

Corporation of the Town of Renfrew
By-Law Number 106-2025

Being a by-law to establish remuneration for members of Council of the Corporation of the Town of Renfrew.

Whereas, Section 283 of the *Municipal Act*, S.O. 2001, c.25, as amended, provides that the municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and the officers and employees of the local board; and

Whereas, Section 5(3) of the *Municipal Act*, S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law; and


Whereas, the Council of the Corporation of the Town of Renfrew deems it necessary and desirable to bring forward a revised remuneration by-law.


Now Therefore the Council of the Corporation of the Town of Renfrew enacts as follows:

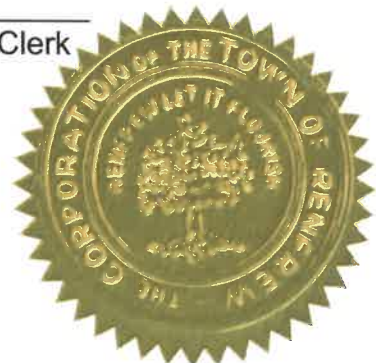
1. That Schedule 'A' attached hereto and forming part of this by-law shall constitute the Council Remuneration for members of the Council of the Corporation of the Town of Renfrew.
2. In accordance with Section 283 (7) of the *Municipal Act*, S.O. 2001, c.25, the council shall review this by-law at least once during the corresponding term of office of its members after a regular election.
3. That by-law 25-2025 or any other by-law provisions inconsistent with the provisions contained in this by-law are hereby repealed on the day this by-law come into force.
4. That this by-law shall come into force and take effect upon the date of the swearing-in of the newly elected Council for the 2026 – 2030 term of Council.

Read a first and second time this 25th day of November, 2025.

Read a third and final time this 25th day of November, 2025.


Peter Emon, Acting Mayor


Carolynn Errett, Town Clerk



Schedule "A" to By-Law No. 106-2025

Council Remuneration Rates

1.0 Honorarium rates are as follows:

Office	Bi-Weekly	Annually
Mayor	\$ 1,884.38	\$ 48,993.90
Deputy Mayor	\$ 1,110.33	\$ 28,868.52
Councillor	\$ 902.58	\$ 23,467.11

1.1 The honorarium shall be adjusted annually based on the cost-of-living increase budgeted for Non-Union municipal staff.

1.2 The honorarium for attendance at half-day conferences, conventions, seminars, and workshops will be \$75.

1.3 The honorarium for attendance at full-day conferences, conventions, seminars, and workshops will be \$150.

1.4 For the purposes of 1.2 and 1.3 above, a half-day event shall be defined as equal to or less than three and one-half hours in duration. A full-day event shall be defined as more than three and one-half hours in duration.

2.0 Benefits

2.1 Members of Council may join the municipality's benefit program (extended health care, dental and life insurance). Members will be offered the opportunity to join at the beginning of the term and will be enrolled for the full 4 years. Premiums, if applicable, will be treated in a manner similar to that of Non-Union municipal staff.

3.0 Per Diem Rates

3.1 To recognize the additional workload associated with being the Chair of a Standing Committee of Council.

Per Diem rate is as follows:
Annual - \$750.00

4.0 Mileage and Meal Allowance Rates

4.1 Mileage at rate set by Federal Government (Canada Revenue Agency) is payable to all members of Council when using their own vehicles to travel to Town business outside the boundaries of the Town.

Note: Mileage is calculated from the Renfrew Town Hall Office at 127 Raglan Street South, Renfrew, Ontario.

4.2 The meal allowance rate set by the by Federal Government (Appendix B of the Government of Canada's Directive on Travel) is payable to all members of Council when on Town business outside the boundaries of the Town.

4.3 Town Business is defined to mean any business conducted on behalf of the Town and/or Council and not considered to be Training or Development.

5.0 Training and Development

- 5.1** The Mayor, Reeve, and Councillors may attend training and development, including, but not limited to, conferences, conventions, seminars and workshops, within the approved annual budget.
- 5.2** Training and Development expenditures include honorariums, registration, meals, travel, accommodations, and other related expenses.
- 5.3** Meal and Milage expenses will be reimbursed in accordance with Section 4.1 and 4.2 of this By-Law, noting that reimbursement will only be provided for meals not provided through registration, unless special circumstances are identified. A member's preference not to partake in meals provided will be done so at their own expense.
- 5.4** Member attendance at priority conferences will be permitted in accordance with Council's approved annual schedule and will be restricted to ensure quorum of Council is not obtained, unless special circumstances are identified and approved by Council.

6.0 Expenses, Claims and Approvals

- 6.1** All claims for honorariums, per diems, and expense reimbursement must be in the form(s) prescribed by the Town, complete with supporting documents, if applicable, and approved by the Mayor and Chief Administrative Officer or their delegate.
- 6.2** No reimbursement will be permitted towards the purchase of alcohol.
- 6.3** Members may participate in the Town's corporate cell phone/Bring Your Own Device program.
- 6.4** Members may participate in the Town's Recreational Gym Membership as a taxable benefit.
- 6.5** Each Member is entitled to an annual expense amount of \$3,500 per year, unless otherwise authorized and within the total annual budget approved by Council

A member's unallocated budget can be reallocated and utilized by another member of Council if approved in writing in advance of the expenditure.