



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL REMUNERATION AND COMPENSATION REVIEW COMMITTEE MEETING

### AGENDA

Date: August 19, 2021,

Time: 10:00 a.m.

Location: Zoom

---

#1 CALL TO ORDER

#2 ADOPTION OF THE AGENDA

#3 ADOPTION OF THE MINUTES

#4 NEW BUSINESS

4.1 Final Report

#5 NEXT MEETING DATE

#6 ADJOURNMENT

Minutes of a  
**COUNCIL COMPENSATION REVIEW COMMITTEE**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
M.D. Administration Building, Council Chambers  
Valleyview, Alberta, on July 15, 2021

# 1:  
CALL TO ORDER

Chair Roxanne Perron called the meeting to order at 10:00 a.m.

PRESENT

Member  
Member  
Member

Lesley Vandemark  
Herb L. Castle  
Roxanne Perron

Legislative Services Officer  
Recording Secretary

Danie Leurebourg  
Sarah Sebo

ABSENT

#2  
ADOPTION OF AGENDA

MOTION: 21.07.18 Moved by: Herb Castle.  
That the Council Compensation Review Committee adopt the agenda of the  
Council Compensation Review Committee as presented.

CARRIED

#3 COUNCIL  
COMPENSATION REVIEW  
COMMITTEE MINUTES

MOTION: 21.07.19 Moved by: Lesley Vandemark. That the Council  
Compensation Review Committee adopt the minutes of the Council  
Compensation Review meeting on June 24, 2021, as presented.

CARRIED

#4  
BUSINESS

#### **4.1 "Council Survey"**

Council Survey

MOTION: 21.07.20 Moved by: Lesley Vandemark.  
That the Council Compensation Review Committee receive Council Survey for  
information.

CARRIED

#### **4.2 “Public Engagement”**

**Public Engagement**

MOTION: 21.07.21. Moved by: Lesley Vandemark.  
That the Council Compensation Review Committee accept the Public Engagement update for information.

CARRIED

#### **4.3 “Policy 1033 Compensation Review”**

**Policy 1033 Compensation Review**

MOTION: 21.07.22. Moved by: Herb Castle.  
That the Council Compensation Review Committee recommend Council approve Policy 1033 Compensation Review with the following changes:

- Include provisions for Council that include treasury rates for accommodation and travel to be reviewed annually
- Council Compensation Review will review the policy prior to an election

CARRIED

#### **4.4 “Policy 1009 Internet Services for Members of Council”**

**Policy 1009 Internet Services for Members of Council**

MOTION: 21.07.23. Moved by: Lesley Vandemark.  
That the Council Compensation Review Committee recommend Council approve Policy 1009 Internet Services for Members of Council as presented.

CARRIED

#### **4.5 “Policy 1015 Conference Attendance”**

**Policy 1015 Conference Attendance**

Motion: 21.07.24. Moved by: Herb Castle.  
That the Council Compensation Review Committee recommend Council approve Policy 1015 Conference Attendance as presented.

CARRIED

#### **4.6 “Policy 1002 Travel and Subsistence”**

**Policy 1002 Travel and  
Subsistence**

MOTION: 21.07.25. Moved by: Herb Castle.

That the Council Compensation Review Committee recommend Council approve Policy 1002 Travel and Subsistence with the following changes:

- Increase dinner and private accommodation rates to align with the Canadian Revenue Agency Directive on Travel and Accommodation.
  - Dinner increase to \$50.00
  - Private Accommodation increase to \$50.00

CARRIED

Recess called at 11:21 a.m.

Meeting resumed at 11:24 a.m.

#### **4.7 “Policy 1008 Council and Board Remuneration”**

**Policy 1008 Council and  
Board Remuneration**

Motion: 21.07.26. Moved by: Lesley Vandemark.

That the Council Compensation Review Committee recommend Council approve Policy 1008 Council and Board Remuneration with the following changes:

- Clarify the wording in section 3 to ensure Councillors will be compensated for hours worked not meetings attended.
- Separate at-large Board and Committee members pay from Councillors within the policy.
- \$390.00 8-12 hours.
- \$500.00 max for any single day.
- Increase monthly honorarium for Councillors by \$200.00.
- Increase monthly honorarium for Reeve by \$300.00.

CARRIED

**#5 ADJOURNMENT**

MOTION 21.07.27 Moved by: Herb Castle

That this meeting adjourns at 12:23 p.m.

CARRIED

---

RECORDING SECRETARY

---

CHAIR



# REQUEST FOR DECISION

---

**SUBJECT:** Council Compensation Review Committee Final Report and Recommendations 2021

**SUBMISSION TO:** COUNCIL COMPENSATION REVIEW COMMITTEE      REVIEWED AND APPROVED FOR SUBMISSION

**MEETING DATE:** August 19, 2021      **CAO:**      **MANAGER:**

**DEPARTMENT:** CORPORATE SERVICES      **GM:**      **PRESENTER:** DL

**STRATEGIC PLAN:** Level of Service      **LEG:**

---

**RELEVANT LEGISLATION:**

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

**RECOMMENDED ACTION:**

**MOTION:** That Council Compensation Review Committee recommend Council approve “Council Compensation Review Final Report and Recommendations 2021” as presented.

---

**BACKGROUND/PROPOSAL:**

Administration has created a report compiling all of the recommended actions proposed at CCRC. This report will be presented to Council in September as Council Compensation Review Committee’s formal recommendation on adjusting the future Greenview Council compensation package. The report outlines the mandate of CCRC as well as the methodology used to collect and analyze data pertaining to Council compensation and remuneration at Greenview and comparator municipalities. Both surveys completed by members of the public have been included as well as a break down of Councils anonymous survey responses.

The proposed changes recommended by CCRC include:

**Policy 1008 “Councillor and Board Member Remuneration”**

1. That the monthly honorarium be increased by a flat rate of \$200.00 for Councillors and \$300.00 for the Reeve.
2. That the meeting Per Diem Scheme be adjusted to the following:
  - A) \$196.00 (adjusted to current rate with COLA) for meeting (and travel) in a day of 0-4 hours;
  - B) \$294.00 (adjusted to current rate with COLA) for meetings (and travel) in a day of 4-8 hours;
  - C) \$390.00 (adjusted to current rate with COLA) for meetings (and travel) in a day of 8-12 hours;
  - D) \$500.00 for meetings (and travel) in a day of 12 or more hours.
3. That the wording of provision 3 outlining the Per diem rates be clarified to ensure that they capture that compensation is based on hours of meetings and travel in a day, not for the length of each meeting.

4. That provision 4 be removed as the committee is recommending a four-step approach rather than the hourly rate after 9 hours.
5. That the compensation for conference attendance remain at \$390.00 per day.

Policy 1002 "Travel and Subsistence"

1. That the compensation for Dinners be increased to \$50.00.
2. That the Compensation for Private Accommodation be increased to \$50.00.
3. That Council review the travel and subsistence rates annually to capture changes to fuel, accommodation, and food costs.

Policy 1011 "Northern Travel Premium"

1. That the Northern Travel Premium be increased to \$0.17 per km for the first 5000 km travelled in a given year and to \$0.26 per km for every km over 5000km.
2. That the Northern Travel Premium be reviewed annually.

Policy 1033 "Compensation Review"

1. That Council annually review travel, mileage and subsistence rates to ensure Greenview remains comparable with the recommended rates established annually by the CRA Directive on Travel.
2. That in the year prior to each General Election, Council establish the Council Compensation Review Committee and appoint Members to the Committee to review the full compensation package and make recommended changes for the future Council's consideration.

Policy 1009 "Internet Services for Members of Council"

1. That a provision be added for the annual review of internet service rates to ensure the policy continues to meet the needs of Council members.

Rational also accompanied each recommendation.

---

BENEFITS OF THE RECOMMENDED ACTION:

1. Council will have the recommendation of an impartial ad hoc committee to aid in their decision to stay or adjust Greenview's future Council Compensation Package.
- 

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages to the recommended motion.
- 

ALTERNATIVES CONSIDERED:

**Alternative #1:** CCRC may recommend additional changes to the report.

---

FINANCIAL IMPLICATION:

Increasing Council Compensation and Remuneration will have additional financial implications for the municipality.

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Consult

**PUBLIC PARTICIPATION GOAL**

Consult - To obtain public feedback on analysis, alternatives and/or decisions.

**PROMISE TO THE PUBLIC**

Consult - We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision

---

**FOLLOW UP ACTIONS:**

Administration will present the “Council Compensation Review Final Report and Recommendations 2021” at a future Council Meeting.

