

THE TOWN OF SAINTE-ANNE

BY-LAW NO. 1-2018

·BEING A BY-LAW OF THE TOWN OF STE. ANNE AUTHORIZING PAYMENT OF INDEMNITIES TO COUNCIL MEMBERS OF THE TOWN OF STE. ANNE FOR THE YEAR 2018.

WHEREAS, Section 124 of the Municipal Act, 1997, the Council of a Municipality may, by By-Law, fix remuneration for Members of Council, travelling and other expenses of Council and Employees of a Municipality.

Now therefore, the Council of the Town of Sainte-Anne in open Council assembled, enacts as follows:

1. THAT By-Law 1-2016 be repealed
2. THAT in this by-law, the definition of regular meetings of Council include:
  - (a) A regular meeting of Council
  - (b) The Town committees of which council is representative
  - (c) Public Hearings
3. THAT Councilors by attending regular meetings of Council will receive a monthly indemnity of:
  - (a) One Thousand dollars (\$1000.00) be paid to the Mayor; and
  - (b) Eight hundred dollars (\$800.00) be paid to each councilor.
  - (c) Councilors may be excused from a regular meeting of council through a resolution at either the council meeting prior to the missed meeting or at the missed meeting. A non-communicated miss will be classed as an unexcused absence. During the summer months of July and August when regular meetings are scheduled on the one date, if you haven't been properly excused the non-communicated miss will be classed as 2 unexcused absences.
  - (d) The accepted reasons for an excused absence are limited to:
    - If the councilor is required to attend another meeting for which he/she is an appointed representative
    - Illness
    - If the date of the regular meeting of council is changed, and the councilor had a previous commitment
  - (e) Councilors must notify the office of their need to be excused from a regular meeting of council.
4. THAT Councilors will be allowed 2 unexcused absences from the attendance or regular meetings of council per fiscal year after which point there will be a deduction of \$200 per meeting from their monthly indemnity for any unexcused absences from a regular meeting of council.
5. THAT any member of Council, if authorized by a resolution of council to attend a meeting, or is present at a special Meeting of Council; the Councilor shall be paid:
  - (a) An indemnity of Seventy-Five dollars (\$75.00) per meeting if less than four (4) hours;
  - (b) An indemnity of one hundred and fifty dollars (\$150.00) if more than 4 hours, but shall not include regular meetings of Council.
  - (c) That where a member of Council receives an indemnity or expenses from another board, the Councilor shall not apply for or be paid a second time;
  - (d) Where a Councilor represents Council on a board, no remuneration shall be paid for volunteer time spent by that Councilor on that board.
6. THAT if a member of Council attends a meeting which is not authorized by a resolution of Council or attend a board meeting where the member has not been assigned by Council
  - (a) No travel expenses or out of pocket expenses will be reimbursed;
  - (b) No indemnity will be paid.
  - (c) If the meeting is called and occurs between scheduled Council Meetings, a resolution may be passed at the next Council Meeting.

7. THAT two-thirds of the amounts referred to in this By-law, excluding Section 8 below, shall be considered to be taxable for Income Tax purposes and one-third of the amounts referred to in this By-law, excluding Section 8 below, shall be considered as a non-accountable allowance and therefore shall be deemed to be exempt from Income Tax in accordance with Subsection 81(3) of the Income Tax Act of Canada and this non-accountable allowance shall be deemed to be used for the payment of taxable services under the Excise Tax Act of Canada.

8. THAT all members of council may claim the actual costs of purchased meals providing receipts are produced for payment for all individual meals taken when absent from home and on business for the Town of Ste. Anne and/or committees when not included as part of the registration fee and duly authorized in advance by the Council of the Town of Ste. Anne. In cases where receipts are not available or produced, the following maximum amounts will be paid:

- (i) \$ 10.00 when absent during the breakfast meal;
- (ii) \$ 10.00 when absent during luncheon meal;
- (iii) \$ 20.00 when absent during dinner meal;
- (iv) \$ 40.00 per day if council member is absent for the entire day.

9. THAT the price paid per kilometer be .40 cents per kilometer for travelling beyond the limits of the Town of Sainte-Anne on business of the Town duly adopted by this By-law, and that this rate also be available to employees duly authorized in advance by the Council of the Town of Ste. Anne or committees of Council to attend conferences or meetings on behalf of the Town of Ste. Anne.

10. THAT this By-law be effective January 1<sup>st</sup>, 2018.

11. THAT no indemnities or expenses for which provision is made in Section 5 and 12 shall be paid until an account has been filed with the Chief Administrative Officer.

DONE AND PASSED by the Council of the Town of Ste. Anne in session duly assembled, this 10<sup>th</sup> day of January, 2018.



MAYOR, Richard Pelletier



C.A.O., Marc Darker

I, Marc Darker, Chief Administrative Officer of the Town of Ste. Anne, do hereby certify that the above document is a true and correct copy of the original.

Read a first time this 12<sup>th</sup> day of December, 2017

Read a second time this 10<sup>th</sup> day of January, 2018

Read a third time this 10<sup>th</sup> day of January, 2018