
	<h2>Town of Vegreville Policy</h2>
Policy No.: Policy Title: Approval Date: Revised Date: Department:	FIN-6003 Council Remuneration March 30, 2016 Strategic Services


Policy Statement:

Members of Council shall receive remuneration, benefits and reimbursements of business expenses while undertaking their official role as an elected official for the Town of Vegreville

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1.0 Reason for Policy

To establish remuneration rates for members of Town Council.

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2.0 Definitions

- 2.1 **Meeting** means a quorum of Council or a Committee on which Council has approved a member to participate in the functions thereof.

- 2.2 **Conference** means a structured gathering of people whose purpose is to examine, discuss and express opinions on matters of shared interest in relation to matters pertaining to municipal government.

- 2.3 **Honorarium** means the monthly amount paid as compensation for all activities which include, but are not limited to:
 - 2.3.1 Dealing with and responding to public concerns from citizens, clubs, organizations and businesses
 - 2.3.2 Meeting with the Chief Administrative Officer and Administration staff
 - 2.3.3 Preparation for Town Council meeting or Committee meeting
 - 2.3.4 Appearances as an invited public figure at public non-municipal functions
 - 2.3.5 Ribbon cutting ceremonies
 - 2.3.6 Speaking on a program at a public event
 - 2.3.7 Welcoming visitors to the community on behalf of the Town at public events
 - 2.3.8 Attending gala functions
 - 2.3.9 Town hosted Safety Meetings
 - 2.3.10 Other non-municipal occurrences or events where there is no agenda, debate, discussion or direction given whereby the information presented to the Councillor requires them to make a decision, and not required to deliver information that is in the public interest such as open houses, public hearings and engagement sessions.

- 2.4 **Travel Expenses** refers to the amount the Municipality will reimburse Members of Council for attending Municipal related functions outside the corporate limits of the Town of Vegreville. Expenses include transportation, meals, hotels, incidentals and other related costs as set out in the Travel and Expenses Policy FIN-6002.

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3.0 Responsibilities

3.1 Town Council to:


- 3.1.1 Approve by resolution this policy and any amendments.
- 3.1.2 Consider the allocation of resources for successful implementation of this policy in the annual budget process.

3.2 Chief Administrative Officer to:

- 3.2.1 Implement this policy and approve procedures.
- 3.2.2 Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.


3.3 Council Remuneration Committee to:

- 3.3.1 Review data and make recommendation to Council.

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4.0 Review

Town of Vegreville staff will undertake a comparative review of Council remuneration at the direction of the Council Remuneration Committee.

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5.0 Approval

- 5.1 The Mayor will review the timesheets and expense claims for each Councillor with the CAO or designate under the guidelines outlined in this policy.
- 5.2 The Deputy Mayor will review the timesheets and expense claims for the Mayor and the CAO or designate under the guidelines outlined in this policy.


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6.0 Sub-Committees

6.1 Members of Council wishing to participate in Sub-Committees on regular standing committees must first receive consent from the majority of Council. It is understood that the member of Council may be eligible to claim expenses.


The member of Council must demonstrate to Town Council the direct benefit of participating on the Sub-Committee. At the next regular meeting of Council, the majority of Council must decide whether or not that member of Council should be a member of the requested Sub-Committee. If consent is granted, it shall remain in effect for the organizational year, from the day following the annual Organizational Meeting to the day preceding the next Organizational Meeting.

6.2 Should a member of Council attend Sub-Committee meetings of a regular standing committee without first receiving the consent of the majority of Council, due to time sensitive factors, it is understood that the member of Council may not be eligible to claim retroactively.

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7.0 Appendix

7.1 Schedule "A"

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8.0 End of Policy



Mayor Tim MacPhee



Cliff Craig CLGM, Town Manager

Schedule 'A'
Town of Vegreville Policy No. 2016-07
Council Remuneration Package

Mayor	Jan 1 to Dec 31, 2016	\$3,500.00 per month	Includes all In Town Meetings
	Jan 1 to Dec 31, 2017	\$3,750.00 per month	
	Jan 1 to Dec 31, 2018	\$3,750.00 per month	

Councillor	Jan 1 to Dec 31, 2016	\$1,100.00 per month
	Jan 1 to Dec 31, 2017	\$1,200.00 per month
	Jan 1 to Dec 31, 2018	\$1,200.00 per month

PER DIEM

To a maximum of 3 meetings per day and to a maximum of \$400.00 per day claimable by members of Council.

In Town

Mayor	Included in Monthly Honorarium
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Councillor	Jan 1 to Dec 31, 2016	\$100.00 per meeting	Maximum of 3 meetings per day
	Jan 1 to Dec 31, 2017	\$100.00 per meeting	Maximum of 3 meetings per day
	Jan 1 to Dec 31, 2018	\$100.00 per meeting	Maximum of 3 meetings per day

Out of Town

Mayor	Jan 1 to Dec 31, 2016	\$200.00 for the first meeting
		\$100.00 for the second meeting
		Maximum of 2 meetings per day

	Jan 1 to Dec 31, 2017	\$200.00 for the first meeting
		\$100.00 for the second meeting
		Maximum of 2 meetings per day

	Jan 1 to Dec 31, 2018	\$200.00 for the first meeting
		\$100.00 for the second meeting
		Maximum of 2 meetings per day

Councillor	Jan 1 to Dec 31, 2016	\$200.00 for the first meeting
		\$100.00 for the second meeting
		Maximum of 2 meetings per day

	Jan 1 to Dec 31, 2017	\$200.00 for the first meeting
		\$100.00 for the second meeting
		Maximum of 2 meetings per day

	Jan 1 to Dec 31, 2018	\$200.00 for the first meeting
		\$100.00 for the second meeting
		Maximum of 2 meetings per day

VEHICLE MILEAGE

Mileage paid will be equivalent to the Town of Vegreville Travel and Expense Policy No. 2016-06.

BENEFITS

RRSP/TSFA The Town contributes 7.5% and each Member of Council contributes 7.5% of their Council Earnings, on a monthly basis, into a Town designated Registered Retirement Savings Plan and/or Tax Free Savings Account Group Plan.

Benefit Program

Each Member of Council has the option to participate in the Town's Employee Benefit Program, at the Town and Employee cost shared ratio, which includes the following:

- Accidental Death & Dismemberment
- Critical Illness
- Dental
- Employee Assistance Program
- Extended Health Care Coverage
- Group Life Insurance

Aquatic Pass

Each Member of Council will be provided with a full facility Family Aquatic & Fitness pass annually.