



REQUEST FOR DECISION

MEETING DATE: June 23, 2025

TITLE: CP-1061-25 - Council Remuneration Policy

DIVISION: Strategic and Communication Services

SUMMARY:

Council Remuneration Policy (the “Policy”) amendments are being brought to Council for approval. The Policy has been updated to include recommendations from the 2023 Council Remuneration Review Advisory Committee (the “Committee”) that are effective for the 2025-2029 Council term, and to create greater clarity and transparency regarding calculating Council’s remuneration annually, compensation for attending Council orientation sessions and the use of the Mayor and Councillor’s expense budget in an election year.

PROPOSED MOTION:

THAT CP-1061-25 - Council Remuneration Policy be approved as presented.

BACKGROUND / ANALYSIS:

Honorarium Amount Update

In 2023, the Committee reviewed and provided recommendations to Council on remuneration for the Mayor and Councillors, including salary, benefits, honorariums, pension, allowances, and other forms of compensation. All the recommendations of the Committee were unanimously carried by Council on July 17, 2023. Specific recommendations were effective January 1, 2024, and the policy was updated and approved on November 20, 2023, to meet that effective date. However, other recommendations were not effective until the 2025 - 2029 Council term.

The specific recommendation that applies to the 2025 - 2029 Council term that is addressed in this Policy is the update to honorariums amounts for attending various events outlined in s.6

such as internal board and committee meetings, Council Retreats and Council orientation sessions, etc.

As per the Council's approval of the Committee's recommendation the honorarium amounts have been updated as follows:

- Half-Day Honorarium (minimum of one hour and maximum of four hours) - Updated from \$131 to \$150
- Full-Day Honorarium (more than four hours) - Updated from \$262 to \$300

The Committee's rationale for the honorarium increase was that honorariums are necessary to compensate members of Council for the time expended. Based on a Council member's work or personal commitments, they may not have as much time or flexibility as other Council members to partake in meetings or events in which honorariums are paid. Honorariums promote fairness in Council's compensation. The Committee also noted that the Mayor is not provided honorariums for attending events during business hours as the Mayoral position is classified as full-time. However, Councillors may receive honorariums for attending events during business hours as the Councillor position is classified as part-time.

The Committee was of the opinion that the definition of half day be changed from a minimum of two hours to a minimum of one hour. Section 2.11 has been amended to reflect this change. The Committee noted that most meetings or events for which a Councillor would receive honorariums would last more than one hour. Based on this, the Committee was of the opinion that Councillors may only claim for a meeting or event that lasts more than one hour. For example, if a meeting or event is 45 minutes, a Councillor would not receive an honorarium, and Councillors should not round up to one hour either. The Committee was also of the opinion that preparation time for meetings or events for which honorariums are received should not be factored into the meeting or event duration. Councillors are provided a base salary, and the Committee was of the opinion that the base salary compensates Council for any preparation time.

Honorariums for Attending Council Orientation Sessions

Section 9 of the *Local Authorities Election Act* (LAEA) indicates that an elected person "holds office from the beginning of the Organizational meeting of the elected authority following the general election to immediately before the beginning of the Organizational meeting of the elected authority after the next general election". This means a newly elected Council member is technically not a member of Council, and therefore not eligible for their salary and any honorariums under the Council Remuneration Policy until the date of the Organizational meeting.

Since orientation on specific topics, such as the role of municipalities, the role of Council and Councillors, the role of the Chief Administrative Officer, etc., *must* occur on or before the day of the Organizational meeting, there may be Orientation sessions held before the Organizational

meeting. To ensure fairness between incoming and returning members of Council, the Policy has been amended by adding s.6.(e)(i) which indicates notwithstanding s.9 of LAEA, an elected individual will be paid an honorarium for attending any internal or external training sessions that occur before the Organizational meeting is held.

Use of Economic Indicators to Calculate Annual Council Remuneration

Section 4.1 has been amended to add the months of the previous year's economic indicators that will be used to calculate Council's remuneration. This provides greater clarity and consistency between calculation of Council's remuneration from year to year.

Use of Expense Budgets in an Election Year

The Policy has also been amended to add a s. 7.3 indicating that in an election year, the Mayor and Councillor expense budgets be prorated up to election day. The remaining amount after the election would be for the use of the elected Council, which may or may not include Council members from the previous term.

Section 7.3(b) specifically indicates that Councillors may use their expense budget to register for and attend workshops, conventions, conferences, and other training sessions that are scheduled to occur prior to Nomination Day, but not after Nomination Day until official confirmation of their re-election.

OPTIONS / ALTERNATIVES:

Council may pass motions to effect further amendments.

CONSULTATION / ENGAGEMENT:

The Committee provided recommendations on Council remuneration in 2023 regarding increasing honorarium amounts.

The amendments regarding Council's expense budget reflect the current practices in place for the 2025 election.

IMPLEMENTATION / COMMUNICATION:

Upon the Policy effective date of October 20, 2025, the Policy will be posted to the City's website.

IMPACTS:

The updated Policy will reflect the approved recommendations from the 2023 Council Remuneration Review Advisory Committee and will provide greater equity, clarity, and transparency on honorariums, Council salary calculations, and expense budgets.

FINANCIAL IMPLICATIONS:

Honorariums are paid from Councillor's expense budgets. The Mayor's expense budget of \$18,500 and Councillor member's expense budget of \$16,840 will remain unchanged. The Committee was of the opinion these amounts are sufficient to absorb the increase in honorarium rates. As a result, there will be no increase to the overall City budget.