



BYLAW #1578-25
of
TOWN OF PINCHER CREEK

**A BYLAW OF THE TOWN OF PINCHER CREEK, IN THE PROVINCE OF
ALBERTA, FOR THE PURPOSE OF PROVIDING REMUNERATION TO
THE COUNCIL OF THE TOWN OF PINCHER CREEK**

WHEREAS pursuant to the provisions of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, the Municipality has the authority to pass bylaws regarding services provided by or on behalf of the municipality;

AND WHEREAS Council wishes to provide for remuneration for the Chief Elected Official and Councillors.

NOW THEREFORE the Council of the Town of Pincher Creek, duly assembled, hereby enacts as follows:

TITLE

This bylaw shall be cited as the “Council Remuneration Bylaw”.

DEFINITIONS

1. **Regular Meeting** of Council shall mean regularly scheduled meetings of Council as determined at the Organizational Meeting of Council or by resolution of Council.
2. **Special Meeting** of Council shall be as defined in the Municipal Government Act or as defined in the Town of Pincher Creek, Council Procedural Bylaw No. 1596.
3. **Other Council Meetings**
 - a. Regional Council meeting to include the following: Town of Pincher Creek, Municipal District of Pincher Creek No. 9, Village of Cowley and Crowsnest Pass Councils.
 - b. Elected Officials meeting consisting of Council members from south eastern British Columbia and south western Alberta.
 - c. Committee of the Whole, Council Policy Review Committee, Council Budget Committee, Administration Workshops and any other meeting of Council where all members of Council are appointed to serve on.



- d. Joint/Special Council meeting with the Municipal District of Pincher Creek No. 9, held at either municipalities Council Chambers.
4. **Committee meetings** shall mean those committees that members of Council have been appointed to or been authorized by resolution of Council to attend.
5. **Monthly stipend** shall mean a monthly salary plus general expenses and shall include activities such as consultation with the public either by telephone or in-person, attendance and/or presentations at public relations events, such as in Town parades, presentations at school, opening remarks at local events, etc. Volunteer Luncheon, Town Facility Site Visits, Public Works Week Celebration Event, Flag Raising Ceremonies, Town Facility Grand Openings, Chamber of Commerce Awards Night, Remembrance Day Services, Committee and Board Christmas Party's, Parade of Lights, Town Christmas Party, Children's Festival and Canada Day.
6. **Per Diem** shall mean the amount paid to Council while out of Town on official Town business and payable only in the event that they are not being remunerated for attending said function.
7. **Pre-Approved Event** shall mean the list provided in Appendix A.
8. **Training** shall mean courses, webinars and etc. and include both legislated and non-legislated training.

REMUNERATION

9. The Chief Elected Official shall receive a stipend as per Appendix B. The newly elected Chief Elected Official shall receive the first stipend for November in the year of election.
10. The Councillors shall receive a stipend as per Appendix B. The newly elected Councillors shall receive the first stipend for November in the year of election.
11. The Chief Elected Official and Councillors shall receive the amount listed as per Appendix B for each meeting attended.
12. If the Town of Pincher Creek is reimbursed at a higher rate than provided above by another organization for a Committee Meeting attended, the Town will pay at the higher rate for that meeting only.
13. Per diems shall be paid for out of town functions at the rate specified in Appendix B. This claim can be made only in the event that members of Council are not already being remunerated for attending said function.



14. Reimbursement for meals and gratuities will be paid as per Appendix B.
15. When the Chief Elected Official or a Councillor is required to use his/her vehicle to go out of town on Town business, they shall be reimbursed at the rate specified in Appendix B.
16. The Chief Elected Official and Councillors shall be paid promptly upon monthly submission of the appropriate forms to the Accounts Payable Department.
17. The Chief Elected Official and Councillors requesting to attend non-legislated training shall be approved by Council.
18. The Chief Elected Official and Councillors are expected to find the most economical means of accommodation, travel, etc. and wherever possible use rate reductions, government rates and special offers.
19. Expenses not mentioned in the Remuneration Bylaw shall be approved by Council motion.

ENACTMENT

20. That Bylaw #1578-22 and all amendments thereto are hereby repealed upon third reading.
21. This bylaw comes into force and effect upon third reading.

Read A First Time this 23 day of June, 2025 A.D.

Read A Second Time this 23 day of June, 2025 A.D.

Read A Third Time and Passed this 23 day of June, 2025 A.D.

Mayor – Don Anderberg

Chief Administrative Officer – Konrad Dunbar

APPENDIX - A

Pre-Approved Events

PowWow's	Pincher Creek Family Centre – Literacy Day
Day on The Creek	Town Council Facility Tour
Reuse Recycle Fair	Community Information meeting
Pincher Creek Trade Show	Town Pancake Breakfast
Emergency Preparedness Event	Senior's Homes Site visits and events
Pincher Creek Food Center	Local non-profit AGM
Farmers Market	Halloween in the Village
Highway 3 public events	Out of Town Community Parades
National Indigenous People's Day	Heritage Acres Community Events
Kootenai Brown Museum Festivities	Summer Games Opening and Closing
Communities in Bloom Judges meeting	Community Christmas Carol Event
Heritage Acres Pancake Breakfast	Chamber of Commerce Mix and Mingle
Local Business Invitational Events	Meetings with ABMunis/Provincial/Federal
Allied Arts annual events	

APPENDIX - B

	Amount (\$)	Per
Stipend		
Chief Elected Official	1200	Month
Councillors	600	Month
Meeting		
Council (Regular, Special, Other)	235	Meeting
Committee up to 3hrs	120	Meeting
Committee over 3hrs	235	Meeting
Per Diem		
Half Day (up to 3hrs)	120	Diem
Full Day (over 3 hrs)	235	Diem
Expenses		
Mileage	Federal	CRA Rate
Meals (including gratuity) with receipt		
Breakfast	20	Meal
Lunch	25	Meal
Supper	35	Meal
Full Day	80	Day
Meals without receipt	45	Day
Entertainment (requires council approval)	Actual Cost	Receipt
Travel	Actual Cost	Receipt
Accommodation	Actual Cost	Receipt