



Policy No. 43-2023

Policy Title: Elected Officials Annual Attendance at Conferences and/or Training Allowance

Date Adopted: March 14, 2023
Date Reviewed:

Purpose: Town Council recognizes the importance and value of Elected Officials attendance at conferences and/or receiving additional training as deemed necessary and as approved annually by Mayor and Council.

The role of Mayor and Council is important and constantly evolving. Annual training and/or attendance at conferences should be undertaken to ensure that members of Council stay up to date on current local government issues.

Through ongoing training opportunities and/or attendance at conferences, Mayor and Council are able to build important connections through networking and ensure that they are current on matters and issues affecting the municipality, on a local, regional, and provincial level. This also helps members of Council better serve the interests of the citizens of Bentley.

Costs for training and/or attendance at conferences can be significant and therefore it is the intention of this policy to provide an allowance and set a maximum for members of Council to use for educational and training purposes annually.

Policy Statement: Annually, each member of council, including all councilors and the mayor will be eligible to utilize an allowance of up to a maximum amount of \$1,500 for training purposes or attendance at a conference of their choosing.

Administration

When a member of council wishes to request attendance at a training or conference opportunity, that member shall submit a formal request in writing to Mayor and Council for review and consideration of approval at a Regular Meeting of Council and to be included as an item on the public agenda.

A majority vote of Mayor and Council will be required to authorize the requested training.

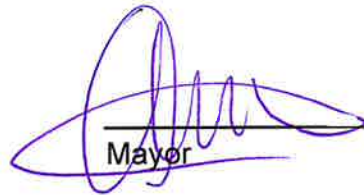
A request for attendance at a training or conference opportunity will not be denied unless the majority of Mayor and Council deems the request to be unreasonable and unrelated to the role as a public official.

Each Member of Council may submit more than one request, and each request will be considered independently of any other request. In addition the total expenditure for each member of council per annum will not exceed the maximum limit of this policy of \$1,500 per member.

The CAO will track amounts spent for each member of Council and will ensure that when requests are made, that a report is provided with amounts spent to date to ensure that the maximum allowable amount is not exceeded.

Rescinded

This policy hereby rescinds and replaces policy 43-2013 Elected Officials Attendance at Annual AUMA Convention



Mayor

Chief Administrative Officer