

THOMPSON-NICOLA REGIONAL DISTRICT

BYLAW NO. 2611

A BYLAW TO AUTHORIZE THE REIMBURSEMENT OF EXPENSES AND REMUNERATION FOR THE CHAIR, THE VICE-CHAIR, DIRECTORS AND ALTERNATE DIRECTORS OF THE THOMPSON-NICOLA REGIONAL DISTRICT

WHEREAS it is desirable and prudent to provide for payment of remuneration and expenses of Directors, including Alternate Directors, the Chair and the Vice-Chair;

NOW THEREFORE the Board of Directors of the Thompson-Nicola Regional District, in open meeting assembled, enacts as follows:

1. CITATION

- 1.1 This bylaw may be cited as the "Board of Directors Expense Reimbursement and Remuneration Bylaw No. 2611, 2017."

2. CHAIR

- 2.1 The Chair, in addition to the annual indemnity under Clause 5.1 of this bylaw as an Electoral Area Director or under Clause 6.1 of this bylaw as a Municipal Director, shall be paid an annual indemnity of Eighteen Thousand, Eight Hundred and Thirty Dollars (\$18,830.00).
- 2.2 The Chair is not entitled to receive remuneration under the provisions of Clauses 4.1, 4.3, or 5.2 of this bylaw.
- 2.3 The Chair, if absent from a regular Board of Directors meeting, Committee of the Whole meeting or an Electoral Area Directors Workshop, is not entitled to receive remuneration for that meeting and an amount that is equivalent to that which is to be paid to the Alternate Director in accordance with Clause 7.1 of this bylaw shall be deducted from the annual remuneration paid to the Chair.
- 2.4 The Chair shall be entitled to reimbursement of expenses and travel time for attendance at Federation of Canadian Municipalities conventions, Union of British Columbia Municipalities conventions, Southern Interior Local Government Association conventions, Local Government Leadership Academy conventions and Electoral Area Seminars held in conjunction with any of the above as outlined in Section 9.4 and in Schedule "A" of this bylaw.

3. VICE-CHAIR

- 3.1 The Vice-Chair shall be paid an additional annual indemnity of Two Thousand, Two Hundred and Ninety Dollars (\$2,290.00).
- 3.2 The Vice-Chair is entitled to receive the sum of One Hundred Fifty Dollars (\$150.00) per day for Chairing the following:
 - (a) Board of Directors Meeting
 - (b) Committee of the Whole Meeting
 - (c) Board of Directors Orientation Seminar
 - (d) Board of Directors Strategic Planning Session

- 3.3 Where the Vice-Chair is an Electoral Area Director, the Vice-Chair is entitled to receive the sum of One Hundred Fifty Dollars (\$150.00) per day for attendance at Conventions and Seminars.
- 3.4 In the event of the resignation or death of the Chair, the Vice-Chair shall automatically assume the position of Chair and shall immediately be entitled to the remuneration authorized in Section 2.1 of this Bylaw.
- 3.5 In the event that the Chair becomes incapacitated, the Vice-Chair shall automatically assume the position of Chair after 30 days and shall be entitled to the remuneration outlined in Section 2.1 of this Bylaw until such time as the Chair resumes the responsibilities as the Chair.

4. DIRECTORS

- 4.1 In addition to the annual remuneration authorized under Clauses 5.1 and 6.1 of this bylaw, Directors are entitled to receive the sum of One Hundred Fifty Dollars (\$150.00) per day for attending the following:
 - (a) Public Hearing (not held in conjunction with a regular Board of Directors meeting)
 - (b) Audit Committee
 - (c) Board of Directors Orientation Seminar and/or Strategic Planning Session
 - (d) Invasive Plant Committee
 - (e) Thompson-Nicola Film Commission
 - (f) Emergency Management and Protective Services Committee
 - (g) Utility Systems Committee
 - (h) Economic Development, Tourism and Regional Parks Committee
 - (i) Policy Review Committee
 - (j) Regional Solid Waste Management Committee
 - (k) Parcel Tax Review Panel
 - (l) Air Quality Stakeholder Committee (Lower Nicola/Merritt area)
 - (m) Fraser Basin Council
 - (n) Municipal Finance Authority
 - (o) Municipal Insurance Association of British Columbia
 - (p) Federation of Canadian Municipalities - Annual Conference
 - (q) Budget Meetings (held in the region)
 - (r) Southern Interior Beetle Action Coalition
 - (s) Kamloops Airport Authority Society
 - (t) Shuswap Watershed Council
- 4.2 Directors are entitled to receive remuneration under the provisions of Clause 4.3 of this bylaw but only when attending those meetings identified in Clause 4.1 (a) to (k).
- 4.3 Remuneration for time spent in transit shall be paid in accordance with the following schedule:

