

COUNCIL POLICY



GOV-009-C

COUNCIL REMUNERATION & EXPENSES

Date Issued: _____, 2017

Mandated by: City Council

Current Revision: _____, 2017

Cross Reference:

- Council Remuneration & Expense Procedure GOV-009-C

Next Review: _____, 2020

Responsibility: City Council

PURPOSE

To provide direction for payment of Member remuneration, expenses, professional development, per diems, and other benefits available to the Mayor and Councillors.

POLICY

Members shall be reimbursed for reasonable personal expenses incurred while on authorized City business.

DEFINITIONS

Chief Financial Officer – shall mean the person who is appointed to the position by the City Manager.

City – shall mean the City of Fort Saskatchewan

Council – shall mean the municipal Council of the City of Fort Saskatchewan

Director, Legislative Services – shall mean the person appointed to the position by the City Manager

Mayor – shall mean the Chief Elected Official for the City and is a member of Council

Members – shall mean a member of Council

GUIDING PRINCIPLES

1. Members are neither expected to subsidize the operations of the City, or provide benefit to themselves or their families at the City's expense.
2. The Mayor and Councillors shall receive payment of remuneration, expenses, professional development costs, and per diems in accordance with the processes outlined in the Remuneration & Expense Procedure GOV-009-C (Procedure).

3. Remuneration and per diems shall be reviewed every 4 years, prior to a new term of Council. Annually, Cost of living increases shall be reviewed and adjusted accordingly, in accordance with the Procedure.
4. The Mayor shall be considered a full-time position, and Councillors shall be considered part-time.
5. The Mayor's expenses shall be reviewed and approved by the Chief Financial Officer.
6. Councillor expenses shall be reviewed and approved by the Director, Legislative Services.
7. On a quarterly basis, all Member expenses or per diems shall be posted publicly on the City's website.
8. The City Manager and Director, Legislative Services are responsible for reviewing and recommending updates to this Policy and associated Procedure.

AUTHORITY / RESPONSIBILITY TO IMPLEMENT

1. The City Manager is responsible for administrative compliance with the Policy and Procedure.
2. Council is responsible for compliance of the Policy and Procedure by its members, City bylaws, the Municipal Government Act, and other applicable legislation.