

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**

1.	TITLE	2
2.	DEFINITIONS	2
3.	SALARIES OF MEMBERS	3
4.	ALLOWANCES FOR EXPENSES	3
5.	METHOD OF PAYMENT AND PROCEDURES	4
6.	BY-LAW REPEALED	5
7.	EFFECTIVE DATE	6

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The Council of the town of Quispamsis, pursuant to the authority granted under Section 49 (1) of the *Local Governance Act* of New Brunswick {AMENDMENT #9, DATED 2021-04-06}, hereby 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 [AMENDMENT # 7, DATED 2011-12-06] {AMENDMENT #8, DATED 2018-12-18}; {AMENDMENT #9, DATED 2021-04-06},

A. Effective June 1, 2023, pursuant to Section 5.1.A -

i.

- i. The annual salary of the Mayor shall be fifty-eight thousand, two hundred fifty-eight dollars and 83 cents, (\$58,258.83),
- ii. The annual salary of the Deputy Mayor shall be twenty seven thousand, seven hundred dollars and 81 cents, (\$27,700.81),
- iii. The annual salary of each Councillor shall be (twenty-four thousand, one hundred and ninety-one dollars and 77 cents, (\$24,191.77).

4. ALLOWANCES FOR EXPENSES

A. [AMENDMENT # 7, DATED 2011-12-06] {AMENDMENT #8, DATED 2018-12-18}

B. [AMENDMENT # 6, DATED 2009-10-06] {AMENDMENT #9, DATED 2021-04-06} Additionally each Member may claim reimbursement for travel expenses incurred while on Town business, including but not limited to:

- i. “Each Member may claim reimbursement for travel expenses incurred while on Town business. Members are expected to travel by the most direct route and use the most economical means of transportation considering travel time involved.” {AMENDMENT #9, DATED 2021-04-06},
- ii. Deleted {AMENDMENT #9, DATED 2021-04-06},
- iii. Deleted {AMENDMENT #9, DATED 2021-04-06},
- iv. Deleted {AMENDMENT #9, DATED 2021-04-06},
- v. The total maximum annual reimbursement for expenses incurred under Subsection 4.B. shall be limited to:

[AMENDMENT #7, DATED 2011-12-06] Deleted {AMENDMENT #9, DATED 2021-04-06},

Effective June 1, 2023, pursuant to Section 5.1.A.:

- a. Four thousand, five hundred and three dollars, (\$4,503) for the Mayor.
- b. Three thousand, nine hundred forty dollars (\$3,940), for the Deputy Mayor; and
- c. Three thousand, nine hundred forty dollars (\$3,940), 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. {AMENDMENT #9, DATED 2021-04-06},
- iii. Members shall not be paid for expenses which will be reimbursed to them by other parties.

5. **METHOD OF PAYMENT AND PROCEDURES** - [AMENDMENT # 18-02,DATED 2003-05-20]

- A.
 - i. Payment of a Member's annual salary {AMENDMENT #18-08; 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 #18-08; 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 #18-08; DATED 2018_12_18}, 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, {AMENDMENT #18-08; DATED 2018_12_18}, along with such receipts as required by the Treasurer. 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:
 - i. 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 an electronic funds transfer, {AMENDMENT #18-08; 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 #18-08; DATED 2018_12_18}, {AMENDMENT #9, DATED 2021-04-06}, and expenses set out in Sections 3.A., {AMENDMENT #18-08; DATED 2018_12_18}, 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

AMENDMENT NO. 9 READ THIRD TIME AND ENACTED: April 6, 2021 (effective June 1, 2021)

SEAL

X

Gary Clark
Mayor

X

Catherine P. Snow
Clerk