<u>Distance Traveled</u>	<u>Amount</u>
0 - 29 kilometres	\$ 0.00
30 - 59 kilometres	10.00
60 - 89 kilometres	20.00
90 -119 kilometres	30.00
120 -149 kilometres	40.00
150 -179 kilometres	50.00
180 -209 kilometres	60.00
210 -239 kilometres	70.00
240 -269 kilometres	80.00
270 -299 kilometres	90.00
300 -329 kilometres	100.00
330 -359 kilometres	110.00
360 -389 kilometres	120.00
390 -419 kilometres	130.00
420 -449 kilometres	140.00
450 -479 kilometres	150.00
480 -509 kilometres	160.00
510 -539 kilometres	170.00
540 -569 kilometres	180.00
570 plus kilometres	190.00

5. ELECTORAL AREA DIRECTORS

- 5.1 Each Electoral Area Director shall be paid an annual indemnity based on the following:
 - (a) Electoral Area "A" (Wells Gray Country) \$22,554.00
 - (b) Electoral Area "B" (Thompson Headwaters) \$23,954.00
 - (c) Electoral Area "E" (Bonaparte Plateau) \$22,554.00
 - (d) Electoral Area "I" (Blue Sky Country) \$21,714.00
 - (e) Electoral Area "J" (Copper Desert Country) \$20,314.00
 - (f) Electoral Area "L" (Grasslands) \$20,594.00
 - (g) Electoral Area "M" (Beautiful Nicola Valley-North) \$21,994.00
 - (h) Electoral Area "N" (Beautiful Nicola Valley-South) \$21,434.00
 - (i) Electoral Area "O" (Lower North Thompson) \$21,154.00
 - (j) Electoral Area "P" (Rivers and The Peaks) \$20,594.00

- 5.2 Electoral Area Directors are entitled to receive the sum of One Hundred Fifty Dollars (\$150.00) per day for attendance at Conventions/Workshops with Board approval.

- 5.3 An Electoral Area Director who is absent from a regular Board of Directors meeting, Committee of the Whole meeting or an Electoral Area Directors Workshop is not entitled to receive remuneration for that meeting and an amount that is equivalent to that which is to be paid to the Alternate Director in accordance with Clause 7.1 of this bylaw shall be deducted from the annual remuneration paid to that Electoral Area Director.

- 5.4 Electoral Area Directors are entitled to receive the sum of One Hundred Fifty Dollars (\$150.00) per day for attending Advisory Planning Commission Orientations.
- 5.5 In addition to any remuneration and expenses authorized by this bylaw, Electoral Area Directors are also entitled to file expense claims for travel to/from meetings within their respective Electoral Area or meetings directly related to the business of the Electoral Area subject to the following restrictions;
- (a) Only for those meetings where distance traveled exceeds 50 kilometers round trip from their primary place of residence,
 - (b) Claims are submitted on a monthly basis; and
 - (c) The maximum annual claim per Electoral Area Director is \$1,500.00.
- 5.6 That Six Thousand, Seven Hundred and Six Dollars (\$6,706.00) of the annual indemnity paid to each Electoral Area Director pursuant to Clause 5.1 above, and all funds paid to Electoral Area Directors pursuant to Clause 5.5 above shall be allocated to the Executive, Legislative & Administration - Electoral Areas only budget.
- 5.7 Electoral Area Directors are entitled to receive the sum of One Hundred Fifty Dollars (\$150.00) per day, expenses and remuneration pursuant to Clause 9.4 of this bylaw to attend Union of British Columbia Municipalities seminars, Local Government Leadership Academy seminars and South Interior Local Government Association conventions.

