

THE CORPORATION OF THE TOWNSHIP OF O'CONNOR

POLICY FOR ATTENDANCE AT MEETINGS

PURPOSE: To establish the standards for attendance at Council meetings and conferences, conventions and special meetings outside of the Township.

ATTENDANCE: Council expects attendance by members of the Council, if able to attend, at all Council meetings and Board meetings as per appointment. Staff are expected to attend meetings/conferences as directed by Council.

The number of Council members or staff to attend meetings/conferences will be decided by Council prior to the meeting/conference.

PAYMENT FOR EXPENSES: The Township will pay expenses for Council and staff for meeting/conference registration, mileage at the rate set in the current Council remuneration by-law, meals when not included, as set in the meal allowance policy, as well as lodging if meetings are located out of town.

Payment for expenses for the Township's representatives on boards will be paid as per the Payment for our representatives on Boards policy.

PAYMENT FOR ATTENDANCE: The Township will pay an honourarium for members of Council or Council elect, at the current per diem rate. The Clerk-Treasurer and the Deputy Clerk-Treasurer will also be paid per diem rate if the meeting is held in the evening or on a weekend.

Payment for attendance at board meetings for Township representatives will be paid as per the Payment for our representatives on Boards policy.

The Township will pay wages for employees, other than the Clerk-Treasurer and the Deputy Clerk-Treasurer as mentioned above at their hourly rate.

The cost of spousal registration and any subsequent costs are not inclusive.

POLICY STATEMENT: Council supports all meetings of the Northwestern Ontario Municipal Association and the Thunder Bay District Municipal League.

EFFECTIVE DATE: This policy shall come in effect as of the date of March 28th, 2011.

Reference - Council Resolution #5 - March 28, 2011