

# Agenda Including Addeds

## Corporate Services Committee

5th Special Meeting of the Corporate Services Committee

March 4, 2024

1:00 PM

Council Chambers - Please check the City website for additional meeting detail information. Meetings can be viewed via live-streaming on YouTube and the City Website.

The City of London is situated on the traditional lands of the Anishinaabek (AUh-nish-in-ah-bek), Haudenosaunee (Ho-den-no-show-nee), Lūnaapéewak (Len-ah-pay-wuk) and Attawandaron (Add-a-won-da-run).

We honour and respect the history, languages and culture of the diverse Indigenous people who call this territory home. The City of London is currently home to many First Nations, Métis and Inuit today.

As representatives of the people of the City of London, we are grateful to have the opportunity to work and live in this territory.

Members

Councillors H. McAlister (Chair), P. Cuddy, S. Stevenson, C. Rahman, P. Van Meerbergen

The City of London is committed to making every effort to provide alternate formats and communication supports for meetings upon request. To make a request specific to this meeting, please contact [CSC@london.ca](mailto:CSC@london.ca) or 519-661-2489 ext. 2425.

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## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee

**From:** Anna Lisa Barbon, Deputy City Manager, Finance Supports

**Subject:** Public Sector Salary Disclosure Act Report for Calendar Year 2023

**Date:** March 4, 2024

## Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports, the following report **BE RECEIVED** for information purposes.

## Analysis

### 1.0 Background Information

#### 1.1 Previous Reports Related to this Matter

Public Sector Salary Disclosure Act Report for Calendar Year 2022, March 6, 2023 meeting of Corporate Services Committee, Item #2.1

Public Sector Salary Disclosure Act Report for Calendar Year 2021, February 28, 2022 meeting of Corporate Services Committee, Item #2.2

Public Sector Salary Disclosure Act Report for Calendar Year 2020, March 1, 2021 meeting of Corporate Services Committee, Item #2.4

Public Sector Salary Disclosure Act Report for Calendar Year 2019, March 9, 2020, meeting of Corporate Services Committee, Item #2.1

Public Sector Salary Disclosure Act Report for Calendar Year 2018, March 19, 2019, meeting of Corporate Services Committee, Item #2.9

### 2.0 Discussion and Considerations

The *Public Sector Salary Disclosure Act, 1996* (PSSDA) was enacted to assure the public disclosure of salary and benefits paid in respect to employment in the public sector. The PSSDA requires organizations in receipt of substantial Provincial funding to disclose the amount of salary and benefits paid to individuals to whom the employer paid at least \$100,000 as salary. This reporting amount has remained at this level since instituted in 1996.

The filing with the Province discloses amounts paid to employees as salary and as taxable benefits who earned more than \$100,000 in 2023. An employee's "salary" includes such amounts as salary paid in the calendar year and, if applicable, amounts paid for acting pay, overtime, retroactive payments, settlements or vacation. An employee's "taxable benefits" includes amounts for items such as life insurance, parking, and vehicle allowances. The salary disclosure filing with the Province for Agencies, Boards & Commissions will be submitted to the Province of Ontario by March 7, 2024.

This summary Report, related to the filing with the Province, refers only to City Service Areas, and the RBC Place London (previously known as London Convention Centre).

As it relates to these groups the filing with the Province includes:

- 316 employees who are members of the London Professional Fire Fighters Association (LPFFA);
- 324 Management / non-union employees;
- 14 employees who are members of London Civic Employees Local Union No. 107
- 5 employees who are members of Service Employees International Union Local 1 Canada Registered Nurses;
- 7 employees who are members of the Canadian Union of Public Employees Local Union No. 101;
- 5 employees from the RBC Place (London Convention Centre); and,
- 1 employee who is a member of Unifor Local 302.

The salaries listed in the filing with the Province reflect 2023 salaries for all employee groups.

The Agencies, Boards & Commissions not reflected above, report out through their respective governance structure.

## Conclusion

In accordance with the *Public Sector Salary Disclosure Act, 1996*, for those who earned more than \$100,000 in 2023, Civic Administration is required to file with the Province of Ontario the amount of salary and taxable benefits paid in 2023 by individual. This is a requirement by the Province as the City receives public funding from the Province of Ontario.

