



THE CITY OF EDMONTON

BYLAW 15969

INDEPENDENT COUNCIL COMPENSATION COMMITTEE BYLAW

Whereas, pursuant to section 145 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, Council may pass bylaws in relation to the establishment and functions of council committees and other bodies;

And Whereas, pursuant to section 154 of the *Municipal Government Act*, the Mayor is a member of every council committee unless council provides otherwise;

And Whereas, pursuant to sections 195 and 196 of the *Municipal Government Act*, council committee meetings must be held in public with at least 24 hours notice to the public and its members;

And Whereas, pursuant to sections 197 and 198 of the *Municipal Government Act*, council committee meetings must be held in public, unless the matter to be discussed is within one of the exceptions to disclosure under the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25;

And Whereas, pursuant to section 203 of the *Municipal Government Act*, council may by bylaw delegate any of its powers, duties or functions under any enactment or bylaw to a Council committee or its chief administrative officer;

And Whereas, pursuant to section 208(2) of the *Municipal Government Act*, the City's chief administrative officer has prescribed responsibilities with respect to minutes, records, and documents of Council committees;

And Whereas, pursuant to section 275.1 of the *Municipal Government Act*, the first one-third of a Councillor's remuneration may be deemed an expense allowance for expenses incidental to the Councillor's duties, but the *Municipal Government Act* does not provide any direction on how Councillor remuneration should be established;

And Whereas, pursuant to sections 1(i)(xii) and 95 of the *Freedom of Information and Protection of Privacy Act*, council committees are separate public bodies from the City and must appoint their own head for the purposes of the Act;

Edmonton City Council enacts:

PART I - PURPOSE, DEFINITIONS AND INTERPRETATION

PURPOSE	1	The purpose of this bylaw is to establish a temporary committee of Council named the Independent Council Compensation Committee.
DEFINITIONS	2	<p>In this bylaw, unless the context otherwise requires:</p> <ul style="list-style-type: none">(a) “City” means the municipal corporation of the City of Edmonton;(b) “City Manager” means the City’s chief administrative officer or his or her delegate;(c) “Committee” means the Independent Council Compensation Committee established by this bylaw;(d) “Council” means the governing body of the City;(e) “Councillor” means an elected official of the City, including the Mayor;(f) “FOIP Act” means the <i>Freedom of Information and Protection of Privacy Act</i>, R.S.A. 2000, c. F-25;(g) “FOIP Head” means the person responsible for exercising all powers, duties and functions required of a head of a public body by the FOIP Act;(h) “Mayor” means the chief elected official of the City;(i) “Members” means individuals appointed to the Committee;(j) “Municipal Government Act” means the <i>Municipal Government Act</i>, R.S.A. 2000, c. M-26;
RULES FOR INTERPRETATION	3	The marginal notes and headings in this bylaw are for reference purposes only.

PART II - THE COMMITTEE

ESTABLISHMENT	4	The Independent Council Compensation Committee is established
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as a temporary Council committee.

MANDATE

- 5 The Committee will, not later than January 31, 2013, report and make recommendations to Council about:
- (a) establishing appropriate compensation for Councillors who are elected to office after the 2013 general municipal election, including specific recommendations on base salary, benefits, pensions, and allowances; and
 - (b) options for making periodic adjustments to established compensation.

GUIDELINES

- 6 The Committee will research and consider all aspects of compensation that it believes is relevant to making its recommendations, but will specifically consider the following matters:
- (a) Compensation paid to Councillors must be sufficient to attract individuals from all walks of life to offer to stand for election to municipal public office;
 - (b) Compensation must be commensurate with the responsibilities, accountability and time commitment required of individuals holding municipal public office;
 - (c) Compensation should be reasonable in light of the City's corporate objective to be fiscally responsible in allocating City resources;
 - (d) Compensation should be reasonable in light of compensation paid to public office holders in Alberta and in other jurisdictions; and
 - (e) The need for a mechanism to make periodic adjustments to compensation to account for market forces, without a full review of the compensation package.

