
To: Mayor and Council
From: Paul Gipps, CAO
Meeting Date: March 18, 2025
Meeting Type: Regular Council Meeting

Prepared by: Paul Gipps, Chief Administrative Officer
Department: CAO

Title: Council Remuneration Task Force
Description: To advise of the upcoming Council Remuneration Task Force member appointments.

RECOMMENDATION

THAT staff be directed to proceed with soliciting members for Council Remuneration Task Force as per Council Remuneration Task Force (CRTF) Policy 154.

EXECUTIVE SUMMARY

The Council Remuneration Task Force (CRTF) Policy 154 was adopted October 4, 2016. This policy sets out the requirement for a Task Force to convene in the year prior to a General Municipal Election. The purpose of the Task Force is to review Council's Remuneration and Expense Policy 164 with the objective of presenting recommendations any changes to be in put into place for the Inaugural Council Meeting. The CRTF is made up of members of the community and their responsibility is to provide an independent, unbiased review of Council remuneration and expenses. The CRTF recommendations, if any, amend Council Remuneration and Expense Policy 164.

The CRTF must be comprised of three representatives from the community at large and is responsible for providing a comprehensive report to Council within six months of convening providing recommendations on:

- Mayor and Council remuneration;
- Wage loss indemnity;
- Expense policy(s);
- Vehicle and other allowances;
- Travel policy;
- Training and conferences;
- Liability coverage;
- Health, dental and accidental insurance.

During their review, the CRFT will consider similar sized municipalities, the functions and responsibilities of Council, public expectations, commitment required, and impact to attracting qualified elected officials. During the review the CRTF will also address any conflicts in existing policies.

In 2021, the CRTF brought forward recommendations to Council Remuneration and Expenses Policy 164 which were adopted and consolidated into an updated Policy 164 (Attached).

At the November 21, 2023 Council meeting, Council directed staff to bring the Council Remuneration and Expense Policy 164, 2018 forward for review with potential amendments in alignment with the UBCM Council Board and Remuneration Guide. (No. 2023-11-201).

Staff presented information at the January 15, 2024 Council meeting that reviewed the appropriate remuneration for the Mayoral position in the District, based on full time hours. Council recognized the position of Mayor as full time (No. 2024-01-015) and directed that the Council Remuneration Task Force be called to convene as soon as possible in 2024 to conduct an independent review. (No. 2024-01-016)

The next municipal election will be held in 2026 and as such, CRTF Policy 154 requires the CRTF to convene and undertake the above noted review. A call for nominations and applications will be advertised and circulated on social media. In accordance with the policy, preference will be given to those who can demonstrate a vested interest in the community and who possess relevant skills. Applications will be brought back to a future In Camera Council Meeting for review and appointment.

Respectfully Submitted.

Paul Gipps, Chief Administrative Officer

Report Approval Details

Document Title:	Council Remuneration Task Force.docx
Attachments:	- Council Remuneration Task Force Policy 154.pdf - Council Remuneration and Expense Policy 164, 2018.pdf
Final Approval Date:	Mar 13, 2025

This report and all of its attachments were approved and signed as outlined below:

Paul Gipps, Chief Administrative Officer - Mar 13, 2025 - 12:28 PM

Makayla Ablitt, Legislative & FOI Coordinator - Mar 13, 2025 - 12:33 PM