



# Rural Municipality of Meadow Lake #588 Policy

Policy #GG-015

Policy Title: Council Remuneration/Mileage & Convention

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| <b>Policy Objective:</b><br>To provide information on Council Remuneration/Mileage and Convention Attendance |                                 |
| <b>Authority:</b><br>Council Resolution #279/19  | <b>Dated:</b> December 12, 2019 |

**Background:**

1. To give present and future Councils an understanding on the rates of pay/indemnity and mileage

**Policy:**

1. Council Remuneration
  - a. Each year in December the Council may consider to amend their meeting remunerations, by resolution of council, for the following year.
  - b. On Council meeting days, if Council leaves for dinner during a meeting then:
    - i. The Councillor must present his/her receipt for payment of the dinner; or
    - ii. The RM Credit Card may be used to cover the dinners.
  - c. At conferences, seminars, workshops, conventions, etc., the following will be applied:
    - i. The Reeve or CAO will pay for the meals with the RM Credit Card and a receipt must be obtained to attach to the monthly statements;
    - ii. A Limit per council member or staff will be set at \$75.00/day/person if no receipts available then the following applies
      1. Maximum pay for breakfast - \$15.00
      2. Maximum pay for dinner - \$20.00
      3. Maximum pay for supper - \$40.00
    - iii. No alcoholic beverages will be paid for by the RM of Meadow Lake.
  - d. Indemnity Pay
    - i. Council shall bring their Indemnity time sheets to the regular council meeting days and give them to the CAO
    - ii. The CAO shall complete the indemnity pay to the council within 4 business days of receiving the time sheets.
    - iii. The Council will be paid by Direct Deposit (Electronic Fund Transfer).
2. Mileage Rates
  - a. Shall be set at 0.70 cents/kilometer
  - b. Mileage Rates set for Council will also reflect in the Employee rates for Mileage
  - c. The Canadian Revenue Agency (CRA) "reasonable" mileage rates are recognized as a set cents per kilometer for the first 5000 kilometers driven and a reduced amount of cents per kilometer driven after.
  - d. According to the CRA any payment for mileage made over their "reasonable" rates are to be considered as a taxable amount
  - e. The Council for the RM of Meadow Lake #588 feel that a "reasonable" rate for mileage to be paid, that is higher than CRA rate, is in accordance with the following reasons:
    1. There are times when the personal vehicles are being used on grid roads and thereby creating more wear and tear on the vehicles;

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 Date Issued: December 12/19 Res #279/19

  
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Reeve



2. The RM of Meadow Lake is situated farther north than most communities and the cost of fuel is generally higher in our City than in Cities such as Saskatoon, Regina, etc.
  3. The cost of purchasing vehicles, tires and repairs are higher in Meadow Lake due to the freight costs and other associated costs.
  - f. Therefore the Council for the RM of Meadow Lake #588 will set their "reasonable" mileage rate in accordance to section c.1-3.
3. Convention Attendance
- a. Reeve and CAO and Council may attend the Conventions and all expenses shall be paid on their behalf.
    - i. The Reeve and one other Council member shall be appointed as voting delegates for the SARM Conventions;
    - ii. If Reeve is unable to attend, then the Council shall appoint an alternate for voting.
  - b. The Manager of Public Works may attend the SARM convention in March when it is organized to be in Saskatoon, Sask. and a room may be reserved as needed.
  - c. If it is mandatory for an employee, who requires to maintain a certain number of hours to retain a certification, then the council will review the necessary conference that suit the employees requirements.