MEMBERSHIP

- 7 The Committee will be comprised of five individuals appointed by the City Manager on the basis of their experience and credentials in one or more of the following areas:
- (a) financial services;
 - (b) business and economics;
 - (c) labour and employment relations;
 - (d) human resources;

- (e) accounting;
 - (f) community service; or
 - (g) other related disciplines affording the applicant expertise pertinent to the development of appropriate public sector compensation packages.
- 8 Members will serve the Committee in a volunteer capacity.
- 9 Each Member's term will continue until the Committee terminates, or the Member is removed or retires, whichever is sooner.
- 10 The Mayor will not be a member of the Committee.
- 11 The City Manager may remove any Member who misses three consecutive meetings of the Committee.
- 12 In the event of a vacancy, the Committee may continue its work with less than five members until such time as the City Manager appoints a new Member.

PART III - COMMITTEE MEETINGS

- 13 The Committee will elect its Chair and Vice Chair at its first meeting.
- 14 The Chair will preside at all meetings of the Committee, but if the Chair is absent, the Vice Chair will preside, and if both the Chair and Vice Chair are absent, the Committee will elect its own presiding officer.
- 15 The Committee will establish its meeting schedule at its first meeting and provide the schedule to the City Manager.
- 16 The Chair may call a special meeting by giving 24 hours notice to all Committee members and the City Manager.
- 17 Quorum for meetings is established by the attendance of three Members.
- 18 The City Manager will publish notices of Committee meetings as required by the Municipal Government Act.
- 19 All Committee meetings will be held in public, unless the Committee determines that the matters being discussed at the meeting permit or require the meeting to be closed for one or more

of the specified grounds in the FOIP Act, and the grounds must be noted in the Committee's minutes.

- 20 The Committee may not pass a resolution while it is in private, except for a resolution to open the meeting to the public.
- 21 The Committee will follow the meeting procedures established in the City's Procedures and Committees Bylaw, Bylaw 12300.

PART IV - RECORDS AND INFORMATION MANAGEMENT

RECORDS, DOCUMENTS AND MINUTES

- 22 The City Manager will ensure that:
- (a) the Committee's minutes are recorded in the English language without note or comment;
 - (b) the names of the Members present at a meeting are recorded;
 - (c) the minutes of each Committee meeting are presented to the Committee for adoption at each subsequent meeting; and
 - (d) the minutes, records and documents of the Committee are kept safe by and for the City.
- 23 All Committee records will be collected, used, disclosed and destroyed in accordance with established City policies and legislative requirements.
- 24 The City Manager will serve as the FOIP Head for the Committee unless the Committee passes a resolution naming a person or group of persons as its FOIP Head.

PART V - COMMITTEE RESOURCES

- 25 The Chair will advise the City Manager of the resources it requires to fulfill its mandate and will work with the City Manager to develop a budget for the Committee.
- 26 The City Manager will ensure that the Committee has appropriate and sufficient resources with which to fulfill its mandate, including the provision of administrative support, meeting facilities, and the retention of such consultants, professionals or experts the

Committee requires.

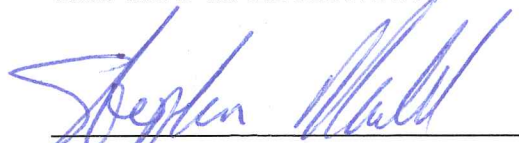
- 27 The City Manager may reimburse Members for any expenses necessarily incurred by the Member incidental to the Member's duties if incurring the expense was approved in advance by the Committee and is within an approved budget.
- 28 If the Committee requests resources greater than existing budget allocations, the City Manager and the Chair will seek Council's directions for additional budget resources as required.

PART VI - COMMITTEE REPORTING AND TERMINATION

- 29 The Committee will report its recommendations to Council not later than January 31, 2013.
- 30 The Committee may provide interim progress reports to Council as it deems appropriate.
- 31 After the Committee makes its recommendations, it may provide further follow up reports to Council to address issues arising from its recommendations, if requested to do so by Council.
- 32 Committee reports will be provided to Council through a standing committee of Council as determined by Council's Agenda Review Committee.
- 33 The Committee will terminate on August 31, 2013.

READ a first time this	14th	day of	December	, A. D. 2011;
READ a second time this	14th	day of	December	, A. D. 2011;
READ a third time this	14th	day of	December	, A. D. 2011;
SIGNED and PASSED this	14th	day of	December	, A. D. 2011.

THE CITY OF EDMONTON


MAYOR
CITY CLERK