**Prepared by:** Julie Kovacs, CPA, CGA, Manager, Employee Systems

**Submitted by:** Ian Collins, CPA, CMA, Director, Financial Services

**Recommended by:** Anna Lisa Barbon, CPA, CGA, Deputy City Manager, Finance Supports

## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee

**From:** Anna Lisa Barbon, Deputy City Manager, Finance Supports

**Subject:** 2023 Statement of Remuneration and Expenses for Elected and Appointed Officials

**Date:** March 4, 2024

## Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports the following actions **BE TAKEN**:

- a) **THAT**, in accordance with Section 284 of the *Municipal Act, 2001*, the Statements of Remuneration and Expenses for Elected and Appointed Officials, attached as Appendix “A” and Appendix “B”, **BE RECEIVED** for information,
- b) **THAT**, in accordance with City Council resolution of March 2012, the annual report on the Mayor’s Office’s expenditures **BE RECEIVED** for information, and
- c) **THAT**, in accordance with City Council Travel and Business Expenses Policy, the Statement of Travel Expenses for Senior Administration Officials, attached as Appendix “C” and “D”, **BE RECEIVED** for information.

## Analysis

### 1.0 Background Information

#### 1.1 Background

Section 284 of the *Municipal Act, 2001* requires the Treasurer of every municipality, on or before the 31<sup>st</sup> of March in each year, to submit to the City Council for the preceding year, an itemized statement of remuneration and expenses paid to each member of Council and Council-appointed members of Committees and Sub-committees and local bodies.

Section 284(1) reads as:

*The treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses 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).*

## 1.0 Background Information (continued)

### 1.2 Previous Reports Related to this Matter

Strategic Priorities and Policy Committee, April 5, 2022, 2021 Council Compensation Review Task Force Final Report, Items for Direction # 4.1

Corporate Services Committee, March 6, 2023, Consent Item # 2.2, 2022 Statement of Remuneration and Expenses Elected and Appointed Officials

Corporate Services Committee, July 17, 2023, Consent Item # 2.2, Elected Officials and Appointed Citizen Members 2023 Remuneration

## 2.0 Discussion and Considerations

### 2.1 Council Remuneration and Expenses

The attached Appendices have been prepared for the year ending December 31, 2023, in conjunction with this requirement of the *Municipal Act, 2001*, as follows:

- Appendix “A” - Statement of Remuneration and Expenses paid to or on behalf of Elected Officials; and
- Appendix “B” - Statement of Remuneration and Expenses paid to or on behalf of Appointed Officials

In Appendix “A”, attached, the Elected Officials’ individual 2023 actual remuneration (stipends), benefits and expenses are listed.

Council expenses and remuneration were paid in accordance with Council Policy as set out through the following By-laws:

<b>By-law:</b>	<b>Policy:</b>
• By-law No. CPOL.-228-480:	Council Members’ Expense Account Policy
• By-law No. CPOL.-372-453:	Discussion of Remuneration for Elected Officials and Individuals Appointed by City Council to Serve on its Committee or a Local Agency, Board or Commission Policy
• By-law No. CPOL.-68-300:	Issuance of Technology Equipment to Council Members Policy
• By-law No. CPOL.-156-408:	Mayor – Contracted Staff Policy
• By-law No. CPOL.-229-481:	Mayor’s Expenses Policy
• By-law No. CPOL.-70-302:	Remuneration for Elected Officials and Appointed Citizen Members Policy
• By-law No. CPOL.-227-479:	Travel & Business Expenses

Stipends and taxable employer-paid benefits are fully taxable. The expenses reported under the Expenses column are not subject to income tax.

Note the following with regards to stipend reporting for the year 2023:

- Stipends identified on Appendix “A” reflect T4 reporting, which is recorded on a cash basis.
- There were 26 pay periods in 2023.
- A stipend increase of 3.505% for Councillors was made in accordance with the 2021 Council Compensation Task Force recommendations and a 3.6% increase for appointed officials for 2023 was made in accordance with By-Law No. CPOL. -70-302: Remuneration for Elected Officials and Appointed Citizen Members Policy.

## 2.0 Discussion and Considerations (continued)

### 2.2 Issuance of Technology Equipment to Council Members Policy

In a year where expenses or allowances are incurred under this policy, the Annual Statement of Remuneration and Expenses report will include these expenses or allowances as well.