6. MUNICIPAL DIRECTORS

6.1 Each Municipal Director shall be paid an annual indemnity based on the following:

(a) Ashcroft, Village of	\$14,560.00
(b) Barriere, District of	\$13,780.00
(c) Cache Creek, Village of	\$14,040.00
(d) Chase, Village of	\$13,520.00
(e) Clearwater, District of	\$14,820.00
(f) Clinton, Village of	\$14,820.00
(g) Kamloops, City of	\$12,740.00
(h) Logan Lake, District of	\$13,780.00
(i) Lytton, Village of	\$15,600.00
(j) Merritt, City of	\$14,560.00
(k) Sun Peaks, Mountain Resort Municipality	\$13,780.00

6.2 A Municipal Director who is absent from a regular Board of Directors meeting or a Committee of the Whole meeting is not entitled to receive remuneration for that meeting and an amount that is equivalent to that which is to be paid to the Alternate Director in accordance with Clause 7.1 of this bylaw shall be deducted from the annual remuneration paid to that Municipal Director.

6.3 In addition to any remuneration and expenses authorized by this bylaw, Municipal Directors are also entitled to file expense claims for travel to/from meetings directly related to the business of their respective Municipality but also in connection with TNRD business subject to the following restrictions;

- (a) Only for those meetings where distance traveled exceeds 50 kilometers round trip from their Municipal Office,
- (b) Claims are submitted on a monthly basis; and
- (c) The maximum annual claim per Municipal Director is \$500.00.

7. ALTERNATE DIRECTORS

7.1 Alternate Directors, for attending a regular Board of Directors meeting, a Committee of the Whole meeting, an Electoral Area Directors Workshop, or a Board of Directors Strategic Planning Session, in the absence of the Director to whom they are appointed as an Alternate, are entitled to receive remuneration based on the following per meeting allowance;

(a) Electoral Area "A" (Wells Gray Country)	\$254.00
(b) Electoral Area "B" (Thompson Headwaters)	\$304.00
(c) Electoral Area "E" (Bonaparte Plateau)	\$254.00
(d) Electoral Area "I" (Blue Sky Country)	\$224.00
(e) Electoral Area "J" (Copper Desert Country)	\$174.00
(f) Electoral Area "L" (Grasslands)	\$184.00
(g) Electoral Area "M" (Beautiful Nicola Valley-North)	\$234.00
(h) Electoral Area "N" (Beautiful Nicola Valley-South)	\$214.00
(i) Electoral Area "O" (Lower North Thompson)	\$204.00
U) Electoral Area "P" (Rivers and The Peaks)	\$184.00
(k) Ashcroft, Village of	\$224.00
(l) Barriere, District of	\$194.00
(m) Cache Creek, Village of	\$204.00
(n) Chase, Village of	\$184.00
(o) Clearwater, District of	\$234.00
(p) Clinton, Village of	\$234.00
(q) Kamloops, City of	\$154.00
(r) Logan Lake, District of	\$194.00
(s) Lytton, Village of	\$264.00
(t) Merritt, City of	\$224.00
(u) Sun Peaks, Mountain Resort Municipality	\$194.00

- 7.2 Alternate Directors are entitled to receive the sum of One Hundred Fifty Dollars (\$150.00) per day and remuneration for time spent in transit under the provisions of Clause 4.3 of this bylaw when attending a Board of Directors Orientation Seminar.

