expenses to be paid to officers and employees of the Corporation:

NOW THEREFORE the Council of the Corporation of the Township of Ryerson enacts as follows:

1. That the remuneration for the Mayor for 2022 shall be \$165.49 per meeting.
2. That the remuneration for Councillors for 2022 shall be \$135.95 per meeting.
3. For future years, Council remuneration shall be subject to the annual Cost of Living Allowance (COLA) equal to Ontario's published Consumer Price Index (CPI) inflation rate from the preceding November, and further that the cost of living increase shall be capped at a maximum of 3% and a minimum of 1%.
4. Payments will be made quarterly as per a payment schedule provided annually to Members of Council. Any discrepancies in pay will be resolved with the next quarterly payment.
5. Remuneration and expenses will be paid by direct deposit. Remuneration is subject to source deductions.
6. Members of Council will receive remuneration for meetings which they are authorized by Council to attend.
7. If a Member of Council attends multiple distinct meetings in the same day, each shall count as a separate meeting for the purposes of remuneration. However, special meetings of Council scheduled prior to a regular council meeting are not considered separate.
8. Travel days, being days in which a Member of Council is travelling for municipal business but does not attend a meeting, will not be counted for remuneration.
9. Attendance at community events is considered to be on a volunteer basis. Examples of such events include, but are not limited to: Canada Day celebrations, the Township Yard Sale, Fall Fair, Remembrance Day, and special events at the Library or Historical Society.
10. All members of council will be provided expense sheets to record authorized meetings attended, mileage, and any other municipal-related expenses. All expense claims shall be submitted monthly.
11. That the Mayor and Councillors will be provided with a corporate credit card. For any use of the corporate credit cards, receipts must be turned into the municipal office.

12. That travel be paid at the current per-kilometre rate, as established by the Canada Revenue Agency, to the driver of a vehicle for meetings attended. Members of Council may claim the mileage rate when travelling for authorized municipal business to a destination greater than 25 kilometres from their home address.
13. That meal expenses will be paid as actually incurred and substantiated by receipts. No alcohol purchases will be the ultimate responsibility of the Township. A daily maximum of \$100.00 is set for meal expenses, with any additional costs incurred at the Member of Council's expense. The municipality will pay for tips at a rate not to exceed 15 percent of the net amount shown on the receipt, with any additional tips paid by the Member of Council.
14. Any alcohol purchases or other expenses incurred contrary to provisions of this By-law shall first be recovered against any expense claims made for that fiscal quarter. Where insufficient expense claims are available, the member of Council shall be invoiced directly for the amount owing.
15. That generally, accommodations and registrations will be reserved and paid for by the municipality. In the event of unforeseen circumstances in which a Member of Council incurs such expenses, they will be reimbursed upon the provision of receipts.
16. Attendance at conferences and training sessions must be authorized by Council resolution. The per-meeting rate shall be paid for each day of the conference or training session in which a meeting occurs. All expenses related to any accompanying individual brought to the session by a Member of Council shall be paid personally.
17. Members of Council attending seminars or conferences shall provide the municipal office with a report within 14 days of the event, which will be added to the agenda for the subsequent regular council meeting. Reports will be written and may be provided on the templates attached as Schedule A and Schedule B.
18. Any Member of Council who is appointed as a representative on a municipal committee, board or organization and who wishes to sit on the executive board and/or a subcommittee of said organization, which will involve an additional cost to the municipality, must first obtain authorization from Council.
19. That all by-laws, or parts thereof, contrary hereto or inconsistent herewith, be and the same are hereby repealed.
20. That this by-law comes into effect January 1, 2022.

Read a First, Second, and Third time,  
Signed and the Seal of the  
Corporation affixed thereto and  
finally passed in Council this  
1st day of February, 2022.

Original signed by George Sterling

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MAYOR

Original signed by Nancy Field

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CLERK/DEPUTY CLERK