

INFORMATION ITEMS

Week Ending March 17, 2017

REPORTS

1. 2016 Council Remuneration Report
2. 2016 Council Member's Meeting Attendance

INTERGOVERNMENTAL CONSULTATIONS

1. None

CORRESPONDENCE

1. Crime Stoppers, *The Informant*, Spring 2017

BOARDS & COMMITTEES

1. None

ITEMS AVAILABLE IN THE CLERK'S OFFICE

1. None

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

Jade Surgeoner, Program Manager, Financial Reporting and Accounting
Lynne MacIntyre, Manager TTL Rewards Human Resource Systems

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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

Information Report



Service Area Corporate Services

Date Friday, March 17, 2017

Subject **2016 Council Member's Meeting Attendance**

Report Number CS-2017-52

Executive Summary

Purpose of Report

To advise of the attendance of Members of Council at Council, Committee of the Whole and Standing Committee meetings during the time period January 1 to December 31, 2016.

Key Findings

This report is an annual report advising of attendance of the members of Council at their various meetings throughout the year based upon approved minutes of Council, Committee of the Whole and Standing Committees.

Financial Implications

None

Report

The City Clerk's Office maintains a record of the attendance of Members of Council at Council, Committee of the Whole and Standing Committee meetings during the year based on the attendance recorded in the 2016 Council, Committee of the Whole and Standing Committee open and closed meeting minutes.

The Standing Committee attendance record reflects the attendance of Committee Members only. The data for Standing Committees covers the period of January 1, 2016 to August 31, 2016 and the Committee of the Whole data covers the period of September 1, 2016 to December 31, 2016 to reflect the transition from Standing Committees to the Committee of the Whole process.

The attendance record includes the number of meetings, the hours spent in meetings and the attendance at the Closed and Open meetings of the following:

- Regularly scheduled Council meetings
- Special Council Meetings (includes budget and Shareholder meetings)
- Committee of the Whole

- Audit Committee
- Corporate Services Committee
- Governance Committee
- Infrastructure, Development & Enterprise Committee
- Public Services Committee (includes Committee of Management for the Elliott)

Financial Implications

None

Consultations

The attendance records are compiled from the approved minutes of Council, Committee of the Whole and Standing Committee meetings as approved by Council.

Corporate Administrative Plan

Overarching Goals

Service Excellence

Service Area Operational Work Plans

Our People- Building a great community together

Attachments

ATT-1 2016 Council and Committee Attendance

Departmental Approval

N/A

Report Author

Dolores Black, Council Committee Coordinator



Approved By

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City Clerk

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2016 Council and Committee Attendance

AUD – Audit Committee
CS – Corporate Services Committee
GOV – Governance Committee

IDE – Infrastructure, Development & Enterprise Committee
PS – Public Services Committee
COW – Committee of the Whole


| | Closed Meetings of Council | Special Closed Meetings of Council | Council Meetings | Special Council Meetings | AUD | CS | GOV | IDE | PS | COW |
|-------------------------------------|----------------------------|------------------------------------|------------------|--------------------------|------------|--------------|-------------|-----------|-------------|-----------|
| # of meetings | 15 | 15 | 21 | 20 | 2 | 6 | 7 | 6 | 8 | 5 |
| # of hours spent in meetings | 27.75 | 28 | 70 | 51.5 | 3.5 | 11.75 | 15.5 | 12 | 6.25 | 25 |
| Guthrie | 15 | 15 | 21 | 20 | 2 | 6 | 7 | 6 | 8 | 5 |
| Allt | 13 | 14 | 18 | 17 | 2 | 6 | | | | 5 |
| Bell | 15 | 15 | 21 | 19 | | | 7 | 6 | | 4 |
| Billings | 15 | 15 | 20 | 20 | | 6 | | | 8 | 5 |
| Downer | 15 | 15 | 21 | 20 | | | 7 | | 8 | 5 |
| Gibson | 15 | 13 | 19 | 19 | | | | 5 | | 4 |
| Gordon | 15 | 15 | 21 | 19 | | | | | 8 | 5 |
| Hofland | 13 | 12 | 18 | 13 | | 6 | 6 | | | 3 |
| MacKinnon | 13 | 14 | 19 | 19 | 2 | 5 | | | | 3 |
| Piper | 13 | 13 | 19 | 15 | | | | 6 | | 4 |
| Salisbury | 15 | 15 | 21 | 17 | | | | 6 | | 3 |
| Van Hellemond | 12 | 13 | 18 | 15 | 1 | | | | 8 | 5 |
| Wettstein | 14 | 15 | 20 | 20 | 2 | | 7 | | | 5 |

