



## **Staff Report for Council Meeting**

**Date of Meeting:** March 25, 2019

**Report Number:** SRCFS.19.012

**Department:** Corporate and Financial Services

**Division:** Financial Services

**Subject:** SRCFS.19.012 2018 Council and Committees  
Remuneration and Expenses

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### **Purpose:**

To present the annual statement of Council and Committee Members Remuneration and Expenses (as required by the Municipal Act, Section 284 (1)).

### **Recommendation(s):**

- a) That this report be received for information purposes.

### **Contact Person:**

A. Jovicic, Extension 3629 and D. Dexter, Extension 3656

### **Report Approval:**

**Submitted by:** Mary-Anne Dempster, Commissioner of Corporate and Financial Services

**Approved by:** Neil Garbe, Chief Administrative Officer

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), Town Solicitor (as required), Commissioner, and Chief Administrative Officer. Details of the reports approval are attached.

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### **Background:**

Section 284 (1) of the Municipal Act requires that the Treasurer report to Council by the 31<sup>st</sup> March, a statement of total remuneration and expenses paid in the previous year to any member of Council or its committees in respect of his or her services as a member of Council or committees. In addition, Section 284 (2), of the Act also specifies that the statement should identify the By-law or Council resolution under which the remuneration and expenses were authorized to be paid. The Municipal Freedom of Information and Protection of Privacy Act, provides that these statements are public records.

### **Financial/Staffing/Other Implications:**

Appendix “A” of this report provides an itemized statement on the remuneration earned and expenses incurred by the Mayor, each Councillor and Committee members for the year 2018. All elected officials’ remuneration and expenses are within their total budget allocation as approved in By-law No. 7-18.

Members of Council receive an annual salary that is set by by-law with annual provisions for cost of living adjustments, as well as a benefits package. All such remuneration is taxable and subject to statutory deductions as required by applicable legislation. The Mayor and Regional Councillors also receive remuneration from the Region of York. This additional amount is paid to them directly by the Town of Richmond Hill and subsequently recovered from the Region. All such remuneration is included in the schedule attached.

All members of Council are members of the OMERS retirement pension plan and subject to all rules, regulations, and contribution requirements of that plan, as amended from time to time. All of these additional benefits are subject to taxation, or taxable benefits treatment, and statutory deductions as required by all applicable federal and provincial income tax legislation. The Mayor is provided with a Town-owned vehicle, while the members of Council are provided a monthly car allowance.

Each Member of Council is allocated an annual budget for constituency expenses for municipal purposes. While expenses from this budget are discretionary, they must comply with the Members of Council Expense Policy and be properly supported with documentation and are subject to final authorization and review by the Director of Financial Services/Treasurer. These expenses are reflected on the schedule attached. Elected Officials are also provided an allocation to attend conferences or seminars to further their municipal knowledge, awareness, or leadership skills. Costs related to attending conferences or functions on behalf of all of Council may occasionally be funded from other funds and those would not be reflected in the schedule attached.

The Town provides all Members of Council with private offices at Town Hall, access to office support services and equipment, cellular telephones/personal digital assistant (PDA), computer equipment, and basic telephone together with email and voicemail services. In 2018, the Mayor was supported by an Executive Assistant and each Member of Council was supported by an Administrative Assistant as a dedicated staff resource.

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In addition, three staff positions provided support services collectively for the Mayor and Council Office. The budget and expenses to the taxpayer of providing these supports and facilities are not reflected in the schedule.

### **Relationship to the Strategic Plan:**

Presentation of Council and Committee remuneration and expenses demonstrates responsible management of resources in Richmond Hill with the following objectives being met:

- a) reinforce the commitment to maintain sound fiscal management;
- b) wise management of resources; and
- c) stronger connections in Richmond Hill to ensure open information flow.

### **Conclusion:**

Appendix “A” provides an itemized statement on the 2018 remuneration and expenses of the Mayor, each Councillor, and Committee members. All Council and Committees’ expenses have been made in accordance with By-law No. 7-18, and Council policies. Reporting on these items meets the requirements under Section 284 of the Municipal Act.

### **Attachments:**

The following attached documents may include scanned images of appendixes, maps and photographs. If you require an alternative format please call contact person listed in this document.

- Appendix “A” – 2018 Council and Committees Expenses

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### Report Approval Details

Document Title:	SRCFS.19. 012 2018 Council and Committees Remuneration and Expenses.docx
Attachments:	- SRCFS.19.012 Appendix A - 2018 Council and Committees Expenses.pdf
Final Approval Date:	Mar 18, 2019

This report and all of its attachments were approved and signed as outlined below:

**David Dexter - Mar 12, 2019 - 11:23 AM**

**MaryAnne Dempster - Mar 12, 2019 - 12:08 PM**

**Neil Garbe - Mar 18, 2019 - 9:32 AM**