

COUNCIL REMUNERATION & EXPENSES POLICY

C-029-01

Effective Date:
Feb. 23, 2004

Part 1

The Warden of the Municipality of the District of Yarmouth shall be paid for his or her services as Warden, an amount to be reviewed annually.

Part 2

The Deputy Warden of the Municipality of the District of Yarmouth shall be paid for his or her services as Deputy an amount to be reviewed annually.

Part 3

Every member of Council, excluding the Warden and Deputy of Yarmouth shall be paid for his or her services as Deputy Warden an amount to be reviewed annually.

Part 4

One-third of the annual salary to be paid to the Warden and Deputy Warden and Councillors shall be considered as expenses incidental to the discharge of their duties as elected officers of the Municipality of the District of Yarmouth.

Part 5

An elected official shall not be considered to be absent without cause from a meeting under any of the following circumstances:

- 5.1 He/She is attending another Committee/Commission/Board Meeting, or conference/seminar, on behalf of the Municipality of the District of Yarmouth, which is being held simultaneously;
- 5.2 Illness and/or medical appointments of the Councillor, spouse or children;
- 5.3 Bereavement as a result of the death of a relative, including a parent, spouse, sibling, child, father-in-law, mother-in-law, or any other relative living in the same household;
- 5.4 Attendance at court by means of a Summons or mandatory Jury Duty;
- 5.5 On vacation with advance notice to Warden or CAO;

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- 5.6 Work related commitment;
- 5.7 Unless adequate notice of a meeting has been received and none of the others circumstances apply.

Part 6

The Councillor shall make every effort to notify the CAO or Recording Secretary of the Council, Committee, Board and/or Commission prior to the meeting that he/she will be absent, in order that the minutes will reflect the reason for the absence.

Part 7

The Warden, the Deputy Warden and all Councillors shall be paid a traveling allowance approved by Council, to attend a meeting outside of the Municipal jurisdiction.

Part 8

The Warden and all Councillors shall be paid an allowance for meal expenses as approved by Council for attendance at meetings and conferences where permission of Council has been obtained prior to the meeting or conference. Receipts are required. This allowance will be at a maximum of \$80.00 per day. Councillors will be reimbursed for minor miscellaneous expenses incidental to attendance at such Conferences, Seminars or Training Sessions which are out of Town. Miscellaneous expenses include such items as parking, Taxi fares, tips, etc.

Part 9

Hotel accommodation expenses for elected officials attending meetings, seminars and conferences, on behalf of the Municipality of the District of Yarmouth, held outside of Yarmouth County shall be the responsibility of the Municipality and shall be charged to the Municipality.

Part 10


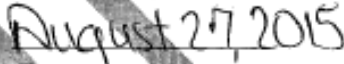
Each Councillor shall be provided with an approved budget for training and conferences. It is generally encouraged that each Councillor make any and all necessary arrangements for their training or conferences, provided the costs do not exceed their budget. With the exception of the FCM, any training or conference outside of Nova Scotia must be approved by Council prior to registration.

MUNICIPALITY OF THE DISTRICT OF YARMOUTH

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Part 11

This policy replaces By-Law #4, Council Remuneration and Expenses Policy.

Chief Administrative Officer's Annotation for Official Policy Book	
Date of Notice to Council members of Intent to Consider (7 days Min)	July 14, 2015
Date of Passage of current Policy	August 26, 2015
I certify that this Council Remuneration & Expense Policy C-029-01 was adopted by Council as indicated above.	
 _____ Chief Administrative Officer	 _____ Date

Date last reviewed by Council: August 26, 2015

Date of last amendment: August 25, 2015

Date last reviewed by the By-Law and Policy Review Committee: July 8, 2015