



**UNION OF BC MUNICIPALITIES**

# **COUNCIL & BOARD REMUNERATION GUIDE**



**UBCM Convention  
September 24, 2019**

## PRESENTATION

- Why the *Guide*?
- How did we develop it?
- What does it cover?
- What are the best practices?
- Where to from here?



## WHY THE GUIDE



UNION OF BC MUNICIPALITIES

### COUNCIL & BOARD REMUNERATION GUIDE

FIRST EDITION  
SEPTEMBER, 2019

## WHY THE GUIDE

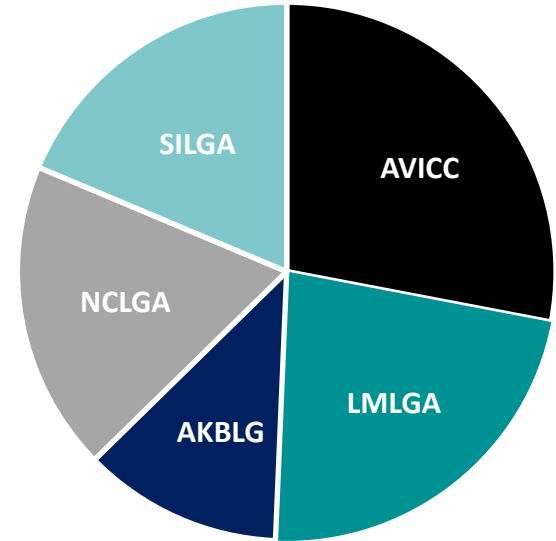
- Very difficult to set your own remuneration
- 2018 UBCM resolution
- Guide does not prescribe "what"; focuses on the "how"
- Autonomy and scalability

## HOW DID WE DEVELOP IT

- Research on challenges, approaches, packages
- UBCM Survey – who's doing what; what are people thinking

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## HOW DID WE DEVELOP IT

- Research on challenges, approaches, packages
- UBCM Survey – who's doing what; what are people thinking
- Interviews with select places
- Best practices
- Drafting and review

# WHAT DOES IT COVER

- Importance
- Who
- When
- How
- Communicating

## CONTENTS

INTRODUCTION .....	1
SECTION 1: IMPORTANCE OF REMUNERATION.....	5
SECTION 2: WHO SHOULD CONDUCT REMUNERATION REVIEWS?.....	7
SECTION 3: TIMING AND FREQUENCY OF REVIEWS.....	12
SECTION 4: SETTING REMUNERATION.....	17
Remuneration .....	17
Expenses.....	27
Benefits .....	30
SECTION 5: COMMUNICATIONS.....	36
SECTION 6: SUMMARY OF BEST PRACTICES .....	40



## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
Who?	➤ establish an independent task force to conduct reviews of elected official remuneration

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
When?	<ul style="list-style-type: none"><li data-bbox="625 565 1557 653">➤ conduct remuneration reviews, and report the results, at least one year before the next election</li></ul>

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
When?	➤ conduct remuneration reviews once per term
	➤ set out the timing for subsequent reviews in remuneration policies or bylaws

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
When?	<ul style="list-style-type: none"><li>➤ include in policies or bylaws provision for an automatic cost-of-living adjustment, using the CPI, to elected officials' base remuneration</li></ul>

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
When?	<ul style="list-style-type: none"><li>➤ have changes to base levels, determined through reviews, take effect at the beginning of the following term</li></ul>

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
When?	<ul style="list-style-type: none"><li>➤ allow for immediate implementation of changes to remuneration that are designed to protect officials from financial loss that would otherwise occur as a result of tax system shifts</li></ul>
	<ul style="list-style-type: none"><li>➤ allow for immediate implementation of annual cost-of-living adjustments</li></ul>

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
How (pay)?	<ul style="list-style-type: none"><li>➤ use base remuneration paid to elected officials in similar local government jurisdictions as preferred basis for determining remuneration</li></ul>

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
How (pay)?	<ul style="list-style-type: none"><li>➤ establish comparison groups using population, combined with other factors that influence elected official workload and levels of responsibility</li></ul>
	<ul style="list-style-type: none"><li>➤ include at least five jurisdictions in the comparison groups</li></ul>



## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
How (pay)?	➤ use simple formulas that make the calculation of remuneration levels straightforward, easy to explain, and easy to understand

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
How (pay)?	<ul style="list-style-type: none"><li>➤ target supplemental payments to non-core meetings, and structuring base remuneration levels to include attendance at board and committee of the whole meetings</li></ul>

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
How (expenses)?	<ul style="list-style-type: none"><li data-bbox="625 565 1271 601">➤ expenses for municipal directors</li><li data-bbox="625 631 1580 773">➤ fundamental principle that elected officials should not be expected to pay expenses that are incurred in order to perform their roles</li><li data-bbox="625 802 1431 838">➤ mayor and chair will incur more expenses</li></ul>

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
How (expenses)?	<ul style="list-style-type: none"><li data-bbox="624 565 1522 653">➤ lists of eligible expenses need to reflect unique local conditions</li><li data-bbox="624 685 1528 773">➤ re-examine eligibility to reflect changing needs, and to reduce barriers to participation</li></ul>

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
How (benefits)?	<ul style="list-style-type: none"><li data-bbox="625 565 1566 653">➤ provide access to extended health, dental, vision, and insurance benefits to all elected officials</li><li data-bbox="625 682 1141 721">➤ fund on a pro-rated basis</li><li data-bbox="625 751 1572 838">➤ extend benefits to family members, provided that elected officials pay full incremental cost</li></ul>

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
How (benefits)?	➤ re-examine eligibility to reflect changing needs, and to reduce barriers to participation

## WHAT ARE THE BEST PRACTICES

SECTION	BEST PRACTICE
Communicate	<ul style="list-style-type: none"><li data-bbox="625 565 1580 809">➤ communicate information on nature of elected official roles, purposes of remuneration, principles to guide setting of remuneration, details on remuneration levels and reviews, and expenditures made</li><li data-bbox="625 838 1450 929">➤ range of tools, including presentations and meetings</li></ul>



# WHERE TO FROM HERE



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