

**ADMINISTRATIVE COMPILATION
DRAFT BYLAW NUMBER 03-20**

**CONCERNING THE REMUNERATION OF ELECTED MEMBERS
OF THE MUNICIPALITY OF PONTIAC**

Adopted by the Municipal Council on XX 2020

Entry into force on XX 2020

Name and/or number of bylaw, policy, resolution	Date of approval by Council	Date of coming into force	Status
Bylaw 104-90	June 19, 1990	July 4, 1990	Repealed
Bylaw 02-11	May 10, 2011	May 10, 2011	Repealed
Resolution 08-02-44	February 12, 2008	February 12, 2008	Repealed

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PREFACE

The reader is hereby advised that any errors or omissions that may be identified in the text below do not affect the enforceability of the regulations and amendments referred to therein, as sanctioned in their original version.

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**DRAFT BYLAW 03-20 CONCERNING THE REMUNERATION OF ELECTED
OFFICIALS OF THE MUNICIPALITY OF PONTIAC**

REGULAR meeting of the Council of the Municipality of Pontiac, held on XX 2020, at (to be determined), at which meeting were present:

The Mayor, Mrs. Joanne Labadie

The Council Members:

Leslie-Anne Barber
Susan McKay
Nancy Draper-Maxsom
Thomas Howard
Scott McDonald
Isabelle Patry

All Council members and being a quorum.

WHEREAS legislative amendments, effective as of January 1, 2018, were made to the Act respecting the remuneration of elected municipal officers (R.S.Q., c. T-11 001), ensuring, on the one hand, that certain guidelines governing the remuneration of elected municipal officials, particularly those relating to the imposition of a minimum remuneration, were abolished and, on the other hand, that the responsibility for setting the remuneration of elected municipal officials rests with the Municipality;

WHEREAS bylaws #02-11 and #104-90 establishing the remuneration of elected officials must be amended to comply with the law in force;

WHEREAS it is necessary, consequently, to set the remuneration applicable to the members of the Council;

WHEREAS a notice of motion was given, and a draft bylaw of the present bylaw was presented at the June 9, 2020 Council meeting;

WHEREAS a public notice was published in accordance with the terms of Section 9 of the Act respecting the remuneration of elected municipal officials;

THEREFORE, it is moved by Councillor, _____ and seconded by Councillor, _____.

AND UNANIMOUSLY RESOLVED THAT THIS BYLAW BE ADOPTED AND THAT IT BE ORDERED AND RULED AS FOLLOWS:

CHAPTER I

DECLARATORY AND INTERPRETATIVE PROVISIONS

SECTION I

DECLARATORY PROVISIONS

1. Preamble

The preamble to this bylaw shall form part thereof as if it were set out in full below.

2. Purpose of the bylaw

The present bylaw establishes the remuneration of elected municipal officials.

3. Mayor's basic remuneration

The Mayor's basic annual remuneration is set at \$26,357.52 (excluding the expense allowance) for the financial year of 2020. Being understood that for any subsequent financial year, the amount of the Mayor's remuneration is adjusted annually according to the indexation stipulated in sub-section 10 of the present bylaw.

4. Basic remuneration of other Council members

The basic annual remuneration of each of the Council members, other than the Mayor, is set at \$8,785.80, for the fiscal year of 2020. With the understanding that for any subsequent financial year, the amount of the remuneration of the members of the Municipal Council will be adjusted annually according to the indexation stipulated in sub-section 8 of the present bylaw.

5. Participation to the municipal committees

In addition to the remuneration set out in sections 3 and 4, the Council members are remunerated for each of their participation in the meetings of the various municipal committees.

The amount allocated is \$30.00 (excluding the expense allowance) per committee. It is understood that for any subsequent financial year, the amount of this remuneration is adjusted annually according to the indexation stipulated in section 10 of the present bylaw.

These committees are redeemable up to a maximum of 100 meetings per year and each of these committees has a maximum of 3 paid Council members. These committees and their composition are identified by Council resolution at least once a year.

To receive this compensation, the committee must have been held and the Council member must have been present.

6. Expenditure allowance

In addition to the remuneration payable pursuant to this bylaw, each Council member shall receive an expenditure allowance equivalent to half of their remuneration established by this bylaw, subject to the maximum amount of the expenditure allowance provided for in section 19 of the Act respecting the remuneration of elected municipal officials as well as the sharing of the expense allowance provided for in section 19.1 of this Act.