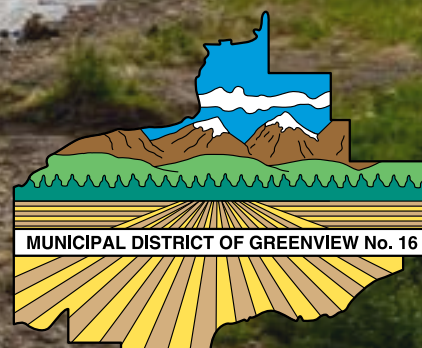
---

**ATTACHMENT(S):**

- Council Compensation Review Final Report and Recommendations 2021



# **COUNCIL COMPENSATION REVIEW COMMITTEE FINAL REPORT & RECOMMENDATIONS 2021**





# MUNICIPAL DISTRICT OF GREENVIEW

## Table of Contents

Introduction	4
Summary of Data	5
Summary of Public Engagement	7
Summary of Councillor Surveys	8
Committee Recommendations	9

## 2021 Council Compensation Review Committee

The Council Compensation Review Committee, appointed pursuant Bylaw 21-877, has completed its mandate and has the honour of submitting its final report for the consideration of Council.

Respectfully submitted,

Roxanne Perron (Chair)  
Herb Castle  
Lesley Vandemark

## Introduction:

The M.D. of Greenview Council recognized that it would be appropriate to review the remuneration and compensation paid to Council members prior to the new term of Council beginning in October 2021. To this end, Council established the Council Compensation Review Committee by Bylaw 21-877 with the mandate to provide a written report to Council with recommendations on:

- A) Appropriate compensation for members of Council, including salary, benefits, pensions, allowances, and any other form of compensation; and
- B) Frequency of future review of compensation.

Three Members-at-Large with past experience as municipal councillors were appointed to the Committee by Council. Council sought Members with past Councillor experience because they believed the Committee would provide the best recommendations if they had a strong understanding of the duties and time commitments that are required in the office of Councillor. The three members represent all areas of Greenview with one member from the Hamlet of Grande Cache, Grovedale and Landry Heights, and Little Smoky. It was paramount to the process, that the Members at Large, appointed to the Committee remained free of any conflict of interest. Thereby none of the Members-at-Large are currently elected to serve on the M.D. of Greenview Council, nor have they submitted Nomination Papers to run in the upcoming election during this process.

It was also important for the meetings and deliberations of the committee to be open to the public, and the public be afforded opportunities to participate and provide input throughout the process. Due to restraints with Covid-19 on in-person meetings, all meetings were made open to the public through Zoom. Members of the public were invited to provide written submissions to the Committee at any time to be addressed at the meetings. Additionally, Greenview launched an online public engagement portal – Engage Greenview through Social Pinpoint. This allowed the public to attend meetings, review all materials that were discussed by the Committee, take a survey, or post an idea to the idea wall.

Starting with the Organizational Meeting held June 10<sup>th</sup>, 2021, the Committee met a total of four (4) times during the months of June through August. The minutes of the Committee along with the background information the committee used to develop their recommendations were made available on Greenview's website and linked through Social Pinpoint. The Committee was provided with data obtained from financial statements of comparator municipalities. The compensation and remuneration rates provided as additional comparators were obtained from policies created in 2019. The 2019 policies were selected because a number of municipalities made changes in 2020-2021 to adapt to the Covid-19 pandemic. As well, some municipalities simply had not updated all remuneration or compensation policies since 2019. Municipalities were contacted directly to ensure data was correct for 2019. The eight comparator municipalities used in this review include:

- A) The County of Grande Prairie

- B) Yellowhead County
- C) Mackenzie County
- D) Big Lakes County
- E) Saddle Hills County
- F) Clearwater County
- G) Northern Sunrise County
- H) Lac La Biche County

The recommendations of the Committee are based on the following principles:

- A) Compensation must be appropriate to attract a diverse range of candidates;
- B) Compensation must reflect the responsibilities, accountabilities, and time commitment required from members of Council;
- C) Compensation must be reasonable in light of economic circumstances and Greenview's objectives and financial constraints; and
- D) Compensation must be comparable to other jurisdictions.

## Summary of Data

The financial statements of each comparator municipality were used to evaluate Greenview's compensation levels compared to other municipalities based on a number of factors. The factors considered by the Committee include:

- A) Population
- B) Geographic Size
- C) Kilometres of Road
- D) Operating Revenue
- E) Total Assessment
- F) Residential Assessment
- G) Farmland Assessment
- H) Non-Residential Assessment
- I) Non-Residential Linear Assessment

The findings in these comparisons show that the compensation Greenview Councillors receive is fairly consistent with the market average. Generally, Greenview is below the average by less than 1%. It should be noted that while Greenview is comparable to the average, there are substantial differences between the municipalities which impact the results, even though they are the most comparable to Greenview across the province. See Appendix A for a complete breakdown of the financial statement comparisons.



The compensation policies of each municipality were compared side-by-side as well. The Committee found this comparison the most useful in their deliberations. This comparison focused on a number of factors outlined in each municipality's policies. These included:

- A) The type of Compensation Scheme
- B) Per diem rates
- C) Monthly Honorarium/ Salary
- D) Communications Allowance
- E) Travel Allowance (Mileage)
- F) Meal Allowance
- G) Accommodation Allowance
- H) Benefits Package
- I) Type and Frequency of Council Compensation Review

In this comparison, Greenview was found to pay Councillors 9% less than the average for half-day meetings, or meetings that are 0-4 hours in length. They were found to be paid 2% more for full day meetings, or meetings that are 4-8 hours in length. They were paid 61% more for days over 9 hours, or the maximum day rate allowed. It should be noted that the County of Grande Prairie was removed from this data as they are only paid on a Per Diem rate.

When comparing monthly Honorariums or salaries, Greenview's Reeve is paid 17% less than the average and Councillors are paid 22% less than the average. It should be noted that Yellowhead County was removed from this data as they only pay their Councillors by a monthly salary.

Communications allowances varied across all municipalities with most providing either a municipal device or providing compensation for personal internet or phones. Travel rates or mileage vary some between municipalities with some choosing to use the Canadian Revenue Agency Directive on Travel rates, and others utilizing their own rates. Greenview is the only municipality to provide the Northern Travel Premium to top up regular mileage rates. When comparing meal allowances, Greenview pays Councillors \$8.07 less on average for breakfast, \$8.99 less for lunch, and \$15.51 less for dinner. Most municipalities reimburse hotels at full cost with receipts. For Private Accommodation Rates, the majority use the CRA recommended rate of \$50.00 per night. Greenview is below average at \$30.00 per night. The Committee recommended the addition of CRA Directive on Travel, and Government of Alberta rates for travel and subsistence to be included in the comparisons.

The benefits packages were also summarized and reviewed. The majority of municipalities offer the municipal benefits plan to Councillors. Some offer TFSA or RRSP options as well. Overall, the Committee

recognized the robustness of Greenview's benefits package for Councillors. See Appendix B for a full breakdown.

## Summary of Public Engagement

Social Pinpoint is the new platform Greenview is utilizing to increase public engagement. The website has been live since June 23<sup>rd</sup>. Members of the public were able to join Council Compensation Review Committee meetings by clicking on a link embedded on the website that automatically connects them to the Zoom meeting. No members of the public have attended the meetings of the CCRC. Thus far, the CCRC page has had 242 total visits from 51 unique users. People spend an average of 1:32 minutes on the page and there has been 3 document downloads. Two individuals have submitted surveys.

1.

Do you believe that the current compensation package of monthly honorarium and meeting per diems, adequately compensates Greenview Council for their work?

Agree

Would the pay and benefits package influence your decision to run for Council?

Disagree

Various payment regimes exist and are utilized by other municipalities. Some use a salary model with a flat rate per month; some utilize a strictly per diem-based model; others, like Greenview, use a combination. What are your thoughts on the best way to compensate councillors?

They should have to show up to get paid.

The current compensation package helps provide equal opportunities for all to run for Council, no matter the personage, gender, socio-economic status, race, religion, etc.

Agree

The social and economic challenges currently facing Greenview in both the local economy and the Covid-19 pandemic warrant permanent changes be made to the Council compensation package or other policies.

Agree

If you could change 1 thing in the overall Council compensation package (including per diems, monthly flat rate honorarium, benefits, travel/subsistence, etc) what would those changes be?

I would cut everything by 20%.

The existing benefits program (health and life insurance, pension, etc.) meet the needs of Councillors.

Agree

2.

Do you believe that the current compensation package of monthly honorarium and meeting per diems, adequately compensates Greenview Council for their work?

Agree

Would the pay and benefits package influence your decision to run for Council?

