

Information Report



Service Area	Corporate Services
Date	Friday, March 28, 2025
Subject	2024 City Council Attendance, Meeting Statistics and Remuneration Report

Executive Summary

Purpose of Report

To report on the attendance of members of City Council at meetings between January 1 and December 31, 2024, and to provide statistics relating to those meetings. In addition, to provide information on the remuneration and reimbursement of expenses paid in 2024 to members of City Council and members of the public who served on local boards, per [Section 284 of the Municipal Act, 2001](#).

Key Findings

This is an annual report advising of attendance at open and closed City Council and committee meetings.

In addition to meeting attendance, this report provides an overview of meeting statistics related to Council and Committee meetings. These statistics, as well as those captured in future years, will be analyzed and used to inform recommendations related to meeting efficiency and effectiveness as part of the twice-per-term governance review process.

Finally, this report summarizes honorariums, compensation, reimbursements for mileage, conferences and costs associated with information technology (e.g., cell phones and tablets) for members of City Council.

Strategic Plan Alignment

This report aligns with the Foundations Future Guelph Theme by providing transparency surrounding City Council members' attendance and compensation, which relates to leading with accountability by reviewing the continued effectiveness of Council processes and its Advisory Committees.

Future Guelph Theme

Foundations

Future Guelph Objectives

Foundations: Lead with accountability

Financial Implications

No financial implications to this report.

Report

2024 Council Attendance and Meeting Statistics

The City Clerk's Office maintains a record of the attendance of members of City Council at all open and closed meetings for the following meeting types:

- Regular City Council (open and closed);
- Council Planning (open and closed);
- Special City Council meetings, including Budget meetings, City Council Inaugural meeting, City Council as Shareholder of Guelph Municipal Holdings Incorporated, and City Council as Shareholder of Guelph Junction Railway Limited (open and closed);
- Council Orientation and Education Workshops (open and closed);
- Committee of the Whole (open and closed);
- Committee of Management for the Elliott (open and closed); and
- Chief Administrative Officer Recruitment, Selection and Performance Sub-committee (open and closed).

There was a 15 per cent increase in the number of meetings held from 2023 to 2024, with a total of 115 unique meetings held in 2024 up from 100 meetings in 2023. This is the first time since the onset of the COVID-19 pandemic that the number of Council meetings has surpassed the pre-COVID meeting numbers. This was largely due to an increase in the number of CAO Recruitment, Selection and Performance Sub-committee meetings to manage the recruitment and hiring of the City's new CAO in 2024. There was also an increase in the number of closed meetings held in 2024, with a total of 45 compared to 26 closed in 2023. This increase was caused primarily by a combination of additional closed Council Planning meetings required to hear matters related to Ontario Land Tribunal appeals and closed CAO Recruitment, Selection and Performance Sub-committee meetings required for the recruitment, interviewing, and hiring of the CAO.

While there was an increase in the number of meetings in 2024, the average meeting length remained the same as 2023 at 1.7 hours per meeting. This also reduced the 3-year average to 1.8 hours per meeting. An outline of the number of meetings and time spent in each meeting can be seen in Table 1 below. Individual Council attendance related to these meetings can be found in Attachment-1 2024 City Council and Committee Meeting Attendance Record.

Table 1: Number and Time Spent in 2024 City Council and Committee Meetings

Meeting Type	Number of Meetings	Time Spent in meetings (in hours)
City Council	10	22
Closed Council	8	8
Committee of the Whole	12	38
Closed Committee of the Whole	7	5
Special Council	7	19
Closed Special Council	7	8
Council Orientation and Education Workshop	4	8
Closed Council Orientation and Education Workshop	1	2.5
Council Planning	12	34.75
Closed Council Planning	6	5.75
Special City Council – Budget	3	10
Closed Special City Council – Budget	1	0.25
CAO Recruitment, Selection and Performance Sub-committee	15	1.25
Closed CAO Recruitment, Selection and Performance Sub-committee	14	30
Committee of Management for the Elliott	5	0.75

Meeting Type	Number of Meetings	Time Spent in meetings (in hours)
Closed Committee of Management for the Elliott	1	0.25
City Council as a Shareholder of GMHI	1	0.5
City Council as a Shareholder of GJR	1	0.75
Total	115	194.75

2024 Council Remuneration

Section 284 (1) of the Municipal Act requires that the Treasurer, in each year on or before March 31st, provide City Council with an itemized statement on remuneration and reimbursements paid in the previous year, with regard to service as a member of City Council and for individuals appointed by the municipality to serve on local boards. A complete summary is enclosed in Attachment-2 2024 Council Remuneration.

