

CITY OF TERRACE POLICY NO. 94



TITLE: COUNCIL REMUNERATION & BENEFITS

APPROVED: January 8, 2007

RESOLUTION NO.: 010-2007

REVISED: January 14, 2019
March 8, 2021

RESOLUTION NO.: 021-2019
108-2021

PREAMBLE:

City of Terrace Council Remuneration Bylaw No. 1876-2007 and the Community Charter provide for remuneration, expenses or benefits to be paid to Council in relation to their duties as Council members. Council remuneration was reviewed by an independent Committee appointed by Council in 2006 to determine the method by which Council remuneration would be calculated annually, and this Committee's recommendations were accepted by Council Resolution No. 140-2006.

POLICY:

1. Remuneration

- a. Council remuneration shall be paid out of the City's annual revenues to Council for the discharge of their duties, and adjusted annually effective January 1st, by an amount equal to the B.C. Consumer Price Index (CPI) for the previous calendar year.
- b. The annual remuneration shall be paid over twenty-six (26) pay periods pursuant to the provisions of the City's payroll system.

2. Benefits

- a. Members of Council and their dependants shall be entitled to participate in the UBCM's Group Benefits Programme for extended health and dental coverage.
- b. Participation in any or all of the benefit plans shall be at the Member's option.
- c. With the exception of 2.d, Members shall be responsible for the full cost of premiums as charged to the City.
- d. Accident Insurance Coverage in the amount of Two Hundred & Fifty Thousand Dollars (\$250,000) shall be extended to all Members of Council, and the cost of premiums of such coverage will be paid by the City.

- e. Benefits provided to a member of Council and their dependants shall terminate at the end of the month in which they cease to be a member of Council, or earlier depending upon carrier or insurer's policies and requirements.

3. **Expenses**

- a. Members of Council shall be entitled to be reimbursed for expenses incurred when the Member of Council is engaged in Municipal business or attending a meeting, course or conference on behalf of the City, in accordance with City of Terrace Travel Allowance Policy No. 13.

4. **Review of Remuneration**

- a. Council's Remuneration will be reviewed once per term by an independent Task Force. The review will take place in the year before the General Local Election. After adoption by Council recommendations from the Task Force would be implemented for the next Council, following the election.

5. **Terms of Reference for the Council Remuneration Task Force**

a. **Purpose and Mandate**

The Council Remuneration Task for will conduct a quadrennial review of the Council's Remuneration in comparison to similar municipalities. This review will be conducted and completed by the 2nd Quarter of the last year of Council's term. Peer municipalities will be selected by the Task Force based on communities of a similar population and/or similar budget.

The Task Force will provide a report to Council by the 2nd Quarter of the last year of the term which includes recommendations regarding the remuneration received by elected officials at the City of Terrace.

b. **Membership**

The Task Force shall be comprised of five (5) members with diverse backgrounds selected from within the City of Terrace. The members will be recruited from the following sectors:

Business community
Non-profit sector
Labour representative
Previously elected official
Citizen-at-Large

Staff will contact representative organizations to request volunteers and notices will be placed on the City's website and social media pages for a Citizen-at-Large. The Chief Administrative Officer will appoint the Task Force memberships. City employees will not be eligible to be members. The CAO may appoint a staff person to provide administrative support, such as taking minutes, preparing agendas, and researching. Upon the presentation of the final recommendations of the Task Group, the Task Group will be dissolved.

c. Procedure

Three (3) members of the committee will constitute a quorum. Meetings will be conducted in accordance with the City's Council Procedure Bylaw. The Task Force may elect a Chair from its membership to chair the meetings. The minutes from the Task Force meetings will be placed on Council agendas. The Task Force will determine the number of meetings and frequency of the meetings.

d. Methodology of Review

The Task Force will compare the remuneration received by Terrace Council with the remuneration received in other municipalities of a similar size and/or a similar budget. A minimum of five other peer municipalities will be selected for comparison.

The Task Force may review other related policies and documents that are related to compensation as it deems necessary.

DATE: March 8, 2021

CLERK:

Alison Thompson