



Section <b>Councillor</b>	Policy No. <b>3-19</b>	Page <b>1 of 2</b>
Policy Title <b>Reimbursement- Council Per Diem and Salary</b>	Date: <b>March 28, 2017</b>	Resolution No. <b>154/17</b>

**Purpose:**

To adequately reimburse County elected officials for their time spent engaged in official duty to Kneehill County and specifically for those duties not directly attached to a particular committee or approved internal/external meeting for or on behalf of Kneehill County.

**Policy Guidelines:****1. General Remuneration:**

Each Councillor will receive a basic salary of \$1443.39 per month plus a per diem of \$257.98 per day and \$128.99 per half day effective November 1, 2013, following the October 21<sup>st</sup> Municipal Election.

Half Day Remuneration is considered under four (4) hours away from home for a meeting or committee work or participation in a meeting by use of communication facility.

Full Day Remuneration is considered over four (4) hours away from home or participation by using a communication facility. All Council meetings are considered a full day, and if a Kneehill County Councillor is the Chair of a committee meeting then that meeting shall be considered to be a full day for that Councillor.

**2. Additional Remuneration:**

Reeve will receive \$644.93 per month in addition to the basic salary and per diem. Deputy Reeve will receive \$257.98 per month in addition to the basic salary and per diem, effective November 1, 2013 following the October 21<sup>st</sup> Municipal Election.

The per diem rate for Councillors does not include meals; meals are covered under the meal policy.

**3. Time Sheets/Expense Reports:**

All Councillors shall submit a monthly timesheet and expense report for reimbursement by the fourth business day of the following month.


**4. Cost of Living Allowance (COLA)**

In 2014 and subsequent years the pay rates will be adjusted by the previous annual average of the Alberta Consumer Price Index as determined in October of each year. This means the 2014 pay rates will increase by the October 2013 Alberta COLA. In years of negative COLA, the rate will remain the same.

<b>2017 COLA Adjusted Rates (.5%):</b>		
Councillor	Base	\$1,530.18
Per Diem	Full Day	\$ 273.50
	Half Day	\$ 136.75
Reeve		\$ 683.71
Deputy Reeve		\$ 273.50


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Bob Long,  
Reeve



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Al Hoggan,  
CAO

Approved: October 24, 1995  
Amended: October 26, 1998  
Amended: June 22, 2004      323/04  
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Amended: June 22, 2010      300/10  
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