

	THE CORPORATION OF THE COUNTY OF LAMBTON POLICY MANUAL			
	Subject:	Council Attendance at Conferences, Conventions and Seminars	Section C00	Policy #03
	Effective Date:	September 3, 1986	Approved By: County Council	
	Revision Date:	January, 2017		

PURPOSE

To establish remuneration payable to County Warden, County Councillors, and County Appointees to Boards and Commissions.

POLICY

County Warden

1. The County Warden is entitled to attend all conventions within the term of office and be reimbursed for all expenses incurred as a result.
2. The County Warden is authorized to host a hospitality room at the following municipal conventions:
 - Association of Municipalities of Ontario (AMO);
 - Association of Counties and Regions of Ontario (ACRO);
 - OGRA/ROMA.

County Councillors

1. County Councillors are entitled to attend conventions, conferences or seminars of choice during their term of office.
2. The County will provide financial support for attendance at conventions, conferences and seminars to a maximum of \$1,500.00 per year in the following manner:
 - a) Accommodation expenses (receipts required),
 - b) Transportation expenses (receipts required),
 - c) Registration fees (receipts required),
 - d) A per diem allowance as established for staff in the **F09.03 Per Diem Allowance Policy** and,
 - e) Applicable Committee Pay as established in the **C00.08 Remuneration for Warden and Council Policy** for each day in attendance.

3. The County will pay the registration fee of one event per year which will be exempt from the \$1,500.00 limit referred to in paragraph 2 above.
4. Committee Chair (or designated Vice Chair) may attend a conference related to their Committee portfolio with approval of Council and the costs will be exempt from the \$1,500.00 limit referred to in paragraph 2 above.

ASSOCIATED DOCUMENTS

- F09.03 Per Diem Allowance Policy
- C00.08 Remuneration for Warden and Council Policy

POLICY HISTORY

REVISION	DATE	PREPARED BY
Policy reviewed and the following revisions made: <ul style="list-style-type: none"> • Policy template updated and formatted for accessibility compliance. 	January, 2017	Human Resources