

Information Report



Service Area	Corporate Services
Date	Friday, March 17, 2017
Subject	2016 Council Remuneration Report
Report Number	CS-2017-06

Executive Summary

Purpose of Report

To provide Council with information on the remuneration and reimbursement of expenses paid in 2016 to members of Council and members of the public who served on local boards, as per section 284 of the Municipal Act of 2001. In addition to provide information regarding the City provided information technology.

Key Findings

This report outlines each Council member's remuneration and related expense reimbursement for the fiscal year ending December 31, 2016 in compliance with section 284 of the Municipal Act. It further provides a summary of honorarium and reimbursed mileage expenses and conference expenses provided to Councillors and members of the public appointed to local boards and other bodies of the City of Guelph. As well, it provides a summary of expenses related to information technology (cell phone, iPad or laptop).

Financial Implications

There are no financial implications resulting from this report.

Report

BACKGROUND

The Municipal Act, 2001, Sec. 284 requires that the Treasurer shall in each year on or before March 31 provide to the Council an itemized statement on remuneration and reimbursement paid in the previous year to:

- a) Each member of Council in respect of his or her services as a member of the Council or any other body, including a local board, to which the member has been appointed by Council or on which the member holds office by virtue of being a member of council;
- b) Each member of Council in respect of his or her services as an officer or employee of the municipality or other body described in clause(a); and
- c) Each person, other than a member of Council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body. 2001,c.25,s.284(1).

REPORT

A. AUTHORIZATION OF PAYMENTS: The Municipal Act, 2001, Sec. 284 (2) stipulates that municipalities identify the by-law under which the remuneration or expenses were authorized to be paid. Salaries, expenses, and benefits paid to the Mayor and Council in 2016 were authorized by Council resolutions dated July 17, 2006 (By-law 2006-18097) and September 18, 2006 (By-law 2006-18143).

The Province of Ontario, through the Municipal Act, delegates Guelph City Council the authority to set its remuneration. Council delegates the task of reviewing the remuneration to a Citizens Review Committee for Council Compensation. The review is completed every four years. The recommendations of the Citizen Review Committee for Council Compensation are applied to the incoming Council's term.

B. CITIZEN'S REVIEW COMMITTEE FOR COUNCIL COMPENSATION: In May 2014, the City of Guelph's Citizen's Committee for Council Compensation established remuneration for the Mayor and Council for the period December 1, 2014 through to November 31, 2018.

Starting December 1, 2014 the following base remuneration is in effect:

	<u>Dec.14 – Nov.15</u>	<u>Dec.15 - Nov.16</u>	<u>Dec.16-Nov.17</u>
• Mayor	\$ 105,393	\$ 109,004	\$ 112,615
• Councillor	\$ 33,433	\$ 33,433	\$ 33,433

The remuneration of the Mayor will increase by \$3,611 on December 1st for the years 2015, 2016, and 2017 as a phased in approach to migrate the Mayor's salary to the 55th percentile by the end of Council's term, 2014-2018.

Compensation adjustments for the Mayor and Members of Council will be equal to the Consumer Price Index (all Ontario, all items from September to September) or the Non-union increase; whichever is lower effective January 1st of each year for the term of Council.

The annualized effect of increases outlined above for Mayor/Councillors equate to a 2016 salary of:

- Mayor: \$109,305 (base only as the Mayor continues to decline the compensation adjustment, for 2016 it was 0.87%)
- Councillor: \$34,126 (base and includes the compensation adjustment of 0.87% for 2016)

C. MAYOR RRSP AND CAR ALLOWANCE: The Citizen's Review Committee for Council Compensation also established the Mayor be provided with a RRSP. The City matches the Mayor's contribution amount, which will not exceed 3% of the taxable portion.

The Citizen's Review Committee for Council Compensation also established that the Mayor receive a car allowance of \$5,100 annually (\$425.00 monthly).

D. CHAIRS OF COUNCIL STANDING COMMITTEES: Members of Council (excluding the Mayor) who serve as a Chair of a Standing Committee are to be provided an additional 5% of the total compensation amount paid to a member of Council. However, part-way through 2016, Council moved to the Committee of the Whole structure, which eliminated Standing Committees. Council rescinded the additional 5% compensation to Chairs of Standing Committees, effective September 1, 2016.

E. BENEFITS: Benefits provided to members of Council are:

- a) Group Life Insurance
- b) Dependant Life Insurance
- c) Accidental Death and Dismemberment
- d) Extended Health Benefits including travel
- e) Dental Benefits
- f) Reimbursement of mileage, accommodation, registration, travel and meals (as outlined in the Policy on Councillor Attendance at Municipal Government Events)

F. REIMBURSEMENTS: Reimbursement of mileage, accommodation, registration, travel and meals, are based on actual costs and supported by receipts.

