

Remuneration of Council By-Law # 018



Town of Quispamsis

BY - LAW NO. 018

**A BY-LAW OF THE MUNICIPALITY OF QUISPAMISIS RESPECTING THE
REMUNERATION OF COUNCIL**

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The Council of the town of Quispamsis, pursuant to the authority granted under Section 36(3) of the Municipalities Act of New Brunswick, enacts as follows:

1. TITLE

A. This by-law may be cited as the Remuneration of Council By-law.

2. DEFINITIONS

A. In this by-law:

- i. "Annual" means each consecutive twelve (12) month period commencing from the date a Member is sworn into office and does not refer to a calendar year;
- ii. "Council" means the Council of the town of Quispamsis, and includes the Mayor, the Deputy Mayor, and all the Councillors;
- iii. "Councillor" means a Member of the Council other than the Mayor and Deputy Mayor;
- iv. "Deputy Mayor" means the Deputy Mayor of the town of Quispamsis;
- v. "Mayor" means the Mayor of the town of Quispamsis;
- vi. "Member" means a person elected to the Council and includes the Mayor, the Deputy Mayor, and all of the Councillors;
- vii. "Treasurer" means the Treasurer appointed by the Council of the town of Quispamsis;

3. SALARIES OF MEMBERS

A. Effective June 1, 2012, salaries of Members shall be as follows:
[AMENDMENT # 7, DATED 2011-12-06] NOTE: SECTIONS i, ii, & iii., below replaced with Sections iv. (a) (b) & (c) [AMENDMENT # 8, DATED 2018-12-18]

- i. ~~The Mayor shall receive an annual salary of twenty thousand eight hundred eighteen dollars (\$20,818.00);~~
- ii. ~~The Deputy Mayor shall receive an annual salary of eleven thousand sixty dollars (\$11,060.00);~~
- iii. ~~Each Councillor shall receive an annual salary of nine thousand four hundred eighty four hundred dollars (\$9,484.00).~~
- iv. Effective January 1, 2019: [AMENDMENT # 8, DATED 2018-12-18]
 - (a) The annual salary of the Mayor set out in subsection i. above shall increase to thirty nine thousand six hundred sixty seven dollars (\$39,667.00);
 - (b) The annual salary of the Deputy Mayor set out in subsection ii. above shall increase to twenty one thousand seventy four dollars (\$21,074.00);
 - (c) The annual salary of each Coucillor set out in subsection iii. above shall increase to seventeen thousand eight hundred six dollars (\$17,806.00);
 - (d) The Allowances for Expenses for the Mayor, Deputy Mayor and each Councillor set out in Sections 4.A.i., ii., and iii., shall be discontinued and these sections shall be deemed to be deleted;
 - (e) The maximum annual reimbursement for expenses for the Mayor set out in Section 4.B.v.a. shall decrease to eleven thousand eight hundred ninety eight dollars (\$11,898.00);
 - (f) The maximum annual reimbursement for expenses for the Deputy Mayor set out in Section 4.B.v.b. shall decrease to

six thousand seventy-two dollars (\$6,072.00);

- (g) The maximum annual reimbursement for expenses for each Councillor set out in Section 4.8.v.c . shall decrease to five thousand five hundred fifty four dollars and fifty cents (\$5,554.50);
- (h) The words “and allowance for expenses” shall be deemed to be removed from Sections 5.A.i.,ii and iii.;
- (i) The word ‘allowances’ shall be deemed to be deleted from Section 5.1.A; and
- (j) The section reference, “4.A.”, shall be deemed to be deleted from Section 5.1.A.

4. ALLOWANCES FOR EXPENSES

- A. This section deleted. ([AMENDMENT # 8, DATED 2018-12-18])
- B. [AMENDMENT # 6, DATED 2009-10-06] Additionally each Member may claim reimbursement for travel expenses incurred while on Town business, including but not limited to:
 - i. For use of a personal automobile used for the Town’s business when travelling outside the Town, the per kilometre rate as set by resolution of Council;
 - ii. Meals at cost to a maximum of sixty dollars (60.00) per day, plus tax and gratuity;
 - iii. Air fare, registration fees, lodging, parking, taxi cabs, telephone charges, and other expenses at cost;
 - iv. The cost of meals for their spouse/partner at functions attended by that member pursuant to his or her duties as a member of Council and in accordance with the current policy of Council regarding same.

v. The total maximum annual reimbursement for expenses incurred under Subsection 4.B. shall be limited to: [AMENDMENT #7, DATED 2011-12-06] ([AMENDMENT # 8, DATED 2018-12-18])

- a. Eleven thousand eight hundred ninety eight dollars, (\$11,898.00) for the Mayor;
- b. Six thousand seventy-two dollars (\$6,072.00); for the Deputy Mayor;
- c. Five thousand five hundred fifty four dollars and fifty cents (\$5,554.50) for each Councillor.