### Agree

The current compensation package helps provide equal opportunities for all to run for Council, no matter the personage, gender, socio-economic status, race, religion, etc.

### Agree

The social and economic challenges currently facing Greenview in both the local economy and the Covid-19 pandemic warrant permanent changes be made to the Council compensation package or other policies.

### Disagree

If you could change 1 thing in the overall Council compensation package (including per diems, monthly flat rate honorarium, benefits, travel/subsistence, etc) what would those changes be?

### Lower the wage

The existing benefits program (health and life insurance, pension, etc.) meet the needs of Councillors.

### Agree

The public engagement was open until September 1<sup>st</sup>. No members of the public submitted any written comments via email or post.

## Summary of Councillor Surveys

Council was provided an anonymous survey regarding their views on the current Council Compensation package. Questions included, if they believed the current package adequately compensated their work, if the package influenced their decision to run, if cost of living adjustments were an appropriate annual pay increase, if the package provided equal opportunities for all to run, whether the COVID-19 pandemic warranted permanent changes, the estimated amount of time spent on Council related duties, what they would change and what they believe is the best way to compensate councillors.

The purpose of this survey was to provide Council Compensation Review Committee with insight into how Greenview Council views their compensation packages, as well as their concerns and desired changes. Having this information aided the CCRC in compiling recommended changes to present to Council.

45% of the councillors agreed that the current compensation package adequately compensates them for their work. 33% disagreed and 22% were neutral.

All the Councillors agreed that the existing benefits program is valuable.

89% agreed that the present method to determine annual pay increase (COLA adjustment equal to that provided to staff) is appropriate and 11% disagreed.



78% of Councillors disagreed that the pay and benefits package influenced their decision to run for Council and 22% were neutral.

44% agreed that the current compensation package helps provide equal opportunities for all to run for Council, no matter the persons age, gender, socio-economic status, race, religion, etc. 56% of the Councillors disagreed.

On whether the social and economic challenges currently facing Greenview in both the local economy and the COVID-19 pandemic warrant permanent changes be made to the council compensation pack or other policies, the Councillors were split evenly at 33.33% agreeing, 33.33% disagreeing and 33.33% neutral.

On average, Greenview Councillors work a total of 27 hours per week and 16 average days per month. The most prevalent comment regarding working hours is the need to always be available to talk with ratepayers.

Regarding the best way to compensate Councillors, 66% believe the current method should be maintained and 34% would like to see it changed to a salary model.

Common changes that are desired are an increase in monthly honorarium, equal participation on committees and boards and an increase in mileage and private accommodation. A full breakdown of Council responses can be viewed in Appendix C.

## Committee Recommendations

### Policy 1008 “Councillor and Board Member Remuneration.

The Committee recommended the following Changes to Policy 1008 “Councillor and Board Member remuneration:”

1. That the monthly honorarium be increased by a flat rate of \$200.00 for Councillors and \$300.00 for the Reeve.
2. That the meeting Per Diem Scheme be adjusted to the following:
  - A) \$196.00 (adjusted to current rate with COLA) for meetings (and travel) in a day of 0-4 hours;
  - B) \$294.00 (adjusted to current rate with COLA) for meetings (and travel) in a day of 4-8 hours;

- C) **\$390.00 (adjusted to current rate with COLA) for meetings (and travel) in a day of 8-12 hours;**
  - D) **500.00 for meetings (and travel) in a day of 12 or more hours.**
- 3. **That the wording of provision 3 outlining the Per Diem rates be clarified to ensure that it captures that compensation is based on hours of meetings and travel in a day, not for the length of each meeting.**
- 4. **That provision 4 be removed as the committee is recommending a four-step approach rather than the hourly rate after 9 hours.**
- 5. **That the compensation for conference attendance remain at \$390.00 per day.**

Rationale:

The increase in the Monthly honorarium is recommended based on the data in the policy comparison with comparator municipalities that Greenview Councillors are paid 22% less than the average and the Reeve is paid 17% less than the average. Additionally, comments from current Councillors were considered and the Committee recognized the demands on Councillors outside of scheduled meetings to attend community events and answer ratepayer phone calls and emails.

The changes to the meeting Per Diem Scheme are recommended to simplify the process, while maintaining appropriate compensation for meetings and travel on days that exceed 12 hours. \$390.00 is fairly close to the average (2% more) for a standard full day meeting of up to 8 hours. The hourly compensation rate after 9 hours was difficult to understand, and the committee felt a four-step approach would be simpler.

### **Policy 1002 “Travel and Subsistence”**

The Committee recommended the following changes to Policy 1008 “Travel and Subsistence:”

- 1. **That the Compensation for Dinners be increased to \$50.00.**
- 2. **That the Compensation for Private Accommodation be increased to \$50.00.**
- 3. **That Council review the travel and subsistence rates annually to capture changes to fuel, accommodation, and food costs.**

Rationale:

The Committee compared meal allowances with the comparator municipalities, the annual CRA Directive on Travel rates, and comments from Councillors and found that Greenview was below average compensation quite significantly in the areas mentioned above. The Committee recommends aligning the Dinner compensation and Private Accommodation rates with the CRA Directive on Travel rates.

The Committee recognised the increased costs of food and travel and that these may change quite often in a given year. The Committee recommends that the travel and subsistence costs for mileage, accommodations, and meals be reviewed annually and be consistent with the CRA Directive on Travel rates.

### **Policy 1011 “Northern Travel Premium”**

The Committee recommended the following changes to the Northern Travel Premium:

- 1. That the Northern Travel Premium be increased to \$0.17 per km for the first 5000 km travelled in a given year and to \$0.26 per km for every km over 5000km.**
- 2. That the Northern Travel Premium be reviewed annually.**

The Committee recognised the increase cost of travel and fuel, and the wear and tear of vehicles associated with travelling for meetings. The Committee also acknowledged the feedback from Councillors suggesting an increase to mileage rates. While the committee felt the general mileage rate should remain comparable with the CRA Directive on Travel rates, they felt a small adjustment to the NTP would be fair compensation for the realities of northern travel.

Additionally, the Committee recognized that this rate has not changed since the implementation of the NTP in 2013. To this end, the Committee felt an annual review of the NTP rates should be captured in the policy.

### **Policy 1033 “Compensation Review”**

Policy 1033 “Compensation Review” does not address Council compensation. The Committee recommended that the following provisions be added to the Policy to ensure regular review of Councillor compensation:

- 1. That Council annually review travel, mileage and subsistence rates to ensure Greenview remains comparable with the recommended rates established annually by the CRA Directive on Travel.**
- 2. That in the year prior to each General Election, Council establish the Council Compensation Review Committee and appoint Members to the Committee to review the full compensation package and make recommended changes for the future Council’s consideration.**

Rationale:

The Committee felt an annual review of the travel, mileage and subsistence rates were necessary to ensure Greenview continues to provide comparable compensation to that recommended by the CRA Directive on Travel. It will also allow Council to make regular changes to adapt to changing gas or food costs. The Committee felt a comprehensive Council Compensation review should be done each year preceding an election. This would entail forming the Council Compensation Review Committee and

reviewing all the policies that form the compensation package. Additionally comparable municipalities should be used to ensure Greenview Council is being compensated fairly.

### **Policy 1009 “Internet Services for Members of Council”**

The Committee recommended the following change to Policy 1009 “Internet Services for Members of Council”:

- 1. That a provision be added for the annual review of internet service rates to ensure the policy continues to meet the needs of Council members.**

Rationale:

The Committee was satisfied that Greenview compensated Councillors for their internet at full cost. The Committee was provided the internet compensation provided to Councillors over the last few years and felt that it was fair compensation. As further support to this, the Committee requested an internet cost comparison be done for the different providers in Greenview. The Committee recommended an annual review of internet rates to ensure Councillors were being provided the most effective internet at the best price available. This will also allow Councillors to be aware of significant internet changes, such as fibre optic or satellite internet being made available in their area.

### **Policies reviewed with no recommended changes**

The Committee also reviewed the following policies with no recommended changes:

- Policy 1019 “Issuance of Digital Communications Tools”**

Discussion:

The “Issuance of Digital Communications” Policy was discussed by the Committee. The Committee was satisfied with the IT equipment provided to Councillors. The Committee discussed the challenges of internet services in rural areas and were satisfied that Greenview provides boosters where possible to try to alleviate some of these issues.

- Policy 1015 “Conference Attendance”**

Discussion:

The “Conference Attendance” Policy was discussed at the Committee and no concerns were raised.

