

# Office Consolidation

## CITY OF WHITEHORSE

### BYLAW 2015-22

A bylaw to provide for remuneration to be paid to the mayor and councillors

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WHEREAS section 173 of the *Municipal Act* (2002) provides that council may by bylaw establish the types, rates and conditions of payments to be made to members of council;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

#### Short Title

1. This bylaw may be cited as the “**Council Remuneration Bylaw**”.

#### Annual Remuneration

2. The basic annual remuneration for the mayor for the 2015 – 2018 term of office shall be eighty-seven thousand nine hundred forty-two dollars (\$87,942.00), effective from October 27, 2015 to October 29, 2018 inclusive.
3. The basic annual remuneration for each councillor during the 2015 – 2018 term of office shall be twenty thousand four hundred ninety-six dollars (\$20,496.00), effective from October 27, 2015 to October 29, 2018 inclusive.
4. The annual remuneration shall be paid bi-weekly and, where a member of council fails for any reason to serve in the respective office for a full twelve months, the remuneration shall be pro-rated on a bi-weekly basis for the period served.
5. One-third of the total annual remuneration shall be paid as remuneration for necessary expenses incidental to the discharge of the duties of the office of mayor or councillor.

#### Remuneration Increases

6. Following the completion of 18 months in office, council shall review the council remuneration bylaw and may, by bylaw, amend the remuneration for the next term of council based on the average Consumer Price Index for Whitehorse for the previous three year period. This average shall be applied annually.
  - (1) The review of the bylaw shall be completed by no later than February 28, 2018 so that the remuneration for the next term of council is established a minimum of six months before election proceedings begin for the next council's term of office. (**Bylaw 2017-27 passed October 10, 2017**)

#### Additional Benefits for Councillors

7. Councillors are entitled to Extended Health Care, Dental Care, Weekly Accident Indemnity, Accidental Death and Dismemberment Insurance, a Childcare Allowance, and the Employee Assistance Program.

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- (1) Premiums for Extended Health Care and Dental Care will be paid 90% by the employer and 10% by the councillor.
- (2) Dental coverage includes 100% basic unlimited and 50% major restorative to a yearly maximum of \$2,500.00 per person.
- (3) Weekly Accident Indemnity coverage in the amount of \$300.00 per week is available to councillors injured in an accident who are gainfully employed on a full-time basis immediately before the date of injury.
- (4) Accidental Death and Dismemberment (\$100,000.00 Policy) includes 24 hour coverage.
- (5) Councillors with dependents living in their home who are younger than 13 years of age will be eligible to claim a childcare allowance for all official meetings of council. For the purposes of the 2015 – 2018 term of office:
  - (a) The childcare allowance will be equal to the established minimum wage as at May 1, 2015, and the rate shall be \$10.30 per hour; and
  - (b) Official meetings shall include Standing Committee and Regular Council meetings, Council and Senior Management meetings, and all training, meetings, events or business functions where the attendance of council members is required by the mayor or council.

### Additional Benefits for the Mayor

8. A vehicle allowance in the amount of \$450.00 per month is included in the base annual remuneration for the mayor.
9. The mayor is entitled to the benefits of the Management and Confidential Employee Bylaw and is considered a contract employee entitled to Extended Health Care, Dental Care, Short Term Disability, Long Term Disability, Group Life Insurance, Accidental Death and Dismemberment Insurance, and the Employee Assistance Program.
  - (1) Premiums for Extended Health Care, Dental Care, and Group Life Insurance will be paid 90% by the employer and 10% by the mayor.
  - (2) Dental coverage includes 100% basic unlimited, 50% major restorative to a yearly maximum of \$2,500.00 per person, and 50% orthodontic to a lifetime maximum of \$1,500.00 per person.
  - (3) Group Life/Accidental Death and Dismemberment is two times the annual salary rounded up to the next highest thousand.
  - (4) Short Term Disability (Weekly Indemnity) coverage is 100% employer paid. The mayor qualifies after the third day of illness and a physician's statement is required.
  - (5) The mayor pays 100% of the premium for Long Term Disability coverage. Payments will be based upon 65% of the first \$3,500.00 monthly earnings

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and 55% of the remaining monthly earnings to a maximum benefit of \$4,000.00 per month.

- (6) The mayor is entitled to time off with pay for periods of absence of three working days or less by reason of bonafide non-occupational illness or accident, medical, dental and optical appointment, or illness of a member of the mayor's immediate family.
- (7) The mayor is entitled to the above-noted benefits as per the Management and Management Staff Employee Bylaw, but is not entitled to any of the other benefits outlined in the bylaw. With respect to vacation time, the mayor is permitted to take paid personal leave as he or she sees fit and therefore, at the end of the mayor's term of office, there will not be any entitlement to a vacation pay-out.

### Appointment of Deputy Mayor

10. Council shall annually, by resolution, appoint councillors to perform the duties of deputy mayor and reserve deputy mayor.

### Additional Payments for Councillors

11. In addition to the annual remuneration provided for in section 3 of this bylaw, and subject to section 13 below, a councillor shall be paid an honorarium for periods when the councillor is engaged in representing the city at any business function or event, or attending a meeting or training. The honorarium shall be paid as follows:

- (1) For periods of between one and four hours: \$100.00
- (2) For periods of four hours or more \$150.00

**(Section 11 amended by Bylaw 2016-26 passed June 27, 2016)**

12. No honorarium shall be paid to councillors:

- (1) Representing the city or attending a meeting or training for periods of less than one hour, or
- (2) Attending noon hour meetings of council and senior management, or
- (3) Attending regularly scheduled standing committee and council meetings, or special council meetings; or
- (4) Attending regularly scheduled meetings of committees to which they have been appointed as a council representative.

**(Section 12 amended by Bylaw 2016-26 passed June 27, 2016)**

13. The honorarium provided for in section 11 of this bylaw shall be paid with respect to periods when a councillor:

- (1) Represents the City at a business function or event that is authorized or approved in advance by the mayor or council; or

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- (2) Attends a scheduled evening or weekend meeting of council and senior management, a strategic planning workshop, a legislative workshop, or a council training session; or
- (3) Is required to be absent from the City for six or more hours for the purpose of travel in accordance with the items set out in subsection 13(1) of this bylaw; or
- (4) Is required to act as deputy mayor during the absence of the mayor.

*(Section 13 amended by Bylaw 2016-26 passed June 27, 2016)*

### Expenses

14. Prior approval of council is required for funding or reimbursement of expenses incurred in conjunction with travel by council members outside of the City of Whitehorse.
15. Council members shall be reimbursed for travel expenses in accordance with the City of Whitehorse Travel Expenses Administrative Directive.
16. The Council Expense Policy identifies the types of expenses that are eligible for funding and sets out the approval process.

### Bylaw Repeal

17. Bylaw 2012–32, including all amendments thereto, is hereby repealed.

### Coming Into Force

18. This bylaw shall come into full force and effect on and from the 27th day of October, 2015.

**FIRST and SECOND READING:** July 13, 2015  
**THIRD READING and ADOPTION:** July 27, 2015

ORIGINAL BYLAW SIGNED BY:

"Betty Irwin"  
Betty Irwin, Deputy Mayor

"V. Anderson"  
Valerie Anderson, Acting City Clerk