

# THE CORPORATION OF THE VILLAGE OF POUCE COUPE

## BYLAW NO. 889, 2007 (Replacing Bylaw 879, 2006)

A Bylaw of the Corporation of the Village of Pouce Coupe in the Province of British Columbia to provide **Remuneration and Expenses to the members of the Council**. The Council of the Corporation of the Village of Pouce Coupe in open meeting assembled enacts as follows:

### 1.0 **Citation**

This bylaw may be cited for all purposes as “Council Remuneration and Expenses bylaw No. 889, 2007”.

### 2.0 **Remuneration**

- 2.1 The annual remuneration for the Mayor of the Village of Pouce Coupe shall be Nine Thousand Dollars (\$9,000.00), payable at the end of each full year that he/she holds office of Mayor, or in two equal semi-annual installments.
- 2.2 The annual remuneration for each Councillor of the Village of Pouce Coupe shall be Five Thousand Dollars (\$5,000.00) payable at the end of each full year that he/she holds office of Councillor, or in two equal semi-annual installments.
- 2.3 One-third of the remuneration paid to the Mayor and Councillors of the Village of Pouce Coupe shall be paid as an allowance for expenses incidental to the discharge of his/her office.

### 3.0 **Expenses Incurred**

When a Council member delivers written evidence of expenditures made, or expenses incurred when the Council member is:

- representing the Municipality; or
- engaging in Municipal business; or
- attending a course or convention,

the Village Administration office shall pay to the Council member the amount of the expenditure made or expenses incurred. Upon request, the CAO may provide the Council member with an advance payment. If so then the Council member must provide written evidence of the expenditures. The remaining balance will be paid to the Council member, or the Council member will remit any surplus to the Village.

### 4.0 **Per Diem**

- 4.1 A Council member may elect to receive a per diem in the amount of one hundred and twenty five dollars (\$125.00) in lieu of expenses incurred under Section 5.0 by the Council member when performing activities referred to in Section 3.0. Where only a portion of the day is expended to perform activities referred to in Section 3.0 the per diem received would be half (½) of the above stated Per Diem amounts.
- 4.2 Meetings that are not eligible for a per diem include meetings such as but are not limited to Regular Council meetings, Committee of the Whole meetings, Special Council meetings, Closed meetings, Committee meetings, Pouce Coupe Library Board meetings, Museum & Historical Society Board meetings, Pouce Coupe Recreation Commission meetings, Public information meetings, and meetings of a social nature for which Council approval is not required.
- 4.3 When a Council member submits to the CAO written evidence of expenses incurred by the Council member when performing activities referred to in Section 4.1, the CAO shall pay to the Council member the amount of the per diem for those dates.

**5.0 Qualifying Expenses and Expenditures**

The types of expenses and expenditures that may qualify for payment under Section 3.0 are:

**Expenses and Expenditures Included in Per Diem:**

- a) meal allowance;
- b) gratuities;
- c) taxis, car rental, or other transportation, except as set out in Section 5.2,
- d) telephone or facsimile transmission,
- e) photocopying;
- f) parking fees

**Expenses and Expenditures Not Included in Per Diem:**

- a) transportation other than by way of the Council member’s own motor vehicle, i.e.: Air, Bus, Train;
- b) taxi, airporter, or shuttle service to and from the airport. Receipts must be retained and submitted to the CAO for reimbursement.
- c) registration (and course related) fees for the Council member;
- d) accommodation for the Council member;
- e) transportation costs by way of the Council member’s own motor vehicle shall be reimbursed at the current BC Provincial Government rate per kilometer.

**6.0 Reimbursement for Cost of Travel**

Cost of travel that qualifies under Section 3.0 will be paid by the Village of Pouce Coupe as set out below:

- a) actual cost of airfare;
- b) where a Council member has an option to travel by way of the Council member’s own motor vehicle, or by air, the Council member will be reimbursed the lesser of the cost of airfare or mileage expense at the rate as set out in Section 5.0.
- c) Where more than one Council member decide to travel together in one vehicle, only the owner of the vehicle used for travel that qualifies under Section 3.0 will be reimbursed for mileage expense, at the rate as set out in Section 5.0.

**7.0 Repeal**

Council Remuneration and Expense Bylaw No. 879, 2006, and any amendments thereto, are hereby repealed.

READ A FIRST TIME this 2<sup>nd</sup> day of January, 2007.

READ A SECOND TIME this 2<sup>nd</sup> day of January, 2007.

READ A THIRD TIME this 2<sup>nd</sup> day of January, 2007.

ADOPTED this 15<sup>th</sup> day of January, 2007.

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Mayor Barb E. Smith

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Chief Administrative Officer, Peter Thomas

*Certified a true copy of*  
**“Council Remuneration and Expenses Bylaw No. 889, 2007”**  
*As adopted by Council.*

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Chief Administrative Officer, Peter Thomas