

County Policy

Policy Number: ADM-REM-1

Council Remuneration and Expense

Approved: 06/10/10

Resolution Number: 532/06

County Commissioner: *Juk*

Policy Statement:

Sturgeon County desires that those who run for public office and serve as members of Sturgeon County Council should be adequately and fairly compensated.

Council salaries, Mayor and Deputy Mayor allowances and distance allowances adjustments shall be adjusted annually during the budget process.

The base salary for Council shall be listed in the Policy Procedure and adjusted annually. The Mayor and Deputy Mayor shall receive an additional salary as listed in the procedure.

Councillors shall receive a distance allowance based on the distance from the home to the County Centre accordingly to the following Schedule. This allowance will be adjusted annually

Category A	(0 – 10 km)
Category B	(11 – 20 km)
Category C	(21 – 30 km)
Category D	(31 – 40 km)
Category E	(41 – 50 km)
Category F	(51 – 60 km)
Category G	(61 – 70 km)

Councillors shall also receive a convention honorarium for each night in attendance at a conference or convention as indicated in the procedure. Councillors who choose to travel to and from a convention and do not stay over night may also claim the convention allowances as long as the Councillor is in attendance greater than one day.

The salary, distance allowance and convention honorarium form a part of each Councillors total salary compensation package. A tax exempt allowance of one third of



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the remuneration package is deemed to be an allowance for expenses as per Bylaw 910/01, Elected Officials Allowance. (See Schedule A)

In the event that a Councillor shall receive any remuneration from another board, commission or committee for that Councillor's duly authorized attendance on behalf of the County at a conference of the same board, commissions or committee, the Councillor may not claim an honorarium from the County.

The Councillor Remuneration & Expense Policy and Procedure are available to the public upon request. Actual expense claim forms are considered personal and confidential and as such are not to be made available to the public. When an individual Councillor wishes to release his or her own claim form or information thereon to the public, they may do so, however a Councillor may not release copies of, or information pertaining to other Councillor's claim forms under any circumstances. Any request to release information should be made in writing. Should a member of the public wish to know annual amounts paid to a Councillor, the information may be provided as reported to Municipal Affairs.

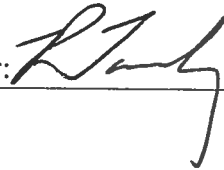
Benefits

Sturgeon County recognizes that a compensation package shall include health benefits and a councillor pension plan.

Council Remuneration and Expense

Approved: December 13, 2016

County Commissioner:



Procedure:

Council Remuneration for 2017 effective January 1, 2017 is as follows:

Base Salary	\$ 51,165.16
Mayor's Supplement	\$ 25,581.05
Deputy Mayor's Supplement	\$ 7,674.21

Distance Honorarium

Category A	\$ 2,518.63
Category B	\$ 3,888.62
Category C	\$ 5,259.64
Category D	\$ 6,629.63
Category E	\$ 7,921.63
Category F	\$ 9,277.99
Category G	\$ 10,636.47

Convention Honorarium - \$180 per night

1. The base salary, Mayor and Deputy Mayor Supplement and the distance honorarium shall be adjusted at the same time that the staff adjustment is made.
2. The salary, allowance and convention honorarium will be paid on the monthly salary cheque run on the second last banking day of the month.

Benefits

In order to be eligible to receive benefits, Elected Officials must enroll in the benefits program within 60 days of being elected to office. County Councilors will be entitled to the following benefits:

Accidental Death and Dismemberment

This is compulsory, and will take effect on the first of the month, three months after the election. The County shall pay 80% and the councilor 20% of the Accidental Death and Dismemberment premium, which provides a defined schedule of benefits. Please see Group Benefits Handout for more information.

Basic Group Life Insurance

This is compulsory and will take effect on the first of the month three months after the election. The County shall pay 80% and the councilor 20% of the Group Life Insurance premium, which provides three (3) times your annual taxable salary. Please see Group Benefits Handout for more information.

Dependent Life Insurance

This is compulsory and will take effect on the first of the month three months after the election, if applicable. The County shall pay 80% and the councilor 20% of the Dependent Life Insurance premium for the following coverage:

- Spouse \$ 10,000
- Children \$ 5,000

Please see Group Benefits Handout for more information.

Dental Plan

This is compulsory and will take effect on the first of the month three months after the election unless covered by spouse. The County shall pay 80% and the councilor 20% of dental premiums for the following coverage:

- Basic Dental Services 100%
- Extensive Dentistry 50%
- Orthodontist 50%

Please see Group Benefits Handout for more information.

Emergency Travel Plan

This is compulsory and will take effect on the first of the month three months after the election. The County shall pay 80% and the councilor 20% of the premium. Benefits are provided as the result of an accident or unexpected illness, which occurs outside of Canada.

Extended Health Care Coverage

This is compulsory and will take effect on the first of the month three months after the election, unless covered by spouse. The County shall pay 80% and the councilor 20% of premium.

Please see Group Benefits Handout for more information.

Pension Plan

This is a voluntary participation retirement pension plan. The County is to contribute 5% of earnings and the councilor to contribute a minimum of 5% of earnings but may choose a larger contribution.

Vision Care

This is compulsory and will take effect on the first of the month three months after the election. The County shall pay 80% and the councilor 20% of premium.

Schedule A

Council Expense Remuneration

In Accordance with Bylaw 910/01

<u>Type of cost or activity</u>	<u>Refundable</u>
Regular Council meetings (anywhere)	No
County hall/open house meetings (anywhere)	No
Public/special hearings (anywhere)	No
Conventions/conferences	Yes
Travel outside Sturgeon County for Municipal Association Events	Yes
Meetings with residents (anywhere)	No
Promotional items within division	No
Communication costs at residence	No
Travel outside Sturgeon County for meetings with other government representatives.	Yes
Fire permit inspections	Yes
Meetings with representatives of other governments at County Centre	No
Travel to County Centre for meetings with staff	No
Board/committee meetings (anywhere)	No
Advertising/election expenses	No
Computer/office expenses	No

NOTE: The towns of Morinville, Bon Accord, Gibbons, Legal and Redwater are considered outside Sturgeon County for expense remuneration purposes.

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County Procedure

Policy Number: ADM-CON-3

Conference/Convention Compensation for Expenses Incurred

Approved: 99/08/24

County Commissioner:

Procedure:

Overnight – 1 day

A per diem will be paid for Conferences/Conventions, which require overnight accommodation due to distance. Based on three (3) hours travel time. (Per diem will be 1 ½ days.)

Overnight – greater than 1 day

A per diem will be paid for each day in full-time attendance. A half-day period will be paid for travel greater than three (3) hours.

No overnight accommodation – 1 day

Expenses will be reimbursed for meals as per fees and charges schedule.

No overnight accommodation – greater than 1 day

A per diem will be paid for each day in attendance. No travel time per diem will be allowed.

Miscellaneous Expenses

Parking, National Park Passes, fuel, cab fare and County related telephone calls will be reimbursed upon receipt of expense report.