7. Remuneration of the Pro-Mayor

In addition to the remuneration set out in articles 4 and 5, the Pro-Mayor receives \$100 per month.

It is understood that for any subsequent financial year, the amount of this remuneration is adjusted annually according to the indexation stipulated in Article 10 of the present bylaw.

8. Total remuneration

Subsections 3 to 7 are summarized as follows for the year 2020:

Chart A

	Basic remuneration	Expenditure allocation	Total
Mayor	\$26, 357.52	\$13, 178.76	\$39, 536.28
Pro-Mayor	\$9, 985.80	\$4, 992.84	\$14, 978.54
Councillors	\$8, 785.80	\$4, 392.84	\$13, 178.64

Chart B	Remuneration participation to the Committees	Expenditure allocation	Total by participation
Mayor and Councillors	\$30.00	\$15.00	\$45.00

9. Compensation in case of exceptional circumstances

Any Council member may receive compensation for loss of income if each of the following conditions are met:

- a) a state of emergency is declared in the Municipality under the Civil Protection Act (R.S.Q., c. S-2.3) following an event occurring on the territory of the Municipality;
- b) the Council member must manage, coordinate or otherwise participate in the interventions to be carried out by the Municipality due to this event;
- c) the Council member must be absent from work for a consecutive period of more than four (4) hours and suffers a loss of income during this period of absence.

If the Council member meets the conditions set out in this article, he or she shall receive, upon acceptance by the Council, a compensation equal to the loss of incurred income. The Council member shall submit any supporting documentation satisfactory to the Council attesting to the loss of income so incurred.

Payment of the compensation shall be made by the Municipality within thirty (30) days of the Council's acceptance to grant such compensation to the Council member.

10. Indexing

All remuneration payable to the Council members shall be indexed annually, as of January 1, in accordance with the Consumer Price Index published by Statistics Canada for the Province of Quebec incurred during the previous year.

11. Expenditure pricing

Subject to the authorizations that may be required from the Municipal Council and the submission of any supporting document attesting to the necessity of the trip, when a Council member must use his/her motor vehicle to travel outside the Municipality's limit and on behalf of the Municipality, a reimbursement is granted according to following the terms and conditions :

- a) An amount of \$0.47 per kilometre is attributed;
- b) In the case of the use of a personal motor vehicle, an additional allowance of \$0.118 per kilometre is paid for the transportation of a work team of at least two individuals, including the driver, with or without equipment;
- c) Actual cost of rail, air, economy class bus or car rental tickets;
- d) Parking fees;
- e) Taxi fares or any other form of rental transportation;
- f) If the trip takes place at more than 100 km from the Municipality of Pontiac, the actual cost of the hotel room;

g) A lump sum (per diem) of \$50/day when staying in a hotel upon presentation of a detailed hotel bill showing the number of nights spent in the hotel, OR the following maximum amounts, subject to presentation of supporting documents (including taxes and tips) :

- Breakfast: \$15
- lunch : \$20
- dinner : \$40

12. Transitional allowance

A transition allowance is paid to a Mayor who ceases to hold office, even though he/she has held that office for at least 24 months prior to the end of his/her term of office.

The transition allowance is calculated in accordance with the Act respecting the remuneration of elected municipal officers.

For the purposes of determining the amount of the transition allowance, remuneration includes remuneration paid to its members by an agency of the Municipality or a supra-municipal organization within the meaning of sections 18 and 19 of the *Act respecting the Pension Plan for elected municipal officials*.

SECTION II

INTERPRETATIVE PROVISIONS

In the event of a discrepancy between the English and French versions, the French version shall prevail for the purposes of the bylaw.

CHAPTER II

ADMINISTRATIVE AND FINAL PROVISIONS

13. Enforcement

The Director General and Secretary-treasurer is responsible for the enforcement of the present bylaw.

14. Coming into force and publication

This bylaw shall enter into force retroactively from January 1, 2020.

This bylaw comes into force in accordance with the Law and is published on the Municipality's website.

THIS BYLAW REPEALS AND REPLACES BYLAWS #02-11 AND #104-90, AS WELL AS RESOLUTION #08-02-44.

Adopted at Pontiac, this XX 2020

JOANNE LABADIE
Mayor

PIERRE SAID
Director General and Secretary-treasurer

Notice of motion :

June 9, 2020

Presentation of the draft bylaw :

June 9, 2020

Adoption of the bylaw : XX 2020
Notice of promulgation/coming into force : XX 2020

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