- a) The maximum amount to be reimbursed to each Councillor for 2016 is \$3,250 (approved budget of \$39,000 divided by 12). Exceptions require Council approval.
- b) Council approved additional funding for conference attendance for Councillors Mark MacKinnon (up to \$2,000), June Hofland (up to \$1,800), James Gordon (up to \$1,800), and Mike Salisbury (\$246).
- c) The Council approved budget for the Mayor's office related to accommodation, registration, travel and meals for 2016 is \$6,500.

G. KEY POINTS: related to Attachment 1, include:

- a) Mayor Guthrie waived the 0.87% compensation adjustment referenced.
- b) The benefits reflect the actual amounts paid by the City of Guelph to the benefit carrier and these amounts paid have been allocated equally based on number of months each member served on Council. In addition, it includes the City's matching RRSP contribution for the Mayor.

- c) The training and conference budget, which supports mileage, accommodation, registration, travel, meals and hospitality (limited to meals) is approved each year for members of Council to attend conferences, municipal meetings and training sessions related to their role as members of Council. Each member of Council is allocated an equal share of the approved budget. Receipts must be provided for reimbursement of expenses.

- d) Attachment 1 also includes sundry expenses that are reimbursable expenditures related to training, conferences, mileage, accommodation, registration, travel, meals and hospitality (limited to meals) and is related to appointment of a Councillor by Council to a Board.

H. CONFERENCES AND TRAINING: Conferences attended by Councillors or the Mayor in 2016:

- AMO (Association of Municipalities of Ontario)*
 - *Council approved Councillor Cathy Downer as Director, AMO
 - Windsor, attended by Mayor Cam Guthrie, Councillors Mark Mackinnon and Cathy Downer
 - Mississauga, attended by Councillors Cathy Downer, Leanne Piper
 - London, attended by Councillor Cathy Downer
- LUMCO (Large Urban Mayor's Caucus of Ontario)
 - Ottawa, attended by Mayor Cam Guthrie
 - Windsor, at AMO, attended by Mayor Cam Guthrie
 - Brampton, attended by Mayor Cam Guthrie
- FCM (Federation of Canadian Municipalities)
 - Winnipeg, attended by Mayor Cam Guthrie, Councillors James Gordon, June Hofland, Mark MacKinnon
- MOSO (Mayors of Southwestern Ontario)
 - Cambridge and Windsor, attended by Mayor Cam Guthrie
- Low Carbon, Climate Resilient Cities Symposium
 - Hamilton, attended by Councillor June Hofland
- Town and Gown Symposium
 - Guelph, attended by Councillors Phil Allt, Cathy Downer
- City Age Conference
 - Toronto, attended by Mayor Cam Guthrie
- Directors College
 - Niagara-on-the-Lake, attended by Councillor Mike Salisbury

I. LOCAL BOARDS: Information relating to the Local Boards and Other Bodies has been provided by representatives from each of those committees / organizations.

Financial Implications

There are no financial implications resulting from this Report.

Consultations

The following departments were consulted in preparation of this report:

- Mayor's Office
- Clerk's Department
- Human Resources Department
- Finance Department
- Local Boards

Corporate Administrative Plan

This report, while required under the Municipal Act, 2001, Sec. 284, also supports the City's Corporate Administrative Plan of financial stability and accountability.

Attachments

ATT-1 2016 Statement of Remuneration and Expenses Paid Members of Council and Members of Local Boards and Other Bodies

Departmental Approval

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ATTACHMENT 1: CITY OF GUELPH

Statement of Remuneration and Expenses Paid to Members of Council and Members of Local Boards
and Other Bodies Pursuant to Section 284 of the *Municipal Act, 2001*

