

**Rural Municipality of Crapaud, PEI**  
**A Bylaw to Regulate Remuneration of Council and Appointees**  
**Bylaw # 2018 – 06**

**BE IT ENACTED** by the Council of the Rural Municipality of Crapaud 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.

**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, both monetary payment for the for the performance of some work or service and non-monetary payments such as medical insurance, pension schemes, retirement benefits, etc.

**5. Establishing a Remuneration Bylaw**

- 5.1. Council may, by bylaw, establish the level of remuneration and reimbursement available to elected officials to ensure that:
- (a) residents who have been elected to the position of Mayor, Deputy Mayor, or Council member are provided reasonable remuneration for their service to the Rural Municipality of Crapaud ;
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- (b) ensure the orderly and consistent payment and reimbursement to the Mayor, Deputy Mayor, Councillors, 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 \$4,000 per year.
- 6.2. The Deputy Mayor shall be paid remuneration for discharge of the duties of office in the amount of \$2,600 per year.
- 6.3. Each Councillor shall be paid remuneration for discharge of the duties of office in the amount of \$2,600 per year.
- 6.4. Where a Councillor, Deputy Mayor or Mayor does not serve a full 12 month term (or misses a meeting without the consent of council), remuneration shall be prorated on a monthly basis for time served or part month thereof (or per meetings missed) and those monies shall stay in the general fund of the municipality.
- 6.5. Remuneration shall be paid on or about the 15<sup>th</sup> of June and the 15<sup>th</sup> of December each year, less any deductions required by law.

## **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. Revisions to this Bylaw**

- 8.1. 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.
  - 8.2. The Commission shall be made up of 3 members, who shall not be member of council or municipal staff.
  - 8.3. 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
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(d) the time requirements associated with participation on council and council committees.

8.4. The Commission shall report to council within 120 days of being appointed or within another time frame identified in the resolution appointing the Commission.

**9. Repeal of Existing Bylaw**

9.1. On adoption, all previous Bylaws of the Rural Municipality of Crapaud pertaining to the Council Remuneration are hereby repealed.

**10. Effective Date**

10.1. This Remuneration Bylaw, Bylaw# 2018-06, shall be effective on the date of approval and adoption below.

**First Reading:**

Remuneration Bylaw, Bylaw# 2018-06, was read a first time at the Council meeting held on the 21<sup>st</sup> day of March, 2018.

Remuneration Bylaw, Bylaw# 2018-06, was approved by a majority of Council members present at the Council meeting held on the 21<sup>st</sup> day of March, 2018.

**Second Reading:**

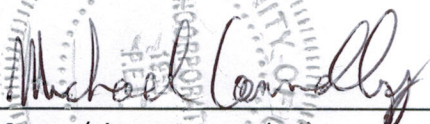
Remuneration Bylaw, Bylaw# 2018-06, was read a second time at the Council meeting held on the 18<sup>th</sup> day of April, 2018.

Remuneration Bylaw, Bylaw# 2018-06, was approved by a majority of Council members present at the Council meeting held on the 18<sup>th</sup> day of April, 2018.

**Approval and Adoption by Council:**


Remuneration Bylaw, Bylaw# 2018-06, was adopted by a majority of Council members present at the Council meeting held on the 18<sup>th</sup> day of April, 2018.

**11. Signatures**

  
\_\_\_\_\_  
Mayor (signature sealed)

  
\_\_\_\_\_  
Chief Administrative Officer (signature sealed)

This Remuneration Bylaw, Bylaw# 2018-06 adopted by the Council of the Rural Municipality of Crapaud on 18<sup>th</sup> day of April, 2018 is certified to be a true copy.

  
\_\_\_\_\_  
Chief Administrative Officer Signature

April 18, 2018  
\_\_\_\_\_  
Date

**SCHEDULE A**

**Mileage Reimbursement**

\$0.45 Cents per kilometer travelled

**Meal Reimbursement Rates (to be supported by receipts)**

Breakfast at the rate of \$10.00

Lunch at the rate of \$15.00

Dinner at the rate of \$25.00

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

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



April 18, 2018

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Administrative Officer Signature