



To: New Westminster City Council
in Regular Council

Meeting Date: October 6, 2025

From: Richard Fong, Director, Human
Resources

Report No.: 2025-278

Re: **2025 Council Remuneration Policy Review**

STAFF RECOMMENDATION

1. *THAT the recommendations from Western Compensation & Benefits Consultants, as outlined in the report titled "2025 Council Remuneration Policy Review" dated October 6, 2025 from the Director, Human Resources, be endorsed.*
 2. *THAT the Council Remuneration Policy be revised as presented in Attachment 2 of the report titled "2025 Council Remuneration Policy Review" dated October 6, 2025 from the Director, Human Resources.*
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PURPOSE

The purpose of this report is twofold:

- 1) Present the findings and recommendations from the formal review of the Council Remuneration Policy conducted by Western Compensation and Benefits Consultants (WCBC); and
- 2) Seek Council's approval to the amended Policy as presented in Attachment 2 based on these recommendations.

BACKGROUND

At the July 8, 2024 Regular Council meeting, Council passed the following motion:

1. *THAT Council direct staff to conduct a formal review of the Council Remuneration Policy; and*
2. *THAT the review of the Policy include recommendations regarding the updating of the transitional allowance payments to elected officials.*

The Council Remuneration Policy defines the procedures for setting, reviewing, and approving Council remuneration. The Policy is subject to a review and public disclosure process every four years, prior to a municipal election. The Policy was last reviewed in June 2019, with a delay due to the pandemic.

Council's annual remuneration has been aligned with the median (50th percentile) of the comparison municipal market within Metro Vancouver. The City's comparison market is based on factors such as population size, revenues, and consolidated expenditures, and include the following eight municipalities:

- City of Coquitlam
- City of Delta
- City of Maple Ridge
- City of North Vancouver
- City of Port Coquitlam
- District of North Vancouver
- District of West Vancouver
- Township of Langley

The following components of remuneration are included in the Policy:

- Annual remuneration for the Mayor and Councillors;
- Acting Mayor remuneration;
- Transportation allowance;
- Incidence of retirement, severance, or transition allowance;
- Incidence and cost-sharing of benefits premiums;
- Policy for establishing/reviewing Mayor and Councillors remuneration; and
- Approach for adjusting remuneration between reviews.

The City retained an external consultant, Western Compensation & Benefits Consultants (WCBC), to conduct a comprehensive market review of the current levels of Council remuneration to ensure they remain competitive.

DISCUSSION

The comprehensive review by WCBC included the following eight municipalities in the City's comparison group:

- City of Coquitlam
- City of Delta
- City of Maple Ridge
- City of North Vancouver
- City of Port Coquitlam
- District of North Vancouver

- District of West Vancouver
- Township of Langley

The market survey collected detailed information on the following components of Council remuneration:

- Annual remuneration paid to the Mayor and Councillors;
- Any additional remuneration for serving as Acting Mayor;
- Transportation allowances provided;
- Group benefits provided;
- Retirement benefits provided;
- Separation/transition/severance allowances provided; and
- Basis for increasing annual remuneration amounts.

Below are the results and recommendations from WCBC’s review of Council remuneration.

A. Pay Policy Position

Council’s annual remuneration should continue to align with the median (50th percentile) of the comparison municipal market within Metro Vancouver.

B. Annual Remuneration

With a 2.38% annual CPI adjustment effective January 1, 2025, the recommended new 2025 annual remuneration salary at the market median would be:

<u>Position</u>	<u>2025 Current</u>	<u>2025 Current</u> <u>(with 2.38% CPI</u> <u>adjustment effective</u> <u>January 1, 2025)</u>	<u>2025 Proposed (P50)</u>
Mayor	\$152,973	\$156,600	\$160,300 (approx. 2.4% increase)
Councillors	\$58,836	\$60,200	\$61,700 (approx. 2.3% increase)

C. Acting Mayor Compensation

The Acting Mayor compensation varies across the comparator municipalities. The City's Acting Mayor pay rate of \$1,000 per month is well below the 50th percentile of comparator municipalities.

Recommendation: Increase to \$2,000 per month.

