

## GOV-002 Town of Viking Governance Policy

### Council Remuneration

Date Approved:	May 6, 2019	Resolution No:	2019-138
Next Review Date:	May 6, 2022	Replaces:	<Insert #>

### Policy Statement

#### PURPOSE

To recognize and reimburse Councillors or council representatives for out of pocket expenses while representing the Town of Viking and for executing their roles and responsibilities by participating in conferences, training, meetings, committees, commissions, boards and other activities that are approved by council.

#### DEFINITIONS

*"Councillor" means the Mayor and Councillors of the Town of Viking.*

*"Council representative" means a person appointed to represent a Councillor.*

*"Regular Council Meetings" refer to policy GOV-001.*

*"Special Council Meetings" refer to policy GOV-001.*

*"Committees Meetings" refer to policy GOV-001.*

*"Boards and Commissions" means meetings of a Board or Commission to which a Councillor has been appointed by Council.*

*"Conventions, Courses/Seminars" means events in which a Councillor has been appointed by Council to attend.*

#### POLICY STATEMENT


1. Councillors will receive the following remuneration for their time and service with respect to attending Regular Council Meetings and Regularly Scheduled Committee Meetings:
  - a. Mayor remuneration: \$11,730.00 per annum.
  - b. Councillor remuneration: \$8,250.00 per annum.
  - c. In addition to 1a. and 1b., Councillors shall be paid a per diem of \$230/day or \$115 for half day for attending meetings.

2. While representing the municipality on business beyond the municipal boundaries of Viking, including full-day meetings, conventions, courses and seminars the following reimbursement will be provided:
  - a. Mileage.....\$0.58/km
  - b. Meals - Breakfast .....\$20  
Meals – Lunch.....\$25  
Meals – Supper .....\$35  
Or by receipt
  - c. No alcohol purchases will be reimbursed by the Town.
3. Council Conferences
  - a. Councillors will be reimbursed for attending the:
    - i. AUMA Convention; or
    - ii. Any meeting of a committee or Board to which a Councillor has been appointed.
  - b. Councillors shall obtain the prior written approval of Council to attend a conference or workshop where a claim for subsistence or expenses will be submitted to the Town of Viking.
4. Council Orientation
  - a. A Council Orientation Day (local or regional) will be held after each municipal election.
5. Council Committees
  - a. A list of Committees and Committee Members follows this section:
    - i. Beaver Family and Community Services - The Town of Viking entered into an Agreement with Beaver County to be the unit authority acting on behalf of Viking in a joint Family and Community Support Service known as the Viking Beaver Family and Community Support Service.
6. Training and Development
  - a. The Town will reimburse a Councillor for the cost of tuition for completing any training and development courses that are supportive of and are relevant to their role on Council, provided it is within the budget and approved by Council.
7. Political Events
  - a. The Town will not reimburse for any tickets, registration fees or donations to any federal or provincial registered party, registered association, a candidate, a leadership contestant or a nomination contestant or the personal expenses of a Councillor. A municipality being a corporation is an ineligible contributor and cannot make contributions.

## IMPLEMENTATION

1. A Councillor attending a Committee, Board or Commission meeting shall report on the committee meeting to Council at a Council meeting.
2. Each Council member shall attend the Council Orientation Day.
3. This policy shall be posted on the website.
4. All former policies relating to this section are hereby repealed..

Mayor



CAO

