



STAFF REPORT

To: Mayor and Members of Council

From: Meghan Townsend, CAO/Clerk

Meeting Date: February 25, 2025

Report Number: 2025-035

Subject: 2024 Statement of Council and Local Board Member Remuneration and Expenses Paid

Recommendation

THAT Council receive the report 2024 Statement of Council and Local Board Member Remuneration and Expenses Paid, for information purposes.

Executive Summary

Purpose

To report on the remuneration and reimbursement of expenses paid in between January 1 and December 31, 2024 for Town Council and members of the public appointed to Local Boards per [section 284\(1\) of the Municipal Act, 2001](#) and to report on Council's attendance at Council, Board and Committee meetings held between January 1 and December 31, 2024.

Key Findings

- Statement of the Treasurer of the Remuneration and Expenses paid to Members of Council and appointed members of local boards for 2024, required by [Section 284\(1\) of the Municipal Act, 2001](#)
- Total Remuneration and expenses paid in 2024: \$83,173.71

- Common Conferences: Rural Ontario Municipal Association (ROMA), Ontario Good Roads Association (OGRA), Association of Municipalities of Ontario (AMO) and Federation of Canadian Municipalities (FCM)
- Council Meetings in 2024: 21 Regular Meetings, 7 Special Meetings

Financial Implications

There are no financial implications to this report.

Report

Background

The report provides summaries the following:

- Amounts paid to, or on behalf of Members of Council and members appointed by Council to Local Boards per [section 284\(1\) of the Municipal Act, 2001](#)
- Summary of Council member attendance at Council, Board and Committee meetings held between January 1 and December 31, 2024; and
- Summary of Council meeting data

Discussion

On March 26, 2024, staff presented the [Report – Meeting Remuneration Rate](#). The purpose of the report was to provide an update to the per-meeting rate received by Council and other members of local boards, appointed by the Town of Grand Valley. Following Council discussion on the proposed per-meeting increase from \$50 per meeting to \$80, [Resolution 2024-03-25](#) was passed by Council and By-Law 2024-15, a By-Law to provide for the paying remuneration to members of Council and Local Boards was adopted and the previous by-law 2022-04 was repealed. Meeting remuneration made from March to December 2024 was made pursuant to By-law 2024-15 (new per-meeting rate of \$80) whereas January and February, 2024 payments were made at \$50 per-meeting in accordance with By-law 2022-04.

Staff track the expenses annually to ensure adherence to the By-Law.

Remuneration of Council Members

Statement of Remuneration and Expenses Paid as Required by Section 284(1) of the Municipal Act, 2001

Council Member	Base Salary	Board	Mileage	Other Expenses	Total Paid
Mayor Steve Soloman	\$17,901.52			\$1,734.00	\$19,635.52
Deputy Mayor Philip Rentsch	\$14,326.52			\$178.00	\$14,504.52
Councillor Lorne Dart	\$13,428.22	\$550.00		\$0.00	\$13,978.22
Councillor James Jonker	\$13,428.22	\$1,030.38	\$584.43	\$898.00	\$15,941.03
Councillor Paul Latam	\$13,428.22	\$870.00		\$1,911.20	\$16,209.42
2024 Totals	\$72,512.70	\$2,450.38	\$584.43	\$4,721.20	\$80,268.71

External Boards and Agencies	Board	Remuneration	Comments
Paul Latam	AMO/ROMA	\$6,176.98	See Attachment 1

Other Expenses

These expenses include registration fees for conferences, expenses for accommodation and travel by means other than by using personal vehicles, for which mileage is paid.

Common conferences are Rural Ontario Municipal Association (ROMA), Ontario Good Roads Association (OGRA), Association of Municipalities of Ontario (AMO), and Federation of Canadian Municipalities (FCM).

