

REMUNERATION, COUNCIL

The Council of the City of Dawson Creek directs that:

1. The Mayor and Council of the City of Dawson Creek shall be paid the annual remuneration according to the following table, with the adjustment effective January 1st of each year.

	Adjustment	Remuneration - Mayor	Remuneration - Councillor
2018	N/A	\$61,215	\$20,813
2019	N/A	\$70,397	\$23,935
January 1 to June 21, 2020	N/A	\$75,325	\$25,611
June 22, 2020	N/A	\$70,394	\$23,935
2021	N/A	\$70,397	\$23,935
2022	N/A	\$75,325	\$25,611
2023	+ 2%	\$76,832	\$26,124
2024	+ 4%	\$79,905	\$27,168
2025	+ 3%	\$82,303	\$27,984
2026	+3%	\$84,773	\$28,824

2. Beginning in 2023, the annual remuneration shall be adjusted effective January 1st of each year by the percentage change to the Consumer Price Index (CPI) for BC (September over September of the previous year, capped at a maximum of 3%), plus 1%. This allows any change in the remuneration to be factored into the fall budget process. The adjusted amounts will be rounded up to the nearest dollar and will be recorded in the table annually.
3. The annual remuneration shall be paid to each Council member in twenty-six equal installments, commencing in January each year.
4. Council may at any time, by resolution, direct staff to form a Council Remuneration Committee, in accordance with the attached Terms of Reference. The Council resolution must include a timeline and a budget.
5. The Mayor will be provided with a monthly vehicle allowance in the amount of \$500.00, to compensate for travel within the Peace River Regional District using a personal vehicle.

Terms of Reference

Council Remuneration Committee

1. Purpose

To provide Council with a recommendation regarding Council remuneration.

2. Requirements for Committee Members

- a. Ability to commit the amount of time needed to thoroughly discuss and review each area considered under the scope of work, within the timeframe requested by Council.
- b. Base knowledge regarding the complexity, responsibility, commitment, and accountability associated with the role of Both Mayor and Council.
- c. Board or Committee experience.
- d. Experience in business, management, and/or government.
- e. Knowledge and/or understanding of compensation and planning.

3. Membership

- a. The Committee shall consist of five appointed volunteer members and one consultant.
- b. Quorum shall consist of 50% plus one of the appointed members.
- c. Appointed members will consist of one representative from each of the following sectors and two community representatives selected by Council.
 - a. Business – Chamber of Commerce
 - b. Volunteer – Rotary Club
 - c. One former City of Dawson Creek elected official

4. Procedures

- a. The Committee shall elect a chair and a deputy chair at the first meeting.
- b. The Committee shall approve a schedule of meetings at the first meeting.
- c. A motion is approved by a majority vote of the appointed members.
- d. Administrative support will be provided by the City Administration Department.

5. Committee Member Responsibilities

- a. To consider, inquire into, report, and make a recommendation regarding the Council Remuneration Policy to Council within the timeframe requested by Council.
- b. To consider the following areas (scope of work):
 - i. Salary for Mayor and Council
 - ii. Timing of any recommended changes
 - iii. Annual adjustments including the Consumer Price Index
 - iv. Benefits
 - v. Allowances
- c. The Committee may request additional research or new research not identified under the current scope as long as it fits within a contingency approved by Council resolution.

6. Consultant Responsibilities

- a. Research and findings will be provided to the Committee regarding the salary for Mayor and Council, timing of any recommended changes, annual remuneration adjustment, benefits, and allowances.
- b. In conducting the research and providing findings, the consultant will apply the following traditional factors:
 - i. Local Economy
 - ii. Regional economy
 - iii. City's budget and financial outlook
 - iv. City's population and growth rate
 - v. Resident's average income level
 - vi. Management salary structure and pay progression
 - vii. Council pay in comparable communities
 - viii. Mayor and Council working hours
 - ix. City's regional involvement
 - x. Complexity of issues facing the City
 - xi. Local cost of living
- c. Additional factors relevant to the current time period may be added through a resolution of Council, with the 2017 Council request including:
 - i. Information will be provided to the committee regarding changes to the 1/3 tax-free benefit received by elected officials and the direct impact it will have on remuneration.

7. Reporting and Authority

- a. The Committee members have a responsibility to act in the best interests of the City.
- b. Recommendations of the Committee will be provided to Council for consideration of approval.

APPROVED BY COUNCIL:

DATE: September 10, 2001

AMENDED BY COUNCIL:

DATE: October 20, 2003

DATE: November 8, 2004

DATE: December 17, 2007

DATE: January 12, 2009

DATE: October 1, 2012

DATE: December 3, 2012

DATE: October 23, 2013

DATE: June 15, 2015

DATE: September 11, 2017

DATE: December 18, 2017

DATE: December 20, 2021

DATE: February 6, 2023

DATE: February 12, 2024

REAFFIRMED BY COUNCIL:

DATE: August 12, 2024