

VILLAGE OF HILL SPRING
Remuneration Expense Claims
Bylaw 2024-307

A BYLAW OF THE VILLAGE OF HILL SPRING TO ESTABLISH RATES FOR REMUNERATION AND EXPENSE CLAIMS.

WHEREAS the Municipal Government Act being chapter M-26 of the Revised Statutes of Alberta 2000 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 to and performing their duties, and

WHEREAS Village employees also may be assigned or have occasion to incur travel, subsistence and out of pocket expenses in attending to and performing their duties attending the same, and

NOW THEREFORE the Council of the Village of Hill Spring in the Province of Alberta enacts as follows:

1. The Council shall be paid per committee meeting of council, remuneration in the amount determined by council resolution from time to time.
2. The Council shall be paid a day rate provided that the Village business meeting they are attending exceeds 4 consecutive hours, including travel time.
3. The members of council, appointed committee members and employees of the Village shall be paid for these reasonable traveling, subsistence and out of pockets 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 private accommodation allowance will be considered when previously cleared and authorized.
 - B) Meals: Breakfast - travel commenced before 10:00 am.
Lunch - business continued after 12 noon
Dinner - return to home not completed before 5:00 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 kilometer. Refer to Appendix A.
 - D) Miscellaneous: Incidental allowances will be allowed for Gratuities, taxi , parking and other travel related expenses. Reimbursement for these expenses require the submission of receipts with the travel claim.
6. Prior to reimbursement a travel claim must be submitted detailing the applicable expenses with attached receipts where required.
7. Attached to this bylaw shall be Appendix A, which will be the travel claim format and details of the allowable expense amounts determined for that period of time.

RESCINDING BYLAW

1. Bylaw 2018– 307 is hereby repealed

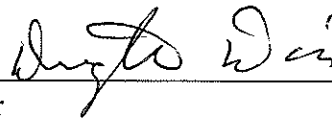
DATE OF COMMENCEMENT

1. This bylaw shall come into effect upon third and final reading.

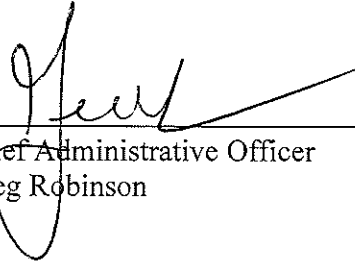
READ a **first** time this 19th day of November, 2024.

READ a **second** time this 21st day of December, 2024.

READ a **third** time and finally **PASSED** this 21st day of December, 2024.



Mayor
Dwight Davis



Chief Administrative Officer
Greg Robinson

Appendix A

Meeting of Council Remuneration

Mayor	\$125.00/committee meeting
Council	\$75.00/committee meeting

Day Rate Remuneration

*Mayor	\$200.00/day
*Council:	\$150.00/day

*If over 4 hours, then a day rate may be charged.

Transportation Remuneration

As per government rate of the day (CRA mileage rate for business-related driving)

Meals Allowance Remuneration - Without Submitted Receipt

Breakfast	\$15.00
Lunch	\$20.00
Dinner	\$30.00

Note: updated --