Remuneration of Members Appointed by Council to Local Boards

Statement of Remuneration and Expenses Paid as Required by Section 284(1)(c) of the Municipal Act, 2001

Grand Valley and District Board Member Remuneration				
Board Member	Community Centre	Police Services	Library	Total
Amy Steele			\$660.00	\$660.00
Brent Lyons	\$260.00			\$260.00
Clinton Taylor	\$580.00			\$580.00
Josh Haskin		\$50.00		\$50.00
Julie VanAlstine			\$740.00	\$740.00
Mary Hatch			\$615.00	\$615.00
2024 Totals	\$840.00	\$50.00	\$2,015.00	\$2,905.00

2024 Council Meeting Attendance

Meeting attendance for members of the Council for all Regular and Special Council meetings is maintained by the Deputy Clerk with attendance tracked for Local Boards by Board Secretaries for the following meeting types:

- Grand Valley and District Fire Board
- Grand Valley and District Community Center Board
- Grand Valley and District Medical and Dental Board
- Grand Valley Union Cemetery Board
- Grand Valley Economic Development Committee

At the commencement of the 2022-2026 Term of Council, members of council are appointed to various local boards and committees. Below is a summary of the Council's members' attendance at Council and their appointed Local Boards or Committee meetings which were held in 2024.

2024 Council and Board Meeting Attendance

Council Member Attendance									
Council Member	Council	BIA	Community Centre Board	Fire Board	Medical Dental Center Board	Library Board	Union Cemetery Board	Economic Development Committee	Absences
Total Meetings	28	9	12	9	7	10	3	5	
Mayor Steve Soloman	27		8		7		3		5
Deputy Mayor Philip Rentsch	28				7		3	2	4
Councillor Lorne Dart	23	7		8			3		8
Councillor James Jonker	28					9	3	5	1
Councillor Paul Latam	25		11	9	7		3		4

2024 Council Meeting Statistic

In 2023, Council requested staff review meeting procedures to identify ways to improve meeting efficiencies. In 2024, meeting efficiencies included:

- Council Agenda, Minutes and Staff Reports. Procurement of electronic meeting management software (eSCRIBE). Reduction in staff time to prepare, assemble and distribute Council Agendas. Staff reports provide a front-page executive summary which outlines key points, financial implications and staff recommendations providing additional transparency in the information provided to Council and the Public.
- Procedural By-Law amendments. Council approved amendments included: revision to public comments, delegation/presentation, use of correspondence Information Items packages, livestreaming and recording of Council meetings and revisions to Council Meeting order of business.

In 2024, staff also tracked various data relating to Council meetings to assist with future recommendations for meeting efficiencies. A summary of the data collected is provided below.

Average Council Meeting Length

In 2024, there were 21 regular council meetings and 7 Special Meetings.

Average meeting duration was 3 hours. Council meeting held on November 26, 2024 was the longest meeting at 6 hours and 7 meetings were one hour in duration.

In 2024, there were 13 Closed Meetings. Closed Meeting were held under open meeting exemptions in accordance with Section 239 of the Municipal Act, 2001 as follows:

Section 239 Open Meeting exemptions

Section	Exemption
239(2)(b)	Personal matters about an identifiable individual, including municipal or local board employees
239(2)(c)	A proposed or pending acquisition or disposition of land by the municipality or local board
239(2)(d)	Labour relations or employee negotiations

239(2)(e)	Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
239(2)(f)	Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
239(2)(i)	A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.
239(2)(k)	A position, plan procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.
239(3.1)(1)	The meeting is held for the purpose of educating or training the members

Information Items Packages

In May 2024, Council began to receive once monthly correspondence Information Items packages which include correspondence that may be of interest to Members of Council received from non-Dufferin County Municipalities or non-Dufferin County groups or organizations, and Intergovernmental Information.

From May to December 2024, 169 items and 802 pages of correspondence has been relocated to the Information items packages, reducing the volume of regular council agendas.

Staff will continue to track and collect data.

Financial Impact

There are no financial impacts associated with this report.

Consultations

Steven Frietas, Director of Finance/Treasurer
 Helena Snider, Board Secretary/Treasurer
 Donna Tremblay, Deputy Clerk

Attachments

Attachment 1 – AMO Councillor Latam 2024 Statement of Remuneration

This report was submitted and approved by

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