

	COMMITTEE REMUNERATION POLICY	
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SUBJECT:	Committee Remuneration Policy	
PREPARED BY:	Finance	
AUTHORIZED BY:	City Council	
EFFECTIVE DATE:	August 25, 2016	REVISION DATE:
REVIEW FREQUENCY:	After one year	

A. PURPOSE

Council has established a Truth and Reconciliation Task Force and proclaimed 2017 as a Year of Reconciliation. The purpose of this Policy is to encourage structured First Nations participation with the City recognizing the Esquimalt and Songhees First Nations governments and providing compensation to their representatives appointed to City Committees, Task Force's and working groups and designated projects.

This Policy recognizes that similar to City Council members participating in certain external boards, agencies or Committee there are circumstances under which compensation is paid to the participating Council member in recognition of their participation.

B. OBJECTIVES

To encourage First Nations participation by recognizing that there significant demands made upon First Nations to participate in a number of similar committees or groups within the region and to accordingly provide a reasonable compensation in recognition of these demands and in appreciation for the commitment to participate and the important contributions that are made through this involvement.

C. DEFINITIONS

Committee means a Committee, Task Force or other working group established by Council for specific purposes to support activities of City governance.

Council means the Council of the City of Victoria.

Director of Finance refers to the person holding the position of Financial Officer as defined by Section 149 of the Community Charter.

First Nations means an officially appointed representative of the Esquimalt or Songhees First Nation, or another other First Nations Government, determined by resolution of Council for the purposes of this Policy.

Project means an activity undertaken by the City for which First Nations involvement is requested for the Purposes of this Policy.

D. AUTHORITY FOR REMUNERATION

In order for a First Nations representative to receive remuneration for participation with the City the following must first occur:

- a) Council has appointed by resolution, the First Nations committee participant through consultation with the First Nations Government.
- b) Council has approved by resolution, that remuneration is attributable for the service to be provided by the appointed First Nations representative in the instances of a Project designated by Council; and
- c) That the Committee or Designated project has a budget sufficient to support the remuneration to the First Nations participant.

E. AMOUNT OF STIPEND

Each meeting that a designated First Nations representative participates in shall be compensated as follows:

- a) First four hours: \$200.00
- b) More than four hours: \$400.00
- c) Any remuneration paid under this Policy shall be done in accordance with the applicable Canada Revenue Agency reporting regulations.

F. REIMBURSEMENT REQUESTS

The Director of Finance shall authorize all eligible claims for re-imbursement under this policy.

G. POLICY REVIEW AND RATE ADJUSTMENTS

Council shall review this policy at three year intervals and consider adjustments related to inflation in a manner similar to Council member indemnities.