If a council member selects the corporate standard or reimbursement option, the amounts are reported as an expense in the appendix. If a council member selects the allowance option, the amounts are reported as a benefit in the appendix. The allowance option is considered a taxable benefit and is reported as such on the T4.

### 2.3 Mayor's Office

On March 20 and 21, 2012, Council resolved that the Mayor be requested to provide annual reports detailing the Mayor's Office's expenditures. The 2023 expenses and a brief description provided by the Mayor's Office are below. The travel expenses are included in Appendix "A", attached.

<b>Expenses with Description</b>	<b>Total</b>
<b>Hosting and/or Entertainment</b>	
Expenses relating to hosting invited dignitaries and guests and special events requiring ticket purchase.	\$2,345.29
<b>Gifts and Souvenirs</b>	
Purchases include presentation plaques and photos, and staff recognition.	\$344.89
<b>Purchased Services</b>	
Includes expenses for services such as virtual conferencing, services related to the State of the City address and advertising.	\$4,063.89
<b>Total</b>	<b>\$6,754.07</b>

The details for the above Mayor's Office expenses can be accessed via the Mayor's page located on <https://london.ca/mayor> .

## 2.0 Discussion and Considerations (continued)

### 2.4 Statements of Travel Expenses for Senior Administration

The Council Travel and Business Expenses Policy requires the City Treasurer to submit a list of expenses incurred during the previous calendar year for the Senior Administration of certain local Boards and Commissions as well as Senior Administration of the City of London.

The attached Appendices have been prepared for the year ending December 31, 2023, in accordance with the Travel & Business Expenses Policy as follows:

- Appendix “C” - Statement of Travel and Business Expenses as submitted and reviewed by Senior Administrative Officials of:
  - London Police Services Board
  - London Public Library
  - London Transit Commission
  - RBC Place London (formerly known as London Convention Centre)
- Appendix “D” - Statement of Travel and Business Expenses as submitted and reviewed by Senior Administrative Officials of the City of London.

## Conclusion

In accordance with Municipal Council’s policies regarding Council Members’ Expense Account Policy and the Mayor’s Expenses Policy, which are consistent with *Municipal Act, 2001* section 284(1), this report provides a breakdown of remuneration and expenses for elected officials. Further, consistent with other Council policies, this report provides statements of travel and business expenses for senior administrative officials of the City of London. These statements are to be received for information.