C. The following are ineligible expenses:

- i. Per diem allowances shall not be paid to any Member of Council.
- ii. Members shall not be paid for expenses incurred by, or on behalf of, their partner/spouse, nor any other family member except for those expenses claimed pursuant to Section 4.B.iv.
- iii. Members shall not be paid for expenses which will be reimbursed to them by other parties.

5. METHOD OF PAYMENT AND PROCEDURES

[AMENDMENT # 2, DATED 2003-05-20]

A. i. Payment of a Member's annual salary [AMENDMENT # 8, DATED 2018-12-18] incident to the discharge of their duties shall commence with the first regular scheduled payroll after taking the oath of office and continuing until the earliest of:

- a. The expiration of the members term in office; or
 - b. Upon his/her seat being declared vacant pursuant to Sections 34 and 35 of the Municipalities Act of New Brunswick.
- ii. Subject to Section 5.A.(iii), commencing June 1, 2003, a Member's annual salary [AMENDMENT # 8, DATED 2018-12-18], shall be paid by

consecutive bi-weekly (direct deposit) payments, each equal to 1/26th of the annual salary and allowance less any statutory deductions.

iii. If a Member's term starts or ends other than at the start or end of a regular scheduled pay period, the Member's salary [AMENDMENT # 8, DATED 2018-12-18] paid in accordance with Section 5.A.(ii) shall be prorated in accordance with the actual number of days in the pay period.

B. All claims for reimbursement for expenses under Subsection 4(B) must be submitted to the Treasurer on the forms as may be required by the Treasurer, along with such receipts [AMENDMENT # 8, DATED 2018-12-18].. All claims must be signed by the claimant.

C. No advance payment of such salary or allowance as authorized in Sections 3. or 4. shall be permitted except as follows:

Members may obtain advance working funds from the Treasurer to cover the estimated travel expenses for out of town travel for a specific event. The funds for travel purposes will be in the form of electronic funds transfer [AMENDMENT # 8, DATED 2018-12-18] issued by the Treasurer.

a. If the Member does not reconcile his/her advance working funds by completing and signing an Expense Statement, and submitting it to the Treasurer, along with such receipts as required by the Treasurer together with any excess working funds advanced, within three (3) weeks after the event for which the advance working funds were paid out, the amount of the advance working funds shall be deducted in full from the Member's next regular scheduled payment [AMENDMENT # 3, DATED 2003-09-02].

5.1.A. On the first day of June 2013 and on the first day of June in each and every year thereafter, the salaries, [AMENDMENT # 8, DATED 2018-12-18] and expenses set out in Sections 3.A., 4.A., and 4.B. shall be adjusted by an amount equal to the average increase in the Consumer Price Index (CPI) for New Brunswick recorded for the immediately preceding fiscal year ending April 30.

6. BY-LAW REPEALED

- a. Section 7. of By-law Number 001 “*A By-law of the Municipality of Quispamsis Respecting the Procedure, Organization and Remuneration of the Council*” is hereby repealed.

7. EFFECTIVE DATE

- a. This by-law comes into effect on May 28, 2001.

READ FIRST TIME: December 5, 2000

READ SECOND TIME: December 5, 2000

READ THIRD TIME AND ENACTED: December 19, 2000

AMENDMENT NO. 1 READ THIRD TIME AND ENACTED: September 18, 2001

AMENDMENT NO. 2 READ THIRD TIME AND ENACTED: May 20, 2003

AMENDMENT NO. 3 READ THIRD TIME AND ENACTED: September 2, 2003

AMENDMENT NO. 4 READ THIRD TIME AND ENACTED: January 18, 2005

AMENDMENT NO. 5 READ THIRD TIME AND ENACTED: February 19, 2008

AMENDMENT NO. 6 READ THIRD TIME AND ENACTED: October 6, 2009

AMENDMENT NO. 7 READ THIRD TIME AND ENACTED: December 6, 2011

AMENDMENT NO. 8 READ THIRD TIME AND ENACTED: DECEMBER 18, 2018

SEAL

Mayor

Clerk

