

Rural Municipality of Eastern Kings
A Bylaw to Regulate Remuneration of Council and Appointees
Bylaw # 2021 – 03

BE IT ENACTED by the Council of the Rural Municipality of Eastern Kings as follows:

1. Title

- 1.1. This bylaw shall be known and cited as the “Remuneration Bylaw.”

2. Authority

- 2.1. Section 82 of the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1., enables Council, by bylaw, to establish the types, rates, and conditions of payments to be made to or on behalf of a member of the council, a member of a council committee or another person.

3. Application

- 3.1. This bylaw applies to all Council members. For greater certainty, this includes the Mayor, Deputy Mayor and Councillors; as well as Council Committee members as per section 8.2 of this bylaw.

4. Definitions

- 4.1. “Act” means the Municipal Government Act.
- 4.2. “Chief Administrative Officer” or “CAO” means the administrative head of a municipality as appointed by council under subsection 86(2)(c) of the *Municipal Government Act*.
- 4.3. “Compensation” means a form of monetary payment for the performance of some work or service.
- 4.4. “Council” means the mayor and other members of the council of the municipality.
- 4.5. “Councillor” means a member of Council other than the mayor.
- 4.6. “Commission” means the Remuneration and Allowances Commission appointed pursuant to subsection 82(3) of the Act.
- 4.7. “Remuneration” means monetary payment for the performance of some work or service.
- 4.8. “Council Committee” means a committee or other body established by the municipality that has no members other than those members appointed by the Council.

5. Establishing a Remuneration Bylaw

- 5.1. Council may, by bylaw, establish the level of remuneration and reimbursement available for council and committee members.

6. Remuneration of Council Members

- 6.1. The Mayor shall be paid remuneration for discharge of the duties of office in the amount of \$ 2,000.00 per year. To be made available quarterly or annually (Jan-Dec) as desired following time served.
- 6.2. The Deputy Mayor shall be paid remuneration for discharge of the duties of office in the amount of \$ 1,500.00 per year. To be made available quarterly or annually (Jan-Dec) as desired following time served.
- 6.3. Each Councillor shall be paid remuneration for discharge of the duties of office in the amount of \$ 900.00 per year. To be made available quarterly or annually (Jan-Dec) as desired following time served.
- 6.4. Where a Mayor, Deputy Mayor, or Councillor does not serve a full 12 month term or misses multiple meetings without the consent of Council, remuneration shall be prorated on a monthly basis for time served. Those monies not paid out, shall stay in the general fund of the municipality.
- 6.5. Remuneration shall be paid out on or about quarterly (March/June/September and December) or annually in December of each year.
- 6.6. Remuneration for the Mayor, Deputy Mayor, and Councillors, shall be reviewed prior to Budget annually.

7. Allowance for Expenses

- 7.1. The Mayor, Deputy Mayor, and Councillors, shall be reimbursed for their legitimate expenses incurred through the execution of their duties as office holders of the municipality in accordance with Schedule A that is attached to, and forms part of, this bylaw.

8. Remuneration of Appointees

- 8.1. Subject to 6.3 to 6.6, persons other than members of Council, appointed by Council as members of the following Council Committees shall receive remuneration in the amounts as approved by the annual budget review:
- a. Municipal Emergency Management Standing Committee
- 8.2. Any such appointee who attends less than 50% of all regular and special meetings of a Council Committee without a resolution of Council shall be deemed to have resigned, notwithstanding that his or her term may not have expired.

