



**Date of Meeting** June 22, 2023

**Subject** Council Policy - Honourariums for Boards, Committees, and Commissions

**Submitted By** Councillor Crowson, Chair – Governance Standing Policy Committee

**Recommendation from Governance Standing Policy Committee:**

BE IT RESOLVED THAT City Council adopt the City Council Policy for Honourariums for Boards, Committees, and Commissions, as provided in the Attachment, retroactively effective to January 1, 2023.

**Vote:**

**In Favour:** 4-0 (Unanimous)

**Public Speakers at the Meeting:** None

**Public Submissions:** None

**Submitted By** David Sarsfield, Deputy City Clerk

**Purpose**

To create a policy to establish honourariums for Boards, Committees, and Commissions.

**Recommendation(s)**

That the Governance Standing Policy Committee recommend that Council adopt the City Council Policy for Honourariums for Boards, Committees, and Commissions, as provided in the Attachment, retroactively effective to January 1, 2023.

**Summary**

Council appreciates and acknowledges public member volunteers that serve on their Boards, Committees and Commissions (BCCs). They provide Council with valuable advice, recommendations and/or decisions. Council would like to provide an honorarium for their thanks and appreciation of the time and contributions given by the members.

A draft policy has been prepared for City Council's consideration based on the criteria previously provided to them.

## Strategic Alignment

N/A

## Background and Prior Decisions

Council, at its November 29, 2022 meeting, approved the 2023-2026 Operating Budget Meeting, which included the following resolution:

### C-13 – Honorariums for Public Members that Serve on Council’s Boards, Committees and Commission

*BE IT RESOLVED THAT the Economic Standing Policy Committee recommend that City Council amend the 2023-2026 Operating Budget to include initiative C-13 (Honorariums for Boards, Committees, and Commissions), to provide for honorariums for designated Boards, Committees, and Commissions to which Council appoints public members, with Administration directed to develop a Council Policy with criteria to City Council, through the Governance Standing Policy Committee, by Q1 2023, with funding allocated as follows:*

	2023	2024	2025	2026
Taxation	\$42,000	\$42,000	\$42,000	\$42,000

A presentation was made at the [March 23, 2023, Governance Standing Policy Committee](#) providing data on the BCCs as well as possible criteria for establishing a policy for the honourariums.

City Council subsequently passed a resolution at the [April 4, 2023 Meeting](#) that Council:

- 1. Direct the City Clerk’s Office to draft a Public Member Volunteer Honorarium Council Policy based on the criteria and honorarium amounts provided on pages 5 and 6 of this report and return to Council, through the Governance Standing Policy Committee, by June 30, 2023.*
- 2. Rescind Council Policy CC29 Volunteer Recognition Event and reallocate the annual operating funds of \$6,000 to Initiative C-13 – Honorariums for Public Members that Serve on Council’s Boards, Committees and Commissions of the 2023-2026 Operating Budget.*

## Analysis and Options

A comparison to other municipalities was completed. Based on that comparison, a budget was prepared and approved in the 2023 – 2026 Operating Budget.

## Implications

### Community/Citizen

None

### Financial

\$42,000 was included in the C-13 – *Honourariums for Public Members that Serve on Council's Boards, Committees, and Commissions* of the 2023 – 2026 Operating Budget. An additional \$6,000 was provided from the reallocation of the funding for the Volunteer Recognition Event (Council Policy CC29).

**Risk**

A potential risk to not providing honorariums is not attracting qualified candidates to apply and serve on Council's BCCs, and therefore having vacancies continue and Council not being provided the best information, recommendations, or decisions.

**Corporate**

Attendance will be tracked by the City Clerk's Office through the adopted minutes. Honorariums will be provided annually at the end of the calendar year.

**Engagement**

Other municipalities, all Police Commissions in the Province, all Combative Sports Commissions in the Province, as well as external BCCs were engaged. Members of the Combative Sports Commission were also engaged

**Implementation and Communication Plan**

This policy, once adopted, would be retroactive to January 1, 2023, to align with the funding that was approved.

**Attachment(s)**

1. Draft City Council Policy - Honourariums for Boards, Committees, and Commissions

**Approvals**

**Department Director:** Bonnie Hilford

**City Manager:** Lloyd Brierley