

Law, Legislative Services & Security Report to
Organizational Meeting of Council
2023 October 24

ISC: UNRESTRICTED
C2023-1025

Establishing a Council Compensation Review Committee

PURPOSE

This Report recommends that Council establish a Council Compensation Review Committee (“CCRC”). The mandate of the CCRC is proposed to include an impartial review of compensation packages that Members of Council receive, and the compensation provided to Councillors’ Assistants.

PREVIOUS COUNCIL DIRECTION

The first CCRC was established through Bylaw 31M2002 and reported to Council on 2003 March 24. At its 2014 November 17 Regular Meeting, Council directed that Council compensation be reviewed on a four-year cycle aligning with the last year of a Council’s term.

RECOMMENDATION:

That Council give three readings to Proposed Bylaw 49M2023 in Attachment 1 to establish a Council Compensation Review Committee.

CITY MANAGER/GENERAL MANAGER COMMENTS

The City Solicitor and General Counsel concurs with this Report.

HIGHLIGHTS

- Proposed Bylaw 49M2023 has been drafted to comply with Council direction to establish a CCRC every electoral cycle to undertake a review of Council compensation.
- The proposed CCRC mandate has been expanded, compared to previous CCRCs, to include recommendations to Council on the salaries, or salary ranges, received by Councillors’ Assistants, in addition to its recommendations on the compensation package received by Members of Council.
- Recruitment of CCRC Public Members will be done by the City Clerk’s Office, with Public Member appointment recommendations to be presented to Council by Nominations Committee no later than 2024 February.

DISCUSSION

The CCRC would make recommendations on aspects of Council’s compensation package, including:

- The base salary for Members of Council and adjustments to base salaries, based on the Committee’s determinations of the criteria in Part IV of the Bylaw;
- A mechanism to determine adjustments to Members of Council’s base salary over the course of a Council term;
- Other compensation, which may include Deputy Mayor honorarium and/or Council Committee attendance honorariums;
- Benefit plans, including group life, health, dental, short- and long-term disability insurance and related premiums;

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- Taxable benefits, which may include annual car allowance, special permits, and parking; and
- Pension plan.

The CCRC would be required to present its final report no later than December 31st of the year prior to the year of a general election, that being 2024 December 31, at which point the CCRC would be disbanded in accordance with the Bylaw.

EXTERNAL ENGAGEMENT AND COMMUNICATION

- | | |
|--|---|
| <input type="checkbox"/> Public engagement was undertaken | <input checked="" type="checkbox"/> Dialogue with interested parties was undertaken |
| <input type="checkbox"/> Public/interested parties were informed | <input checked="" type="checkbox"/> Public communication or engagement was not required |

Feedback from Members of Council about a need for an independent review of Councillors' Assistants' salaries has been incorporated into Proposed Bylaw 49M2023.

IMPLICATIONS

Social

Not Applicable.

Environmental

Not Applicable.

Economic

Not Applicable

Service and Financial Implications

Existing operating funding - one-time

A proposed investment of \$100,000 to support the CCRC and procurement of external consulting services to facilitate the CCRC's work will be reviewed by Council in 2023 November.

RISK

Delay in establishing the CCRC would delay the recruitment of Public Members, allow less time for reviewing Council and Councillors' Assistant's compensation, and delay the CCRC final report.

ATTACHMENTS

1. Proposed Bylaw 49M2023
2. Background and Previous Council Direction
3. Presentation

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Department Circulation

General Manager/Director	Department	Approve/Consult/Inform
Jill Floen (City Solicitor and General Counsel)	Law, Legislative Services, and Security	Approve
Katarzyna Martin (Director/City Clerk)	Law, Legislative Services, and Security	Approve
Rebecca Anderson (Acting Chief Human Resources Officer)	People, Innovation & Collaboration Services / Human Resources	Consult
David Duckworth (Chief Administrative Officer)	Chief Administrative Officer's Office	Inform

Author: Steven Lancashire