

COUNCIL PROCEDURAL BYLAW AMENDMENT

A Bylaw of the Town of Eckville in the Province of Alberta to amend Bylaw 640/02 of the Town of Eckville known as the Council Procedural Bylaw.

WHEREAS it is deemed necessary and expedient to amend the present Council Procedural Bylaw No. 640/02 and,

AND WHEREAS pursuant to the provisions of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, and amendments thereto, the Council of the Town of Eckville duly assembled enacts as follows:

APPROVES amendments to the Council Procedural Bylaw as follows:

AND AMEND SCHEDULE "A" as follows:

- **By Deleting:**

SCHEDULE "A", which was updated through amending Bylaw # 724 / 14, in its entirety:

- **And By Adding:**

SCHEDULE "A" which is attached to and forms a part of this Bylaw:

SCHEDULE "A"

COUNCIL REMUNERATION

1) Council Honorariums:

- a) Council Honorarium Pay shall be paid to All Members of Council in monthly instalments and shall provide for:
 - Attendance at a maximum of 24 meetings (regular and or budget) each calendar year; and
 - Pre-meeting preparation & time spent on miscellaneous Council business.
- b) Mayor Honorarium Pay shall be paid to the Mayor on a monthly basis and shall provide for:
 - Attendance at meetings with CAO and administration as needed; and
 - Attendance at Town Office to endorse cheques, contracts, agreements, etc.
- c) Deputy Mayor Honorarium Pay shall be paid to the Deputy Mayor on a monthly basis and shall provide for:
 - Attendance at meetings with CAO and administration as needed in the Mayors absence; and
 - Attendance at Town Office to endorse cheques, contracts, agreements, etc. in the Mayors absence.

2) **Council Honorarium Rates:**

- a) Mayor - \$659.20 per month
- b) Deputy Mayor - \$504.70 per month
- c) Council Members - \$401.70 per month

3) **Council Per Diem Pay:**

- a) Council Per Diem Pay shall be paid to All Members of Council on a monthly basis as follows:
 - For attendance at internal Town committee meetings as approved by Council; and
 - For attendance at external committee meetings as approved by Council; and
 - For attendance at conventions, seminars, workshops, special functions, or other events as approved by Council.

4) **Council Per Diem Rates:**

- a) Minimum (up to 2 hours) - \$ 61.80
- b) Half Day (2 hours to 4 hours) - \$123.60
- c) Full Day (4 hours to 8 hours) - \$247.20 (Maximum Daily Rate)

5) **Mayor's Hospitality Allowance:** As per approved annual budget

6) **Remuneration from Outside Boards and/or Committees**

Where the Mayor or Councillor receives remuneration from another board or committee, such remuneration should be paid directly to the Town of Eckville. The Council member will submit an expense sheet listing the function attended, remuneration for such attendance and any expenses incurred. Payment will be made at the end of the month following submission of a Timesheet.

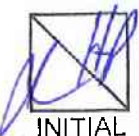
7) **Travel and Subsistence Allowances**

- a) Mileage \$0.50 per kilometre
- b) Meals (no receipts)
 - \$15.00 – Breakfast
 - \$15.00 – Lunch
 - \$25.00 – Supper
 - \$55.00 – flat rate for conventions
- c) Incidental Expenses (no receipts) \$10.00 - flat rate per night
- d) Hotel Accommodations, parking 100%
- e) Registration fees 100%

8) **Spousal Allowances**

The Town encourages the attendance of Council spouses/partners at the annual Alberta Urban Municipalities Association (AUMA) Conference and will cover the cost of:

- a) Banquet tickets;



- b) Partners Program fees; and
- c) Meals at approved rates.

9) **Communication Allowances**

The Town recognizes that the Mayor and Council Members make use of their personal telephone, internet service and cellular phones in the execution of their Town duties. To help offset these personal expenses the Town shall reimburse the Mayor and Council Members at a flat rate of \$50.00 per month.

10) **Payment Procedures**

- a) **Honorarium Pay** - will be paid at the end of each month (no Timesheet required).
- b) **Per Diem Pay** – will be paid as Timesheets are submitted to the CAO and approved by the CAO & the Mayor.
- c) **Travel and Subsistence Allowances** – will be paid as Expense forms are submitted to the CAO and approved by the CAO & the Mayor.
- d) **Spousal Allowances** – will be paid as Expense forms are submitted to the CAO and approved by the CAO & the Mayor.
- e) **Communication Allowances** – will be paid at the end of each month (no Expense form required).

11) **Council Benefits**

All duly sworn in and serving Members of Council shall be entitled to benefits as listed below:

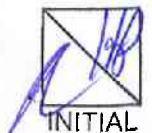
- a) **Extended Health Care with Vision** (100% premiums paid by Town);
- b) **Dental Care** (100% premiums paid by Town);
- c) **\$500 Annual Health Spending Account;**
- d) **Group Life Insurance** (based upon insurance provider policy - 100% premiums paid by Town);
- e) **Accidental Death and Dismemberment** (based upon insurance provider policy – 100% premiums paid by Town);
- f) **Employee Assistance Plan** (100% premiums paid by Town).

THAT THIS BYLAW shall take effect on January 1, 2019.


READ a first time this 17th day of December, 2018

READ a second time this 17th day of December, 2018

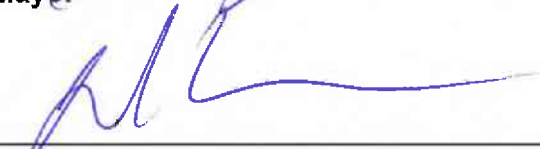
Given UNANIMOUS CONSENT to go to third and final reading this 17th day of December, 2018



READ a third and final time this 17th day of December, 2018



Mayor



Chief Administrative Officer

