Committee Report
Council Compensation Review Committee

Meeting Date: September 6, 2019
Meeting Time: 10:00 a.m.
Location: Town Hall, Council Chambers
32 Mill Street, Thornbury, ON

Council Compensation Review Committee Recommendations

NOTE: The following are recommendations from the Council Compensation Review Committee to be considered for adoption by Council

- **Receive Minutes (September 5, 2019)**
  
  Recommended (Move, second)

  THAT Council of The Town of The Blue Mountains receives the Council Compensation Review Committee Minutes, dated September 6, 2019 as attached, for information purposes.
Minutes
Council Compensation Review Committee

Meeting Date: September 6, 2019 REVISED
Meeting Time: 10:00 a.m.
Location: Town Hall, Council Chambers
Prepared by: Karen Hilgendorf, Executive Assistant to the CAO

A. Call to Order

Jennifer Moreau, Director of Human Resources called the meeting to order at 10:03 a.m. with Committee members Robert Turner and John White present.

Regrets were sent by Chief Administrative Officer, Shawn Everitt.

• Approval of Agenda

Moved by: Robert Turner Seconded by: John White
THAT the Agenda of September 6, 2019 be approved as circulated, including any additions to the Agenda, Carried.

Declaration of Pecuniary Interest and general nature thereof
NOTE: In accordance with the Municipal Conflict of Interest Act and the Town Procedural By-law 2018-20, Council Compensation Review Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

• Previous Minutes (August 14, 2019)

Moved by: Robert Turner Seconded by: John White
THAT the Minutes of August 14, 2019 be approved as circulated, including any revisions to be made, Carried.

B. Staff Reports, Deputations, Correspondence

B.1 Deputations, if any

None
B.2 Public Comment Period (each speaker is allotted three minutes)

NOTE: In accordance with the Town Procedural By-law 2018-20 fifteen minutes is allotted at the Meeting to receive public comments regarding Council Compensation Review Committee matters included on the Agenda. The speaker shall provide their name and address, and shall address their comments to the Chair. Comments shall not refer to personnel, litigation or potential litigation matters.

None

B.3 Staff Reports, if any

None

C. Matters for Discussion

C.1 Discussion with Committee regarding its Recommendations for Council Compensation (verbal)

Jennifer Moreau confirmed staff is seeking recommendations from the Committee which will form a report to Council regarding Council Compensation. Jennifer acknowledged that the Committee will write the recommendation report, with input from staff, which is a model supported by Chief Administrative Officer Shawn Everitt. Jennifer noted she could provide the content for the Overview and Background areas of the report and consult with Financial Services regarding the Financial Impact. It was suggested that the Analysis component of the report be prepared by Robert Turner and John White. Robert noted he is fine with a collaborative report and suggested he felt it would be prudent to reference that the report is not in following recent methodology and as such, the Committee’s report would be different. It was discussed that the background section of the Committee Report should provide the list of comparators, and when last compensation adjustments were made, in addition to citing that no 1/3 tax exemption reimbursement has been made.

Robert Turner questioned whether Council received Journal Article “How Much is enough” – Kurt Schobel, which Jennifer confirmed. Robert referenced main points from the article and the importance of referencing the same in the report to Council. Jennifer confirmed she will provide a request to Council for comments on the article and to identify any content from the article suggested for inclusion in the report.

The Committee then reviewed Correspondence Items D.1 and D.2 and considered salient points within.

Robert emphasized the need to fix the current Council compensation model to put the Town on a more sustainable path. He noted comments received in Item D.1 and D.2 reinforce the decision to discontinue use of the current model.
The Committee discussed its recommendation to look at the total compensation envelope for the Mayor, Deputy Mayor and Councillors as an amount of current tax dollars, which would be used by Finance going forward. Further, the recommendation by the Committee to move to minimum wage can be presented. The report should also identify the ongoing role the Council Compensation Review Committee will have with the next Council’s term. Robert noted Compensation should be reviewed in Council’s final term. The Committee discussed its recommendation for the Town to consider that the Deputy Mayor position in the next term be filled on a rotational basis. The Committee discussed the only consideration to the potential reduction of the number of Members of Council would be regarding the proposed compensation budget.

Regarding number of kilometers a Council Member may travel, the Committee suggested if there is a set number of kilometers permitted the CRA number can be used. Jennifer noted the Town could set a base for 500 kilometers and track mileage for monitoring purposes, with the Council Member still receiving payment if the 500 kilometer benchmark is exceeded. Robert noted there were no other changes to benefits.

Robert recommended the Committee report reflect the changes made regarding Council office space at Town Hall. The Committee referenced its discussions at previous meetings regarding a customer service system. Robert noted the customer service system is beyond the scope of the Committee’s report.

The Committee discussed that the main adjustment to Mayor and Deputy Mayor salaries should be an adjustment for 1/3 tax exemption including compounded inflation since 2009 to present. John referred to the scope of the options to do nothing or use the model to increase based on a set number of hours, say 1,960. John’s recollection is that if this model was offered to all elected officials, it would be an increase. The Mayor would be on a band system of 15%. He noted being consistent in the language between staff and Council compensation. Jennifer noted she understands the concept of creating a payrate for Councillors at 100% and 2 steps above as a percentage of that.

