

Town of Woodstock
Bylaw No. A-3
A Bylaw Respecting the Remuneration of Town Council

BE IT ENACTED by the Town Council of the Town of Woodstock, under the authority vested in it by the Local Governance Act, SNB 2017, C-18 as follows:

1. Title

- 1) This bylaw shall be known and cited as the “Remuneration Bylaw.”

2. Application

- 1) This bylaw applies to all Council members. For greater certainty, this includes the Mayor, Deputy Mayor.

3. Definitions

“**Act**” means the Local Governance Act.

“**Chief Administrative Officer**” or “**CAO**” means the administrative head of a municipality as appointed by council.

“**Compensation**” means a form of monetary payment for the performance of some work or service.

“**Council**” means the mayor and other members of the council of the municipality.

“**Councillor**” means a member of council other than the mayor.

“**Remuneration**” means both monetary payment for the for the performance of some work or service and non-monetary payments such as medical insurance.

4. Establishing a Remuneration Bylaw

- 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 Town;
 - (b) orderly and consistent payment and reimbursement to the Mayor, Deputy Mayor, and Councillors;

5. Remuneration of Council Members

- 1) The Mayor shall be paid remuneration for discharge of the duties of office in accordance with Schedule A.
- 2) The Deputy Mayor shall be paid remuneration for discharge of the duties of office in accordance with Schedule A.
- 3) Each Councillor shall be paid remuneration for discharge of the duties of office in accordance with Schedule A.
- 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 etc.) and those monies shall stay in the general fund of the municipality.
- 5) Remuneration shall be paid on or about the 1st week of June and the 1st week of December, less any deductions required by law.
- 6) Remuneration for the Mayor, Deputy Mayor and Councillors shall be adjusted on or about the 1st Day of January each year by a rate equivalent to the percent increase stated in the CUPE Local 719 Collective Agreement, for the calendar year most recently ended, and rounded up to the nearest dollar.

6. Travel Expenses

- 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.

7. Revisions to this Bylaw

- 1) A review of Council salaries shall be completed by Council one year prior to a municipal election to ensure Council salaries are in line with other communities of similar size and responsibility. Council may approve a salary adjustment that can only take effect at the beginning of the new Council term.

This by-law comes into full force on the date of final passing thereof.

Read a first time this _____ day of _____.

Read a second time this _____ day of _____.

Read a third time and enacted this _____ day of _____.

Arthur Slipp, Mayor

Ann Marie Voutour, Director of
Administrative Services

SCHEDULE A

Salaries

Salary for Mayor - \$15,595 year

Salary for Deputy Mayor - \$9,015 year

Salary for Councillors - \$7,990 year

Travel

Mileage Reimbursement – in accordance with Employee Travel Policy

Meal Reimbursement Rates (to be supported by receipts) – in accordance with Employee Travel Policy

No mileage will be paid for attendance at Council meetings, Council Committee meetings or for meetings held within the Town of Woodstock.

No meal allowances will be paid for attendance at Council meetings, Council Committee meetings or for meetings held within the Town of Woodstock.

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