

**Village of Barons
IN THE PROVINCE OF ALBERTA
BYLAW #737**

**A BYLAW OF THE VILLAGE OF BARONS, IN THE PROVINCE OF ALBERTA, TO
SETFORTH THE GUIDELINES FOR REMUNERATION FOR MAYOR, COUNCIL, CAO
AND OTHER VILLAGE EMPLOYEES AND TO REPEAL BYLAW #717 AND BYLAW #656.**

WHEREAS, it is expedient to make provisions for the remuneration, allowances, expenses and benefits of the Mayor, Council, Chief Administrative Officer, Public Works, Emergency Management Committee, Municipal Planning Committee and other Village Employees and to reimburse the expenses incurred while carrying out the functions on behalf of the municipality or when authorized to do so.

NOW THEREFORE, the Council of the Village of Barons, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. This Bylaw shall be known as the “Remuneration Bylaw” of the Village of Barons.
2. In this Bylaw, unless the context otherwise states or requires:
 - a. “Budget” means that sum apportioned to the Mayor, each member of Council, CAO, Public Works and/or appointments to each committee for municipal events.
 - b. “Events” means a reception, special occasion, conference and meeting which shall include, but limited to the following:
 - Alberta Urban Municipalities Association Annual Convention
 - Alberta Urban Municipalities Association Workshops/Seminars
 - Conventions, conferences, meetings, workshops, seminars for the CAO, Public Works, Emergency Management Committee, Municipal Planning Committee and/or other Village employees which shall include but not limited to:
 - Alberta Urban Municipalities Association Annual Convention
 - Local Government Administrators Association Conference/Workshops
 - Alberta Water/Wastewater Association Annual Conference/Workshops
 - Emergency Management Workshops
 - Such other workshops/seminars deemed necessary by Council or the CAO.
 - c. “Expenses” means admissions, registrations, meals, mileage and reasonable out of pocket expenses.

REMUNERATION AND ALLOWANCES

The Mayor and Council shall be remunerated for the performance of regular and usual duties associated with the responsibilities of each elected offices including:

1. Regular meetings of Council

2. All regional and local area committees to which the member of Council is appointed or requested to attend.
3. Regular ceremonial or statutory duties
4. Attendance at meetings to Special meetings of Council, Committees or other related business meetings for which Council or a majority of Council have authorized.

The rate of remuneration to be provided shall be as indicated in “Schedule A”.

TRAVEL AND EXPENSES

The rates and conditions prescribed are intended to avoid the economic loss to the elected official/municipal employee when reasonable and proper expenses are incurred.

Travel and accommodations shall be comfortable and of good quality, neither sumptuous nor sub-standard.

1. An elected official/municipal employee on travel status may claim the following expenses with a receipt:
 - a. Airport Fare
 - b. Taxi Fare
 - c. Parking Charges
 - d. Automobile Rental

An elected official/municipal employee who uses his/her own motor vehicle on Village business shall be reimbursed for travel as per “Schedule A”.

If an elected official/municipal employee is required to travel on Village business and overnight accommodation away from his/her regular domicile is necessary, he/she may claim:

- a. The actual cost of accommodation upon submission of receipts to a maximum of \$300.00 per night.
- b. Elected officials/municipal employees may wish to secure alternate accommodation at no cost to the official. He/she may then claim without receipt an amount shown on “Schedule A”.

MEALS AND GRATUITIES

Elected officials, CAO, Emergency Management Committee Members and other Village Employees may claim the cost of a meal to a maximum as per “Schedule A”.

Where meal costs are included on a hotel bill, they must be identified as meal costs.

Where conference or seminar registration includes meals, the Village will not re-imburse substitute meals.

Gratuities for meals and hotel service are included in the amount set for meal allowances. Gratuities for taxi services are to be included in taxi costs.

EXPENSE REPORT

All claims shall be submitted within ten days of return and must be on the prescribed form.

REPEAL

Upon third reading of Bylaw #737, Bylaws #698 and #717 and all amendments thereto are hereby repealed.

EFFECTIVE DATE

This Bylaw shall come into effect on May 1, 2022.

Read a first time, this day of, 2022

Read a second time, this day of, 2022

And by Unanimous Consent of Council to hold a third and final reading this
_____ day of _____, 2022 for Remuneration Bylaw #737

Read a third and final time and finally passed this day of, 2022.

MUNICIPALITY OF THE VILLAGE OF BARONS

Mayor

Administrator

**Village of Barons
Bylaw #737**

“SCHEDULE A”

Rates of Remuneration for Elected Officials

The rate of remuneration for the performance of regular and usual duties of Elected Officials as identified shall be as follows:

- | | |
|--|---------------------|
| - Council/Special Meeting
(Or any meeting Regular ceremonial or statutory duties) | \$95.00 per meeting |
| - Committee Meetings
(Emergency Management, MPC included) | \$95.00 per meeting |
| - Conventions, conferences, seminars, public hearings
(any meeting over four (4) hours) | \$150.00 per day |
| - Elected Officials Allowance | |
| - Mayor | \$160.00 per month |
| - Councillors | \$125.00 per month |

Elected and Appointed Municipal Officials and Employees

- | | |
|---------------------------------------|------------------|
| - Accommodation (no receipt required) | \$250.00 per day |
| - Meals (no receipt required) | |
| - Breakfast | \$20.00 |
| - Lunch | \$25.00 |
| - Dinner | \$25.00 |
| - Gratuities | 15% |

KILOMETRE RATE FOR TRAVEL

.70 per kilometer