Authorization of Payments

Section 284 (2) of the Municipal Act stipulates that municipalities identify the by-law under which the remuneration or expenses are authorized to be paid. Authorization was granted by City Council resolutions dated December 7, 2016 (By-law 2016-20117) and June 25, 2018 (By-law 2018-20293).

City Council Remuneration

Inflationary compensation adjustments for the Mayor and members of City Council are equal to the non-union municipal employee increase, effective January 1st of each year of the term of City Council. Accordingly, the 2024 cost-of-living compensation adjustment was 3.00 per cent.

Pension Plan and Car Allowance

As of December 1, 2022, returning members of Council have the option to enroll in the OMERS pension plan. This enrollment is mandatory for any newly elected member of Council. Employees enrolled in the OMERS pension plan contribute a percentage of their contributory earnings each pay, and the employer contributes an equal amount. The Mayor also receives a car allowance of \$5,100 annually (\$425 monthly).

Benefits and Expense Reimbursements

Benefits provided to the Mayor and members of City Council include:

- Group life insurance;

- Dependent life insurance;
- Accidental death and dismemberment insurance;
- Extended health benefits including travel;
- Dental benefits; and
- Reimbursements related to travel for training, as outlined in the Policy on Councillor Attendance at Municipal Government Events.

Local Boards

Local board representatives provided 2024 information. No honorariums are paid to the Mayor or councillors serving on local boards.

Financial Implications

There are no direct financial implications resulting from this report. The numbers provided in the attachments reflect the amounts paid to each councillor for compensation, benefits, and payments the City made on each councillors' behalf to participate in municipal events. In accordance with the Mayor and Council Expense and Education Policy, each councillor is allocated an equal share of the approved budget. Details of this information can be found in Attachment-2 2024 Council Remuneration.

Consultations

None.

Attachments

Attachment-1 2024 City Council and Committee Meeting Attendance Record

Attachment-2 2024 Council Remuneration

Departmental Approval

Shanna O'Dwyer, General Manager, Finance - City Treasurer and Chief Financial Officer

Report Author

Garrett Meades, Acting Manager, Legislative Services/Deputy Clerk

This report was approved by:

Dylan McMahon

Acting General Manager, City Clerk's Office/City Clerk

Corporate Services

519-822-1260 extension 2811

dylan.mcmahon@guelph.ca

This report was recommended by:

Trevor Lee
Deputy Chief Administrative Officer
Corporate Services
519-822-1260 extension 2281
trevor.lee@guelph.ca

Attachment-1 2024 City Council and Committee Meeting Attendance Record

Table 1: January 1, 2024 to December 31, 2024 City Council and Committee Attendance Record

	Council	Closed Council	Committee of the Whole	Closed Committee of the Whole	Special City Council	Closed Special City Council	Council Orientation and Education Workshop	Closed Council Orientation and Education Workshop	Council Planning	Closed Council Planning	Special City Council - Budget	Closed Special City Council Budget	Total
Number of Meetings	10	8	12	7	7	7	4	1	12	6	3	1	78
Cam Guthrie	10	8	12	7	7	7	4	1	12	6	3	1	78
Phil Allt	9	7	11	6	7	7	2	0	12	6	3	1	71
Christine Billings	10	8	12	7	7	7	3	0	12	6	3	1	76
Linda Busuttil	10	8	11	7	7	7	4	1	11	4	3	1	74
Leanne Caron	10	8	12	6	7	7	3	1	9	5	3	1	72
Erin Caton	10	8	12	7	7	7	4	1	12	6	3	1	78
Ken Yee Chew	9	6	11	7	5	5	4	1	12	6	3	1	70
Cathy Downer	10	8	12	7	7	7	4	1	12	6	3	1	78
Dan Gibson	9	7	12	7	7	6	1	0	12	4	3	1	69
Rodrigo Goller	10	8	12	7	7	7	4	1	12	6	3	1	78
Carly Klassen	10	8	11	7	7	7	3	1	12	6	2	1	75
Dominique O'Rourke	9	8	12	7	7	7	3	1	11	5	3	1	74
Michele Richardson	9	5	9	4	7	5	3	1	9	3	3	1	59

Table 2: January 1, 2024 to December 31, 2024 Chief Administrative Officer Recruitment, Selection and Performance Sub-committee Attendance Record

	CAO Recruitment, Selection and Performance Sub-committee	Closed CAO Recruitment, Selection and Performance Sub-committee	Total
Number of Meetings *	15	14	29
Cam Guthrie	15	14	29
Phil Allt	12	11	23
Leanne Caron	4	4	8
Erin Caton	10	9	19
Cathy Downer	15	14	29
Rodrigo Goller	3	3	6
Dominique O'Rourke	15	14	29

* Members of the Chief Administrative Officer Sub-committee varied throughout 2024, and not every member listed above was entitled to attend all meetings.

