

## REPORT TO COUNTY COUNCIL

# Council Remuneration and Expenses - 2024

**To:** Warden and Members of County Council

**From:** Director of Corporate Services

## RECOMMENDATION

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1. That Report CS 2025-07 entitled “Council Remuneration and Expenses - 2024”, for the year ended December 31, 2024, be received as information.

## REPORT HIGHLIGHTS

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- Total Council remuneration and expenses in 2024 was \$491,001
- Representing an increase from 2023 of \$19,563 or 4.2%

## IMPLEMENTATION POINTS

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This report fulfills the Treasurer’s obligation in accordance with subsections 284(1) and 284(2) of the *Municipal Act, 2001*, to provide an itemized statement of remuneration and expenses paid in the previous year to each member of council and person appointed by the municipality to serve as a member of any local board, in respect of their services as a member of Council, any other body or local board.

## Financial Impact

Total remuneration and expenses relating to the Oxford County Council budget were over budget by \$618, due to higher training and travel expenses.

## Communications

There are no further communication requirements of the *Municipal Act, 2001*, or otherwise, related to the statement contained in this report.

**2023-2026 STRATEGIC PLAN**

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Oxford County Council approved the **2023-2026 Strategic Plan** on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council’s vision of “Working together for a healthy, vibrant, and sustainable future.” These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendation in this report supports the following strategic goal.

**Strategic Plan Pillars and Goals**

| PILLAR 1  | PILLAR 2  | PILLAR 3  |
|---|---|---|
|  |  |  |
| <b>Promoting community vitality</b>   | <b>Enhancing environmental sustainability</b>                                     | <b>Fostering progressive government</b>   |
|   |   | Goal 3.4 – Financial sustainability   |

See: [Oxford County 2023-2026 Strategic Plan](#)

**DISCUSSION**

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**Background**

The purpose of this report is to fulfill the statutory requirement of reporting Council and council appointed members to local boards and committees’ remuneration and expenses incurred for the year ended December 31, 2024.

In accordance with subsection 284(1) of the *Municipal Act, 2001*, “The Treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to,

- (a) each member of council in respect of his or her services as a member of council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;
- (b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- (c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.”

Pursuant to subsection 284(2) of the *Municipal Act, 2001*, the Treasurer is required to cite the by-law(s) that authorize the remuneration and expenses that were paid in the fiscal year. The remuneration as presented in this report was authorized under Oxford County By-law No. 3957-99, as amended by By-law No. 5248-2011 and By-law No. 6422-2022. The respective expenses paid to members of council and local boards contained within this report have been authorized under By-law No. 5447-2013 - Employee Expense Policy.

## **Comments**

Attachment 1 to this report summarizes the remuneration, travel, conference and seminar expenses paid to Council members and local board members appointed by Council for 2024.

The total expenditures for 2024 totaled \$491,001 (2023- \$471,438 which represents a 4.2% increase, or \$19,563 more than 2023).

## **Conclusions**

Although the majority of the expenses reported in this report are related to Council member salaries, travel and training required for carrying out their responsibilities in carrying out Council business, it also includes per diems paid to citizen members appointed to local boards and committees in recognition of their time and expenses incurred to fulfill their valued community commitments.

## **SIGNATURES**

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### **Report Author:**

Original signed by

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Carolyn King, CPA, CA  
Senior Manager of Financial Services

### **Departmental Approval:**

Original signed by

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Lynn S. Buchner, CPA, CGA  
Director of Corporate Services

### **Approved for submission:**

Original signed by

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Benjamin R. Addley  
Chief Administrative Officer

## **ATTACHMENT**

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Attachment 1 – Council Remuneration and Expense Report – 2024