

# REPORT

## *Office of the Chief Administrative Officer*

**To:** Mayor Cote and Members of Council      **Date:** April 25, 2022  
**From:** Lisa Spitale  
Chief Administrative Officer      **File:** 05.1035.20  
**Item #:** 2022-284

**Subject: Committee Remuneration Policy - Indigenous Members**

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### **RECOMMENDATION**

That Council approve the attached Committee Remuneration Policy - Indigenous Members.

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### **PURPOSE**

To seek Council's approval of a Committee Remuneration Policy - Indigenous Members.

### **BACKGROUND**

In 2019, New Westminister became the first municipality in B.C. to create a dedicated position for Indigenous individuals on all City committees. This was in recognition of the City's work to reconcile with First Nations and of the importance of the voices of rights and title holders in City processes. The təməsewtx<sup>w</sup> Aquatic and Community Centre naming process saw the City provide honoraria to members of the naming committee in recognition of the value of traditional knowledge they contributed. At that time in 2019 Council passed the following resolution:

*"THAT Council direct staff to bring back a framework for the provision of honorariums in future processes; and,  
THAT Council direct staff to model the honorariums on Metro Vancouver's rates."*

This report responds to that 2019 motion. It is the first of two companion reports; the second will address individuals who face financial barriers to participating on City committees.

**ANALYSIS**

The Committee Remuneration Policy – Indigenous Members (Attachment 1) is the first of its kind in the Lower Mainland. The initial conversations regarding this policy and its companion took place at the Reconciliation, Social Inclusion and Engagement Task Force. The policy as presented to the task force was a single Committee Remuneration Policy; however, in subsequent discussions among staff in the CAO office it was determined that it would be more appropriate to have two policies that separately address the needs of these two distinct groups.

In developing the policy, staff reviewed policies from Metro Vancouver, The City of Victoria and the City of Vancouver. Upon review, Metro Vancouver's compensation policy was not considered an appropriate model, as it was designed to compensate elected Council members for their participation on Metro Vancouver boards. Metro Vancouver's level of compensation is calculated with reference to Councillor and Mayor salaries in the region. Metro Vancouver does not have a compensation policy for public members of its committees.

The City of Vancouver does not offer remuneration or other direct honoraria for attendance by committee members. However, Vancouver does provide reimbursement for direct costs related to committee participation, such as transportation and child care. The Committee Remuneration Policy – Indigenous Members attached also includes reimbursement of expenses in addition to remuneration for participation.

The City of Victoria has a Committee Remuneration Policy that offers remuneration specific to appointees from the Esquimalt and Songhees First Nations. This policy provided guidance for the remuneration amounts outlined in the policy before Council today.

The Committee Remuneration Policy – Indigenous Members as presented to Council provides remuneration to "Rights and Title Holders". This term as used at the recommendation of the City's Indigenous Relations Advisor as it is inclusive of all the original peoples of Turtle Island (also known as North America).

The policy will offer the following remuneration:

- For pre-reading prior to the committee meeting, individuals will be compensated at a rate of \$100.00 per committee meeting.
- For the first 4 hours of a committee meeting, individuals will be compensated at a rate of \$200.00. This timeframe was chosen as most committee meetings do not exceed 4 hours.
- For any meetings that extend beyond 4 hours, individuals will be compensated at a total rate of \$400.00.

Therefore, in most usual circumstances, a rights and title holder could expect to be compensated \$300.00 per committee meeting that they attend.

This rate of remuneration is suggested in consideration of the distinct relationship of Rights and Title Holders to the City, the value of contributions and perspectives by Rights and Title Holders, and the emotional labour of participating in a colonial process.

The policy will be open to anyone who self-identifies as Indigenous during the committee recruitment process. The current committee application form asks applicants to volunteer this information. Individuals would have the option to decline the remuneration.

### **FINANCIAL IMPLICATIONS**

There are two financial implications to consider related this policy: one for the committee member and the other for the City.

Through conversations with members of the Finance Department and the Payroll group, staff came to understand that the remuneration rates as outlined would not qualify as an honorarium under the regulations set by the Canada Revenue Agency. This form of remuneration will be administered as part of the City's formal payroll process. Possible financial implications to the committee member will be discussed with the individual.

The cost implications to the City of this policy need to be considered for this year and future years.

In 2022, Council has appointed four Rights and Title Holders to positions on City committees. The cost of implementing this policy for the full year would be \$6,500; however, given the policy would be introduced partway through the year staff have calculated a budget estimate of \$3,250 for 2022. Staff propose the 2022 amount would come from the existing reconciliation budget.

In future years, with expected progress towards reconciliation and as a result of this remuneration policy, it is reasonable to expect great numbers of Rights and Title Holders appointed to committees. For 2023 and beyond, staff estimate an annual budget of approximately \$35,000. This would facilitate 23 individuals appointed to 15 committees. If Council approves the policy, this amount will be forwarded to the 2023 budgeting process as an enhancement to be included in the Legislative Services budget.

### **INTERDEPARTMENTAL LIAISON**

The policy was jointly created by the Manager of Museum and Heritage Services, the Manager of Public Engagement, the City Clerk, and the Indigenous Relations Advisor, with input from the CAO, the Director of Finance, the Senior Manager of Financial Services, the Supervisor of Community Planning and the Manager of Payroll.

### **OPTIONS**

There are two options before Council:

1. That Council approve the attached Committee Remuneration Policy - Indigenous Members or
2. That Council provide other direction.

Staff recommend option 1.

**ATTACHMENTS**

Attachment 1: Committee Remuneration Policy – Indigenous Members

**APPROVALS**

This report was prepared by:  
Jacque Killawee, City Clerk

This report was reviewed by:  
Christina Coolidge, Indigenous Relations Advisor  
Rob McCullough, Manager, Museums and Heritage Services  
Jennifer Miller, Manager of Public Engagement  
Harji Varn, Director of Finance / Chief Financial Officer

This report was approved by:  
Lisa Spitale, Chief Administrative Officer