**Submitted by:**                    **Ian Collins, CPA, CMA,  
Director, Financial Services**

**Recommended by:**            **Anna Lisa Barbon, CPA, CGA,  
Deputy City Manager, Finance Supports**

Attachments

**Appendix "A"**  
**2023**  
**STATEMENT OF REMUNERATION AND EXPENSES**  
**FOR ELECTED OFFICIALS**

Appointment(s)	Stipends <sup>4</sup>	Benefits	Expenses	Total \$
Mayor <b>Josh Morgan</b>	152,323.08	38,987.70	12,330.26 <sup>1</sup>	203,641.04
Vehicle allowance/reimbursement <sup>3</sup>		8,400.00		8,400.00
Technology allowance/reimbursement/standard issuance <sup>5</sup>			2,112.42	2,112.42
	<u>152,323.08</u>	<u>47,387.70</u>	<u>14,442.68</u>	<u>214,153.46</u>
Councillor Ward 1 <b>Hadleigh McAlister</b>	63,744.81	16,409.81	9,375.35 <sup>2</sup>	89,529.97
Vehicle allowance/reimbursement <sup>3</sup>		1,800.00		1,800.00
AMO, Annual Conference Registration <sup>6</sup>			834.43	834.43
London Middlesex Community Housing, Conference			266.21	266.21
	<u>63,744.81</u>	<u>18,209.81</u>	<u>10,475.99</u>	<u>92,430.61</u>
Councillor Ward 2 <b>Shawn Lewis</b>	63,744.81	14,988.76	9,740.21 <sup>2</sup>	88,473.78
Vehicle allowance/reimbursement <sup>3</sup>		1,800.00		1,800.00
Councillors' Office Postage <sup>6</sup>			5,103.78	5,103.78
AMO, Annual Conference Registration <sup>6</sup>			834.43	834.43
FCM, Annual Conference Registration <sup>6</sup>			1,007.42	1,007.42
	<u>63,744.81</u>	<u>16,788.76</u>	<u>16,685.84</u>	<u>97,219.41</u>
Councillor Ward 3 <b>Peter Cuddy</b>	63,744.81	17,552.23	9,933.20 <sup>2</sup>	91,230.24
Vehicle allowance/reimbursement <sup>3</sup>		1,800.00		1,800.00
Councillors' Office Postage <sup>6</sup>			3,340.84	3,340.84
AMO, Annual Conference Registration <sup>6</sup>			834.43	834.43
FCM, Annual Conference Registration <sup>6</sup>			1,007.42	1,007.42
	<u>63,744.81</u>	<u>19,352.23</u>	<u>15,115.89</u>	<u>98,212.93</u>
Councillor Ward 4 <b>Susan Stevenson</b>	63,744.81	18,399.28	10,324.42 <sup>2</sup>	92,468.51
Vehicle allowance/reimbursement <sup>3</sup>		1,800.00		1,800.00
Councillors' Office Postage <sup>6</sup>			3,844.17	3,844.17
London Police Services Board, Conferences and Webinars			8,616.15	8,616.15
AMO, Annual Conference Registration <sup>6</sup>			834.43	834.43
FCM, Annual Conference Registration <sup>6</sup>			1,007.42	1,007.42
	<u>63,744.81</u>	<u>20,199.28</u>	<u>24,626.59</u>	<u>108,570.68</u>
Councillor Ward 5 <b>Jerry Pribil</b>	63,744.81	18,211.57	8,305.42 <sup>2</sup>	90,261.80
Vehicle allowance/reimbursement <sup>3</sup>		700.00		700.00
Councillors' Office Postage <sup>6</sup>			3,262.59	3,262.59
AMO, Annual Conference Registration <sup>6</sup>			834.43	834.43
FCM, Annual Conference Registration <sup>6</sup>			1,007.42	1,007.42
	<u>63,744.81</u>	<u>18,911.57</u>	<u>13,409.86</u>	<u>96,066.24</u>
Councillor Ward 6 <b>Samuel Trosow</b>	63,744.81	13,994.47	4,820.74 <sup>2</sup>	82,560.02
Vehicle allowance/reimbursement <sup>3</sup>		1,200.00		1,200.00
Councillors' Office Postage <sup>6</sup>			2,768.13	2,768.13
Kettle Creek Conservation Authority, mileage			96.26	96.26
AMO, Annual Conference Registration <sup>6</sup>			834.43	834.43
FCM, Annual Conference Registration <sup>6</sup>			1,007.42	1,007.42
	<u>63,744.81</u>	<u>15,194.47</u>	<u>9,526.98</u>	<u>88,466.26</u>



