

TOWN OF STRATFORD - COUNCIL POLICY

NAME:	COUNCIL PER DIEM AND MEETING STIPEND POLICY	POLICY NUMBER:	2014-CW-01
COMMITTEE:	COMMITTEE OF THE WHOLE	APPROVAL DATE:	NOVEMBER 12, 2014

I. INTRODUCTION

The Council Remuneration Bylaw allows the Mayor and members of Council to be compensated for representing the Town on business and for attending and/or chairing Council, Special and Standing Committees as defined in the Stratford Committee bylaw. This policy sets the terms and amounts of the compensation.

II. PER DIEM FOR REPRESENTING THE TOWN

When representing the Town at FPEIM and FCM conferences or on other business outside of the province, the Mayor and Councillors shall be paid a per diem of \$150 per day. Travel time is included but will only be paid at the rate of \$75 if the travel time is four hours or less.

III. STIPEND FOR MEETING ATTENDANCE

The Mayor and members of Council shall be paid, at the rate of \$65 per meeting, for each regular monthly Council and Committee of the Whole meeting they attend, for each Public Meeting that they chair, and for each regular monthly Special or Standing Committee, as defined in the Stratford Committee Bylaw, that they chair. If the Committee of the Whole Council meeting stretches out over two days, then Council members shall also be paid \$100 if they attend both parts of the meeting or \$65 if they attend just one part of the meeting.

IV. MONTHLY TRAVEL AND COMMUNICATIONS EXPENSE

The Mayor and members of Council shall be paid \$100 per month to help defray the expense of travel in the greater Charlottetown area and the expense of internet and cell phone service. Travel outside of the greater Charlottetown area and other travel related expenses (meals, accommodations etc.) shall be reimbursed in accordance with the Town's Travel and Meal Allowance Policy.

V. PAYMENT

Per Diem and Meeting stipend payments will only be made after a claim has been submitted by the Mayor or Councillor to the Chief Administrative Officer for approval, on a form created by the Chief Administrative Officer for that purpose. Any dispute shall be submitted to Council for a final resolution.

VI. EFFECTIVE DATE

The effective date of this policy is November 17, 2014 and the terms and amounts set out in this policy supercede any previous terms and amounts of compensation for representing the Town on business, for attending and/or chairing Council, Special and Standing Committees and for local travel and communications costs.