Minutes – Executive Policy Committee – March 14, 2012

OPERATING BUDGET REVIEW

Minute No. 199 Adjustment to Board of Adjustment / Board of Revision Compensation

EXECUTIVE POLICY COMMITTEE DECISION:

The Executive Policy Committee received as information the report from the Winnipeg Public Service dated April 8, 2011, on adjustments to the Board of Adjustment / Board of Revision Compensation.

(See Minute 203)

DECISION MAKING HISTORY:

Moved by Councillor Fielding,

That the report from the Winnipeg Public Service dated April 8, 2011, on adjustments to the Board of Adjustment / Board of Revision Compensation, be received as information.

Carried

STANDING COMMITTEE RECOMMENDATION:

On May 12, 2011, the Standing Policy Committee on Finance did not concur in the recommendation of the Winnipeg Public Service and referred the adjustment to the Board of Adjustment / Board of Revision compensation to the 2012 Operating Budget Process.

ADMINISTRATIVE REPORT

ISSUE: Adjustment to Board of Adjustment / Board of Revision Compensation

Critical Path: **Standing Policy Committee on Finance**
Executive Policy Committee
Council

AUTHORIZATION

Author	Department Head	CFO	CAO
M. Lemoine	R. Kachur	M Geer A/CFO	M Ruta A/CAO

RECOMMENDATIONS

1. That By-law No. 7026/97, The Remuneration of the Members of the Board of Revision By-law, be amended to adjust remuneration for Board members attending hearings / meetings as follows:

   Chairperson: $150.00 for the first three (3) hours or portion thereof
   $50.00 per hour for each subsequent hour or portion thereof

   Members: $100.00 for the first three (3) hours or portion thereof
   $33.33 per hour for each subsequent hour or portion thereof

2. That By-law No. 5894/92, The Board of Adjustment By-law, be amended to adjust remuneration for Board members attending hearings as follows:

   Chairperson: $150.00 for the first three (3) hours or portion thereof
   $50.00 per hour for each subsequent hour or portion thereof

   Vice - Chairperson: $120.00 for the first three (3) hours or portion thereof
   $40.00 per hour for each subsequent hour or portion thereof

   Members: $100.00 for the first three (3) hours or portion thereof
   $33.33 per hour for each subsequent hour or portion thereof

REASON FOR THE REPORT

Council approval is required to amend the affected by-laws

IMPLICATIONS OF THE RECOMMENDATIONS

- Changes will increase Board remuneration for the first time in over 10 years, allowing for facilitated retention of existing members / recruitment of new members.

- Changes allow for synchronization of rates between the two boards allowing for reduced administration as well as creation of possible synergies between the two boards.

HISTORY

By-law No. 7026/97, The Remuneration of the Members of the Board of Revision By-law, sets out remuneration for the members of the Board of Revision. Remuneration for Board of Revision members was last adjusted in 1997.

By-law No. 5894/92, The Board of Adjustment By-law, sets out remuneration for the members of the Board of Adjustment. Remuneration for Board of Adjustment members was last adjusted in 1992.

The City Clerk received correspondence from the Chairperson of the Board of Revision, requesting that the remuneration set in the by-law be reviewed. Concerns raised by the Chairperson were regarding retention of Board Members and recruitment of future board members. The City Clerk also met with the Chairperson of the Board of Adjustment to discuss this issue.

The Assessment Task Force, which consisted of Councillor O'Shaughnessy, Martin Hak, Sandy Shindleman and Lorne Weiss, noted in their report of September 16, 2002 that a review of remuneration / structure of the Board of Revision may be beneficial in attracting more qualified candidates to the board. This finding was not acted upon at that time.

The Board of Revision currently has 38 Board members, who serve on rotating panels of typically 3 board members hearing appeals regarding business and realty assessment values. The Board of Adjustment currently has 5 members, who serve on

rotating panels of typically 3 board members hearing conditional use and variance requests.

Current remuneration as set out in By-law No. 7026/97 regarding the Board of Revision is:

Chairperson:	$75.00 for every two hours of hearings attended
Members:	$50.00 for every two hour meeting or hearing attended

Current remuneration as set out in By-law No. 5894/92 regarding the Board of Adjustment is:

Chairperson:	$150.00 for the first 4 hearing hours or portion thereof $37.50 per hour for each subsequent hour or portion thereof
Vice - Chairperson:	$120.00 for the first 4 hearing hours or portion thereof $30.00 per hour for each subsequent hour or portion thereof
Members:	$100.00 for the first 4 hearing hours or portion thereof $25.00 per hour for each subsequent hour or portion thereof

The total increase to the remuneration for 2011 as a result of this change will likely be under $20,000.

An increase in remuneration will allow qualified board members to be attracted and retained. Experienced qualified board members assist in reducing costs by ensuring that hearings are undertaken in a fair and expeditious manner. As well, a qualified board ensures that the assessment process is viewed as fair by citizens.

The change in remuneration will also synchronize the rates between the two boards. This will allow for simpler administration of the two boards by the Winnipeg Public Service. It will also allow for the creation of synergies between the two boards, including cross-training / serving of board members on either board. This would provide back-up and spare resources during peak usage times and as required, due to absence or unavailability of board members.

A table listing remuneration for comparable boards is included as Appendix A.

Financial Impact Statement **Date:** April 8, 2011

Project Name: Board Remuneration **First Year of Program** **2011**

	2011	2012	2013	2014	2015
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Total Additional Debt Required	$ -	$ -	$ -	$ -	$ -
Current Expenditures/Revenues					
Direct Costs	$ 20,000		$ 20,000		$ 20,000
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ 20,000	$ -	$ 20,000	$ -	$ 20,000
Less: Existing Budget Amounts	20,000	-	20,000	-	20,000
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments:

The next General Reassessment will take place in 2012 on a 2 year cycle. Costs are normally incurred one year before the General Reassessment, therefore, additional costs will be incurred in 2011, 2013 and 2015. Existing budget to be reprioritized to offset additional cost.

Original Signed By
Radhika Abeysekera
Manager of Finance (Campus)
Corporate Finance Dept.

CONSULTATION

In preparing this Report there was consultation with:
Chairperson – Board of Revision
Chairperson – Board of Adjustment
Corporate Finance

SUBMITTED BY

Department: City Clerk's Department
Prepared by: M. Lemoine
Date: April 8, 2011

Appendix A

Comparable Boards	Panel Chairman / Presiding Officer	Board Members
British Columbia	$375 per day	$300 per day
Calgary	$300 per day or $150 per half day	$260 per day or $130 per half day
Edmonton	$150 per time block of hearings	$125 per time block of hearings
Saskatoon	Honorarium of $1500 plus daily rate for hearings	$125 per day or $62.50 per half day
Regina	$250 per day or $125 per half day	$200 per day or $100 per half day
Ontario	-	$355 per day
Winnipeg	$75 per 2 hour block of hearings	$50 per 2 hour block of hearings
Manitoba	$560 per day or $280 per half day	$320 per day or $182 per half day