



**VILLAGE OF STIRLING
IN THE PROVINCE OF ALBERTA
Bylaw No. 452-14
Remuneration and Expense Claims Bylaw**

BEING A BYLAW OF THE VILLAGE OF STIRLING IN THE PROVINCE OF ALBERTA
TO ESTABLISH RATES FOR REMUNERATION AND EXPENSE CLAIMS

AND WHEREAS the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended from time to time, empowers a council to provide for the payment of a remuneration to its members for attending to or performing their duties and also for the payment of reasonable allowances for travelling and for subsistence and out of pocket expenses incurred for attending the same;

AND WHEREAS appointed committee members may be requested by council to incur travel, subsistence and out of pocket expenses incurred for attending and performing their duties;

AND WHEREAS Village employees also may be assigned or have occasion to incur travel, subsistence and out of pocket expenses incurred for attending and performing their duties;

AND WHEREAS, this bylaw may be cited as the Remuneration and Expense Claims Bylaw;

NOW THEREFORE, the Council of the Village of Stirling in the Province of Alberta duly assembled enacts as follows:

1. THAT the Mayor and Councillors shall be paid a monthly remuneration in the amount determined by council resolution at the annual organizational meeting and outlined in Schedule A.
2. THAT the Mayor and Councillors shall be paid a committee meeting and external meeting remuneration in the amount as determined by resolution at the annual organizational meeting and outlined in Schedule A.
3. THAT the Mayor and Councillors shall be paid an hourly rate for conference and conventions up to the full day rate for over six hours of time in the amount determined by resolution at the annual organizational meeting and outlined in Schedule A.
4. THAT appointed committee members may upon approval of council receive an hourly remuneration rate up to maximum daily as determined by council resolution at the annual organizational meeting and outlined in Schedule A.
5. THAT members of council, appointed committee members and employees of the Village shall be paid for these reasonable traveling, subsistence and out of pocket expenses incurred in attending to Village related duties in accordance

with the following statements and the amounts as determined by council resolution from time to time:

- a) Lodging: actual lodging expenses with paid receipt. Private accommodation allowance will be considered when previously cleared and authorized;
 - b) Meals: actual meal expenses with paid receipt.
Breakfast- travel commenced before 8:00 am
Lunch- business continued after 12 noon
Dinner- return to home not completed before 6:00 pm
Meals included in any registration fees will not be eligible for further claim;
 - c) Transportation: Those furnishing transportation will be paid a rate per Kilometre according to Canada Revenue Agency's automobile allowance rates and outlined in Schedule A. Half the rate will apply when gas and oil are supplied by the Village;
 - d) Miscellaneous: One telephone call home will be allowed for each overnight absence; an incidental allowance will be allowed; gratuities, taxi and other expense in excess of \$5.00 require the submission of receipts with the travel claim;
6. THAT prior to reimbursement a committee meeting, external meeting and/or travel claim must be submitted using Form A, detailing the applicable meetings and expenses with attached receipts where required.
 7. THAT attached to this Bylaw will be Schedule A which details the allowable remuneration and expense claim rates as determined for that period of time by resolution at the annual organizational meeting.
FURTHER attached to this Bylaw will be Form A which outlines the format for the monthly remuneration and expense travel claim.
 8. This bylaw shall come into effect upon third and final reading thereof.
 9. Bylaw No. 414-07 is hereby rescinded.

READ A FIRST TIME THIS THE 5th DAY OF FEBRUARY, 2014

READ A SECOND TIME THIS THE 19th DAY OF FEBRAURY, 2014

READ A THIRD TIME AND PASSED THIS THE 5th DAY OF MARCH, 2014



Mayor - Ben Nilsson



CAO - Mike Selk