**Appendix "A"**  
**2023**  
**STATEMENT OF REMUNERATION AND EXPENSES**  
**FOR ELECTED OFFICIALS**

Appointment(s)	Stipends <sup>4</sup>	Benefits	Expenses	Total \$
Councillor Ward 7 <b>Corrine Rahman</b>	63,744.81	18,318.19	8,153.00 <sup>2</sup>	90,216.00
Vehicle allowance/reimbursement <sup>3</sup>		1,320.00		1,320.00
Councillors' Office Postage <sup>6</sup>			4,469.05	4,469.05
AMO, Annual Conference Registration <sup>6</sup>			834.43	834.43
FCM, Annual Conference Registration <sup>6</sup>			1,007.42	1,007.42
	<u>63,744.81</u>	<u>19,638.19</u>	<u>14,463.90</u>	<u>97,846.90</u>
Councillor Ward 8 <b>Steve Lehman</b>	63,744.81	18,245.38	3,842.13 <sup>2</sup>	85,832.32
Vehicle allowance/reimbursement <sup>3</sup>		900.00		900.00
Councillors' Office Postage <sup>6</sup>			2,990.61	2,990.61
London Police Service Board, Webinar			127.20	127.20
AMO, Annual Conference Registration <sup>6</sup>			834.43	834.43
FCM, Annual Conference Registration <sup>6</sup>			1,007.42	1,007.42
	<u>63,744.81</u>	<u>19,145.38</u>	<u>8,801.79</u>	<u>91,691.98</u>
Councillor Ward 9 <b>Anna Hopkins</b>	63,744.81	13,734.78	9,823.02 <sup>2</sup>	87,302.61
Vehicle allowance/reimbursement <sup>3</sup>		600.00		600.00
Councillors' Office Postage <sup>6</sup>			3,089.16	3,089.16
AMO, Annual Conference Registration <sup>6</sup>			834.43	834.43
AMO, Board Representation <sup>6</sup>			1,565.49	1,565.49
	<u>63,744.81</u>	<u>14,334.78</u>	<u>15,312.10</u>	<u>93,391.69</u>
Councillor Ward 10 <b>Paul Van Meerbergen</b>	63,744.81	17,960.48	264.66 <sup>2</sup>	81,969.95
	<u>63,744.81</u>	<u>17,960.48</u>	<u>264.66</u>	<u>81,969.95</u>
Councillor Ward 11 <b>Skylar Franke</b>	63,744.81	18,306.36	9,836.10 <sup>2</sup>	91,887.27
Vehicle allowance/reimbursement <sup>3</sup>		1,250.00		1,250.00
Councillors' Office Postage <sup>6</sup>			4,507.51	4,507.51
AMO, Annual Conference Registration <sup>6</sup>			834.43	834.43
FCM, Annual Conference Registration <sup>6</sup>			1,007.42	1,007.42
FCM, Board Representation <sup>6</sup>			5,563.80	5,563.80
	<u>63,744.81</u>	<u>19,556.36</u>	<u>21,749.26</u>	<u>105,050.43</u>
Councillor Ward 12 <b>Elizabeth Pelozo</b>	63,744.81	18,354.13	5,870.52 <sup>2</sup>	87,969.46
Vehicle allowance/reimbursement <sup>3</sup>		1,800.00		1,800.00
Councillors' Office Postage <sup>6</sup>			3,069.56	3,069.56
AMO, Annual Conference Registration <sup>6</sup>			870.05	870.05
	<u>63,744.81</u>	<u>20,154.13</u>	<u>9,810.13</u>	<u>93,709.07</u>
Councillor Ward 13 <b>David Ferreira</b>	63,744.81	18,201.12	6,076.94 <sup>2</sup>	88,022.87
Vehicle allowance/reimbursement <sup>3</sup>		900.00		900.00
Councillors' Office Postage <sup>6</sup>			3,792.38	3,792.38
AMO, Annual Conference Registration <sup>6</sup>			834.43	834.43
	<u>63,744.81</u>	<u>19,101.12</u>	<u>10,703.75</u>	<u>93,549.68</u>
Councillor Ward 14 <b>Steve Hillier</b>	63,744.81	18,176.20	92.72 <sup>2</sup>	82,013.73
Vehicle allowance/reimbursement <sup>3</sup>		1,800.00		1,800.00
	<u>63,744.81</u>	<u>19,976.20</u>	<u>92.72</u>	<u>83,813.73</u>

**Appendix "A"**  
**2023**  
**STATEMENT OF REMUNERATION AND EXPENSES**  
**FOR ELECTED OFFICIALS**

**Notes:**

<sup>1</sup> Mayor's travel expenses

The Mayor's travel expenses may include Councillor and/or staff travel expenses who attended events as guests of or on behalf of the Mayor. Details can be found on the Mayor's 2023 Expense Report. A link is provided below:

[https://london.ca/sites/default/files/2023-01/Final%20Q4%20Mayor%20Expense%20Report%20AODA%20Compliant\\_0.pdf](https://london.ca/sites/default/files/2023-01/Final%20Q4%20Mayor%20Expense%20Report%20AODA%20Compliant_0.pdf)

<sup>2</sup> Council Members' Expense Account

Expenses for individual Council Members to support them in performing their diverse roles and representing their constituents, including the associated condition for use of the budget allocation per By-law No. CPOL.-228-480: Council Members' Expense Account Policy.

<sup>3</sup> Vehicle allowance/reimbursement

Councillors can elect to receive a monthly transportation allowance or a per kilometer rate reimbursement for parking and kilometer usage per By-law No. CPOL.-228-480: Council Members' Expense Account Policy. Allowances are a taxable benefit and reported on Councillors' T4's and are reported under the Benefit column on this appendix. Reimbursements are not a taxable benefit and are reported under the Expense column on this appendix.