APPENDIX A: FINANCIAL STATEMENT COMPARISON

General Information

Municipality	Population	# of hamlets	FTE Staff	Gepographic size (ha)	kms of road	# of councillors	Type of compensation	Operating Revenues	Total Assessment	residential assessment	Farmlad Assessment	Non-Residential Assessment	Linear Assessment	Machinery and Equipment
Greenview	9,615	6	172	3,332,871	2,284	10	Mixed	\$116,330,853	\$12,181,789,038.00	\$708,406,315.00	\$55,978,370.00	\$949,920,783.00	\$5,647,673,180.00	\$4,819,810,390.00
County of Grande Prairie	22,502	11	275	597,410	3,668	9	Per Diem	\$108,845,271	\$8,892,050,813.00	\$3,917,990,895.00	\$116,003,030.00	\$2,253,843,798.00	\$1,419,954,260.00	\$1,184,258,830.00
Yellowhead County	10,995	8	98	2,251,235	2,284	9		\$68,191,908	\$9,600,396,791.00	\$1,425,744,171	\$39,267,290	\$738,932,070	\$4,612,476,410	\$2,783,976,850
Mackenzie County	12,512	3	79	8,186,963	2,053	10	Mixed	\$35,227,044	\$2,433,723,918	\$919,466,926	\$45,580,580	\$308,495,602	\$807,592,160	\$352,588,650
Big Lakes County	4,103	5	72	1,299,363	1,351	9		\$29,273,974	\$1,909,938,933	\$534,672,051	\$35,345,530	\$160,351,272	\$818,680,540	\$360,889,540
Saddle Hills County	2,225	1	69	587,659	1,868	7	Mixed	\$38,578,007	\$2,724,561,968	\$124,490,581	\$49,889,970.00	\$149,248,857.00	\$1,439,526,690.00	\$961,405,870.00
Clearwater County	11,947	5	114	1,880,663	2,225	7	Mixed	\$56,751,795	\$7,141,581,897	\$1,819,599,117	\$57,710,480.00	\$482,579,950.00	\$2,987,003,000.00	\$1,786,743,890.00
Northern Sunrise County	1,891	5	44	2,145,028	1,158	6	Mixed	\$32,085,510	\$2,201,237,116	\$200,236,247	\$28,789,940.00	\$205,031,809.00	\$1,127,947,020.00	\$639,232,100
Lac La Biche County	9,636	5	182	1,361,092	1,188	8	Mixed	\$74,745,320	\$4,592,459,505	\$1,209,295,356	\$21,968,330	\$467,276,599	\$1,297,687,360	\$1,596,231,860

Analysis: Operating Revenues

Municipality	Operating revenue	Reeve/Mayor base salary	%OR	Total Reeve Comp	%OR	Council base comp (Lowest)	%OR	Total Council Copensation (Lowest)	% OR	Council Total	%OR
Greenview	\$116,330,853	\$64,968.00	0.06	\$74,055.00	0.06	\$44,411.00	0.04	\$53,397.00	0.05	\$731,164.00	0.63
County of Grande Prairie	\$108,845,271	\$96,695.00	0.09	\$112,892.00	0.10	\$64,263.00	0.06	\$92,053.00	0.08	\$912,782.00	0.84
Yellowhead County	\$68,191,908	\$70,026.00	0.10	\$79,491.00	0.12	\$60,748.00	0.09	\$67,290.00	0.10	\$649,362.00	0.95
Mackenzie County	\$35,227,044	\$82,520.00	0.23	\$82,739.00	0.23	\$34,580.00	0.10	\$34,799.00	0.10	\$502,226.00	1.43
Big Lakes County	\$29,273,974	\$30,500.00	0.10	\$50,300.00	0.17	\$16,250.00	0.06	\$31,250.00	0.11	\$337,975.00	1.15
Saddle Hills County	\$38,578,007	\$51,240.00	0.13	\$57,077.00	0.15	\$30,060.00	0.08	\$34,768.00	0.09	\$478,797.00	1.24
Clearwater County	\$56,751,795	\$56,365.00	0.10	\$63,640.00	0.11	\$39,128.00	0.07	\$45,524.00	0.08	\$376,732.00	0.66
Northern Sunrise County	\$32,085,510	\$90,194.00	0.28	\$99,195.00	0.31	\$65,495.00	0.20	\$71,885.00	0.22	\$500,908.00	1.56
Lac La Biche County	\$74,745,320	\$55,374.00	0.07	\$118,263.00	0.16	\$32,156.00	0.04	\$63,238.00	0.08	\$719,519.00	0.96
Mean	\$62,225,520	\$66,431	0.13	\$81,961.33	0.16	\$43,010.11	0.08	\$54,911.56	0.10	\$578,829.44	1.05
Median	\$56,751,795	\$64,968	0.10	\$79,491.00	0.15	\$39,128.00	0.07	\$53,397.00	0.09	\$502,226.00	0.96
Greenview compared to mean	\$54,105,333	-\$1,463	-0.07	-\$7,906.33	-0.1	\$1,400.89	-0.04	-\$1,514.56	-0.05	\$152,334.56	-0.42
<b>Note:</b> CGP includes travel, this number was not included here - only base and benefits											
SHC includes travel, this number was not included here -only base and benefits											

An analysis of compensation as a percentage of operating revenues indicates that the MD of Greenview lags the market average in relation to the comparison pool as follows:

- Reeve base wage is **below** the market average by 0.07% as a percentage of operating revenues.
- Reeve total compensation is **below** the market average by 0.1% as a percentage of operating revenues.
- Council base wage is **below** the market average by 0.04% as a percentage of operating revenues.
- Lowest Council total compensation is **below** the market average by 0.05% as a percentage of operating revenues
- Total Council compensation is **below** the market average by 0.42% as a percentage of operating revenues

Analysis: Population												
Municipality	Population	# of councillors	Reeve Base Comp	Cost per Resident	Reeve Total	Cost per Resident	Council base comp (lowest)	Cost per Resident	Council Total Comp (lowest)	Cost per Resident	Council Total	Cost per Resident
Greenview	9,615	10	\$64,968.00	\$6.76	\$74,055.00	\$7.70	\$44,411.00	\$4.62	\$53,397.00	\$5.55	\$731,164.00	\$76.04
County of Grande Prairie	22,502	9	\$96,695.00	\$4.30	\$112,892.00	\$5.02	\$64,263.00	\$2.86	\$92,053.00	\$4.09	\$912,782.00	\$40.56
Yellowhead County	10,995	9	\$70,026.00	\$6.37	\$79,491.00	\$7.23	\$60,748.00	\$5.53	\$67,290.00	\$6.12	\$649,362.00	\$59.06
Mackenzie County	12,512	10	\$82,520.00	\$6.60	\$82,739.00	\$6.61	\$34,580.00	\$2.76	\$34,799.00	\$2.78	\$502,226.00	\$40.14
Big Lakes County	4,103	9	\$30,500.00	\$7.43	\$50,300.00	\$12.26	\$16,250.00	\$3.96	\$31,250.00	\$7.62	\$337,975.00	\$82.37
Saddle Hills County	2,225	7	\$51,240.00	\$23.03	\$57,077.00	\$25.65	\$30,060.00	\$13.51	\$34,768.00	\$15.63	\$478,797.00	\$215.19
Clearwater County	11,947	7	\$56,365.00	\$4.72	\$63,640.00	\$5.33	\$39,128.00	\$3.28	\$45,524.00	\$3.81	\$376,732.00	\$31.53
Northern Sunrise County	1,891	6	\$90,194.00	\$47.70	\$99,195.00	\$52.46	\$65,495.00	\$34.64	\$71,885.00	\$38.01	\$500,908.00	\$264.89
Lac La Biche County	9,636	8	\$55,374.00	\$5.75	\$118,263.00	\$12.27	\$32,156.00	\$3.34	\$63,238.00	\$6.56	\$719,519.00	\$74.67
Mean	9,492	8	\$66,431	\$13	\$81,961	\$15	\$43,010	\$8	\$54,912	\$10	\$578,829	\$98
Median	9,636	9	\$64,968	\$7	\$79,491	\$8	\$39,128	\$4	\$53,397	\$6	\$502,226	\$75
Greenview	123	2	-\$1,463	-\$6	-\$7,906	-\$7	\$1,401	-\$4	-\$1,515	-\$4	\$152,335	-\$22

An analysis of compensation as a cost per resident population (CPR) indicates that the MD of Greenview is below the market average in relation to the comparison pool as follows:

- Reeve base wage is **below** the market average by \$6 per resident population.
- Reeve total compensation is **below** the market average by \$7 per resident population.
- Council base wage is **below** the market average by \$4 per resident population.
- Lowest Council total compensation is **below** the market average by \$4 per resident population.
- Total Council compensation is **below** the market average by \$22 per resident population.

