

# STAFF REPORT TO COUNCIL

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DATE: January 24, 2022

TO: MAYOR AND COUNCIL

NAME AND TITLE: WALTER BABICZ, CITY MANAGER

SUBJECT: 2022 Council Remuneration Review

ATTACHMENTS: Appendix A – Advisory Committee on Council Remuneration Terms of Reference  
Appendix B – City of Prince George Council Remuneration Bylaw No. 8414, 2012

## RECOMMENDATIONS

That Council:

1. AUTHORIZES the establishment of an Advisory Committee on Council Remuneration as required by "City of Prince George Council Remuneration Bylaw No. 8414, 2012", to conduct an independent review of Council remuneration with any adjustments that Council may approve, to be effective January 1, 2023;
2. APPROVES the draft Advisory Committee on Council Remuneration Terms of Reference attached as Appendix "A" to the report dated January 24, 2022 from the City Manager titled "Council Remuneration Review;"
3. ENDORSES the Director of Corporate Services, Supervisor of Pension and Benefits, and Manager of Legislative Services, to be appointed as Staff Liaisons (non-voting roles) to the Advisory Committee on Council Remuneration; and
4. DIRECTS Administration to post public notice in a newspaper and on the City's website inviting community members to apply for a position on the Advisory Committee on Council Remuneration.

## PURPOSE:

The purpose of this report is to provide Council with background information concerning City of Prince George Council Remuneration Bylaw No. 8414, 2012 and to deliver recommendations with respect to conducting a quadrennial (4 year) review of Council's remuneration.

## POLICY / REGULATORY ANALYSIS:

City Council remuneration is governed by "City of Prince George Council Remuneration Bylaw No. 8414, 2012" (the "Council Remuneration Bylaw").

## BACKGROUND:

The Council Remuneration Bylaw requires that a review of Mayor and Councillor remuneration, benefits, and expense reimbursement in comparison to peer municipalities be conducted by an advisory committee comprised of members of

the public by the second quarter of the last year of each Council's term. As the next municipal election will be held on October 15, 2022, this independent review should be conducted before June 30, 2022.

The 2022 Committee is proposed to be established with a mandate to review, develop and present a report with recommendations for Council Remuneration for the 2022 – 2026 term.

The proposed Terms of Reference identifies the Committee as an independent body charged with reviewing and bringing forward recommendations on remuneration, base salary and per diems, benefits and allowances for the Mayor and Councillors. The recommendations of the Committee are for Council's consideration and may be accepted, amended, or set aside as Council deems appropriate. The proposed 2022 Advisory Committee on Council Remuneration Terms of Reference is attached as Appendix "A" and is consistent with the Terms of Reference used by the Committee in 2014 and 2018.

Administration recommends that public notice be placed in the newspaper and on the City's website to invite community members to apply to Council to be on the 2022 Committee. It is also recommended that Council endorse the Director of Corporate Services, Supervisor of Pension and Benefits and Manager of Legislative Services to be appointed as Staff Liaisons (non-voting roles). The function of the staff liaisons will be to provide guidance and any necessary resources to support the independent work of the Committee.

The following timeline is proposed for the 2022 Council Remuneration Review:

Action/Deadline	Action
Committee Recruitment Newspaper Advertising	Thursday, February 17, 24, March 3, 10 and 17
Committee Application Deadline	Friday, March 18, 2022
Council Consideration of Applications and Subsequent Appointments to the Committee	Monday, March 28, 2022
Committee Recommendations to Council	On or before Monday, June 27, 2022

#### SUMMARY AND CONCLUSION:

Administration has prepared a draft Advisory Committee on Council Remuneration Terms of Reference (Appendix A), and recommends that Council pass the resolutions outlined above with respect to conducting the 2022 Council Remuneration Review.

#### RESPECTFULLY SUBMITTED:

Walter Babicz, City Manager

Meeting date: February 7, 2022