Please note:

- Special Meetings include Council meeting as Shareholder of Guelph Municipal Holdings Inc. or Guelph Junction Railway
- Attendance reflects only those committees to which a member is appointed
- Public Services Committee also includes attendance at meetings as Committee of Management for the Elliott
- Standing Committee data covers the period of January 1, 2016 to August 31, 2016
- Committee of the Whole data covers the period of September 1, 2016 to December 31, 2016

It's
YOUR
Community
... MAKE THE CALL!



CRIME 
STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)

THE INFORMANT



SPRING 2017

YOUR TIP could be the missing piece of the puzzle!



IN THE NEWS

2016 CORNERSTONE AWARD



This year's award was presented to **Marty Young & staff of Young's Home Hardware** in Mount Forest. For a second year, Crime Stoppers Guelph Wellington (CSGW) has handed out this award to an individual, community organization or business who has demonstrated outstanding support of the CSGW program. ***Congratulations!***

STUDENT CONTEST WINNER



Congratulations to our winner **Kieran Bates**, a grade 10 student at John F. Ross Collegiate Vocational Institute in Guelph. Kieran not only wrote the original piece of music, but played all the instruments. Please go to our website www.csgw.tips welcome page to have a listen.

Pictured above from the left, is Sarah Bowers-Peter of CSGW and Robert Leader of **Jam School Guelph** who sponsored the Sound of Crime Stoppers contest.

PROGRAM STATISTICS *Guelph and Wellington County stats since 1988 through February 2017*

| | |
|--------------------------|--------------|
| Arrests | 1,520 |
| Charges Laid | 4,207 |
| Narcotics Seized | \$27,167,927 |
| Property Recovered | \$10,176,046 |
| Authorized Rewards | \$162,555 |

**The numbers speak for themselves...
Crime Stoppers works!**



FUNDRAISING AND AWARENESS

CRIME STOPPERS MONTH

January is Crime Stoppers month and we wish to thank our media and community partners for their support in promoting our program! We received great exposure on road signs, radio, TV and our local papers.



Flag raisings also took place at six locations throughout the County. Pictured above are County representatives taken in the Township of Centre Wellington.

TRIVIA NIGHT

Our first Trivia Event was held in partnership with **Grand River Raceway** on Saturday February 25th. It was a FULL HOUSE!! Thank you to everyone who came out to play. The event raised a total of \$1,375.00 for our program.

We also wish to thank the **community** for their huge support in donating prizes for our silent auction table as well as the **media** for promoting our event. We plan to repeat the event next year!



CSGW would not exist without our police partners, media partners, volunteers and our Tipsters!

THANK YOU to our community for support of our program! For a full list of 2016 donors, please visit our website. www.csgw.tips



UPCOMING EVENTS

Tuesday March 28th, 1-8pm

Wellington North Showcase at the Mount Forest Community Centre. CSGW will have a booth and representatives on hand. Stop by and learn more!



Saturday May 13th, 9am-12noon

Guelph Police will be holding their **Open House** at City Hall. CSGW will be part of this community event.

UPCOMING FUNDRAISERS

Saturday April 29th, 8am-noon

2nd Community Mulch Sale in Mount Forest in partnership with Young's Home Hardware, 525 Main Street north, Mount Forest.



Saturday May 6th, 8am-noon

8th Annual Community Mulch Sale in Fergus at the Centre Wellington Sportsplex, 550 Belsyde Ave., Fergus.

Coming in June

County Auction/BBQ
Stay tuned to our website for further details!