Analysis: Geographic Area													
Municipality	Operating	Area	PPA- Percentage of Geographic footprint	Reeve	PPA	Reeve Total	PPA	council base(lowest)	PPA	Council Base Total (lowest)	PPA	Council Total	PPA
Greenview	\$116,330,853	3,332,871	2.86	\$64,968.00	1.95	\$74,055.00	2.22	\$44,411.00	1.33	\$53,397.00	1.60	\$731,164.00	21.94
County of Grande Prairie	\$108,845,271	597,410	0.55	\$96,695.00	16.19	\$112,892.00	18.90	\$64,263.00	10.76	\$92,053.00	15.41	\$912,782.00	152.79
Yellowhead County	\$68,191,908	2,251,235	3.30	\$70,026.00	3.11	\$79,491.00	3.53	\$60,748.00	2.70	\$67,290.00	2.99	\$649,362.00	28.84
Mackenzie County	\$35,227,044	8,186,963	23.24	\$82,520.00	1.01	\$82,739.00	1.01	\$34,580.00	0.42	\$34,799.00	0.43	\$502,226.00	6.13
Big Lakes County	\$29,273,974	1,299,363	4.44	\$30,500.00	2.35	\$50,300.00	3.87	\$16,250.00	1.25	\$31,250.00	2.41	\$337,975.00	26.01
Saddle Hills County	\$38,578,007	587,659	1.52	\$51,240.00	8.72	\$57,077.00	9.71	\$30,060.00	5.12	\$34,768.00	5.92	\$478,797.00	81.48
Clearwater County	\$56,751,795	1,880,663	3.31	\$56,365.00	3.00	\$63,640.00	3.38	\$39,128.00	2.08	\$45,524.00	2.42	\$376,732.00	20.03
Northern Sunrise County	\$32,085,510	2,145,028	6.69	\$90,194.00	4.20	\$99,195.00	4.62	\$65,495.00	3.05	\$71,885.00	3.35	\$500,908.00	23.35
Lac La Biche County	\$74,745,320	1,361,092	1.82	\$55,374.00	4.07	\$118,263.00	8.69	\$32,156.00	2.36	\$63,238.00	4.65	\$719,519.00	52.86
Mean	\$62,225,520		5.30		4.95		6.22		3.23		4.35		45.94
Median	\$56,751,795		3.30		3.11		3.87		2.36		2.99		26.01
Greenview	\$54,105,333		-2.44		-3.01		-3.99		-1.90		-2.75		-24.00

An analysis of compensation as a percentage of geographic footprint (PPA) indicates that the MD of Greenview is below the market average in relation to the comparison pool as follows

- Reeve base wage is **below** the market average by 3.01% per geographic footprint
- Reeve total compensation is **below** the market average by 3.99% per geographic footprint
- Council total base wage is **below** the market average by 2.75% per geographic footprint
- Council total compensation is **below** the market average by 24.00% per geographic footprint



Analysis: Kilometres of Road													
Municipality	Operating	km of road	Price per km (PPK)	Reeve	PPK	Reeve Total	PPK	council base(lowest)	PPK	Council Base Total (lowest)	PPK	Council Total	PPK
Greenview	\$116,330,853	2,284	\$50,932.95	\$64,968.00	\$28.44	\$74,055.00	\$32.42	\$44,411.00	\$19.44	\$53,397.00	\$23.38	\$731,164.00	\$320.12
County of Grande Prairie	\$108,845,271	3,668	\$29,674.28	\$96,695.00	\$26.36	\$112,892.00	\$30.78	\$64,263.00	\$17.52	\$92,053.00	\$25.10	\$912,782.00	\$248.85
Yellowhead County	\$68,191,908	2,284	\$29,856.35	\$70,026.00	\$30.66	\$79,491.00	\$34.80	\$60,748.00	\$26.60	\$67,290.00	\$29.46	\$649,362.00	\$284.31
Mackenzie County	\$35,227,044	2,053	\$17,158.81	\$82,520.00	\$40.19	\$82,739.00	\$40.30	\$34,580.00	\$16.84	\$34,799.00	\$16.95	\$502,226.00	\$244.63
Big Lakes County	\$29,273,974	1,351	\$21,668.37	\$30,500.00	\$22.58	\$50,300.00	\$37.23	\$16,250.00	\$12.03	\$31,250.00	\$23.13	\$337,975.00	\$250.17
Saddle Hills County	\$38,578,007	1,868	\$20,652.04	\$51,240.00	\$27.43	\$57,077.00	\$30.56	\$30,060.00	\$16.09	\$34,768.00	\$18.61	\$478,797.00	\$256.32
Clearwater County	\$56,751,795	2,225	\$25,506.42	\$56,365.00	\$25.33	\$63,640.00	\$28.60	\$39,128.00	\$17.59	\$45,524.00	\$20.46	\$376,732.00	\$169.32
Northern Sunrise County	\$32,085,510	1,158	\$27,707.69	\$90,194.00	\$77.89	\$99,195.00	\$85.66	\$65,495.00	\$56.56	\$71,885.00	\$62.08	\$500,908.00	\$432.56
Lac La Biche County	\$74,745,320	1,188	\$62,916.94	\$55,374.00	\$46.61	\$118,263.00	\$99.55	\$32,156.00	\$27.07	\$63,238.00	\$53.23	\$719,519.00	\$605.66
Mean	\$62,225,520	2,009	\$31,785.98		\$36.17		\$46.66		\$23.30		\$30.27		\$312.44
Median	\$56,751,795	2,053	\$27,707.69		\$28.44		\$34.80		\$17.59		\$23.38		\$256.32
Greenview	\$54,105,333	275	\$19,146.96		-\$7.72		-\$14.23		-\$3.86		-\$6.89		\$7.69

An analysis of compensation as a dollar amount per kilometer of road (\$PKM) indicates that the MD of Greenview is above and below the market average in relation to the comparison pool as follows:

- Reeve base wage is **below** the market average by \$7.72 per kilometer
- Reeve total compensation is **below** the market average by \$14.23 per kilometer
- Council total base wage is **below** the market average by \$6.89 per kilometer
- Lowest Council total compensation is **below** the market average by \$6.89 per kilometer
- Total Council compensation is **above** the market average by \$7.69 per kilometer

Analysis: Total Assessment											
Municipality	Total Assessment	Reeve base	% of total Assessment	Reeve Total	% of Total Assessment	Councillor Base (lowest)	% of Total Assessment	Councillor Total (lowest)	% Total Assessment	Total Council	% Total Assessment
Greenview	\$12,181,789,038.00	\$64,968.00	0.0005	\$74,055.00	0.0006	\$44,411.00	0.0004	\$53,397.00	0.0004	\$731,164.00	0.0060
County of Grande Prairie	\$8,892,050,813.00	\$96,695.00	0.0011	\$112,892.00	0.0013	\$64,263.00	0.0007	\$92,053.00	0.0010	\$912,782.00	0.0103
Yellowhead County	\$9,600,396,791.00	\$70,026.00	0.0007	\$79,491.00	0.0008	\$60,748.00	0.0006	\$67,290.00	0.0007	\$649,362.00	0.0068
Mackenzie County	\$2,433,723,918	\$82,520.00	0.0034	\$82,739.00	0.0034	\$34,580.00	0.0014	\$34,799.00	0.0014	\$502,226.00	0.0206
Big Lakes County	\$1,909,938,933	\$30,500.00	0.0016	\$50,300.00	0.0026	\$16,250.00	0.0009	\$31,250.00	0.0016	\$337,975.00	0.0177
Saddle Hills County	\$2,724,561,968	\$51,240.00	0.0019	\$57,077.00	0.0021	\$30,060.00	0.0011	\$34,768.00	0.0013	\$478,797.00	0.0176
Clearwater County	\$7,141,581,897	\$56,365.00	0.0008	\$63,640.00	0.0009	\$39,128.00	0.0005	\$45,524.00	0.0006	\$376,732.00	0.0053
Northern Sunrise County	\$2,201,237,116	\$90,194.00	0.0041	\$99,195.00	0.0045	\$65,495.00	0.0030	\$71,885.00	0.0033	\$500,908.00	0.0228
Lac La Biche County	\$4,592,459,505	\$55,374.00	0.0012	\$118,263.00	0.0026	\$32,156.00	0.0007	\$63,238.00	0.0014	\$719,519.00	0.0157
Mean	\$5,741,971,108.78		0.0017		0.0021		0.0010		0.0013		0.0136
Median	\$4,592,459,505.00		0.0012		0.0021		0.0007		0.0013		0.0157
Greenview	\$6,439,817,929.22		-0.0012		-0.0015		-0.0007		-0.0009		-0.0076

