

Title: COUNCIL AND BOARD REMUNERATION

Policy No: 1008

Approval: Council

Effective Date: October 29, 2013

Supersedes Policy No: (CO 14)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) will provide fair and equitable remuneration to Council members and Board and Committee members.

Purpose: The purpose of this policy is to establish fair rates of compensation for Council Members and Board and Committee members.

Principles:

1. The purpose of this policy is to establish fair rates of compensation for Council Members and Board and Committee members.

Regulations:

1. Starting with the first meeting of the new Council in 2013, Council members, other than the Reeve, will be paid a monthly flat-rate honorarium of \$1,100 per month; the Reeve will be paid \$1,650 per month;
2. Starting with the first meeting of the new Council in 2013, Council members and Greenview appointed at-large Board and Committee members will be paid for each meeting attended on behalf of Greenview, using the meeting per diem rates as follows:
 - a) \$155.00 for meetings (and travel) in a day of 0-4 hours;
 - b) \$232.00 for meetings (and travel) in a day of 4-8 hours;
 - c) \$309.00 for meeting (and travel) in a day of over 8 hours.
3. In addition to the per diem paid under provision 2, Council Members and appointed Board and Committee members will be paid \$50 per hour, or portion thereof, for total meeting time (and travel) in excess of nine (9) hours in one day, to a maximum of \$200 additional dollars;
4. Notwithstanding provisions 2 and 3, for conference attendance, conference attendees will be paid a per diem rate of \$309.00;
5. Annually, established rates of honoraria will be adjusted for a cost of living allowance, at the same time, in the same manner and for the same amount (if any) as the salary grid of Greenview. All rates under this policy will be rounded to the closest dollar for ease of processing;
6. Council members and appointed Board and Committee members will be paid for attending a meeting through electronic means (teleconference, Skype and such similar methods);
7. All honoraria paid under this policy is subject to the taxation requirements of the Canada Revenue Agency;
8. All per diem claims are to be submitted every two weeks and will correspond with the payroll cycle determined by the payroll and benefits department of Greenview;

9. Expense claims for Board and Committee members will be reviewed by the most senior Greenview employee directly involved in the Board and Committee in question;
10. All Council Member expense claims, other than the expense claim for the Reeve, will be submitted to the Reeve (or in his or her absence, the Deputy Reeve) for review and approval. The Reeve will submit his or her expense claim to the Deputy Reeve for review and approval. If the Reeve is absent then the Deputy Reeve will submit his or her expense claim to another member of Council for review and approval.

Approved: 13.09.578