<sup>4</sup> Stipends

Stipends identified above reflect T4 reporting, which is recorded on a cash basis, noting that there were 26 pay periods in 2023.

<sup>5</sup> Technology allowance/reimbursement/standard issuance

Councillors can elect to receive the corporate standard issuance or a reimbursement for self-purchased equipment or receive an allowance per By-law No. CPOL.-68-300, section 4.4: Issuance of Technology Equipment to Council Members Policy. Allowances are a taxable benefit and reported on Councillors' T4's and are reported under the Benefit column on this appendix. Reimbursements are not a taxable benefit and are reported under the Expense column on this appendix. These allowances and reimbursements are recorded net of refundable HST.

<sup>6</sup> Councillors' Expenses not counted against \$15,000 annual budget allocation

In accordance with By-Law No. CPOL-228-480: Council Members' Expense Policy, as per section 4.2(a) the \$15,000 annual budget allocation per Councillor does not apply to expenses such as Annual Conference Registration(s) for Federation of Canadian Municipalities (FCM) or Association of Municipalities of Ontario (AMO), one annual ward-wide mail out, and other expenses outlined in 4.2(a).

**Appendix "B"**  
**2023**  
**STATEMENT OF REMUNERATION AND EXPENSES**  
**FOR APPOINTED OFFICIALS**

<b>Appointment(s)</b>	<b>Stipends</b>	<b>Benefits</b>	<b>Expenses</b>	<b>Total \$</b>
Committee of Adjustment - <b>S. Polhill</b> Chair	7,857.00 1,020.96	493.17		8,350.17 1,020.96 <u>9,371.13</u>
Committee of Adjustment - <b>J. Fyfe-Millar</b>	7,857.00	412.42		<u>8,269.42</u>
Committee of Adjustment - <b>M. Hamou</b> (Appointed: March 7, 2023)	6,433.63	352.05		<u>6,785.68</u>
Committee of Adjustment - <b>C. Miller</b>	7,857.00	153.19		<u>8,010.19</u>
Committee of Adjustment - <b>D. Schmidt</b>	7,857.00	412.42		<u>8,269.42</u>
Election Compliance Audit Committee - <b>D. Ross</b>	500.00	9.75		<u>509.75</u>
Election Compliance Audit Committee - <b>C. Scrimgeour</b>	500.00	39.50		<u>539.50</u>
Election Compliance Audit Committee - <b>A. Wright</b>	500.00	9.75		<u>509.75</u>
Greater London International Airport Authority - <b>G. Kotsiomitis</b>	29,033.33			<u>29,033.33</u>
Greater London International Airport Authority - <b>M. O'Leary-Pickard</b>	22,700.00			<u>22,700.00</u>
Hamilton Road Business Improvement Association - <b>R. Pinheiro</b>			105.90	<u>105.90</u>
Hearings Officer - <b>D. Bryant</b>	6,500.00	126.75		<u>6,626.75</u>
Hearings Officer - <b>M. Buist</b> (Appointed: April 18, 2023)	3,200.00	218.10		<u>3,418.10</u>
Hearings Officer - <b>G. Macartney</b> (Appointed: March 7, 2023)	4,500.00	87.75		<u>4,587.75</u>
Hearings Officer - <b>D. Ross</b>	300.00	5.85		<u>305.85</u>
Hearings Officer - <b>C. Scrimgeour</b>	3,800.00	253.60		<u>4,053.60</u>
Hearings Officer - <b>A. Wright</b>	5,600.00	109.20		<u>5,709.20</u>
London Hydro Inc. - <b>C. Graham</b> Chair	26,805.00 4,669.00		125.87	26,930.87 4,669.00 <u>31,599.87</u>
London Hydro Inc. - <b>T. Goodine</b>	24,405.00			<u>24,405.00</u>
London Hydro Inc. - <b>T. Gustafson</b> (Appointed: September 26, 2023)	7,149.00			<u>7,149.00</u>
London Hydro Inc. - <b>G. Holburn</b>	24,405.00			<u>24,405.00</u>
London Hydro Inc. - <b>A. Hrymak</b>	23,205.00			<u>23,205.00</u>
London Hydro Inc. - <b>J. Smit</b>	15,456.00			<u>15,456.00</u>
London Hydro Inc. - <b>G. Valente</b> (Resigned: September 30, 2023)	13,656.00			<u>13,656.00</u>
London Hydro Inc. - <b>T. Watson</b> (Appointed: September 26, 2023)	7,149.00			<u>7,149.00</u>

