

The Corporation of the Township of Guelph/Eramosa

By-law Number 41/2011

A By-law to provide for Remuneration for Members of Council of the Corporation of the Township of Guelph/Eramosa and to repeal By-law 71/2007.

WHEREAS Section 11(2) of the *Municipal Act 2001, c. 25*, provides that a municipality may pass by-laws for financial management of the municipality and its local boards; and

WHEREAS Section 283(2) of the *Municipal Act 2001, c.25*, provides that a municipality may only pay the expenses of the members of its Council, if the expenses are of those persons in their capacity as members of Council, and if the expenses are actually incurred, or the expenses are, in lieu of the expenses actually incurred, a reasonable estimate, in the opinion of the council, of the actual expenses that would be incurred; and

WHEREAS Sections 284(2) of the *Municipal Act 2001, c.25*, requires that the remuneration and expenses of Council be authorized by By-law; and

WHEREAS Section 283(7) of the *Municipal Act 2001, c.25*, requires a review of a by-law passed under subsection 283(5) at a public meeting at least once during the four-year period corresponding to the term of office of its members after a regular election; and

WHEREAS the Council of the Corporation of the Township of Guelph/Eramosa deems it necessary and desirable establish clear, accountable policies and practices for the remuneration and expenses paid to elected Members of Council, in accordance with the provisions of the newly consolidated *Municipal Act 2001 c.25*;

NOW THEREFORE, the Council of the Corporation of the Township of Guelph/Eramosa enacts as follows:

1. That By-law 71/2007, being a by-law to provide for remuneration for Members of Council be repealed.
2. That, in accordance with Section 283(7) of the *Municipal Act 2001*, Council ratifies the resolution adopted by Council on dated July 30, 2002 deeming one-third of the amount paid to the elected members of Council and its local boards as a salary, indemnity, allowance or other remuneration, to be expenses incidental to the discharge of his or her duties as a Member of Council or local board, for a further four year period.
3. That the Mayor shall receive \$14,719.90 per annum remuneration, paid in equal bi-weekly instalments, plus an annual increase equal to the percentage increase given to non-union employees; such increase effective January 1st of every year of Council's four year term of office.
4. That each Ward Councillor shall receive \$9,812.92 per annum remuneration, paid in equal bi-weekly instalments, plus an annual increase equal to the percentage increase given to non-union employees, such increase effective January 1st of every year of Council's four year term of office.

5. That a Seventy-Five Dollar (\$75.00) remuneration be paid to the Mayor and Ward Councillors for attendance at meetings/events related to their capacity as a Member of Council, which may include:
 - a. Special Council Meetings,
 - b. Strategic Planning Committee Meetings,
 - c. various Committee meetings to which a Member has been duly appointed by Council resolution,
 - d. other meetings which a Member has been pre-approved to attend by Council resolution.
6. That the Mayor and Ward Councillors shall provide notice to the Clerk or his/her designate if he/she is unable to attend any scheduled meeting of Council or Committee of Council and the reason for their absence. The Clerk or his/her designate shall announce the Member's regrets at the subsequent meeting.
7. That no Member of Council shall be absent for more than three (3) regular Council meetings from December 1st to November 30th annually, and that if absent for three (3) or more regular Council meetings shall have the amount of \$200.00 deducted from his/her salary per meeting unless such absences are due to:
 - i. attendance at a convention, conference, workshop or meeting pre-approved by Council; or
 - ii. attendance to give evidence at a judicial hearing of any legislation body or Township business; or
 - iii. personal illness.
8. That meeting attendance of the Mayor and Ward Councillors shall be reported to Council annually with the Statement of Council Expenses.
9. That the Mayor shall receive \$500.00 per annum as a mileage allowance for the use of his/her personal vehicle in performing his/her regular duties as Mayor.
10. That a \$110.00 per diem rate be paid to the Mayor and Ward Councillors for meals and attendance at:
 - a. conferences, conventions, and workshops pre-approved by Council resolution;
 - b. to give evidence at a judicial hearing or any legislative body.
11. That a staff credit card may be used to secure accommodation for the Mayor or Ward Councillors when attending approved workshops, conventions or conferences. All other expenses shall be reimbursed, subject to completion of the prescribed forms.
12. That the Mayor and Ward Councillors be reimbursed for mileage when using their personal vehicles to attend conference, conventions, workshops or meetings approved by Council, at a rate as prescribed by resolution for each actual kilometre driven, subject to completion of the prescribed forms.
13. That the Mayor and Ward Councillors be reimbursed for actual expenses incurred when attending conferences, conventions, workshops or meetings approved by Council resolution. Expenses for registration, accommodation, transportation and local travel shall be reimbursed upon submission of the proper documentation.

14. That claim forms for reimbursement for Special Council Meetings, Conferences/Conventions/Workshops, and expenses shall be submitted to the Clerk's Department within 30 days following the date that the meeting/expenses were incurred.

READ three times and finally passed
this **4th** day of **July, 2011**.

Chris White, Mayor

Meaghen Reid, Clerk