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Town of Aurora

General Committee Report

No. CS23-027

Subject: Aurora Appeal Tribunal and Property Standards Committee
Remuneration

Prepared by: Jaclyn Grossi, Deputy Town Clerk

Department: Corporate Services

Date: April 18, 2023

Recommendation

1. That Report No. CS23-027 be received; and
2. That the Aurora Appeal Tribunal and Property Standards Committee Members be provided remuneration in the amount of \$80 per meeting; and
3. That the attached Terms of References for the Aurora Appeal Tribunal and Property Standards Committee be approved.

Executive Summary

This report seeks the adoption of modified Terms of References for the Aurora Appeal Tribunal and Property Standards Committee to include remuneration for the 2022-2026 term;

- Most York Region municipalities who have a body that hears appeals for Town's by-laws provide remuneration to the Members
- Staff recommend that the Town's Appeal and Property Standards bodies receive remuneration for the 2022-2026 term

Background

At their meeting on January 31, 2023, Council approved the separation of the Committee of Adjustment (COA) from the Aurora Appeal Tribunal (AAT) and Property Standards Committee (PSC) to create a balanced meeting cycle and align mandates with staff supporting roles.

In the 2018-2022 term, the Committee of Adjustment Chair was compensated at a rate of \$125.00 per meeting and members were compensated at a rate of \$120.00 per meeting. Members were not provided any remuneration for meetings of the Aurora Appeal Tribunal and Property Standards Committee.

Analysis

Most York Region municipalities who have a body that hears appeals for Town's by-laws provide remuneration to the Members

As the Committee of Adjustment, Aurora Appeal Tribunal and Property Standards Committee are all adjudicative boards, it is a municipal best practice to provide remuneration to the members of each of these bodies for their time spent in meetings. The table below provides an overview of the amounts provided by each York Region municipality to their members, as of February 2023:

Municipality	COA	AAT (or equivalent)	PSC (or equivalent)
Town of Aurora (currently)	<ul style="list-style-type: none"> • Chair - \$125/mtg • Member - \$120/mtg 	• \$0	• \$0
Town of Aurora (proposed)	<ul style="list-style-type: none"> • Chair - \$125/mtg • Member - \$120/mtg 	• \$80/mtg	• \$80/mtg
Town of Georgina	• \$81/mtg, not to exceed 24 paid meetings per year plus mileage (at the corporate rate) for site visits	• \$40/mtg	• \$40/mtg
Town of East Gwillimbury	• \$80/mtg	• \$80/mtg	• Combined with Appeals Committee
Town of Newmarket	<ul style="list-style-type: none"> • Chair - \$110/mtg • Member - \$100/mtg 	• \$80/mtg	• \$80/mtg
King Township	• \$80/mtg, and mileage at 0.58 cents/per KM	• \$0	• Combined with COA
Town of Whitchurch-Stouffville	• \$80/mtg	• \$80/mtg	• Combined with Appeals Committee
City of Richmond Hill	<ul style="list-style-type: none"> • Chair - \$175/mtg • Member - \$150/mtg 	• N/A	• \$50/mtg

Municipality	COA	AAT (or equivalent)	PSC (or equivalent)
City of Markham	<ul style="list-style-type: none"> • Chair - \$3,000 for per annum • Member - \$2,500 per annum • An additional \$100 to each member and the Chair, for every meeting attended 	• N/A	• \$0
City of Vaughan	<ul style="list-style-type: none"> • Chair - \$234/mtg • Member - \$200/mtg 	• N/A	<ul style="list-style-type: none"> • Chair - \$60/mtg • Member - \$50/mtg
Average (of those who provide remuneration)		\$70/mtg	\$66/mtg

Staff recommend that the Town's Appeal and Property Standards bodies receive remuneration for the 2022-2026 term

Based on the information collected, staff are recommending that the Town of Aurora provide compensation to all members of the Aurora Appeal Tribunal and Property Standards Committees in the amount of \$80 per meeting. This remuneration amount is consistent with comparable York Region municipalities and offers a comparative experience to residents participating in quasi judicial and adjudicative bodies across the region.

Advisory Committee Review

None.

Legal Considerations

None.

Financial Implications

Based on the last five years, the Aurora Appeal Tribunal meets on an average of twice per year and the Property Standards Committee meets on an average of once per year. Due to the low meeting frequency historically, this is not expected to be a substantial cost for the Town but due to meetings being scheduled on an as needed basis when an appeal is filed, meeting frequency could fluctuate with an increased number of appeals received by the Town Clerk. The total estimated average compensation costs for AAT and PSC members is \$4,000 per annum to be funded from the Legislative Services' division operating budget.

Communications Considerations

Legislative Services staff will ensure that an updated Terms of Reference is distributed to the Members and posted publicly on the Town's website at aurora.ca/committees.

Climate Change Considerations

The recommendations from this report do not impact greenhouse gas emissions or impact climate change adaptation.

Link to Strategic Plan

The proposed remuneration supports progressive corporate excellence and continuous improvement by implementing policies and processes that reflect sound and accountable governance.

Alternative(s) to the Recommendation

1. Council not approve remuneration for the Aurora Appeal Tribunal and Property Standards Committee members.
2. Council approve an alternate remuneration amount for the Aurora Appeal Tribunal and Property Standards Committee members
3. Council provide direction.

Conclusions

Staff believe that the recommendations in this report help achieve good governance in Aurora by creating a consistent remuneration across York Region, and encouraging citizen participation in Council's appointed Committees and Boards.

Attachments

Attachment 1 – Proposed Revised 2022-2026 Aurora Appeal Tribunal Terms of Reference

Attachment 2 – Proposed Revised 2022-2026 Property Standards Committee Terms of Reference

Previous Reports

CS23-001 - Committee Structure Review and Updated Policy for Ad Hoc/Advisory Committees and Local Boards (January 17, 2023)

Pre-submission Review

Agenda Management Team review on March 30, 2023

Approvals

Approved by Techa van Leeuwen, Director, Corporate Services

Approved by Doug Nadorozny, Chief Administrative Officer