

**DATE:** December 4, 2019**FILE:** 0530.01**TO:** Chair and Directors  
Committee of the Whole**FROM:** Russell Dyson  
Chief Administrative OfficerSupported by Russell Dyson  
Chief Administrative Officer*R. Dyson***RE: Chair / Vice-Chair Remuneration****Purpose**

To present a recommendation for the division of chair's remuneration as proposed by Chair Ketler and Vice-Chair Hamir.

**Recommendation from the Chief Administrative Officer:**

THAT \$5,000 of the 2020 chair remuneration be allocated to the vice-chair for the period January to November 2020 in recognition of the vice-chair's role in supporting the chair including acting as co-chair of the Comox Strathcona Waste Management Board.

**Executive Summary**

CVRD Board Chair Ketler and Vice-Chair Hamir have proposed an arrangement to share a portion of the chair's remuneration. This division of remuneration is being proposed as there is currently no additional remuneration for the vice-chair position and in light of the work being done, including:

- time and effort spent on agenda review and strategic directions;
- supporting the chair for official duties; and
- acting as co-chair at the Comox Strathcona Waste Management Board.

The chair's salary is paid monthly and has already been prorated and calculated for Chair Ketler for November 5-30. Staff recommend that the proposed arrangement start in January 2020 once the new rate for the chair is calculated as per Bylaw No. 236 being the "Comox Valley Regional District Remuneration and Expenses Bylaw 2012" which calculates the chair's remuneration as of January 1, 2020 at the rate of the prior year plus the annual change in the BC Consumer Price Index (CPI).

This proposed arrangement presents no budget increases or impacts. Staff will consider investigating a more formal and permanent arrangement as part of the next scheduled remuneration review for elected officials.

Prepared by:

*J. Martens*

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Jake Martens  
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Services

Concurrence:

*J. Warren*

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James Warren  
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