Robert noted if the Town establishes a rotational Deputy Mayor role in the next term of Council, there is a level of intrinsic compensation that does not require the Councillor to be compensated at a higher salary.

It was noted that there may be some changes to minimum wage in the coming years which will affect Councillors. Jennifer questioned if the Committee will include in the recommendation that for this term it remains at minimum wage. Robert noted the need to ensure any compensation recommendations are inherently self-regulating. John referred to the need to ensure Members of Council receive COLA.
Robert advised the background report must indicate the lowest paid employee rate to provide context. This can be covered in the Financial Impact section of the report. John noted the need to reference current compensation rates for elected officials is not sufficient to live in the Town of The Blue Mountains. He noted there would be nothing wrong in noting the base salary of the lowest paid employee. Robert noted part of the job is public service based with intrinsic value in being a Councillor and fulfilling the role for the good of the community.

Robert noted the Committee recommendations should be easy to adopt. He believes putting forward a meaningful step forward in compensation and at the end of the term the Committee will review. Reference was made to understand why the gap between the lowest paid and Councillor.

Robert noted the need to ensure the Committee report to Council does not criticize the methodology used by staff previously. He noted trying to find a comparison, as has been done in the past, is futile. Robert further noted the Committee’s suggestions are simply a different, perhaps more effective way, of viewing compensation for elected officials. Robert referred to City of Vaughan where Council was previously paid $15-20,000 and are now paid $80,000. Robert suggested avoiding reference to adoption of a ward system or to making changes in Council for a ward system. Reference was made to the customer service and management system and the advice Councillors provided that the job will become more efficient as time progresses.

C.2 Committee Report Template

Note: included for the Committee’s information is a staff report template that the Committee may wish to use to present its recommendations to Council. Alternatively, a staff report from the Director of Human Resources, in consultation with Committee members, can be used.

Jennifer acknowledged that the Committee has expressed an interest in writing the recommendation report which will go to Council. The Committee reviewed the Committee Report Template that has been developed. Jennifer noted she reviewed same with the Clerk and confirmed there are no issues in the Committee’s use of the Committee Report Template.
C.3 Review of Key Committee Dates

The updated key Committee dates were reviewed.

October 4, 2019 – Committee meeting, 9:30 a.m.
October 7, 2019 – Committee of the Whole meeting – Report and/or Presentation
October 21, 2019 – October 7, 2019 Committee of the Whole recommendations adopted by Council
November 7, 2019 – Committee meeting, 10:00 a.m.
November 13, 2019 – Public Meeting regarding Council Compensation
December 4, 2019 – Final Committee meeting, 10:00 a.m.
December 9, 2019 – Committee of the Whole meeting – Follow-up Report from Public Meeting Process
December 16, 2019 – December 9, 2019 Committee of the Whole recommendations adopted by Council

Jennifer noted she is hopeful Committee members will attend the October 7 meeting when the report is presented. She advised she would confirm the time. Jennifer will contact Robert with the results of the December 16, 2019 Council meeting.

The background of the Committee report will be completed by Jennifer with Committee members completing the Analysis section and Finance staff reviewing Financial Impact. Final report edits will be reviewed prior to submission to Chief Administrative Officer Shawn Everitt by September 26, 2019 for the October 7, 2019 Committee of the Whole. Jennifer advised she will begin an accompanying PowerPoint presentation to be released with the October 7, 2019 Committee of the Whole Agenda Package.

John referred to the October 7, 2019 COW and Council direction at the October 21, 2019 Council meeting. He noted it is not unreasonable to expect there will be adjustments from the Committee of the Whole going to Council. He questioned the availability of the Committee after October 7, perhaps on the 8th or 9th to look at adjustments should Council identify anything on the 7th. It was agreed the Committee will keep October 9th as a tentative meeting placeholder.

John referred to other municipal reports and that the Committee being available to reconvene at the request of the CAO and Council. He noted his comment has more to do with technology changes and benefit but that the option be available and questioned if this Committee would be willing to review before the end of its term. He noted the other recommendation would be to take the next step re changing from 7 to 5 and if confirmed, he suggested speaking to the Clerk re the election timetable. At present, it is at the request of the CAO to review at the beginning of the 4th year or end of the 3rd. Jennifer noted she will follow up with Corrina and give Council a status update on the Committee.
D. **Correspondence, if any**

D.1 Paula Hope  
Re: Submission to TOBM Council Compensation Committee  
For Committee consideration

D.2 June Porter  
Re: Submission to TOBM Council Compensation Committee  
For Committee consideration

Correspondence Item D.1 Paula Hope Re: Submission to TOBM Council Compensation Committee for Committee consideration and Item D.2 June Porter Re: Submission to TOBM Council Compensation Committee were received for Committee information.

E. **Notice of Meeting Dates**

October 4, 2019  
Town Hall, Council Chambers

F. **Adjournment**

Moved by: Robert Turner    Seconded by: John White

THAT the Council Compensation Review Committee does now adjourn at 11:30 a.m. to meet again at the call of the Chair, Carried.