

Moved by: **Councillor Schmidt-Rempel**

NOTICE* OF MOTION

Review of Workload, Expectations and Resourcing for Elected Officials

15.1

WHEREAS the [Municipal Government Act](#) specifies the general duties of Councillor and Chief Elected Official (Mayor), and Council's [Procedure Bylaw \(Bylaw 6250\)](#) includes additional duties and obligations of Council; and

WHEREAS when information is provided to City of Lethbridge candidates the Mayor's position is identified as full time, and the time commitment for each Councillor is identified as an average of 20 hours per week but may be more or less than this, at the discretion of each Councillor; and

WHEREAS remuneration rates for City Council members are structured to reflect this difference in hours of work between the Mayor and Councillors; and

WHEREAS each member of City Council takes a different approach to governing and dedicates varying levels of their time and service to attend to municipal matters, including meetings of City Council, Special Purpose Committees, training and orientation, budget information sessions, special meetings as called, and other internal or external meetings; and

WHEREAS Council needs more information to deal with increasingly complex matters, which increases time commitments and requires additional prep and resident engagement time, meaning that the role of a Councillor requires an increasing amount of flexibility to meet residents' expectations and to effectively attend to Council commitments; and

WHEREAS there is an identified increased need for members of Council to engage in advocacy and relationship building efforts with officials from other municipalities, provincial officials, and federal officials; and

WHEREAS according to [municipal census data](#), the Lethbridge population has grown in the past decade to 106,550 in 2023 from 90,417 in 2013, an increase of nearly 18 per cent, and there is a need to review the workload, expectations, and compensation structure for Councillors, and associated resourcing costs, to provide clarity to potential candidates seeking to run in future municipal elections and to support future elected officials in their work;

THEREFORE, BE IT RESOLVED that City Council directs the City Manager to engage an independent third-party consultant to provide recommendations with implementation options and costing to the October 24, 2024, Governance SPC meeting for the following:

1. A survey of Council members on the areas of work that each member considers essential to their role as an elected official, and the estimated time they each dedicate to these areas of work (e.g. ceremonial functions, meetings with residents and partner organizations in the city, answering correspondence, committee work, community events, community service, communication, etc.);
2. A complete analysis of the time and type of work Councillors dedicate to their role as an elected official for municipal matters including but not limited to Council meetings, Standing Policy Committee meetings, board and commission meetings, strategic planning sessions, operating and capital budget deliberations, orientation and training sessions, community meetings, conferences and intergovernmental meetings, professional development and certification, and public events;
3. A comparative analysis of Canadian municipalities with populations of 100,000 – 250,000 residents with an elected-at-large system for Mayor and Councillors or a ward system for Councillors, examining:
 - a. The number of boards and committees (internal and external) requiring elected-official appointments and the number of elected officials appointed to each;
 - b. Total compensation for elected officials, including per-diem purposes and structure;
 - c. Council budgets and staff resourcing to support elected officials.
4. Ensure that this information is provided to future candidates to provide a representation of the work necessary to effectively accomplish the role.

***Notice:**

A Notice of Motion is a written Motion from a Member of Council provided to all Members of Council and the public in advance of the date in which it will be considered.