



**Town of Deep River
Meeting Agenda**

September 17, 2014 - Council Remuneration Review Committee.

- 1. CALL TO ORDER**

- 2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

- 3. Council Remuneration**
 - a. Compensation for Reeve**
 - b. Per Diems**
 - c. Overall Council Compensation Levels**

- 4. ADJOURNMENT**

The term of this Committee shall end upon completion of the mandate of the Committee and no later than December 1, 2014.

6. FREQUENCY AND LOCATION OF MEETINGS

The schedule of meetings shall be determined by the Committee members or at the call of the Chair in conjunction with the Town Clerk. There will be a maximum of three meetings of this Committee and the Committee shall fulfill its' mandate by December 1st, 2014.

7. QUORUM

A quorum shall be a majority of the number of voting members currently on the Committee.

If the quorum for a Committee meeting is not present within fifteen (15) minutes of the time fixed for the commencement of the meeting, the Committee may proceed without a quorum, but no voting and/or decision making shall take place at such meeting.

8. ROLE OF THE CHAIR

The Chair shall preside over the meetings of the Committee and assist the Committee in reaching consensus on decisions.

It shall be the duty of the Chair, with respect to any Committee meetings over which he/she presides, to:

- a) preserve order and decide all questions of order,
- b) receive and submit to a vote all motions presented by the members, or otherwise determine when consensus has been achieved on a matter,
- c) announce the results of the vote on any motions so presented,
- d) decline to put to a vote motions which infringe upon the rules of procedure, or which are beyond the jurisdiction of the Committee,
- e) enforce on all occasions the observance of order and decorum among the members,
- f) adjourn the meeting when business is concluded,
- g) represent and support the Committee, declaring its will and implicitly obeying its decisions in all things,
- h) perform other duties when directed to do so by resolution of the Committee or Deep River Council, and

Town of Deep River staff will coordinate and retain Committee records, in accordance with the Retention By-law. The Clerk, or designate shall file a copy of all Committee minutes for distribution to members of Council.

16. CONFLICT OF INTEREST

Where a Committee member, either on his or her own behalf or while acting for, by, with, or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a Committee meeting at which the matter is the subject of consideration, he or she:

- a) shall, prior to any consideration of the matter at the Committee meeting disclose his or her pecuniary interest and the general nature thereof,
- b) shall not take part in the discussion of, or vote on, any question in respect of the matter, and
- c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

THE CORPORATION OF THE TOWN OF DEEP RIVER

By-law No. 27-2013

**A BY-LAW TO ESTABLISH REMUNERATION
AND PER DIEMS FOR MEMBERS OF COUNCIL**

WHEREAS Section 253 of the *Municipal Act*, S.O. 2001, Chapter 25, as amended, provides for remuneration and expenses of members of any local board of the municipality and of officers and employees of local boards;

AND WHEREAS the Town of Deep River deems it advisable to replace By-law 28-2002 with an updated by-law for the provision of including per diems for attendance at meetings and workshops outside of the normal duties required of members of Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Deep River enacts as follows:

1. The annual honoraria for members of Council are established as follows, effective December 1, 2012.

| <u>Position</u> | <u>Annual Honorarium</u> |
|-----------------|--------------------------|
| Mayor | \$ 17,775.94 |
| Deputy Mayor | \$ 11,840.92 |
| Councillor | \$ 8,887.06 |

2. The amounts of the honoraria set out in sections 1 and 3 and the amounts of the per diems in section 4 below, be increased on December 1, 2013, and on December 1st in each year thereafter, by a percentage equal to the percentage increase in the Canadian Consumer Price Index last reported by Statistics Canada prior to December 1st in each year.
3. Where a member of Council is assigned duties, as determined by resolution of Council, which are deemed to be over and above the regular duties and responsibilities generally expected for Council business, the honoraria of the member of Council as determined in Section 1 shall be increased by \$125.00 for each ½ day (defined as less than 5 hours) and \$250.00 for each full day (defined as more than 5 hours) which the member of Council is required to work on such Council business, provided that amounts so paid shall not, in any year, exceed in aggregate 35% of the annual honoraria as determined in Section 1. Per diem forms shall be submitted and shall declare the nature of the duties fulfilled to the Treasurer for approval and subsequent payment.
4. Where a member of Council attends meetings on civic business other than official meetings as prescribed in the procedural by-law and/or workshops for Council members, a per diem may be claimed in the amount of \$125.00 for each ½ day (defined as less than 5 hours) and \$250.00 for each full day (defined as more than 5 hours). Such payment shall not be in addition to remuneration under Section 3.