



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

## Legislation Details (With Text)

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**Title:** Amendments to Council Policies re Council Remuneration, Staff Report ADM-18-016

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Recommended revisions to Council Policies ADMIN 58 and 62

Date	Ver.	Action By	Action	Result
5/22/2018	1	Special Meeting of Council	deferred	Pass

## 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.