Year ending December 31, 2016

Guelph City Council Member	Honorarium*	Benefits^	Cell & Data Expenses	Conference Expenses	Total
ALLT, PHILIP	\$ 34,398	\$ 3,383	\$ 2,254	\$ 3,016	\$ 43,051
BELL, BOB	\$ 35,523	\$ 3,383	\$ 920		\$ 39,825
BILLINGS, CHRISTINE	\$ 34,398	\$ 3,383	\$ 594		\$ 38,374
DOWNER, CATHY++	\$ 35,523	\$ 3,383	\$ 544	\$ 2,978	\$ 42,427
GIBSON, DANIEL	\$ 34,075	\$ 3,383	\$ 1,441	\$ 87	\$ 38,985
GORDON, JAMES	\$ 34,398	\$ 3,383	\$ 1,034	\$ 3,769	\$ 42,583
GUTHRIE, CAM+	\$ 109,240	\$ 3,383	\$ 1,037	\$ 6,449	\$ 120,109
HOFLAND, JUNE	\$ 35,523	\$ 3,383	\$ 758	\$ 1,894	\$ 41,557
MACKINNON, MARK	\$ 34,398	\$ 3,383	\$ 701	\$ 3,690	\$ 42,172
PIPER, LEANNE	\$ 34,398	\$ 3,383	\$ 751	\$ 178	\$ 38,709
SALISBURY, MIKE	\$ 34,398	\$ 3,383	\$ 1,249	\$ 3,496	\$ 42,526
VAN HELLEMOND, ANDY	\$ 34,398	\$ 3,383	\$ 487		\$ 38,267
WETTSTEIN, KARL	\$ 35,523	\$ 3,383	\$ 571	\$ 25	\$ 39,502

*1/3 of the Councillors Honorarium is tax exempt

+ The Mayor receives a car allowance of \$425 monthly, which is \$5,100 annually. The Mayor's benefits do not include RRSP Contributions.

^ Each Council Member was allocated a portion of aggregate benefits payout in 2016

++ Includes \$844 of Council approved conference expenses related to Councillor Cathy Downer's appointment as Director, AMO

Local Boards

Grand River Conservation Authority	Honorarium	Mileage	Conference Expenses	Total
BELL, BOB	\$ 1,174	\$ 179	\$ -	\$ 1,353
SALISBURY, MIKE	\$ 1,378	\$ 240	\$ -	\$ 1,618

Wellington Dufferin Guelph Public Health	Honorarium	Mileage	Sundry Expenses	Total
BILLINGS, CHRISTINE	\$ 1,190	\$ 242	\$ -	\$ 1,432
HOFLAND, JUNE	\$ 1,000	\$ 146	\$ -	\$ 1,146
MACKINNON, MARK	\$ 575	\$ 151	\$ -	\$ 726

Guelph Police Service	Honorarium	Conferences, Mileage, Fares, etc.	Total
GUTHRIE, CAM	\$ 4,500	\$ -	\$ 4,500
GIFFITHS, LEN	\$ 5,000	\$ 1,224	\$ 6,224
BILLINGS, CHRISTINE	\$ 375	\$ -	\$ -
GILES, PAT	\$ -	\$ -	\$ -
DRONE, DON	\$ 4,500	\$ 3,616	\$ 8,116
PIPER, LEANNE	\$ 4,125	\$ -	\$ 4,125
SORBARA, JUDITH	\$ 6,000	\$ 464	\$ 6,464

Committee of Adjustment	Honorarium	Mileage	Conference Expenses	Total
KATHERINE ASH	\$ 1,220	\$ -	\$ -	\$ 1,220
WILLIAM BIRDSELL	\$ 1,400	\$ -	\$ -	\$ 1,400
MARTIN BOSCH	\$ 1,020	\$ -	\$ -	\$ 1,020
STEPHEN DYKSTRA	\$ 935	\$ -	\$ -	\$ 935
LISE ANNE JANIS	\$ 1,105	\$ -	\$ -	\$ 1,105
DAVID KENDRICK	\$ 1,105	\$ -	\$ -	\$ 1,105
PAUL ROSS	\$ 1,275	\$ 400	\$ 610	\$ 2,285

Guelph Municipal Holdings Inc.(GMHI)++	Honorarium/Stipend/Board & Committee Meeting Fees	Mileage, Fares, Sundry Expenses	Conference Expenses	Total
CURT HAMMOND	\$ 1,917	\$ 105	\$ -	\$ 2,022
MARY ELLEN RICHARDSON	\$ 2,417	\$ 314	\$ -	\$ 2,730
TED SEHL	\$ 2,625	\$ -	\$ -	\$ 2,625
R.L. BUD SMITH	\$ 2,208	\$ 311	\$ -	\$ 2,519
CAM GUTHRIE**	\$ -	\$ -	\$ -	\$ -
CATHY DOWNER**	\$ -	\$ -	\$ -	\$ -
KARL WETTSTEIN**	\$ -	\$ -	\$ -	\$ -
CATHY DOWNER**	\$ -	\$ -	\$ -	\$ -

**Municipal Members do not receive compensation of any kind from the GMHI Board.

++All GMHI Board Members resigned effective Jan 28, 2016