**Appendix "B"**  
**2023**  
**STATEMENT OF REMUNERATION AND EXPENSES**  
**FOR APPOINTED OFFICIALS**

<b>Appointment(s)</b>	<b>Stipends</b>	<b>Benefits</b>	<b>Expenses</b>	<b>Total \$</b>
London Police Services Board - <b>R. Gauss</b>	4,163.42			<u>4,163.42</u>
London Police Services Board - <b>S. Toth</b>	803.79			<u>803.79</u>
London Transit Commission - <b>S. Marentette</b> Chair (Appointed: December 1, 2023)	5,379.96 83.33	223.32		<u>5,603.28</u> <u>83.33</u> <u>5,686.61</u>
London Transit Commission - <b>S. Rooth</b> Chair (Term Ended: November 30, 2023)	5,379.96 964.15	292.96		<u>5,672.92</u> <u>964.15</u> <u>6,637.07</u>
London Transit Commission - <b>S. Collyer</b>	5,379.96	216.73	3,471.63	<u>9,068.32</u>
London Transit Commission - <b>D. Little</b> (Appointed: October 17, 2023)	1,120.83	53.83		<u>1,174.66</u>
London Transit Commission - <b>J. Madden</b> (Appointed: October 17, 2023)	1,120.83	53.83		<u>1,174.66</u>
Lower Thames Valley Conservation Authority - <b>M. Blosch</b>	65.00			<u>65.00</u>
Middlesex-London Health Unit - <b>M. Newton-Reid</b>	11,361.75		14,318.45	<u>25,680.20</u>
Plumbers' and Drain Layers' Examining Board - <b>S. Atchison</b>	100.00			<u>100.00</u>
Plumbers' and Drain Layers' Examining Board - <b>D. Brouwer</b>	100.00			<u>100.00</u>
Plumbers' and Drain Layers' Examining Board - <b>M. Salliss</b>	100.00			<u>100.00</u>
Upper Thames River Conservation Authority - <b>S. Levin</b>	2,329.50			<u>2,329.50</u>

**Appendix "C"**  
**2023**  
**STATEMENT OF TRAVEL AND BUSINESS EXPENSES FOR**  
**SENIOR ADMINISTRATIVE OFFICIALS**  
**BOARDS AND COMMISSIONS**

**LONDON TRANSIT COMMISSION**

	<b>Position</b>	<b>Total \$</b>
K. Paleczny	General Manager	6,405.24

**LONDON POLICE SERVICES BOARD**

	<b>Position</b>	<b>Total \$</b>
S. Williams	Chief of Police	101.22
T. Truong	Chief of Police	1,849.24

**RBC PLACE LONDON (FORMERLAY KNOWN AS LONDON CONVENTION CENTRE)**

	<b>Position</b>	<b>Total \$</b>
L. Da Silva	CEO and General Manager	4,452.32

**LONDON PUBLIC LIBRARY**

	<b>Position</b>	<b>Total \$</b>
M. Ciccone	CEO and Chief Librarian	5,765.00

**Appendix "D"**  
**2023**  
**STATEMENT OF TRAVEL AND BUSINESS EXPENSES FOR**  
**SENIOR ADMINISTRATIVE OFFICIALS**  
**CITY OF LONDON**

	<b>Position</b>	<b>Total \$</b>
L. Livingstone	City Manager	\$1,263.22
B. Card	Deputy City Manager, Legal Services	\$0.00
T. Pollitt	Deputy City Manager, Legal Services	\$0.00
A. Barbon	Deputy City Manager, Finance Supports	\$763.20
S. Mathers	Deputy City Manager, Planning & Economic Development	\$2,247.05
J. Paradis	Deputy City Manager, Enterprise Supports	\$870.05
K. Scherr	Deputy City Manager, Environment & Infrastructure	\$1,200.64
K. Dickins	Deputy City Manager, Social & Health Development	\$3,861.81
C. Smith	Deputy City Manager, Neighbourhood & Community-Wide Services	\$0.00
L. Hamer	Fire Chief	\$0.00
R. Hayes <sup>1</sup>	Deputy Fire Chief, Operations	\$3,461.52
A. Hunt	Deputy Fire Chief, Communications & Training	\$4,634.88
M. Hepditch	Deputy Fire Chief, Prevention & Public Education	\$3,344.89

<sup>1</sup> Richard Hayes was Acting Fire Chief until December 22, 2023. He has resumed his role as Deputy Fire Chief, Operations.

## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee

**From:** Lynne Livingstone, City Manager

**Subject:** Government Relations Consulting Assignment

**Date:** March 4, 2024

## Recommendation

That, on the recommendation of the City Manager, in accordance with section 15.1 (c) of the Procurement of Goods and Services Policy, that Coriano Capital BE APPROVED to continue to provide consulting services for government relations, strategic advisory services, and advocacy in addressing local issues and advancing the city's interests at the federal, provincial, and local levels for a further two (2) months, which will extend their initial engagement till July 15, 2024.

## Analysis

### 1.0 Background Information

#### 1.1 Background

On November 13, 2023, in accordance with the Procurement of Goods and Services Policy Section 15.3, Other Professional Consulting Services, the City administratively engaged Coriano Capital in the provision of consulting services to undertake a comprehensive review of the Government Relations Division of the City as well as provide strategic advisory services to the Mayor and Council, and the City Manager. This engagement would cover a six (6) month period until May 15, 2024, for a total cost of \$96,000 + HST. The review of the division in terms of reporting structure, role and function was \$12,000 +HST of this contract, with the strategic advisory and advocacy services being approximately \$14,000 +HST per month.

Section 15.3 of the Procurement of Goods and Services Policy outlines the following:

- a. Projects which have estimated fees of less than \$100,000 may be awarded by the Deputy City Manager in consultation with the Senior Manager, Procurement and Supply under the following circumstances:
  - i. the project requires special knowledge, skills, expertise or experience; or
  - ii. another organization is funding or substantially funding the project and has already selected a preferred firm and/or strict timelines have been placed on the funding; or
  - iii. the confidential nature of the project is such that it would not be in the public interest to solicit competitive bids; or
  - iv. the preferred firm has already been selected through a formal procurement process by another public body to provide same or similar services; or
  - v. the project requirement meets the definition of Sole Source, Section 14.3.

## 2.0 Discussion and Considerations

### 2.1 Extension Recommended

All deliverables of the original contract have been met – the review was completed on time and budget, and advocacy and advisory services continue to be provided.

In implementing the results of the review, a recruitment process will need to be undertaken for the Manager, Government Relations that will be reporting to the City Manager. With the announcement of the next City Manager commencing their role on May 6, 2024, it is recommended that an amendment to the existing consulting engagement with Coriano Capital be undertaken to extend their services for two (2) months to allow for the necessary time for recruitment and transition to the new structure. The Procurement of Goods and Services Policy outline in section 20.3 what needs to be considered when a contract amendment is brought forward which are:

- a. No amendment to a contract shall be made unless the amendment is in the best interest of the City.
- b. No amendment that changes the price of a contract shall be agreed to without a corresponding change in requirement or scope of work.
- c. Amendments to contracts are subject to the identification and availability of sufficient funds in appropriate accounts within City Council approved budgets including authorized amendments.

The recommendation to extend the engagement with Coriano Capital address all of the above criteria. As result, the extension of this contract would increase the value of the contract with Coriano Capital in excess of \$100,000. As such, in accordance with section 15.1(c) of the Procurement of Goods and Services Policy where:

- c) If a consulting engagement that has been awarded administratively exceeds the approval threshold of \$100,000, the Deputy City Manager shall immediately prepare a report to City Council providing a status update and requesting approval to proceed (if applicable).

### 3.0 Financial Impact/Considerations

The cost of this consulting engagement can be accommodated within 2024 – 2027 Multi-year Operating Budget.

## Conclusion

To date, the work done by Coriano Capital has fulfilled the engagement, however, to smooth the transition with the new City Manager, it is recommended that their engagement be extended for an additional two (2) months at a cost of \$10,000 + HST per month to continue to provide advisory and advocacy services.

**Recommended by:** Lynne Livingstone, City Manager

cc. Mayor Josh Morgan