An analysis of compensation as percentage of total Municipal Assets indicates that the MD of Greenview below the market average in relation to the comparison pool as follows:

- Reeve base wage is **below** the market average by 0.0012% of the total Municipal assets
- Reeve total compensation is **below** the market average by 0.0015% of the total Municipal assets
- Council total base wage is **below** the market average by 0.0007% of the total Municipal assets
- Lowest Council total wage is **below** the market average by 0.0009% of the total Municipal assets.
- Total Council compensation is **below** the market average by 0.0076% of the total Municipal assets

Analysis: Residential Assessment											
Municipality	Residential Assessment	Reeve Base	% of Res. Assessment	Reeve Total	% of Res. Assessment	Councillor Base (lowest)	% of Res. Assessment	Councillor total (lowest)	% of Res. Assessment	Total Council	% of Res. Assessment
Greenview	\$708,406,315.00	\$64,968.00	0.0092	\$74,055.00	0.0105	\$44,411.00	0.0063	\$53,397.00	0.0075	\$731,164.00	0.1032
County of Grande Prairie	\$3,917,990,895.00	\$96,695.00	0.0025	\$112,892.00	0.0029	\$64,263.00	0.0016	\$92,053.00	0.0023	\$912,782.00	0.0233
Yellowhead County	\$1,425,744,171	\$70,026.00	0.0049	\$79,491.00	0.0056	\$60,748.00	0.0043	\$67,290.00	0.0047	\$649,362.00	0.0455
Mackenzie County	\$919,466,926	\$82,520.00	0.0090	\$82,739.00	0.0090	\$34,580.00	0.0038	\$34,799.00	0.0038	\$502,226.00	0.0546
Big Lakes County	\$534,672,051	\$30,500.00	0.0057	\$50,300.00	0.0094	\$16,250.00	0.0030	\$31,250.00	0.0058	\$337,975.00	0.0632
Saddle Hills County	\$124,490,581	\$51,240.00	0.0412	\$57,077.00	0.0458	\$30,060.00	0.0241	\$34,768.00	0.0279	\$478,797.00	0.3846
Clearwater County	\$1,819,599,117	\$56,365.00	0.0031	\$63,640.00	0.0035	\$39,128.00	0.0022	\$45,524.00	0.0025	\$376,732.00	0.0207
Northern Sunrise County	\$200,236,247	\$90,194.00	0.0450	\$99,195.00	0.0495	\$65,495.00	0.0327	\$71,885.00	0.0359	\$500,908.00	0.2502
Lac La Biche County	\$1,209,295,356	\$55,374.00	0.0046	\$118,263.00	0.0098	\$32,156.00	0.0027	\$63,238.00	0.0052	\$719,519.00	0.0595
Mean	\$1,206,655,739.89		0.0139		0.0162		0.0090		0.0106		0.1117
Median	\$919,466,926.00		0.0057		0.0094		0.0038		0.0052		0.0595
Greenview	-\$498,249,424.89		-0.0047		-0.0058		-0.0027		-0.0031		-0.0084

An analysis of compensation as percentage of total residential assessment indicates that the MD of Greenview is below the market average in relation to the comparison pool as follows:

- Reeve base wage is **below** the market average by 0.0047% of residential assessment
- Reeve total compensation is **below** the market average by 0.0058% of residential assessment
- Council total base wage is **below** the market average by 0.0027% of residential assessment
- Lowest Council total compensation is **below** the market average by 0.0031% of residential assessment
- Council total compensation is **below** the market average by 0.0084% of residential assessment

Analysis: Farmland Assessment											
Municipality	Farmland Assessment	Reeve Base	% Farmland Assessment	Reeve Toial	% Farmland Assessment	Councillor Base (lowest)	% Farmland Assessment	Councillor Total (lowest)	% Farmland Assessment	Total Council	% Farmland Assessment
Greenview	\$55,978,370.00	\$64,968.00	0.1161	\$74,055.00	0.1323	\$44,411.00	0.0793	\$53,397.00	0.0954	\$731,164.00	1.3062
County of Grande Prairie	\$116,003,030.00	\$96,695.00	0.0834	\$112,892.00	0.0973	\$64,263.00	0.0554	\$92,053.00	0.0794	\$912,782.00	0.7869
Yellowhead County	\$39,267,290	\$70,026.00	0.1783	\$79,491.00	0.2024	\$60,748.00	0.1547	\$67,290.00	0.1714	\$649,362.00	1.6537
Mackenzie County	\$45,580,580	\$82,520.00	0.1810	\$82,739.00	0.1815	\$34,580.00	0.0759	\$34,799.00	0.0763	\$502,226.00	1.1018
Big Lakes County	\$35,345,530	\$30,500.00	0.0863	\$50,300.00	0.1423	\$16,250.00	0.0460	\$31,250.00	0.0884	\$337,975.00	0.9562
Saddle Hills County	\$49,889,970.00	\$51,240.00	0.1027	\$57,077.00	0.1144	\$30,060.00	0.0603	\$34,768.00	0.0697	\$478,797.00	0.9597
Clearwater County	\$57,710,480.00	\$56,365.00	0.0977	\$63,640.00	0.1103	\$39,128.00	0.0678	\$45,524.00	0.0789	\$376,732.00	0.6528
Northern Sunrise County	\$28,789,940.00	\$90,194.00	0.3133	\$99,195.00	0.3445	\$65,495.00	0.2275	\$71,885.00	0.2497	\$500,908.00	1.7399
Lac La Biche County	\$21,968,330	\$55,374.00	0.2521	\$118,263.00	0.5383	\$32,156.00	0.1464	\$63,238.00	0.2879	\$719,519.00	3.2753
Mean	\$50,059,280.00		0.1568		0.2070		0.1015		0.1330		1.3814
Median	\$45,580,580.00		0.1161		0.1423		0.0759		0.0884		1.1018
Greenview	\$5,919,090.00		-0.0407		-0.0748		-0.0221		-0.0376		-0.0752

An analysis of compensation as percentage of total farm assessment indicates that the MD of Greenview is below the market average in relation to the comparison pool as follows:

- Reeve base wage is **below** the market average by 0.0407% of farm assessment
- Reeve total compensation is **below** the market average by 0.0748% of farm assessment
- Council total base wage is **below** the market average by 0.0221% of farm assessment
- Lowest Council total compensation is **below** the market average by %0.0376 of farm assessment
- Council total compensation is **below** the market average by 0.0752% of farm assessment



Analysis: Non-Residential Assessment											
Municipality	Non-Res. Assessment (%NRA)	Reeve Base	% NRA	Reeve Total	%NRA	Councillor Base (Lowest)	%NRA	Councillor Total (lowest)	%NRA	Total Council	%NRA
Greenview	\$949,920,783.00	\$64,968.00	0.0068	\$74,055.00	0.0078	\$44,411.00	0.0047	\$53,397.00	0.0056	\$731,164.00	0.0770
County of Grande Prairie	\$2,253,843,798.00	\$96,695.00	0.0043	\$112,892.00	0.0050	\$64,263.00	0.0029	\$92,053.00	0.0041	\$912,782.00	0.0405
Yellowhead County	\$738,932,070	\$70,026.00	0.0095	\$79,491.00	0.0108	\$60,748.00	0.0082	\$67,290.00	0.0091	\$649,362.00	0.0879
Mackenzie County	\$308,495,602	\$82,520.00	0.0267	\$82,739.00	0.0268	\$34,580.00	0.0112	\$34,799.00	0.0113	\$502,226.00	0.1628
Big Lakes County	\$160,351,272	\$30,500.00	0.0190	\$50,300.00	0.0314	\$16,250.00	0.0101	\$31,250.00	0.0195	\$337,975.00	0.2108
Saddle Hills County	\$149,248,857.00	\$51,240.00	0.0343	\$57,077.00	0.0382	\$30,060.00	0.0201	\$34,768.00	0.0233	\$478,797.00	0.3208
Clearwater County	\$482,579,950.00	\$56,365.00	0.0117	\$63,640.00	0.0132	\$39,128.00	0.0081	\$45,524.00	0.0094	\$376,732.00	0.0781
Northern Sunrise County	\$205,031,809.00	\$90,194.00	0.0440	\$99,195.00	0.0484	\$65,495.00	0.0319	\$71,885.00	0.0351	\$500,908.00	0.2443
Lac La Biche County	\$467,276,599	\$55,374.00	0.0119	\$118,263.00	0.0253	\$32,156.00	0.0069	\$63,238.00	0.0135	\$719,519.00	0.1540
Mean	\$635,075,637.78		0.0187		0.0230		0.0116		0.0145		0.1529
Median	\$467,276,599.00		0.0119		0.0253		0.0082		0.0113		0.1540
Greenview	\$314,845,145.22		-0.0119		-0.0152		-0.0069		-0.0089		-0.0759

