



POLICY MANUAL

Legal References: 	Policy Department: Council
Cross References: Finance	Policy Number: C3
Adoption Date: September 25, 2017	Policy Title: Monthly Fees
Revision Date:	<hr style="border: 0.5px solid black;"/> Review Date:

POLICY PURPOSE:

Council's Monthly Remuneration.

POLICY STATEMENT:

Councillors and Mayor will be paid their fees and subsistence by the fifteen (15th) day of each month, for the previous month, upon submission of expenses sheet.

The monthly fee for the Mayor shall cover the following:

- Phone calls received and placed from home or from the office;
- Trips to the office to sign cheques, letters, or to discuss matters with staff or professionals (Auditors, engineers, etc.);
- Social functions;
- Research and preparation for meetings; and
- Meetings held within Wembley other than regular/special Council meetings or Committee meetings.

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