



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1

Staff Report

PRESENTED TO

MAY 22 2018
SPECIAL
MUNICIPAL
COUNCIL

File #: 18-216

REQUEST FOR DECISION

DATE: May 14, 2018

Report No. ADM-18-016

TO: Laurie Hurst, Chief Administrative Officer

FROM: Vicki Gannon, Director of Human Resources

SUBJECT:

Amendments to Council Policies re Council Remuneration

RECOMMENDATION:

That Council:

1. approve revised Council Policy ADMIN-58 Review & Market Analysis of Council Remuneration;
and
2. approve revised Council Policy ADMIN-62 Remuneration for Elected Officials;
as attached to Staff Report ADM-18-016.

RELEVANT POLICY:

Council Policy ADMIN-58 Independent Review & Market Analysis of Council Remuneration
Council Policy ADMIN-62 Remuneration for Elected Officials
Council Remuneration Bylaw, 2014, No. 2836

STRATEGIC RELEVANCE:

This Request for Decision does not relate to a specific Council strategic priority.

BACKGROUND:

At an In Camera meeting held on February 19, 2018, Council met with the Consultant retained to conduct the independent review and market analysis of Council remuneration, pursuant to Council Policies ADMIN-58 and ADMIN-62. During that meeting, Council directed that the Mandate portion of Policy ADMIN-58 be revised in order to provide clarification relating to the review.

Upon further review of the Policies ADMIN-58 and ADMIN-62, additional revisions are recommended. Attached to this report are the two policies with the recommended changes outlined.

ISSUES:

1. Rationale for Selected Option

Currently the two policies outline that an independent consult be appointed in order to do the review and market analysis for elected officials. As staff completed a salary review for exempt employees in-house, Mayor and Council may choose staff to perform the review, rather than paying for an independent consultant.

Further, as part of this review, the independent consultant brought forward options to Mayor and Council regarding a remuneration structure, not recommendations. The reports brought forward were "for information" and did not provide any specific recommendations. Therefore, it is recommended that the wording in the Purpose section be amended to outline that staff, or an independent consultant, will bring forward options, not recommendations.

2. Organizational Implications

There are no additional revisions recommended to the approved Policies or Bylaw dealing with the review of Council remuneration.

3. Financial Implications

If Mayor and Council were to hire staff to do the review and market analysis of Council Remuneration there would be cost savings as there would be no consulting fees. For the 2018 review, the consultant charged \$5,500.

4. Sustainability & Environmental Implications

There are no sustainability or environmental implications.

5. Communication & Engagement

When approved by Council, the revised Policies will be posted on the Township's website for public information.

ALTERNATIVES:

1. That Council:

1) approve revised Council Policy ADMIN-58 Review & Market Analysis of Council Remuneration;
and

2) approve revised Council Policy ADMIN-62 Remuneration for Elected Officials;
as attached to Staff Report ADM-18-016.

2. That Council further amend Policy ADMIN-58 and Policy ADMIN-62 and approve the Policies as amended.