



**CITY OF PORT ALBERNI**

**Council Remuneration and Expenses Bylaw, 2014, Bylaw No. 4835**

**(with amendments to January 28, 2019)**

**Consolidated for convenience only**

This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws of this subject.

This Bylaw has been consolidated for convenience only and includes amendments from:

**Bylaw No. 4857- October 27, 2014**

**Bylaw No. 4819 - October 11, 2016**

**Bylaw No. 4835-3 - October 9, 2018**

**Bylaw No. 4835-4 - January 28, 2019**

**CITY OF PORT ALBERNI**

**BYLAW NO. 4835**

**Consolidated to Include Bylaws 4857 and 4919**

**A BYLAW TO PROVIDE FOR COUNCIL MEMBER REMUNERATION AND  
EXPENSES AND SPECIAL EXPENDITURES BY COUNCIL**

**THE MUNICIPAL COUNCIL OF THE CITY OF PORT ALBERNI IN OPEN MEETING  
ASSEMBLED ENACTS AS FOLLOWS:**

**1. Title**

This Bylaw may be known and cited for all purposes as “**Council Remuneration and Expenses Bylaw, 2014, Bylaw No. 4835**”.

**Bylaw #4835-4 amendment  
to Section 2:**

**2. Remuneration to Council Members**

- (a) The annual remuneration for the Mayor for the discharge of the duties of office is \$40,431.65.
- (b) The annual remuneration for a Councillor for the discharge of the duties of office is \$17,919.39.

**2.1** Effective January 1 of each year, Mayor and Council remuneration shall be increased by percentage equal to BC CPI from previous year.

**2.2** In the third year of each term of Council, the City undertake a review of Mayor and Council remuneration and the results of that review be considered by Council. Any changes to Mayor and Council remuneration are to become effective January 1<sup>st</sup> of the year following a local government election.

**Bylaw #4835-4 removed  
Section 3 & adjusted all  
subsequent numbered  
headings accordingly.**

**Bylaw #4857 amendment to  
Section 4:**

**3. Expenses Incurred**

Upon delivery by a Council member to the Director of Finance of written evidence of expenditures made or expenses incurred when the Council member is:

- a) representing the Municipality beyond its boundaries;
- b) engaging in municipal business beyond the Municipality's boundaries,
- c) attending a course or convention; or
- d) representing the Municipality or engaging in municipal business within its boundaries

the Director of Finance shall, subject to the limits contained in Section 6 and 8(b), and subject to eligibility under the Travel Expense Policy, pay to the Council member the amount of the expenditures made or expenses incurred.

#### **4. Qualifying Expenses and Expenditures**

The types of expenses and expenditures that may qualify for payment under Section 4 are:

- a) registration fees;
- b) hotels;
- c) transportation other than by way of the Council member's own motor vehicle;
- d) transportation by way of the Council member's own motor vehicle;
- e) telephone or facsimile transmission;
- f) photocopying.

#### **5. Reimbursement**

- a) A Council member may elect to receive a daily allowance for meals in the amount of \$57 when an overnight stay is required, or \$38 when an overnight stay is not required for expenses incurred by the Council member when performing activities referred to in Section 4.
- b) In the alternative, a Council member may elect to receive reimbursement of actual expenses incurred by the Council member for meals, when performing activities referred to in Section 4, not exceeding the amounts referred to in Subsection (a) above.

#### **6. Special Expenditures**

Council may also expend money for;

- a) receiving and entertaining distinguished guests;
- b) honouring persons who have in the opinion of Council brought honour to the municipality.

**7. Levels of Payment**

- a) The level at which the Director of Finance shall pay under Section 7 is the total amount of the expenditures made or expenses incurred.
- b) The level at which the Director of Finance shall reimburse a Council member for transportation by way of the Council member's own motor vehicle is \$0.55 per kilometre provided such reimbursement shall not exceed the amount of return economy air fare to the same destination.

**Bylaw #4835-3 adding a new Section 9:**

**Note: Bylaw 4835-4 removed section 3 and previous sections were renumbered.**

**8. Payment for attendance at ACRD Emergency Planning Policy Group meetings in relation to an activated Emergency Operations Centre:**

Mayor and Council are a part of the ACRD Emergency Planning Policy Group that is assembled often on short notice to act as the Emergency Operations Centre (EOC) governing body during emergency events. When meeting as the EOC governing body and when a Task Number has been issued by the Province for the purposes of reimbursement of extraordinary costs, members of Council will be compensated at the following rates:

Meeting up to 3 hours in length	\$77 per meeting
Meeting between 3 and 5 hours in length	\$125 per meeting
Meetings exceeding 5 hours in length	\$176 per day

**Bylaw #4919 amendment to previous Section 9 now Section 10:**

**Note: Bylaw 4835-4 removed section 3 and previous sections were renumbered.**

**9. Insurance Coverage**

The Director of Finance of the City of Port Alberni is further authorized, from time to time, to expend from the general revenue fund of the City such monies as may be required to meet the premium due on an accident insurance policy in the principal sum of \$50,000 in the event of death for those insureds under the age of 75, and a weekly indemnity of \$200 for up to 104 weeks in the event of injury, covering those insureds under age 65 who are gainfully employed full time.

Insured persons are: Council, Advisory Planning Commission, Community Investment Program/Permissive Tax Exemption Committee, Youth Advisory Committee, Seniors Advisory Committee, Food Security & Climate Disruption Committee and McLean Mill Advisory Committee/Board of Management on a group basis, against accident while on official business for the municipality.

**10. Benefits Coverage**

Benefits, including insurance policies and policies for medical and dental services, similar to those provided to employees of the City, shall be available to Council members, the costs of which shall be paid by the City. Provision of the benefits shall be at the option of each Council member. Council members shall have the option to purchase additional medical and dental coverage for the member's dependants at their own expense. In the event that a Council member does not choose to be covered by this insurance, the savings in premiums accruing to the City shall not be payable to the Council member as additional remuneration.

**11. Repeal**

Upon the effective date, "Council Remuneration and Expenses Bylaw, No. 4628", and its associated amendments shall be hereby repealed.

**12. Effective Date**

This bylaw shall come into force and take effect April 1, 2014.

**READ A FIRST TIME THIS 27<sup>TH</sup> DAY OF JANUARY, 2014.**

**AMENDED AND READ A SECOND TIME THIS 27<sup>TH</sup> DAY OF JANUARY, 2014.**

**READ A THIRD TIME THIS 27<sup>TH</sup> DAY OF JANUARY, 2014.**

**FINALLY ADOPTED THIS 11<sup>TH</sup> DAY OF FEBRUARY, 2014.**

---

**Mayor**

---

**Clerk**