



## Municipal Policy Manual

**NAME:** Council Honorariums & Per Diems

**Section:** 100 **No:** 108

**COUNCIL MOTION NUMBER:** 532 06 11

**UPDATED:** June 2011

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### 1. PURPOSE

- 1.1. To establish a policy that provides honorariums and per diems for Councillors, Appointed Committee Members and other Town Representatives including Members at Large for the Town of Picture Butte.

### 2. POLICY

- 2.1. That the honorarium for the Mayor be set at \$850.00 per month
- 2.2. That the honorarium for Councillors be set at \$550.00 per month
- 2.3. That if the meeting is under four (4) hours, the per diem is set at \$100.00
- 2.4. That if the meeting is from four (4) hours to six (6) hours, the per diem is set at \$150.00
- 2.5. That if the meeting is over six (6) hours, the per diem is set at \$200.00
- 2.6. Per diems are to include special Council meetings, public hearings which are not part of regular Council meetings, meetings outside of a regular Council meeting, meetings of Board and Committees that the Council member has been appointed to that do not pay a per diem, invitations to community group events and business events (i.e. grand openings, anniversaries), conferences, seminars, education sessions.
- 2.7. Members of Council should not claim a per diem if they choose to attend a Board or Committee meeting on their own where that Board or Committee was assigned to another member of Council.
- 2.8. It is recognized that costs associated with each member of Council's area(s) of responsibility may vary as the year progresses and that in some cases a mid-year review may become necessary.