

INFORMATION REPORT



TO City Council

SERVICE AREA Corporate Services, Finance

DATE March 24, 2016

SUBJECT 2015 Council Remuneration Report

REPORT NUMBER CS-2016-17

EXECUTIVE SUMMARY

SUMMARY OF REPORT

To provide Council with information on the remuneration and expenses paid in 2015 to members of Council and members of the public who served on local boards, as per section 284 of the *Municipal Act of 2001*.

KEY FINDINGS

This report outlines each Council member's remuneration and related expense reimbursement for the fiscal year ending December 31, 2015 in compliance with section 284 of the Municipal Act. It further provides a summary of honorarium and mileage expenses provided to Councillors and members of the public appointed to local boards and other body's of the City of Guelph.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from this report.

BACKGROUND

The *Municipal Act, 2001*, Sec. 284 requires the Treasurer shall in each year on or before March 31 provide to the Council an itemized statement on remuneration and expenses 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).

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AUTHORIZATION OF PAYMENTS

Section 284 (2) of the Municipal Act 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 2015 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 are applied to the incoming Council's term.

In May 2014, the Citizen's Committee established remuneration for the Mayor and Council for the period 2014 through 2018. The remuneration recommends changes every four years. Starting December 1, 2014 the following remuneration was in effect:

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

In non-election years, the salary 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. 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 next term of Council.

The 2015 annualized effect (January 1, 2015 to December 31, 2015) of increases outlined above for Mayor/Councillors equate to a base 2015 salary of:

Mayor: \$107,780 (includes a 2% compensation adjustment for 2015)

Councillor: \$34,101 (includes a 2% compensation adjustment for 2015)

The committee also established the Mayor be provided with a RRSP. The city matches the Mayor's contribution amount; not to exceed 3% of the taxable portion. The Mayor is to receive a car allowance of \$425 monthly; \$5,100 annually commencing December 2014.

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.

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Benefits provided to members of Council are:

- Group Life Insurance
- Dependant Life Insurance
- Accidental Death and Dismemberment
- Extended Health Benefits including travel
- Dental Benefits
- Mileage Reimbursement
- Lodging and meals (reasonable and as outlined in the Policy on Councillor Attendance at Municipal Government Events)

Expenses for lodging, mileage, meals, etc. are reimbursed based on actual costs and supported by receipts.

- The maximum amount to be reimbursed to each Councillor for 2015 is \$3,250 (approved budget of \$39,000 divided by 12). Exceptions require Council approval. Additionally there is approved budget of \$20,400 for other corporate training for Councillors.
- The Council approved budget for the Mayor's office as related to travel, conferences, training, etc. is \$11,950. This budget also includes professional development and training expenses for employees in the Mayor's office.

Key points related to Attachment 1 include:

- Mayor Guthrie waived the 2% compensation adjustment referenced above effective May 2015 and Councillor Dan Gibson elected to only accept a 1% compensation adjustment for 2015.
- 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.
- The training and conference budget is approved each year for members of Council to attend conferences, municipal meetings and training sessions related to their role as members of Council along with associated costs for transportation, accommodation, meals, and hospitality (limited to meals). Each member of Council is allocated an equal share of the approved budget. Receipts must be provided for reimbursement of expenses.
- Attachment 1 includes sundry expenses that are reimbursable expenditures related to training, conferences, mileage, meals, and accommodation. Conferences attended in 2015:
 - National League of Cities, Nashville, USA (attended by Councillor Leanne Piper, June Hofland)

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- AMO (Association of Municipalities of Ontario), Niagara Falls (attended by Mayor Cam Guthrie and Councillors James Gordon, Mark Mackinnon and Cathy Downer)
 - AMO, Ontario West Municipal Conferences Linkages, London (attended by Councillor Mark Mackinnon)
 - AMO, London, Task Force (attended by Councillor Cathy Downer)
 - FCM, Edmonton (attended by Councillor Mark Mackinnon)
 - FCM Sustainability Conference, London (attended by Councillor June Hofland)
 - Greater and Greener Conference, San Francisco, USA (attended by Councillor Mike Salisbury)
 - 2015 Ontario Bike Summit, Toronto (attended by Councillor Bob Bell)
 - Transport Futures, Toronto (attended by Councillor James Gordon)
 - Tamarack Conference, Hamilton (attended by Councillor James Gordon)
 - Association of Local Public Health Agencies (ALPHA) (attended by Councillor Mark Mackinnon)
 - LUMCO (Large Urban Mayor's Caucus of Ontario) (attended by Mayor Cam Guthrie)
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- Information relating to the Local Boards and Other Bodies has been provided by representatives from each of those committees / organizations.

CORPORATE STRATEGIC PLAN

Reporting of Council Remuneration is in accordance with the Municipal Act, section 284 and section 2.3 of the Corporate Strategic Plan which refers to accountability, transparency and engagement.

DEPARTMENTAL CONSULTATION

The following departments were consulted in the preparation of this report:

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

COMMUNICATIONS

Communications Department has been made aware of the content of this report.

