

**Mayor and Council Remuneration and Expenses
Comparison Study**

Independent Task Force - Terms of Reference

General

At the January 10, 2022 Regular meeting Council direct staff to advertise for five Oliver residents, that include rural Water System users, to sit on an Independent Task Force to undertake a review of Council's remuneration package; and

That Council direct staff to review Oliver Council Remuneration Bylaw No. 861, 1997 and bring a draft for consideration; and

That Council direct staff to review the Travel and Expense Policy Bylaw 1304 and bring a draft for consideration.

Mandate

The Independent Task Force (ITF) will undertake a review of Council's remuneration package and provide recommendation(s) on the appropriate compensation for members of Council respecting:

1. Salary, benefits, pensions, allowances, and any other form of compensation
2. Frequency of future reviews of compensation by way of policy or bylaw

Membership

The ITF shall be comprised of at least three and not more than five residents from within the boundaries of the Town of Oliver, or are a property owner within Rural Water System #1 through #7, who do not currently serve as a representative at any level of government or related organization. ITF members shall have varied skills and backgrounds such as previous local government experience, financial expertise, or pay compensation experience. ITF members shall be expected to adhere to the Town of Oliver Code of Conduct policy.

Term

The ITF is expected to report its final recommendation to the Town of Oliver. The ITF shall be considered dissolved after its final report to Oliver Council unless the Council resolves otherwise. The ITF will meet one time to a maximum of three times to make its recommendation(s) to Council.



Compensation

ITF members shall not be remunerated for their duties; however, ITF members may be reimbursed for mileage in accordance with the Town's Travel & Expense bylaw.

Resources

Town staff, through the Chief Administrative Officer, will provide administrative support to the ITF, including comparison research of other local government jurisdictions, organizing meetings, and assisting with the final report.

Decision Making

Decisions of the ITF shall be by consensus whenever possible, with minority positions being noted where requested by the participant.

Call for Members and Selection

Advertising in the local paper and social media will be undertaken to request a call for membership to the ITF. Members will be requested to submit an application letter outlining their skills and background and related experience.

All applications will be provided to Council for their consideration to select the ITF membership.

