

To: SPECIAL COUNCIL

Meeting Date: 9/13/2022

Subject: Citizen Committee for Council Compensation Appointments

Submitted By: Danielle Manton, City Clerk

Prepared By: Danielle Manton, City Clerk

Report No.: 22-053-CRS

File No.: C1101

Wards Affected: All Wards

RECOMMENDATION(S):

THAT Report 22-053-CRS Citizen Committee for Council Compensation Appointments be received;

AND THAT Council Approve the recommended appointments as presented in Confidential Appendix A;

AND FURTHER THAT the City Clerk be directed to release the appointments following Council's approval.

EXECUTIVE SUMMARY:

Purpose

The purpose of this report is to request Council's appointment of volunteers for the Citizen for Council Compensation – this Committee will be tasked with providing recommendations for Council compensation as well as a Council expense policy and review of the existing Acting Mayor structure to commence for the 2022 - 2026 Term of Council.

Key Findings

- The *Municipal Act, 2001* authorizes municipalities to pay remuneration and expenses to councillors.
- In April 2022 Council approved the terms of reference for the Council Compensation Committee and the recruitment for the committee began.
- Each term of Council, a committee is established to review remuneration,

existing practices around expenses and provide recommendations to Council for the upcoming term.

Financial Implications

- Costs associated with meetings of the Citizen Committee for Council Compensation will be funded from the Clerk's operating budget. All meetings with the Committee and staff or Members of Council will occur virtually and be organized by the City Clerk's office.

STRATEGIC ALIGNMENT:

- ☐ Strategic Action; or
☒ Core Service

Objective(s): WELLBEING - Connect people to services that support individual and community wellbeing

Strategic Action: Choose a Strategic Action

Program: Not Applicable

Core Service: Council and Citizen Committees

The Citizen Committee for Council Compensation provides the public with an opportunity to participate in shaping and influencing policies at the City, thereby ensuring public funds are expensed in a transparent and accountable manner.

BACKGROUND:

In April 2022 Council approved report 22-053-CRS Council Committee for Council Compensation – Terms of Reference and recruitment for the Committee was initiated.

Expressions of interest were requested from members of the community that met the composition requirements as outlined in Appendix B – Terms of Reference.

Advertisements were placed in the Cambridge Times and included an extension to the deadline based on low responses for expressions. The City's website and social media also advertised opportunities.

Each term of Council a Citizen Committee is established with a mandate to complete the necessary research, outline the basis for recommendations and make recommendations to inform Members of Council about the options available regarding council's compensation plan and expense policies.

The Committee is required to fulfill their mandate through reviewing Council compensation-related policies, surveying members of Council, and surveying comparator municipalities. The Committee will then make recommendations to Council related to compensation, changes to expense and recommendations related to benefits for members.

The practice of establishing a Citizen Committee to review compensation and expense policies ensures a transparent approach that provides neutral insight into best practices and allows for enhanced transparency by appointing community members to further understand the role of elected officials.

ANALYSIS:

The terms of reference for the Committee as attached in Appendix B included a membership size of five members to represent a broad number of perspectives that will reflect the Cambridge community.

The City received a low number of expressions of interest after extending the recruitment period twice. As a result three members meeting the composition requirements are proposed for Council's appointment as outlined in Appendix A.

The membership composition included representation from the following areas of expertise:

- one member of the business community,
- one member of the healthcare community,
- one member of the non-profit sector,
- one member of the educational community,
- one member of the organized labour community.

All candidates that submitted expressions of interest have been included on confidential Appendix A including those recommended for appointment.

EXISTING POLICY / BY-LAW(S):

- Section 283 of The Municipal Act, S.O. 2001, c.25, provides that the council of a municipality may pay remuneration and expenses to members of Council and members of any local board of the municipality;

- The existing by-law for remuneration to Mayor and members of Council is By-Law 184-18 and 18-186.

FINANCIAL IMPACT:

For the establishment of the Citizen Committee and the work the Committee will undertake to provide recommendations to Council, a financial impact is not expected. Any costs incurred will be funded through the operating budget of the Clerk's Division.

Any financial impact associated with the recommendations of the Committee will be further outlined in a staff report that will accompany the recommendation report from the Committee and be used for the development of future budgets

PUBLIC VALUE:

Collaboration:

- Once established, the Committee is encouraged to work collectively to establish recommendations to Council.

Transparency:

- The Committee will be provided access to best practice research, comparative analysis and any policies they require to establish recommendations to Council.

Engagement:

- The public was invited to send an expression of interest to participate in the Committee based on the composition.
- The recommended appointments for committee membership is outlined in confidential Appendix A – Appointments.

ADVISORY COMMITTEE INPUT:

N/A

PUBLIC INPUT:

Expressions of Interest were requested from members of the public to fulfill the composition as outlined in the Terms of Reference.

Opportunities were advertised through the City's social media channels, on the City website and in the Cambridge Times. Due to a low number of expressions of interest being received the deadline to apply was extended twice.

INTERNAL / EXTERNAL CONSULTATION:

The Chief Financial Officer and Director of Human Resources will participate as part of this Committee and were consulted to establish the Terms of Reference.

CONCLUSION

The volunteers who have expressed an interest in participating on the Committee for Council Compensation are included in Confidential Appendix A.

Following Council's appointment of these members, meetings of the Committee will be initiated. The Committee will complete the work as outlined in the terms of reference attached as Appendix B and a recommendation report will be presented to Council and the Committee will be deemed to have met its obligations and subsequently disbanded.

REPORT IMPACTS:

Agreement: **No**

By-law: **No**

Budget Amendment: **No**

Policy: **No**

APPROVALS:

This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:

Director

Deputy City Manager

Chief Financial Officer

City Solicitor

City Manager

ATTACHMENTS:

When naming attachments please use the following format:

1. Appendix A - 22-053-CRS – Citizen Committee Council Compensation – Confidential Appointments
2. Appendix B - 22-053-CRS – Citizen Committee Council Compensation – Terms of Reference