

PROVINCE OF QUEBEC
BROME-MISSISQUOI MRC
TOWN OF BROME LAKE



BY-LAW 2025-05

**BY-LAW ESTABLISHING THE REMUNERATION PAYABLE
TO ELECTION OR REFERENDUM STAFF OF THE TOWN**

- WHEREAS** the Municipal Council may, at any time, set remuneration higher than that determined by the *Regulation respecting remuneration payable in municipal elections and referendums* established by the Minister of Municipal Affairs, Regions and Land Occupancy, in accordance with section 580 of the *Act respecting elections and referendums in municipalities*;
- WHEREAS** the Town Council wishes to adjust the remuneration payable to municipal election or referendum staff in order, among other things, to facilitate recruitment during various election and referendum events held within the Town;
- WHEREAS** the notice of motion and the presentation of the draft by-law at the regular meeting of the Council on June 2, 2025;

CONSEQUENTLY, THE COUNCIL DECREES AS FOLLOWS:

**ARTICLE REMUNERATION OF THE RETURNING OFFICER, ELECTION
CLERK AND ASSISTANT RETURNING OFFICER**

When an election or referendum is held, any person holding one of the following positions is entitled to receive, for all of their duties, a basic remuneration equal to the higher of the amount set out below or the amount set out in *the Regulation respecting the remuneration payable in municipal elections and referendums*:

- Returning Officer: \$5,800
- Election Clerk: \$4,350
- Assistant Returning Officer: \$2,900\$

Where these functions are combined, any person is entitled to receive the highest of these amounts.

ARTICLE 2 REMUNERATION OF THE TREASURER

The treasurer is entitled to receive, for the duties he performs in relation to election expenses and the financial reports he receives, the basic remuneration between the higher of the amount provided below or the amount provided in *the Regulation respecting the remuneration payable in municipal elections and referendums, sections 30-31 of the Act respecting elections and referendums in municipalities*. The treasurer's remuneration may not exceed \$12,103.

Description	Amount
For each election expense report of an authorized independent candidate + 1% of the expenses declared in the report	\$96.00/report
For the election expense report of an authorized party + 1% of the expenses declared in the report	\$37.00/candidate
For each financial report of an authorized independent candidate	\$45.00/report
For each financial report of an authorized party	\$182.00/report
For all other functions:	
Per authorized independent candidate	\$20.00/candidate
Per candidate of an authorized party	\$12.00/candidate

ARTICLE 3 REMUNERATION OF ALL OTHER ELECTION STAFF

Any person who is a member of an electoral roll review committee or referendum roll review committee, or a review officer, or a member of polling station staff or a register keeper who is not a Town official, with the exception of the election or referendum president, the election or referendum clerk, and any deputy to the election or referendum chair, is entitled to receive, for all of their duties and related training, compensation equal to the higher of the amount set out below or the amount set out in *the By-law on the rates of compensation payable during municipal elections and referendums*.

Any Town official acting as a member of an electoral roll review committee or referendum roll review committee, or as a review officer, or as a member of polling station staff or a register officer, except for the election or referendum president, the election or referendum secretary, and any deputy to the election or referendum president, is entitled to receive, for each hour during which they perform such duties and for each hour of mandatory training associated therewith, remuneration equal to the greater of 1) their hourly remuneration, at the basic rate, as a public servant or 2) the higher of the amount set out in *the Regulation respecting the rates of remuneration payable during municipal elections and referendums* and the amount set out in the table at the end of this section. If the hourly remuneration as a public servant is higher, any hours worked or training undertaken as an election staff member outside of their normal working hours as a public servant shall be paid at the same hourly rate (straight time).

Anyone acting as Returning Officer, Election Clerk or Assistant Returning Officer is also entitled to \$0.62/km for the use of a personal vehicle within the Town limits.

Any person acting as a substitute (member of an electoral list review committee or referendum list review committee, revising officer, polling station staff member, or register keeper) who is not a Town employee is entitled to half of the flat rate set out in the table below.

Any person acting under this article and remunerated according to an amount established using the table below is only entitled to proportional remuneration for any fraction of the mandate performed.

Position	Flat rate ¹
Revision Agent	\$290
PRIMO (Officer in charge of the polling site)	\$325

Assistant PRIMO	\$255
Deputy Returning Officer	\$290
Poll Clerk	\$255
Verification table Chair	\$255
Verification table member	\$220
Attendant	\$203
Any position under section 3 / Per mandatory training	60\$
All positions under Art. 3 / Per ballot count	50\$
Item	Hourly rate
Chair of a Revision Commission	\$29
Secretary of a Revision Commission	\$25.50
Member of a Revision Commission	\$25.50

1. This amount applies to all ballots (BVO, BVA, and BVC).

ARTICLE 6 REFRESHMENTS

The Returning Officer has \$1,000 at their disposal for refreshments and various perishable items for election staff on the day of the BVA and BVO.

ARTICLE 7 REPEAL

This by-law repeals *By-law 2021-13 establishing the remuneration payable to election or referendum staff of the Town.*

ARTICLE ENTRY INTO FORCE

This by-law shall come into force in accordance with the Act.

Richard Burcombe
Mayor

Owen Falquero, B.A., LL.B., J.D.
Clerk

Notice of motion: June 2, 2025
Presentation of the project: June 2, 2025
Adoption of the regulation: July 7, 2025
Public notice: July 10, 2025
Publication: July 10, 2025
Effective date: July 10, 2025