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| <b>POLICY</b> | SECTION<br><b>BOARD - GENERAL</b>                                     |
|               | SUBJECT<br><b>STATEMENTS OF BOARD<br/>REMUNERATION &amp; EXPENSES</b> |

**Authority**

*Municipal Act*, s. 284(3)

**Intent of Policy**

In accordance with s. 284(3) of the *Municipal Act*, this policy will establish the requirements and procedures for reporting of itemized statements of remuneration and expenses to municipalities that have appointed a member of Council to serve as a member of The District of Thunder Bay Social Services Administrative Board (TBDSSAB or the Board).

**Policy**

On or before the 31<sup>st</sup> day of January in each year, the TBDSSAB shall submit to municipal treasurers an itemized statement of remuneration and expenses paid in the preceding year to any member of their municipal Council appointed to serve as a member of the TBDSSAB. Itemized statements will contain such information and be reported in such a manner as set out in the Standards of Application.

**Standards of Application**

1. An itemized statement shall be prepared for each Board member who has been appointed by a municipal Council.
2. Itemized statements shall include all remuneration, expenses, and allowances paid by TBDSSAB to Board Members in accordance with Policy No. BD-01:82 Remuneration for Board Members and Policy No. CS-02:85 Travel and Business Expense.
3. The expenses are to be broken down to include detailed amounts for items such as honoraria, per diem, mileage, travel, accommodation, registration, etc.