



PROVINCE DE QUEBEC
MUNICIPALITY OF GRENVILLE-SUR-LA-ROUGE

BY-LAW NUMBER 2026-04-189
ON THE TREATMENT OF ELECTED OFFICIALS

WHEREAS the Act respecting the remuneration of elected municipal officers (CQLR, c. T-11.001) determines the council's powers regarding the setting of the remuneration of elected municipal officers;

WHEREAS sections 30.0.4 and 31 of this Act, concerning respectively compensation for loss of income and the transition allowance;

WHEREAS By-law number RA-189-04-2024 concerning the remuneration of elected municipal officers, adopted on May 14, 2024;

WHEREAS this by-law must be replaced to update the remuneration system for elected officials;

WHEREAS according to section 82.1 of the Municipal Code of Québec, when the law provides for the presence, on a commission or committee of the council, of persons who are not members of the council, the municipality may, by by-law, provide for the payment of remuneration to any such person, the amount of which is determined based on the person's attendance at each meeting of the commission or committee;

WHEREAS a notice of motion was duly given by Councillor Manon Jutras at the meeting held on April 14, 2026, and a draft by-law was tabled and presented at that same meeting;

WHEREAS the members of the Municipal Council declare, in accordance with the law, that they received a copy of the said draft by-law no later than two (2) business days before this meeting;

WHEREAS copies of the draft were available for consultation;

WHEREAS the members of the Council declare that they have read the by-law and waive the right to read it;

CONSEQUENTLY, IT IS PROPOSED BY COUNCILLOR _____ AND RESOLVED THAT BY-LAW NUMBER 2026-04-189 BE ADOPTED AS FOLLOWS:

ARTICLE 1 PREAMBULE

The preamble forms an integral part of this by-law.

ARTICLE 2 OBJECT

This by-law establishes an annual base salary for the mayor and for each councillor of the municipality, in addition to supplementary compensation for councillors' committee work. It sets out the procedures for reimbursing elected officials' expenses. It will come into effect on January 1, 2026.

ARTICLE 3 BASIC REMUNERATION

The mayor's annual base remuneration is set at \$21,128, or \$1,761 per calendar month or part thereof, and that of each councillor is set at \$10,564, or \$880 per calendar month or part thereof.

ARTICLE 4 INDEXATION

Basic remuneration is indexed upwards each fiscal year by the amount applicable for the preceding fiscal year and by a percentage corresponding to the change in the average Consumer Price Index for the preceding year, based on the index established for all of Quebec by Statistics Canada, as published by the Ministry of Municipal Affairs in the Gazette officielle du Québec.

ARTICLE 5 ADDITIONAL REMUNERATION – DEPUTY MAYOR

Should the deputy mayor replace the mayor, the deputy mayor shall be entitled, starting on the tenth day of their replacement, to an amount equal to the mayor's remuneration. In the event that the position of mayor becomes vacant, the deputy mayor receives, from the date of this vacancy, an amount equal to the mayor's remuneration until the election.

ARTICLE 6 ADDITIONAL COMPENSATION – COMMITTEES AND COMMISSIONS

An elected official is entitled to additional compensation of \$50 for attending a meeting of a committee or commission established by council and of which they are a member.

ARTICLE 7 ALLOWANCES, REIMBURSEMENTS AND ADVANCES

In addition to the compensation established under this by-law, every elected official receives an expense allowance, subject to the provisions of Section III of Chapter II of the Act respecting the remuneration of elected municipal officers.

7.1 Expense Allowance

Every elected official receives an expense allowance equal to 50% of their compensation, in accordance with the Act respecting the remuneration of elected municipal officers.

7.2 Travel Reimbursement

The mayor and any duly authorized councillor are entitled to reimbursement of expenses incurred for any travel outside the municipal territory in the performance of their duties, including participation in training, a conference, or an official activity.