ATTACHMENTS

Attachment 1 – Council's Statement of Remuneration 2015

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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, 2015**

| Guelph City Council Member | Honorarium* | Benefits | Vehicle Allowance | Conference Expenses | Total |
|-----------------------------------|--------------------|-----------------|--------------------------|----------------------------|--------------|
| ALLT, PHILIP | \$ 34,101.20 | \$ 3,648.21 | \$ - | \$ - | \$ 37,749.41 |
| BELL, BOB | 35,806.82 | 3,648.21 | - | 522.27 | 39,977.30 |
| BILLINGS, CHRISTINE | 34,101.20 | 3,648.21 | - | - | 37,749.41 |
| DOWNER, CATHY | 35,466.82 | 3,648.21 | - | 2,310.83 | 41,425.86 |
| GIBSON, DANIEL | 33,768.14 | 3,648.21 | - | - | 37,416.35 |
| GORDON, JAMES | 34,101.20 | 3,648.21 | - | 2,905.18 | 40,654.59 |
| GUTHRIE, CAM | 106,400.34 | 4,299.48 | 5,100.00 | 2,764.99 | 118,564.81 |
| HOFLAND, JUNE | 35,806.82 | 3,648.21 | - | 3,534.45 | 42,989.48 |
| MACKINNON, MARK | 34,101.20 | 3,648.21 | - | 3,231.19 | 40,980.60 |
| PIPER, LEANNE | 34,101.20 | 3,648.21 | - | 2,629.72 | 40,379.13 |
| SALISBURY, MIKE | 34,101.20 | 3,648.21 | - | 2,083.02 | 39,832.43 |
| VAN HELLEMOND, ANDY | 34,101.66 | 3,648.21 | - | - | 37,749.87 |
| WETTSTEIN, KARL | 35,806.82 | 3,648.21 | - | - | 39,455.03 |

*1/3 of the Councillors Honorarium is tax exempt

Local Boards and Other Bodies

| Grand River Conservation Authority | Honorarium | Mileage | Conference Expenses | Total |
|---|-------------------|----------------|----------------------------|--------------|
| BELL, BOB | \$ 1,680.00 | \$ 308.50 | \$ - | \$ 1,988.50 |
| SALISBURY, MIKE | 1,540.00 | 165.00 | - | 1,705.00 |

| Wellington Dufferin Guelph Public Health | Honorarium | Mileage | Sundry Expenses | Total |
|---|-------------------|----------------|------------------------|--------------|
| BILLINGS, CHRISTINE | \$ - | \$ 492.80 | \$ - | \$ 492.80 |
| HOFLAND, JUNE | - | 297.00 | - | 297.00 |
| MACKINNON, MARK | - | 279.56 | 649.88 | 929.44 |

| Guelph Police Service | Honorarium | Mileage & Fares | Total |
|------------------------------|-------------------|----------------------------|--------------|
| GUTHRIE, CAM | \$ 4,500.00 | \$ - | \$ 4,500.00 |
| GRIFFITHS, LEN | 4,500.00 | 217.65 | 4,717.65 |
| GILES, PAT | 1,125.00 | - | 1,125.00 |
| DRONE, DON | 3,375.00 | 106.35 | 3,481.35 |
| PIPER, LEANNE | 4,500.00 | - | 4,500.00 |
| SORBARA, JUDITH | 5,500.00 | 480.87 | 5,980.87 |

| Committee of Adjustment | Honorarium | Mileage | Conference Expenses | Total |
|--------------------------------|-------------------|----------------|----------------------------|--------------|
| ASH, KATHERINE | \$ 1,235.00 | \$ - | \$ - | \$ 1,235.00 |
| BIRDELL, WILLIAM | 1,740.00 | - | - | 1,740.00 |
| BOSCH, MARTIN | 1,020.00 | 610.00 | 814.32 | 2,444.32 |
| DOWNER, CATHY | 340.00 | - | - | 340.00 |
| DYKSTRA, STEPHEN | 1,360.00 | - | - | 1,360.00 |
| FUNNEL, RAY | 600.00 | - | - | 600.00 |
| HILLEN, JEFF | 425.00 | - | - | 425.00 |
| JANIS, LISE ANNE | 1,360.00 | 610.00 | 860.1 | 2,830.10 |
| KENDRICK, DAVID | 1,445.00 | - | - | 1,445.00 |
| MCNAIR, LYLE | 510.00 | - | - | 510.00 |
| ROSS, PAUL | 1,275.00 | - | - | 1,275.00 |

| Compliance Audit Committee | Honorarium | Mileage, Fares, Sundry Expenses | Total |
|-----------------------------------|-------------------|--|--------------|
| MONK, LYNSAY | \$ 500.00 | \$ - | \$ 500.00 |
| GREER, GLENN | 600.00 | - | 600.00 |
| GORRINGE, GEORGE | 600.00 | - | 600.00 |

| Guelph Municipal Holdings Inc. (GMHI) | Honorarium/ Stipend/Board & Committee Meeting Fees | Mileage, Fares, Sundry Expenses Etc. | Total |
|--|---|---|--------------|
| Total : 6 Members | \$ 69,657.00 | \$ 2,781.00 | \$ 72,438.00 |