8. EXPENSES

- 8.1 Where this bylaw provides for reimbursement of expenses, such reimbursement shall be at the level outlined in Schedule "A" attached hereto and forming part of this bylaw; except however where a meal is included as part of the itinerary of the meeting, seminar or convention and the Director partook of the meal, the Director shall not be permitted to claim for that meal or shall deduct the allowance for the meal taken from the per diem rate if applicable.
- 8.2 Reimbursement of Per Diem expenses shall be made only where the claimant is required to stay overnight in order to attend a meeting, workshop, convention, seminar or other function.
- 8.3 Where reimbursement is made for Per Diem expenses, there shall be no reimbursement of Meal expenses incurred on the same day.
- 8.4 The Chair, Vice-Chair and Directors are entitled to reimbursement for expenses in relation to attendance at the following meetings:
- (a) Board of Directors
 - (b) Public Hearing (except when held in conjunction with a Board of Directors meeting)
 - (c) Committee of the Whole Meeting
 - (d) Board of Directors Orientation Seminar and/or Strategic Planning Session
 - (e) Board of Directors Inaugural
 - (f) Grand Openings for TNRD funded properties (maximum 3 per year)
 - (g) Audit Committee
 - (h) Thompson-Nicola Film Commission
 - (i) Invasive Plant Committee
 - (j) Utility Systems Committee
 - (k) Fraser Basin Council
 - (l) Municipal Finance Authority
 - (m) Municipal Insurance Association of British Columbia
 - (n) Parcel Tax Review Panel
 - (o) Advisory Planning Commission Orientations
 - (p) Emergency Management and Protective Services Committee
 - (q) Budget Meetings (held in the region)
 - (r) Economic Development, Tourism and Regional Parks Committee
 - (s) Policy Review Committee
 - (t) Regional Solid Waste Management Committee
 - (u) Southern Interior Beetle Action Coalition
 - (v) Air Quality Stakeholder Committee (Lower Nicola/Merritt area)
 - (w) Kamloops Airport Authority Society
 - (x) Shuswap Watershed Council
- 8.5 The Vice-Chair and Directors are entitled to reimbursement of expenses in relation to attendance at the annual conference of the Federation of Canadian Municipalities.

- 8.6 Electoral Area Directors, including the Chair and Vice-Chair if applicable, are entitled to reimbursement of expenses in relation to attendance at Conventions.
- 8.7 Electoral Area Directors, including the Chair and Vice-Chair if applicable, are entitled to reimbursement of Advisory Planning Commission Social expenses as outlined on Schedule "A".
- 8.8 Alternate Directors are entitled to reimbursement of expenses in relation to attendance at a Board of Directors meeting or a Board of Directors Strategic Planning Session in the absence of the Director to whom they are appointed Alternate.
- 8.9 Alternate Directors are entitled to reimbursement of expenses in relation to attendance at up to three (3) Board of Directors meetings per year in the presence of the Director to whom they are appointed Alternate and for attending a Board of Directors Orientation Seminar.
- 8.10 In addition to the reimbursement of expenses authorized by any clause of this bylaw, the Chair and Vice Chair are entitled to reimbursement for expenses as outlined in Schedule "A" of this bylaw for attendance at meetings relative to the discharge of duties as the Chair or Vice Chair.
- 8.11 In addition to the reimbursement of expenses authorized by any clause of this bylaw, Directors are entitled to reimbursement for expenses for communication purposes, provided that:
 - (a) Claims with receipts are submitted on a periodic basis; and
 - (b) The maximum annual claim per Electoral Area Director is \$1,500.00 and per Member Municipal Director is \$750.00.

9. MISCELLANEOUS

- 9.1 The Board of Directors may authorize, by specific resolution, the payment to the Chair, Vice-Chair or one or more Directors, for attendance at meetings or functions not cited within this bylaw, the payment of one or more of the following:
 - (a) One Hundred Fifty Dollars (\$150.00) per day
 - (b) Reimbursement for expenses
- 9.2 Notwithstanding any clause in this bylaw, the Vice-Chair and Directors shall only be entitled to receive remuneration and reimbursement of expenses for attendance at the following meetings if they have been elected to or appointed to represent the Board of Directors on the specific committee or organization:
 - (a) Audit Committee
 - (b) Invasive Plant Committee
 - (c) Utility Systems Committee
 - (d) Thompson-Nicola Film Commission
 - (e) Fraser Basin Council
 - (g) Municipal Finance Authority Meeting
 - (h) Municipal Insurance Association of British Columbia
 - (i) Federation of Canadian Municipalities-Annual Conference

- (j) Parcel Tax Review Panel
- (k) Emergency Management and Protective Services Committee
- (l) Economic Development, Tourism and Regional Parks Committee
- (m) Policy Review Committee
- (n) Regional Solid Waste Management Committee
- (o) Southern Interior Beetle Action Coalition
- (p) Air Quality Stakeholder Committee (Lower Nicola/Merritt area)
- (q) Kamloops Airport Authority Society
- (r) Shuswap Watershed Council

