



Administrative Policy # 2008-01

Council Remuneration Policy

1. PREAMBLE

This policy replaces Policy # Administrative 1999-03 including the 2001 amendment. The members of the Town Council of the Town Of Digby shall be remunerated for performing the duties associated with their office as Councillor, Deputy Mayor or Mayor.

2. POLICY

2.1 Council members shall be remunerated at the following annual rates:

- a. Mayor **\$23,430**
- b. Deputy Mayor **\$17,573**
- c. Councillor **\$ 16,401**

2.2 Effective January 1, 2019 Council members shall be remunerated at the following annual rates:

- a. Mayor \$ 23,430 + \$ 2,988 = \$ 26,418
- b. Deputy Mayor \$ 17,573 + \$ 1,916 = \$ 19,489
- c. Councillors \$ 16,401 + \$ 1,619 = \$18,020

2.3 Council members shall be paid on a bi-weekly basis.

2.4 Effective January 1, 2019 the one third of the remuneration treated as an allowance for expenses incidental to the discharge of the person's duties as an elected official shall become taxable.

CLASSIFICATION: Legislative – Council

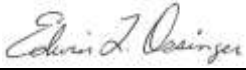
- 2.5 Remuneration will be adjusted annually on April 1st by an amount equal to the average annual increase in the consumer price index for Nova Scotia published by Statistics Canada.
- 2.6 Committee fees shall not be paid for attendance at any meetings. Any remuneration due a Council member resulting from his/her appointment to a Board, Commission, or Committee or other position as a representative of the Town, excluding reimbursement of expenses, shall be paid to the Town
- 2.7 Any Council member who has been recorded absent in excess of (3) three meeting within the Town's fiscal year shall be deducted \$40.00 remuneration after being recorded absent for the fourth and each subsequent meeting.
- 2.8 A meeting pursuant to this policy is defined as:
- a. Regular and Special Council meetings
 - b. All Standing Committee meetings
 - c. Regular Meetings of Joint Expenditure Board, DARC, WRENS, Solid Waste Authority, Industrial Commission, Library Board, Tideview Board, Digby Water Commission, and Digby and Area Senior Safety Society.
 - d. Any meetings of the FCM and UNSM and any other Committee that the Council makes an appointment to.
- 2.9 A Council Member shall not be considered absent from a meeting under the following provisions:
- a. The Council Member is in attendance at another meeting as defined in section 2.7 that is being conducted simultaneously.
 - b. The Council Member has medical appointments, is hospitalized, or under doctor's supervision or order.
 - c. The Council member is bereaved by the death of a relative including their father, mother, spouse, siblings, children, grandchildren, mother and father in laws, or any relative living in the same household.
 - d. The Council member is required to attend a court of law.

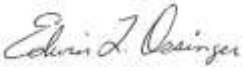
3. POLICY PROCEDURES

- 3.1 A Council member shall notify the Chief Administrative Officer (or Designate) or the recording secretary of the committee Board, and/or Commission the reason of being absent prior to the meeting in order that it can be reflected in the minutes.

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- 3.2 The Council or its designated committee will review, amend and adopt changes to the Town of Digby’s Council Remuneration Policy.
- 3.3 The **Chief Administrative Officer** will ensure the implementation of the Town of Digby’s Council Remuneration Policy. Recommend changes where considered appropriate and monitor its effectiveness.

<u>Clerk's Annotation for Official Policy Book</u>	
Date of Notice: <u>January 24, 2008</u>	Date of adoption: <u>February 04, 2008</u>
Policy effective date: <u>February 04, 2008</u>	
I certify that this Administrative Policy # 2008-01 Council Remuneration Policy was adopted by Council as indicated above.	
 <u>Edwin J. Osinger</u>	<u>February 05, 2008</u>
Clerk	Date

<u>Amendments</u>	
Policy Amended by Council – April 2, 2017 - Amendments indicated in RED	
Policy Amended by Council – January 7, 2019 - Amendments indicated in BLUE	
I certify that this Administrative Policy # 2008-01 Council Remuneration Policy was amended by Council as indicated above.	
 <u>Edwin J. Osinger</u>	<u>January 8, 2019</u>
Clerk	Date