An analysis of compensation as percentage if total non-residential assessment indicates that the MD of Greenview is below the market average in relation to the comparison pool as follows:

- Reeve base wage is **below** the market average by 0.0119% of non-residential assessment
- Reeve total compensation is **below** the market average by 0.0152% of non-residential assessment
- Council total base wage is **below** the market average by 0.0069% of non-residential assessment
- Lowest Council total compensation is **below** the market average by 0.0089% of non-residential assessment
- Council total compensation is **below** the market average by 0.0759% of non-residential assessment

Analysis: Non-Residential Linear Assessment											
Municipality	linear assessment	Reeve Base	% Linear Assessment (%NRLA)	Reeve Total	% Linear Assessment (%NRLA)	Councillor Base (Lowest)	% Linear Assessment (%NRLA)	Councillor Total (lowest)	% Linear Assessment (%NRLA)	Total Council	% Linear Assessment (%NRLA)
Greenview	\$5,647,673,180.00	\$64,968.00	0.0012	\$74,055.00	0.0013	\$44,411.00	0.0008	\$53,397.00	0.0009	\$731,164.00	0.0129
County of Grande Prairie	\$1,419,954,260.00	\$96,695.00	0.0068	\$112,892.00	0.0080	\$64,263.00	0.0045	\$92,053.00	0.0065	\$912,782.00	0.0643
Yellowhead County	\$4,612,476,410	\$70,026.00	0.0015	\$79,491.00	0.0017	\$60,748.00	0.0013	\$67,290.00	0.0015	\$649,362.00	0.0141
Mackenzie County	\$807,592,160	\$82,520.00	0.0102	\$82,739.00	0.0102	\$34,580.00	0.0043	\$34,799.00	0.0043	\$502,226.00	0.0622
Big Lakes County	\$818,680,540	\$30,500.00	0.0037	\$50,300.00	0.0061	\$16,250.00	0.0020	\$31,250.00	0.0038	\$337,975.00	0.0413
Saddle Hills County	\$1,439,526,690.00	\$51,240.00	0.0036	\$57,077.00	0.0040	\$30,060.00	0.0021	\$34,768.00	0.0024	\$478,797.00	0.0333
Clearwater County	\$2,987,003,000.00	\$56,365.00	0.0019	\$63,640.00	0.0021	\$39,128.00	0.0013	\$45,524.00	0.0015	\$376,732.00	0.0126
Northern Sunrise County	\$1,127,947,020.00	\$90,194.00	0.0080	\$99,195.00	0.0088	\$65,495.00	0.0058	\$71,885.00	0.0064	\$500,908.00	0.0444
Lac La Biche County	\$1,297,687,360	\$55,374.00	0.0043	\$118,263.00	0.0091	\$32,156.00	0.0025	\$63,238.00	0.0049	\$719,519.00	0.0554
Mean	\$2,239,837,846.67		0.0046		0.0057		0.0027		0.0036		0.0378
Median	\$1,419,954,260.00		0.0037		0.0061		0.0021		0.0038		0.0413
Greenview	\$3,407,835,333.33		-0.0034		-0.0044		-0.0019		-0.0026		-0.0249

An analysis of compensation as percentage of total non-residential linear assessment indicates that the MD of Greenview is below the market average in relation to the comparison pool as follows:

- Reeve base wage is **below** the market average by 0.0034% of non-residential linear assessment
- Reeve total compensation is **below** the market average by 0.0044% of non-residential linear assessment
- Council lowest base wage is **below** the market average by 0.0019% of non-residential linear assessment
- Lowest council total compensation is **below** the market average by 0.0026% of non-residential linear assessment
- Council total compensation is **below** the market average by 0.0249% of non-residential linear assessment

## APPENDIX B: MUNICIPAL COMPARISON

Type of Compensation	
Municipality	Type of Compensation
Lac La Biche	Mixed
Northern Sunrise County	Mixed
Clearwater	Mixed
Saddle Hill	Mixed
Big Lakes County	Mixed
Yellowhead County	Salary
County of Grande Prairie No. 1	Per Diem
Mackenzie County	Mixed
Greenview	Mixed

Whether a municipality compensates Council via only salary, only per diem or a mixture of both.

Per Diem Rates	
Municipality	Per Diem
Lac La Biche	\$286 per day \$143 half day \$429 8+hours/max
Northern Sunrise County	\$135.00 4 hours or less \$270.00 4 - 8 hours \$395.00 >8 hours
Clearwater	\$172 First 4 hours \$136 Second + third 4 hours \$308 max for any regular meeting \$444 max for any single day
Saddle Hill	\$270 per meeting + \$25.00 if chair
Big Lakes County	\$250 per day
Yellowhead County	N/A
County of Grande Prairie No. 1	\$346.46/day Reeve \$323.05/day Councillor \$323.05/day MPC \$323.05/day Committee Meetings \$323.05/day Convention
Mackenzie County	\$340/ Special Meeting & Council Meeting \$240/ Committee Meeting \$340/ Seminars/Conventions/Workshops
Greenview	\$196/meeting 0-4 hours \$294/meeting 4-8 hours \$390/meeting 8+ \$64/hour for meetings beyond 9 hours to a max of \$253 \$390 conferences

The average per diem rate is \$238.63 for a half day meeting (less than 4 hours), \$292.63 for a full day meeting (up to 8 hours), and \$386.76 for the maximum rate allowed. If the County of Grande Prairie is removed (they only pay a per diem), the average meeting rate is \$215.14 for a half day meeting, \$288.29 for a full day meeting, and \$395.86 for the maximum rate allowed. Greenview Councillors are paid 9% less for a half day meeting, 2% more for full day meetings, and 61% more for the maximum per diem allowed for a single day.

Salary	
Municipality	Salary
Lac La Biche	\$55,374 Mayor \$38,110 Deputy Mayor \$32,156 Councillor
Northern Sunrise County	\$4362.00/month Reeve \$4175.00/month Deputy Reeve \$3975.00/month Councillors
Clearwater	\$2,054/month Reeve \$1,105/month Councillors
Saddle Hill	\$1,700/month Reeve \$1,200/month Councillors
Big Lakes County	\$1,550/month Reeve \$1,250/month Deputy Reeve \$1,150/month Councillors
Yellowhead County	\$7,231.59/month Mayor \$4,988.29/month Deputy Mayor \$4,797.45/month Councillors
County of Grande Prairie No. 1	N/A
Mackenzie County	\$1,500/month Reeve \$1,350/month Deputy Reeve \$1,200/month Councillors
Greenview	\$2,129/month Reeve \$1,419/month Councillors

The average monthly honorarium rate is \$3,142.76 for the Reeve/Mayor and \$2,190.77 for Councillors (excluding County of Grande Prairie who does not provide a monthly honorarium or salary. If Yellowhead County is also removed (as they only provide a salary with no per diems), the average is \$2558.64 for Reeve/Mayor and \$1818.38 for Councillors. Greenview's Reeve is paid 17% less than the average. Greenview Councillors are paid 22% less than the average.

Communication Allowance	
Municipality	Communication Allowance
Lac La Biche	\$50.00/month + County phone \$150.00/month with no phone
Northern Sunrise County	\$50/month for internet + County phone
Clearwater	\$50.00/month + County phone
Saddle Hill	\$55.00/month + the Reeve gets a County phone
Big Lakes County	\$100.00/month
Yellowhead County	Internet costs claimed on monthly expense claims
County of Grande Prairie No. 1	\$25/month Electronic device \$100/month Internet \$75/month Personally owned cell phone \$20/month Personally owned cell phone hardware upgrade/replacement
Mackenzie County	\$75/month internet allowance \$50/month personal computer allowance \$60/month telephone allowance for Councillors \$100/month telephone allowance for Reeve
Greenview	MD phone and laptop/tablet BYO Device option Greenview provides internet compensation claimed on monthly expense claims.

It varies amongst Municipalities as to the type of communication allowance that is offered. The most common is to provide a cell phone as well as a monthly honorarium.

Greenview does not provide compensation for a cell phone unless the Councillor chooses to use their personal device. Greenview may also provide a cell phone booster for Councillors.

