
Procedure Title: Remuneration
Policy: 1000-05
Adopted: January 26, 2011
Amended:



POLICY STATEMENT:

This policy will establish the rate and procedure for the honorarium to be paid as compensation of elected officials and representatives for all business conducted on behalf of the Municipality.

GUIDELINES AND PROCEDURES:

1. Councillors will be compensated by honorarium at a rate of \$675/month for the Mayor, \$575/month for Deputy Mayor and \$525/month for Councillors paid automatically at month-end. This honorarium will be the only remuneration for all business conducted on behalf of the municipality in their role as elected official, without regard for actual time spent or the nature of the activity.

Basic Monthly pay covers:

- a. Regular and Special Council Meetings, Public Hearings
 - b. Preparation, including reading and research, for all meetings
 - c. General public interaction
 - d. In-Town Charity functions
2. Per diem will be paid at a rate of \$150 per full day (more than 4 hours including travel time) and \$75.00 per partial day for:
 - a. Public at large members appointed or approved to attend meetings or training on behalf of Village of Mannville.
 - b. Meeting rates cover:
 - Conferences, workshops and seminars as approved by Council.
 - Joint Council, Committee, Board, and Commission meetings.
 - Speaking engagements done as an invited representative of the Town.
 - Any other meetings or attendance at functions approved by resolution of Council.

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3. The basis of the rate, according to the appointments and decision of the annual Organizational meeting, a Council member can expect to spend the following hours or service in a month at minimum.

<u>Event</u>	<u>Council Members</u>	<u>Mayor</u>
Regular Council meetings per month	6 hrs + prep	6 hrs + prep
Council as a Whole Committee Mtg	2 hrs + prep	2 hrs + prep
Appointed Committee Meetings/appearances	6 hrs	9 hrs
Training, orientation, team building	1 hr	1 hr
One full weekday event (per diem)	6 hrs + travel	6 hrs + travel
Office attendance (cheques, correspondence)	<u>0.5 hr</u>	<u>2 hrs</u>
	21.5 hrs/month	26 hours

4. These rates are subject to review at least annually and can be changed by majority vote of Council as a whole.