- 9.3 Notwithstanding any other clause in this bylaw, a Director or Alternate Director, when attending one or more meetings of the Committees identified in clause 4.1 of this bylaw, or meetings of "Ad-Hoc" Select Committees that have been established by the Board of Directors; said meetings occurring on the same day and being held in the TNRD Civic Building located at 465 Victoria Street, Kamloops, shall only be entitled to receive payment of indemnity for attendance at one Committee meeting.
- 9.4 Any provision in this bylaw that authorizes payment for remuneration and reimbursement of expenses to a Director for attendance at Conventions/Workshops shall be inclusive of travel time for the Director to attend the said event based on the following parameters:

Air Travel:

- (a) Travel time of five (5) hours or more from their primary place of residence to the Convention/Workshop each way \$150.00 or
- (b) Travel time less than five (5) hours from their primary place of residence to the Convention/Workshop each way \$75.00.

Vehicle Travel:

An amount based on kilometers traveled to and from the Convention/Workshop as per clause 4.3 of this bylaw, to a maximum of \$150.00 each way.

- 9.5 One-third of all remuneration paid to the Chair, Vice-Chair, Directors and Alternate Directors shall be paid as an allowance for expenses incidental to the discharge of duties of office.
- 9.6 Directors and Alternate Directors are not entitled to payment of indemnities for attending Inaugural meetings of the Board of Directors, but are entitled to expenses.
- 9.7 The Chair, Vice-Chair, Directors and Alternate Directors are not entitled to indemnities for votes obtained by telephone pursuant to the Special Voting Procedure outlined in the current Procedure Bylaw.
- 9.8 The remuneration paid to the Chair pursuant to Clause 2.1, the Vice Chair pursuant to Clause 3.1, the Electoral Area Directors pursuant to Clause 5.1, and the Municipal Directors pursuant to Clause 6.1, shall be increased annually by the same percentage as the Consumer Price Index, published by Statistics Canada for the Province of British Columbia, for the twelve month period January to December of the previous

year. In the event that there is no increase or a decline in the Consumer Price Index, then the remuneration would remain the same as in the previous year unless otherwise determined.

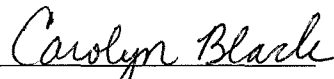
9.9 Board of Directors Remuneration Bylaw 2505, 2015 is hereby repealed in its entirety.

READ A FIRST TIME this 23 day of March, 2017.

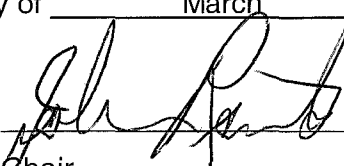
READ A SECOND TIME this 23 day of March, 2017.

READ A THIRD TIME this 23 day of March, 2017.

ADOPTED this 23 day of March, 2017.



Corporate Officer



Chair

SCHEDULE "A" TO BYLAW NO. 2505

1. Meals		
	Column #1	Column #2
(a) Breakfast	\$ 17.00	\$ 19.00
(b) Lunch	\$ 18.00	\$ 26.00
(c) Supper	\$ 29.00	\$ 38.00
2. Per Diem	\$100.00	\$120.00
3. Travel	The lesser of \$0.55 per kilometer or airfare. Actual costs for tolls (Ferry and/or Highway Tolls)	
4. Accommodation		
(a) Hotel Room	Actual cost at government rate (receipt required)	
(b) Hotel Parking	Actual cost (receipt required)	
(c) Private Accommodation	\$50.00 per night (no receipt required)	
5. Airport Transfers	Actual cost (receipt required)	
6. Advisory Planning Commission Social	\$75.00	

*The Rates in Column #2 under Sections 1 and 2 above shall apply only when attending meetings, conventions and seminars in locations where the normal cost of meals are substantially higher than that experienced in the Thompson-Nicola region; such locations being but not limited to the Greater Vancouver Regional District, the Capital Regional District (Victoria), the Resort Municipality of Whistler and out-of-province.