Table 3: January 1, 2024 to December 31, 2024 Committee of Management for the Elliott Attendance Record

	Committee of Management for the Elliott	Closed Committee of Management for the Elliott	Total
Number of Meetings *	5	1	6
Phil Allt	1	0	2
Linda Busuttil	5	1	6
Erin Caton	5	1	6
Ken Yee Chew	4	1	5
Cathy Downer	5	1	6
Carly Klassen	5	1	6
Dominique O'Rourke	5	1	6
Michele Richardson	2	1	3

* Members of the Committee of Management for the Elliott varied throughout 2024, and not every member listed above was entitled to attend all meetings.

Attachment-2 2024 Council Remuneration

2024 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, 2024

City Council

Table 1: Statement of Remuneration

Guelph City Council Member	Compensation	Benefits*	Cell and Data Expenses	Conference Expenses	Other Expenses	Total
Cam Guthrie	\$160,138	\$39,145	\$1,142	\$10,233	\$2,932	\$213,589
Phil Allt	\$49,822	\$10,138	\$2,145	\$8,639	\$0	\$70,774
Christine Billings	\$49,822	\$12,916	\$445	\$0	\$0	\$63,183
Linda Busuttil	\$49,822	\$12,916	\$737	\$4,475	\$0	\$67,951
Leanne Caron	\$49,822	\$12,916	\$759	\$2,470	\$0	\$65,967
Erin Caton	\$49,822	\$12,916	\$488	\$51	\$0	\$63,278
Ken Yee Chew	\$49,822	\$12,916	\$1,263	\$5,283	\$0	\$69,284
Cathy Downer	\$49,822	\$12,916	\$896	\$851	\$140	\$64,625
Dan Gibson	\$49,822	\$12,916	\$1,038	\$0	\$0	\$63,776
Rodrigo Goller	\$49,822	\$12,916	\$700	\$114	\$0	\$63,553
Carly Klassen	\$49,822	\$12,916	\$426	\$13,612	\$0	\$76,776
Dominique O'Rourke	\$49,822	\$12,916	\$445	\$4,047	\$0	\$67,230
Michele Richardson	\$49,822	\$12,916	\$591	\$1,910	\$0	\$65,240
Total	\$758,005	\$191,359	\$11,075	\$51,684	\$3,072	\$1,015,195

* Benefits include the City's portion of CPP, OMERS pension (new in 2023) and extended health coverage.

Local Boards**Table 2: Downtown Guelph Business Association**

Member	Compensation	Mileage	Total
Cathy Downer	\$0	\$0	\$0
Rodrigo Goller	\$0	\$0	\$0

Table 3: Grand River Conservation Authority

Member	Compensation	Mileage	Total
Christine Billings	\$0	\$0	\$0
Ken Yee Chew	\$0	\$0	\$0

Table 4: Board of Trustees of the Elliott

Member	Compensation	Mileage	Total
Dominique O'Rourke	\$0	\$0	\$0

Table 5: Wellington-Dufferin-Guelph Public Health

Member	Compensation	Mileage	Total
Linda Busuttil	\$0	\$0	\$0
Erin Caton	\$0	\$0	\$0
Rodrigo Goller	\$0	\$0	\$0

Table 6: Guelph Police Service

Member	Compensation	Conference Expenses	Total
Phil Allt	\$0	\$0	\$0
Jane Armstrong	\$5,149	\$0	\$5,149
Cam Guthrie	\$0	\$0	\$0
Peter McSherry	\$6,474	\$0	\$6,474
Ajay Sharma	\$4,768	\$0	\$4,768
Total	\$16,391	\$0	\$16,391

Table 7: Committee of Adjustment

Member	Compensation
Ann Balaban	\$1,105.00
Janet Goodfellow	\$850.00
Pamela Membreño	\$935.00
Greg Sayer	\$1,050.00
Nicole Segal	\$510.00
James Smith	\$1,185.00
Russell Speers	\$1,020.00