



## Town of Niagara-on-the-Lake

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**REPORT #:** CAO-25-010

**COMMITTEE DATE:** N/A  
**DUE IN COUNCIL:** 2025-03-25

**REPORT TO:** COTW-General

**SUBJECT:** Update to Council Remuneration By-law

### 1. RECOMMENDATION

It is respectfully recommended that:

- 1.1 The draft Remuneration By-law attached hereto as **Appendix I** be endorsed, and presented to Council for formal adoption;

### 2. EXECUTIVE SUMMARY

The Council remuneration by-law was last updated in 2003. The attached draft by-law (**Appendix I**) has been updated to reflect current Council salaries accurately and align the by-law with current Town practices.

### 3. PURPOSE

The purpose of this report is to advise Council of updates made to the remuneration by-law. As the by-law was last updated in 2003, the updates are necessary to reflect the current remuneration practices accurately.

### 4. BACKGROUND

Council passed a motion to increase the salaries of council members at the April 30, 2024, meeting. As the remuneration by-law was not updated at that time, it is currently outdated and requires an update to align with the new salaries. The draft by-law was also updated to align with the practices of the local municipalities and to accurately reflect the remuneration provided for the Lord Mayor's vehicle allowance.

### 5. DISCUSSION / ANALYSIS

The draft Remuneration By-law (**Appendix I**) has been updated from 2003 to accurately reflect the 2025 salaries of the Councillors and the Lord Mayor. The Lord Mayor annual salary has been updated in the by-law from \$31,292.00 to \$54,129.40, and Councillor salaries have been updated from \$9,878.39 to \$20,400.00.

The Lord Mayor's vehicle allowance has been updated from \$150.00 per month to \$70.00 per month to align with the current practice. The language concerning the remuneration of mileage has also been clarified to state: "That the Lord Mayor and each Member of Council shall be eligible to claim a mileage allowance as established by resolution of Council, for each kilometer driven by a member of the Council in their automobile or in one of which they have

the use of when attending conferences, conventions or upon any other proper business of the Corporation outside of meetings scheduled to take place at Town Hall.”

The by-law has also been updated to bring the remuneration for attending conferences/conventions into alignment with the remuneration practices of the local municipalities. The \$90.00 per day for attendance at any convention, seminar or any other proper business of the Corporation, plus accommodation, meals, registration and travel has been removed as the Niagara Region, the Town of Lincoln, the City of Thorold, the Town of Grimsby, the City of Niagara Falls, the Township of Wainfleet, the City of Welland, and the Town of Fort Erie do not pay an additional daily allowance on top of remuneration for meals, travel, accommodation and registration. The updated by-law allows for reimbursement for accommodation, meals, registration and travel when authorized to attend conferences, conventions, seminars or any other proper business of the Corporation by the Lord Mayor and/or Council. The remuneration for daily meals and expenses is determined by the Town’s remuneration policy.

## **6. STRATEGIC PLAN**

The content of this report supports the following Strategic Plan initiatives:

### **Pillar**

2. Good Governance

### **Priority**

2.1 Financially Sustainable Future

### **Action**

2.1 c) Efficiencies & Cost Reductions/Avoidances

### **Pillar**

4. Optimize Organizational Excellence

### **Priority**

4.1 Streamline & Modernize

### **Action**

4.1 a) Streamline Processes

## **7. OPTIONS**

7.1 Option 1: Council approves the draft Remuneration By-Law for adoption  
**(Recommended)**

7.2 Option 2: Council does not approve the draft Remuneration By-Law for adoption  
*(Not Recommended)*

## **8. FINANCIAL IMPLICATIONS**

The Remuneration By-law (**Appendix I**) accurately reflects the Town of Niagara-on-the-Lake's current financial practices. The updates add clarity to the eligibility for reimbursement of

mileage, meals, travel, accommodation, and registration, which ensures fairness and accuracy when approving reimbursements.

## **9. ENVIRONMENTAL IMPLICATIONS**

There are no environmental impacts to the adoption of the Remuneration By-law.

## **10. COMMUNICATIONS**

Once approved the Remuneration By-law will be circulated to the relevant departments to ensure any remuneration request or conference approval forms are updated to reflect the changes outlined in the by-law.

## **11. CONCLUSION**

This report provides an overview of the changes proposed to the Remuneration By-law. Staff respectfully recommends that the Council authorize the attached draft by-law for approval.

## **12. PREVIOUS REPORTS**

N/A

## **13. APPENDICES**

- Appendix I – By-law 2025-XXX – Council Remuneration

Respectfully submitted:

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**Recommended by:**



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