

Date

The following was adopted at the Regular Council Meeting held on October 4, 2016 by Resolution No. 16.10.229.

Purpose

To ensure an independent, unbiased and reasonable review of Mayor and Council's remuneration and expense policies is conducted prior to each year where a regular municipal election is to be held.

Policy

1. Policy

- 1.1. A Council Remuneration Task Force (the "CRTF") consisting of representatives from the community at large shall convene in the year prior to when a regular municipal election is to be held. The CRTF shall review Council's remuneration and expense policies with the objective of presenting recommendations on its findings to Council with any changes to be in effect for the Inaugural Council Meeting.
- 1.2. The Chief Administrative Officer may delegate a Staff Liaison to coordinate, support and provide resources to the CRTF as needed.

2. Terms of Reference

- 2.1. The CRTF shall meet as it deems necessary with the objective of presenting a comprehensive report on its findings to Council within six months of convening.

The CRTF shall review and make recommendations on the following:

- (a) Mayor and Council remuneration;
- (b) Wage loss indemnity;
- (c) Expense policy(s);
- (d) Vehicle and other allowances;
- (e) Travel policy;
- (f) Training and conferences;
- (g) Liability coverage;
- (h) Health, dental and accident insurance

2.2. Any recommendations made by the CRTF shall be based on the following:

- (a) Comparison to BC municipalities of similar size and structure, including ward systems from other provinces if appropriate and available;
- (b) Consideration of the functions and responsibilities of Mayor and Council;
- (c) Consideration of the public expectations and level of commitment required of Mayor and Council;
- (d) Consideration of the impact to attract qualified elected officials;
- (e) Address conflicts in existing policies.

3. Membership

- 3.1. The CRTF shall be comprised of three (3) representatives from the community at large. Preference will be given to those who can demonstrate a vested interest in the community and who possess relevant skills in finance, human resources, or business management. Members must not be currently elected at any level of government or be a current staff member at the District of Lake Country. Members must not have a direct or indirect pecuniary interest in the outcome of the recommendation.
- 3.2. Nominations and applications for members will be accepted beginning in January of each year that precedes a regular municipal election year. All members will be appointed by Council resolution in March of that same year.
- 3.3. Members shall be appointed for the duration of the CRTF's purpose and mandate, after which time membership shall expire.
- 3.4. A Chairperson shall be appointed by consensus of the CRTF at the first meeting. The Chairperson shall be responsible for scheduling meetings and will be the chief liaison with the District Staff Liaison.
- 3.5. Council may revoke a CRTF appointment by resolution if the member fails to attend three (3) consecutive meetings, or for any other reason as determined by Council. Where a member resigns or an appointment is revoked, Council may appoint another qualified person to complete the balance of the term.
- 3.6. Members shall serve without remuneration, but may be paid reasonable and necessary expenses that are directly related to the performance of their duties and in accordance with District policies. Expenses must be pre-approved by the Chief Financial Officer.

ADOPTED this 4th day of October, 2016.

Mayor

James Baker

Corporate Officer

R. Seabrook