7.3 Applicable Rates

a) Mileage (Personal Vehicle):

Mileage reimbursement is based on the annual rate published by Statistics Canada for the use of a personal vehicle for business purposes.

The calculation is based on the elected official's residence.

b) Meal Expenses (taxes and gratuities included, alcohol excluded):

- breakfast \$13
- lunch \$25
- dinner \$35

c) Commercial Transportation: Actual cost (economy class), upon presentation of receipts.

d) Accommodation: Actual cost (standard room), upon presentation of receipts.

7.4 Monthly Allowance – Cell Phone

The mayor using their cell phone for municipal business may receive a monthly allowance of \$80.

Any councillor using their cell phone for municipal business may receive a monthly allowance of \$50.

7.5 Training and Representation Expenses

Upon proof of payment, the mayor, as well as any councillor previously authorized, is entitled to reimbursement, at actual cost, of reasonable expenses for registration in training activities and any other expenses incurred in the performance of their duties.

Upon proof of payment, the mayor, as well as any councillor they designate to accompany or replace them, is entitled to reimbursement of reasonable representation expenses, including meeting and meal expenses, at actual cost.

7.6 Advances

An authorized elected official may obtain an advance equal to 100% of the anticipated expenses by submitting the required form at least one week before the expense is incurred. Any advance for an expense not incurred or exceeding the reimbursable amount must be repaid within 14 days of the scheduled date of the expense.

7.7 Claims and Supporting Documents

To claim reimbursement for an authorized expense, the elected official must submit the duly completed and signed form provided by the municipality to the secretary-treasurer.

The following supporting documents must be attached to this form:

For travel expenses:

- Proof of travel and the activity undertaken;
- For the use of a motor vehicle: mileage documentation;
- For any commercial transportation, accommodation, and meals: the invoice attesting to the expense or the receipt attesting to its payment;

For any other authorized expense: the invoice attesting to the expense or the receipt attesting to its payment.

7.8 Pension Plan

The Municipality of Grenville-sur-la-Rouge participates in the pension plan established by the Act respecting the pension plan of elected municipal officers (CQLR, c. R-9.3).

ARTICLE 8 SEVERANCE ALLOWANCE

Any elected official who ceases to be a member of council is entitled to a severance allowance, in accordance with section 30.1 of the Act respecting the remuneration of elected municipal officers, provided they have accumulated at least two (2) years of credited service under the Municipal Elected Officers' Pension Plan (MEPP).

The severance allowance is paid by the Municipality and is calculated based on the average salary of a two-week period, determined according to the method prescribed by the Act and applicable regulations.

The severance allowance is paid in a single lump sum within sixty (60) days of the end of the term of office, unless otherwise provided by law.

No severance pay is granted when a condition stipulated by law results in the suspension or non-payment of this allowance, particularly in cases of resignation that do not meet the prescribed requirements or when the law stipulates that no amount is payable.

The Municipality applies at all times the rules, procedures, and definitions set out in the Act respecting the remuneration of elected municipal officers for the calculation and payment of severance pay.

ARTICLE 9 AJUSTMENT

For the purposes of this by-law, any person who, during a given year, ceases to be or becomes an elected official is considered to have begun performing their duties on the first day of the month or, if applicable, to have ceased to perform them on the last day of the month.

This article does not apply to the remuneration provided for in Article 6.

ARTICLE 10 REPLACEMENT

This by-law repeals and replaces By-law RA-189-06-2018 and its amendment, RA-189-01-2022, concerning the remuneration of elected municipal officials.

ARTICLE 11 RETROACTION

This by-law comes into effect on January 1, 2026.

ARTICLE 12 ENTRY INTO FORCE

This regulation will come into force in accordance with the Law.

Tom Arnold
Mayor

François Rioux
Director general and Clerk-treasurer

Notice of motion and tabling of draft by-law:	April 14, 2026
Adoption of draft by-law :	April 14,2026
Adoption :	May 12,2026
Entry into force:	May 13,2026