

## City Manager Compensation

Policy Type: COUNCIL-MANAGEMENT  
DELEGATION

CMD-2.1

- 1 Compensation will be provided to the City Manager:
  - (1) in the form of annual base salary, allowances, and benefits
  - (2) sufficient to attract and retain leadership for the organization
  - (3) appropriate to the demands of the roles and their value to the community
  - (4) reflective of the size of our community when compared with other Western Canadian communities
  
- 2 Compensation Review and Adjustment
  - (1) Unless Council directs otherwise:
    - (a) Compensation will be reviewed at Council's mid-term, every four years:
      - (i) an analysis of a selection of western Canadian (the majority in Alberta) communities' City Manager salaries and populations will be used to determine the competitive salary so that the relative size of our community will be appropriately reflected in compensation
      - (ii) adjustments to the City Manager's current salary will be made effective mid-term when the review shows a differential of greater than minus 5%. If there is a differential of greater than plus 5%, the salary will be frozen until analysis shows the salary to be within 5%.
      - (iii) benefits may be reviewed so that adjustments can be made to reflect changing practices of City administration or of other communities
    - (b) The City Manager's salary and allowances will be adjusted annually by the average percent change in the prior year's *Alberta Average Wage Rates* reflective of average adjustments made to Albertans' wages (as reported by StatsCan - November to October, rounded to the nearest next dollar, effective January 1<sup>st</sup> of each year)
  
- 3 Salary:
  - (1) The City Manager will be provided an annual base salary which will be paid on a bi-weekly basis.
  
- 4 Allowances:
  - (1) The City Manager will be provided an annual vehicle allowance.
  
- 5 Benefits
  - (1) The City Manager is provided:
    - (a) Benefits equivalent to The City's Exempt staff.
    - (b) An additional week of vacation.
    - (c) Any other benefit required by the contractual employment arrangement.

**City Manager Compensation**Policy Type: COUNCIL-MANAGEMENT  
DELEGATION

CMD-2.1

**Document History:**

Policy Adopted	March 18, 2013
----------------	----------------

**Administrative Revisions:**

<b>Date:</b>	<b>Description:</b>
January 16, 2014	
October 6, 2017	Updated to current format.