THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE

BY-LAW NO. 07-2026

Being a by-law to establish rates of remuneration for the Council of the Municipality of Port Hope

Whereas Section 283 of the Municipal Act, 2001, S.O. 2001, c.25 (“the Act”), as amended, states that a municipality may pay any part of the remuneration and expenses of the Members of Council; and

Whereas the Council of the Corporation of the Municipality of Port Hope deems it appropriate to establish clear and transparent rules regarding remuneration and reimbursement of expenses for Members of Council; and

Whereas Council considered a presentation by Gallagher Benefit Services and Report LLS-02-26 regarding Council Remuneration Results and Recommendations;

NOW THEREFORE the Council of the Corporation of the Municipality of Port Hope enacts as follows:

1. In this by-law,
    a. “Council” shall mean the Council of the Municipality of Port Hope.
    b. “Councilor” shall mean all Members of Council excluding the Mayor and Deputy Mayor.
    c. “Mayor” is defined as the Mayor of the Municipality of Port Hope.
    d. “Deputy Mayor” is defined as the Deputy Mayor of the Municipality of Port Hope.
    e. “Member(s)” when referenced shall mean the Mayor, Deputy Mayor and Members of Council.

2. That the Municipality hereby establishes the following market comparator municipalities for remuneration:
    a. City of Peterborough
    b. City of Pickering
    c. Municipality of Clarington
    d. Town of Ajax
    e. Town of Cobourg
    f. Town of Innisfil
    g. Town of New Tecumseth
    h. Town of Orangeville
    i. Town of Whitby
    j. Hamilton Township

3. That the Municipality hereby establishes rates of remuneration for the Council of the Municipality of Port Hope as set out in Schedule “A” attached hereto.

4. That this by-law shall be known and may be cited as the “Council Remuneration By-law”.

5. That this By-law shall come into force and take effect on November 15, 2026, to align with the start of the new term of Council following the 2026 Municipal Election.

BYLAW READ AND PASSED in Open Council this 17th day of February, 2026.

_____
Olena Hankivsky, Mayor

_____
Shrishma Davé, Clerk

By signing this by-law on the 17th day of February, 2026, Mayor Olena Hankivsky will not exercise the power to veto this by-law.

Schedule “A” to By-law 07-2026

1. **COUNCIL REMUNERATION**

The annual salary outlined below represents remuneration for:

- Attending Council meetings
- Attending Standing Committee meetings
- Attending Advisory Committee meetings
- Attending Ad Hoc Committee meetings
- Attending associated and related business functions
- Representing the Municipality of Port Hope at official functions.

The Council remuneration stated herein is exclusive of any additional remuneration which may be paid to Council Members for participation in other Boards, Committees or County Council e.g. Police Services Board, Ganaraska Region Conservation Authority or similar.

The annual salary for 2026 up to and inclusive of November 14, 2026, is as follows:

Position	Effective January 1, 2026 to November 14, 2026
Mayor	$75,755
Deputy Mayor	$39,033
Councilor	$33,033

Effective November 15, 2026 with inauguration of new Mayor and Council the annual salary for Council is as follows:

Position	Effective November 15, 2026 onwards
Mayor	$115,559
Deputy Mayor	$54,886
Councilor	$46,514

On an annual basis, an economic adjustment equal to the Non-union employee’s economic adjustment, as approved during the annual budget process, will be administered to the Council members’ salary. The economic adjustment would be administered effective January 1 of the budget year.

2. **OTHER REMUNERATION**

Travel Allowance - A travel allowance of seventy-five dollars ($75) per month shall be paid to all Council members, as compensation for travel related to Council participation in the meetings and events noted above.

Expenses - Meals, expenses and kilometers driven by a member of Council on official business for the Municipality other than the duties outlined above (e.g. attending a Conference) shall be reimbursed in accordance with the Expense Reimbursement Policy for Non-union employees and Council.

Training – Council establishes a budget annually for their professional development and attendance at seminars, workshops and conferences deemed to be of benefit to the performance of their responsibilities as Councilors. Prior approval of the professional development request and associated costs must be provided by the Mayor in advance of registering.

Special Events - Where a request from the community has been brought forward to Council and Council has decided by Resolution of Council that a Council representative or delegation should attend, the cost of attending the special event (e.g. fundraiser, social events, charity events and the like) shall be paid by the Municipality of Port Hope.

Participation in special events other than those designated by Resolution of Council as requiring Council representation is a personal decision and as such shall not be reimbursed, except as permitted under Section 4 below.

Technology – A laptop computer and cell phone will be provided to Council members for their business use. The monthly charge for the municipal cell phone plan will be paid by the Municipality and any additional costs incurred for personal use on the municipal cell phone shall be paid by the Council member.

3. **BENEFIT COVERAGE**

A Health Spending Account (HSA) credit in the amount of two thousand five hundred dollars ($2,500) is provided annually to each Council member. The HSA can be used to pay for eligible medical expenses, health care professional expenses, prescription medications, dental and vision care expenses for the member, spouse or dependent children.

The HSA credit amount is pro-rated based on the number of months in the year a member joins or leaves the plan.

With the Municipal review and implementation of the Group Health Benefits Plan, coverage option for Council Members will be reviewed at that time.

4. **ADMINISTRATIVE PROCEDURES**

Special Events – In advance of the event that requires approval for expenses to be reimbursed, the Council member shall first seek the Mayor's approval and confirmation of budget availability. Where approval is given to participate in the event, the member of Council may proceed with registering for the event.

Expense Reimbursement – The reimbursement of expenses for professional development, training, conferences and related expenses, shall follow the municipal procedures, using the expense form, attaching receipts and other documentation for reimbursement.

Expense forms shall be submitted on a timely basis to the Mayor for review and approval of payment. The Mayor shall submit their expenses to the Chief Administrative Officer or designate for approval.

Travel Arrangements - Accommodation, travel (other than own vehicle) and registration for business related events (e.g., training and conferences) may be arranged through the Executive Assistant or designate.

The Council member is encouraged to select the most economical and practical means of transportation, such as ride sharing, bus, rail, air or otherwise.

Reporting - In accordance with the Municipal Act the remuneration and expenses paid by the Municipality to each member of Council shall be reported annually.