

**TOWN OF BON ACCORD
POLICY STATEMENT**

SECTION: Council

POLICY NO.:

SUBJECT: COUNCIL REMUNERATION

RESPONSIBLE AUTHORITY: Administration Department - Finance

REVIEWED & APPROVED BY COUNCIL:

June 19, 2007 – Council Meeting – Resolution 07.153
January 19, 2010 - Council Meeting-Resolution 10.32

PURPOSE AND INTENT: To set Council Remuneration.

POLICY STATEMENT: Council will be compensated for attending to Town business per the defined amounts and terms.

PROCEDURES

1. That remuneration for Council is:
 - a. A monthly remuneration of \$1,000.00 to be paid to the Chief Elected Official of the Town of Bon Accord for attending to and performing the duties and services of the Chief Elected Official.
 - b. A monthly remuneration of \$500.00 to be paid to each Councillor of the Town of Bon Accord for attending to, and performing the duties and services of Councillor.
 - c. Council members obligated to notify the CAO/Town Office if not able to attend scheduled monthly meetings before the close of business of that day otherwise subject to 50% of the monthly remuneration being withheld.
2. In addition to the remuneration outlined in Clause 1. above, a Personal Allowance shall be paid as follows:
 - a. A rate of \$100.00, per day, (does not include accommodations or meals) will be paid for attending full day (being four hours or more), seminars, conventions, retreats, and other meetings/events as sanctioned by Council.

- b. A rate of \$50.00, per day, (does not include accommodations or meals) will be paid for attending half day (being two hours or more), seminars, conventions, retreats, and other meetings/events as sanctioned by Council.
3. There will be no direct remuneration paid for each member of Council serving on Boards, Committees or Commissions. There shall be no double billing filed with the Town in relation to meetings where remuneration is paid from another source.
4. Honorariums shall be considered for adjustment annually as indicated by a change in the Alberta Consumer Price Index or as otherwise decided by council. Any and all adjustments will be determined by a citizen committee appointed by Council.
5. Council members incurring meal costs while attending meetings (subject to point 2 of this policy) within or outside the town shall be paid the following meal allowance if actual expense receipts are not available:
 - a) Breakfast \$10.00
 - b) Lunch \$15.00
 - c) Supper \$25.00
6. All council members shall submit monthly, an expense claim for their expenses, if any.
7. Mileage shall be paid based on Provincial Government Rates. Adjustments shall be conducted upon notification of change of provincial standard and shall be recorded in the C.A.O.'s report at the first meeting post notification of change.
8. Reimbursement for meals, upon provision of receipt, to a maximum of \$100.00 per day.