D. Transportation Allowance

The City's current \$200 monthly transportation allowance for the Mayor is well below the 50th percentile of the comparison municipalities that provide this allowance to the Mayor. The majority of municipalities provide the Mayor with a monthly allowance.

The City's current \$100 monthly transportation allowance for Councillors is below the 50th percentile of the comparison municipalities that provide this allowance to the Councillors. The majority of municipalities provide Councillors with a monthly allowance.

Recommendation: Increase to the median.

- **Mayor – Increase from \$200 to \$850/month**
- **Councillors – Increase from \$100 to \$330/month**

E. Other Perquisites

Some municipalities offer additional perks (e.g. tech or communication allowance), but these are one-offs and not common.

Recommendation: No changes to include these perquisites.

F. Group Benefits

The City's group benefits are competitive and in line with the comparison municipalities.

Recommendation: No changes.

G. Separation/Transition Allowance

Only three of the survey organizations provide Councillors with an allowance upon leaving office, which is equivalent to the employer's Municipal Pension Plan contributions for exempt staff. Two of these organizations make the payments in the

form of a lump sum, while the third organization pays the allowance as salary continuance.

The Policy currently provides the Mayor and Councillors with a lump sum separation allowance upon completion of their term(s) in office equivalent to 10% of their highest annual remuneration for each year of service commencing after December 1, 2008 (with a twelve-year cap). The Mayor and Councillors are not eligible to participate in the Municipal Pension Plan so the separation/transition allowance is provided in lieu of a pension plan.

Recommendation: Continue with current separation/transition allowance.

H. Increasing Annual Remuneration

The most common approach to making annual adjustments to Council remuneration amongst the comparison municipalities is based on the Consumer Price Index (CPI) for the region, which assesses price changes associated with the cost of living. Annual adjustments at New Westminster are currently based on CPI.

Recommendation: Continue with CPI-based yearly adjustments.

I. Policy Review

Not all municipalities formally review remuneration on a regular basis.

Recommendation: Continue with a four-year review cycle aligned with the Council term.

FINANCIAL IMPLICATIONS

The following table outlines the estimated financial impact for 2025 of the proposed adjustments:

2025 Remuneration Component	2025 Estimated Financial Impact	2025 Estimated Cumulative Financial Increase
Annual Remuneration for Mayor \$152,973 → \$160,300	\$7,327	\$7,327
Annual Remuneration for Six Councillors \$58,836 → \$61,700	\$2,864 * 6 = \$17,184	\$24,511

Acting Mayor Compensation \$1,000/month → \$2,000/month	\$1,000 * 12 months = \$12,000	\$36,511
Vehicle Allowance for Mayor \$200/month → \$850/month	\$650 * 12 months = \$7,800	\$44,311
Vehicle Allowance for Six Councillors \$100/month → \$330/month	\$230 * 12 months * 6 Councillors = \$16,560	\$60,871

The total estimated financial increase for the recommended adjustments for 2025 is \$60,871.

CONCLUSION

WCBC has confirmed that New Westminster’s Council remuneration generally remains aligned with regional market standards. The proposed adjustments aim to ensure ongoing competitiveness, fairness, and transparency. Staff recommend that Council approve the proposed amendments to Council Remuneration Policy as presented in Attachment 2.

OPTIONS

There are three options for Council’s consideration:

Option 1: THAT the recommendations from Western Compensation & Benefits Consultants, as outlined in the report titled “2025 Council Remuneration Policy Review” dated October 6, 2025 from the Director, Human Resources, be endorsed.

Option 2: THAT the Council Remuneration Policy be revised as presented in Attachment 2 of the report titled “2025 Council Remuneration Policy Review” dated October 6, 2025 from the Director, Human Resources.

Option 3: THAT staff be provided with other direction.

Staff recommend Options 1 and 2.

Attachments

Attachment 1 – Council Remuneration Policy (redlined version)

Attachment 2 – Amended Council Remuneration Policy (final version for approval)

Report Approval

Submitted By

Richard Fong, Director, Human Resources

Agreed By

Shehzad Somji, Director, Finance

Approved By

Richard Fong, Director, Human Resources

Lisa Spitale, Chief Administrative Officer