

BY-LAW NO. 19-02

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THE RURAL MUNICIPALITY OF SPRINGFIELD

Being a By-Law to establish the rates, taxable allowances, types and conditions of payment to or on behalf of members of the Council of the Rural Municipality of Springfield.

WHEREAS subsection 124(2) of The Municipal Act provides that Council may by by-law set the types, rates and conditions of payments to be made to or on behalf of members of Council and Council Committees;

NOW THEREFORE BE IT ENACTED as a by-law of the Rural Municipality of Springfield, in Council assembled, as follows:

1. DEFINITIONS:

For the purposes of this By-Law:

- i. "compensation" includes a fee, salary, wage or any other payment for labour or services, however determined;
- ii. "expense" means a cost incurred by or on behalf of a member of a council or council committee in attending to municipal business, and includes automobile expenses or mileage, travel expenses, living expenses, registration and tuition fees, the costs of materials for a meeting, conference or course, out-of-pocket expenditures and any other expense provided under Section (3).
- iii. "municipal business" means a duty or function that a member of a council or council committee is required to carry out under the Municipal Act or any other Act, By-Law or Resolution, and includes attending a meeting, conference, course of instruction, or special assignment of council, that relates to municipal purposes;

2. COMPENSATION:

- i. That effective on, from and after the date this by-law is passed, the annual compensation or basic indemnity for each member of Council of the Rural Municipality of Springfield shall be \$36,000 per annum;
- ii. That the Reeve shall receive additional compensation of \$10,000.00 per annum;
- iii. That the Deputy Reeve shall receive additional compensation of \$1,200.00 per annum;

- iv. Basic Indemnity is in consideration of:
 - a) The general day to day activities of the Reeve and Council;
 - b) Regular and Special Council Meetings;
 - c) Planning and Training Meetings;
 - d) Budget meetings;
 - e) Information meetings or discussions related to Municipal business;
 - f) Attendance at local functions such as grand openings, charity functions or community events;
 - g) Any and all other activities undertaken while representing the Municipality as a Member of Council other than those listed under Per Diems.

- v. There shall be paid to each member of Council who is authorized to go beyond the limits of the Municipality to attend to municipal business, a per diem of \$200.00 per day for each day that the member is actually engaged in that business, a day being deemed to be a period of time not less than 6 hours in duration. Meetings less than 6 hours will be compensated at a rate of \$25 per hour. The maximum daily compensation for attending meetings and charging hourly rates cannot exceed \$200 per day. Authorized meetings include fraternal organizations such as AMM, FCM, ARM, or those expressly designated by a resolution of council or as an appointed member to a Board, Commission, or other recognized organization that the Municipality belongs to;

- vi. Members of Council may claim per diems for attending:
 - a) Approved conferences or training events;
 - b) Formal Committee, board, foundation or society meetings, as the designated Council representative. Formal meetings are defined as those meetings for which minutes are kept for each meeting and approved by motion of the committee, board, foundation, or society at subsequent meetings.

- vii. Per diems shall not be paid for attendance at the following:
 - a) General public appearances;
 - b) Community events, i.e., Canada Day, Remembrance Day, parades etc.;
 - c) Social events; and
 - d) Attendance at political party functions or fundraisers of any type.

- viii. Each member of Council shall receive once per term a personal protective equipment allowance of two hundred fifty dollars (\$250.00) upon receipt of proof of payment.

- ix. Compensation will be paid on the last day of each month.

- x. Cost of living increase will be applied annually by Resolution of Council.

3. EXPENSES:

- i) That while traveling to attend to municipal business within the limits of the Rural Municipality of Springfield involving the use of a member's private passenger vehicle each member shall be compensated based on the most current allowance as per CRA guidelines. Attendance at Council meets, Committee of the Whole meetings, and Planning Meetings are not an eligible mileage expense.
- ii) That while attending to municipal business or taking a duly authorized journey on municipal business outside of the limits of the Rural Municipality of Springfield, each member of the Council shall be compensated based on the most current allowance as per CRA guidelines for the use of a member's private passenger vehicle, to a limit established by a policy approved by Council, or on production of receipts, the actual costs paid for alternate modes of travel, and the actual costs paid for lodgings, meals, registration fees, tuition fees, and the costs of any books or material needed for a meeting, course or conference.

4. HEALTH BENEFITS PLAN

- i) Each member of Council shall be entitled to health benefits coverage under the Western Financial AMM Health Insurance Program that includes Group Coverage for Global Medical Assistance, Prescription Drug Benefits, Dental Care Benefits, and Health Care/Vision Care Benefits. It is mandatory to enroll for partial coverage (Life Insurance Plan).
- ii) Premiums for coverage are paid on an employee one third, employer two thirds basis.

6. STATUTORY DECLARATION

- i) That no payment of compensation or expenses shall be made to any member of the Council of the Rural Municipality of Springfield until an account of such work, services, business, and expenses verified by statutory declaration and actual receipts for the expenses claim have been filed with the Chief Administrative Officer of the municipality.

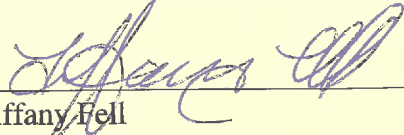
7. REPORTING

- i) That a schedule showing the compensation and expenses paid individually to each Council member be appended to and form part of monthly financial statements of the Rural Municipality of Springfield.

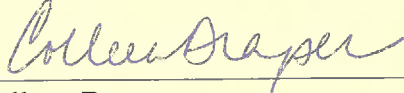
8. RESCINDING AUTHORITIES

- i) That By-Law 16-19 of the Rural Municipality of Springfield be and is hereby rescinded.

DONE & PASSED as a By-Law of the Rural Municipality of Springfield at Oakbank in the Province of Manitoba this 5th day of February A.D. 2018.



Tiffany Fell
Mayor



Colleen Draper
Assistant Chief Administrative Officer

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| READ a first time this | 15 th | day of January, A.D. 2019. |
| READ a second time this | 5 th | day of February, A.D. 2019. |
| READ a third time this | 5 th | day of February, A.D. 2019. |