9. Revisions to this Bylaw

- 9.1. Prior to making any amendments to this bylaw that alters existing types, rates and conditions of compensation, allowances or benefits to be paid to members of Council, Council shall, in accordance with section 82(3) of the Act, appoint an independent Remuneration and Allowances Commission.
- 9.2. The Commission shall be made up of 2-3 members, who shall not be members of Council or municipal staff.
- 9.3. The members of the Commission shall be reimbursed for their time in accordance with the reimbursement amounts set out for appointees to committees under Section 8.
- 9.4. The Commission shall review and make recommendations to Council respecting the compensation, reimbursement or payments that should be made to members of Council, giving consideration to:
 - (a) compensation, reimbursement and payment rates of comparably-sized municipalities;
 - (b) the budgetary impact of any changes to existing types, rates and conditions of compensation, allowances or benefits;
 - (c) the impact of any changes on the ability of the municipality to ensure an active and engaged Council through the recruitment of candidates for election; and
 - (d) the time requirements associated with participation on Council and Council Committees.
- 9.5. The Commission shall report to Council within 120 days of being appointed or within another time frame identified in the resolution appointing the Commission.

10. Repeal of Existing Bylaw

- 10.1. On adoption, this bylaw replaces the "Council Remuneration Bylaw" - Effective Date November 01, 2013/Passed on October 16, 2013.

11. Amendments

- 11.1. Council may revise "Schedule A" to this bylaw at any time by resolution if required in accordance with Section 135 of the Act; and shall ensure that "Schedule A" to this bylaw is updated at least annually in accordance with the posted PEI Provincial Government Rates.

12. Effective Date

- 12.1. This Remuneration Bylaw, Bylaw# 2021-03, shall be effective on the date of approval and adoption below.

First Reading:

This Remuneration Bylaw, Bylaw# 2021-03, was read a first time at the Council meeting held on the 9th day of November, 2021.

This Remuneration Bylaw, Bylaw# 2021-03, was approved by a majority of Council members present at the Council meeting held on the 9th day of November, 2021.

Second Reading:

This Remuneration Bylaw, Bylaw# 2021-03, was read a second time at the Council meeting held on the 14th day of December, 2021.

This Remuneration Bylaw, Bylaw# 2021-03, was approved by a majority of Council members present at the Council meeting held on the 14th day of December, 2021.

Approval and Adoption by Council:

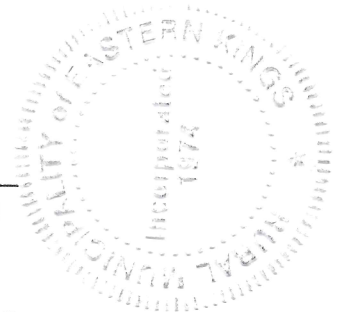
This Remuneration Bylaw, Bylaw# 2021-03, was adopted by a majority of Council members present at the Council meeting held on the 14th day of December, 2021.

13. Signatures



Mayor (sealed)


Chief Administrative Officer (sealed)



"A Bylaw to Regulate Remuneration of Council and Appointees"

This Bylaw #2021-03 "A Bylaw to Regulate Remuneration of Council and Appointees", adopted by the Council of the Rural Municipality of Eastern Kings on 14 December 2021 is certified to be a true copy.



Chief Administrative Officer Signature



Date

SCHEDULE A**Mileage Reimbursement**

Annual posted PEI Provincial Government Rate(s). (Cents per kilometer travelled)

Example: "As at November 4, 2021"

The provincial government mileage rate is: 0.42 / cents per km

Meal Reimbursement

Annual posted PEI Provincial Government rate(s) for Meal Reimbursement; to be supported by receipts.

Example: "As at November 4, 2021"

Breakfast at the rate of	\$21.35
Lunch at the rate of	\$21.60
<u>Dinner at the rate of</u>	<u>\$53.00</u>
Daily Meal Allowance Total:	\$95.95

No mileage will be paid for attendance at Council meetings, Council Committee meetings or for meetings held within the Rural Municipality of Eastern Kings.

No meal allowances will be paid for attendance at Council meetings, Council Committee meetings or for meetings held within the Rural Municipality of Eastern Kings.

Officials may be reimbursed for other expenses, incidental and necessary to their municipal duties, as approved by the council and supported by receipts.