Travel Allowance	
Municipality	Travel
Lac La Biche	\$0.52/km
Northern Sunrise County	<5000km \$0.58/km >5000km \$0.52/km Air travel = economy paid by county Taxi/parking = reimbursed with receipt
Clearwater	\$0.59 <5000km \$0.53 >5000km
Saddle Hill	\$0.50/km Taxi reimbursed with receipt
Big Lakes County	\$0.58/km Taxi and parking reimbursed with receipt
Yellowhead County	0-20km \$25.00/month \$31.25/month Mayor 21-40km \$50.00/month \$62.50/month Mayor 41-60km \$75.00/month \$93.75/month Mayor 61-80km \$100.00/month \$125.00/month Mayor 81-100km \$125.00/month \$156.25/month Mayor 101-120km \$150.00/month \$187.50/month Mayor 121-140km \$175/month \$218.75/month Mayor 141-160km \$200.00/month \$250.00/month Mayor
County of Grande Prairie No. 1	\$0.60/km Airfare paid by county
Mackenzie County	\$0.58/km for personal vehicle Taxi, vehicle rental, parking charges, public transportation fares all reimbursed with receipt.
Canada Revenue Agency 2019 Kilometric Rates	\$0.48.0/km - Alberta
Canada Revenue Agency 2021 Kilometric Rates	\$0.48.5/km - Alberta
Government of Alberta 2021 Travel, Meal and Hospitality Expenses Policy	\$0.505/km \$10.25/day Daily vehicle allowance \$8.55/day Adverse Driving Condition Allowance
Greenview	\$0.59/km < 5000km + 0.15/km <5000km \$0.53/km >5000km + 0.24/km <5000km Taxi/transit/car rental reimbursed with receipt

The majority of municipalities pay above the federal rate set by the Canada Revenue Agency

<b>Meal Allowance</b>	
<b>Municipality</b>	<b>Meals</b>
Lac La Biche	Breakfast \$15.00 Lunch \$20.00 Supper \$30.00 Full reimbursement with receipt to max of twice the claimable amount
Northern Sunrise County	Breakfast \$25.00 Lunch \$30.00 Supper \$35.00
Clearwater	Breakfast \$11.00 Lunch \$16.00 Supper \$21.50
Saddle Hill	Breakfast \$15.00 Lunch \$15.00 Dinner \$25.00
Big Lakes County	Breakfast \$21.10 Lunch \$21.35 Dinner \$52.40
Yellowhead County	Breakfast \$10.00 Lunch \$20.00 Dinner \$30.00 Reimbursed the cost of the mean with receipt
County of Grande Prairie No. 1	\$55.00/day - No receipt required
Mackenzie County	Breakfast \$25.00 Lunch \$30.00 Dinner \$45.00
Canada Revenue Agency 2019 Meal Allowances	Breakfast \$20.35 Lunch \$20.60 Dinner \$50.55
Canada Revenue Agency 2021 Meal Allowances	Breakfast \$21.10 Lunch \$21.35 Dinner \$52.40
Government of Alberta 2021 Travel, Meal and Hospitality Expenses Policy	Breakfast \$9.20 Lunch \$11.60 Dinner \$20.75
Greenview	Breakfast \$20.00 Lunch \$20.00 Dinner \$30.00 Total reimbursed with receipt

Greenview pays its Councillors on average \$8.07 less for breakfast, \$8.99 less for lunch and \$15.51 less for dinner compared to similar municipalities.

Accommodation	
Municipality	Accommodation
Lac La Biche	\$50.00 for private dwelling Hotel reimbursed with receipt
Northern Sunrise County	\$50.00/day for private dwelling Hotel is paid/booked by county
Clearwater	Reimbursed with receipt \$25.00 unreceipted
Saddle Hill	\$50.00/night for private dwelling Hotel reimbursed with receipt
Big Lakes County	Reimbursed with receipt \$50.00/day for private accommodation
Yellowhead County	Reimbursed with receipt \$25.00/night for private accommodation
County of Grande Prairie No. 1	\$220/day
Mackenzie County	\$100/night or reimbursed with receipt
Canada Revenue Agency 2019	\$50.00/night for private accommodation
Canada Revenue Agency 2021	\$50.00/night for private accommodation
Government of Alberta 2021 Travel, Meal and Hospitality Expenses Policy	\$20.15/night for private accommodation Or reimbursed with receipt
Greenview	Hotel reimbursed with receipt \$30 Private accommodation

The majority of municipalities use the Canadian Revenue Agency's rates of \$50 a night for a private dwelling, with hotels being reimbursed fully with receipts.

<b>Benefits</b>	
<b>Municipality</b>	<b>Benefits</b>
Lac La Biche	County benefits - Great West Life pension plan
Northern Sunrise County	RMA Pension Plan = 5% of basic monthly honorarium matched by county Not on pension = TFSA = \$100.00/month
Clearwater	County benefits (life insurance, accidental death & dismemberment, critical illness insurance, extended health, and medical insurance, dental, employee assistance program)
Saddle Hill	County benefits
Big Lakes County	Covered 100% by the County Employee's Group Extended Health Care Plan
Yellowhead County	County extended health and dental
County of Grande Prairie No. 1	Able to join RRSP, County will contribute 10% of 2/3rds of the gross pay for all per diems. Those who cannot join are paid an amount equal to 10% of 2/3rds of the gross pay for all per diems
Mackenzie County	Group benefits at 50% of the cost of the premiums
Greenview	Greenview benefit plan – Equitable Life

All municipalities provide the same benefits to Council that they do to staff.



Type of Review	
Municipality	Type
Lac La Biche	Reviewed annually by a third-party consultant during the annual budget process
Northern Sunrise County	Reviewed annually by Council + cost of living adjustment
Clearwater	Annual market adjustment if appropriate + 50% based off of similar municipalities/Council Compensation Committee
Saddle Hill	Reviewed annually by Council, adjusted in equal proportion to the cost-of-living adjustment provided to County employees
Big Lakes County	Reviewed annually by Council
Yellowhead County	Reviewed every four years in advance of the municipal election by a Compensation Review Committee. Cost of living adjustment annually.
County of Grande Prairie No. 1	Reviewed annually for market adjustment, economic adjustment, and cost of living adjustment
Mackenzie County	Reviewed annually by Council
Greenview	Reviewed every 3 years by surveying similar sized municipalities in Alberta.  Cost of living is also considered.

The majority of municipalities do a cost of living adjustment for Councilors alongside staff.

## APPENDIX C: COUNCIL SURVEY

Council Compensation Survey	Agree	Neutral	Disagree
1. The current compensation package, of monthly honorarium and meeting per diems, provided to Greenveiw council adequately compensates me for my work.	45%	22%	33%
2. The existing benefits program (health and life insurance, pension, etc.) are valuable to me.	100%	0%	0%
3. The pay and benefits package influenced my decision to run for Council.	44%	22%	78%
4. The present method to determine Council's annual pay increase(COLA adjustment equal to that provided to staff) is appropriate.	89%	0%	11%
5. The current compensation package helps provide equal opportunities for all to run for Council, no matter the persons age, gender, socio-economic status, race, religion, etc.	44%	0%	56%
6. The social and economic challenges currently facing Greenview in both the local economy and the Covid-19 pandemic warrant permanent changes be made to the council compensation package or other policies.	33%	33%	33%

7. Understanding each week can be different, on average, how much time do you spend on Council related duties? Please express this as average hours per week and days per month.	Hours per Week	Days per Month
1	30	17
2	15-25	12-15
3	20-22	13-15
4	50	20
5	30-40	20-24
6	20-30	15
7	12	10
8	N/A	N/A
9	20	15

8. If you could change 1 to 3 things in the overall Council compensation package (including per diems, monthly flat rate honorarium, benefits, travel/subsistence, etc) what would those changes be?

1. Nothing. Should not be considered employment.
2. Per diem, honorarium, travel. Travel doesn't take into account the extra maintenance needed on a personal vehicle.
3. Compensation for private accommodation should be increased.
4. Increase monthly honorarium. Councillors are expected to always be on call to ratepayers.
5. Increase monthly honorarium and spread participation on boards and committees evenly.
6. Spread participation on boards and committees evenly and increase milage rates.
7. Travel and subsistence increased.
8. Monthly honorarium increased as well as increased milage rates.
9. Increase the monthly flat rate, per diems and travel and subsistence.

9. Various payment regimes exist and are utilized by other municipalities. Some use a salary model with a flat rate per month; some utilize a strictly per diem based model; others, like Greenvew, use a combination. What are your thoughts on the best way to compensate councillors?

1. Current method is good.
2. Would like to see it changed to a salary model. It would allow more people to run
3. Current method is good.
4. Current method is good.
5. With the salary model, boards and committee would need equal participation.
6. Current method is good.
7. Current method is good, if trying to attract younger people, a salary method would be better.
8. Would like to see it changed to a salary model that includes travel and subsistence.
9. Current method is good.