



Staff Report

Administration – Town Clerk

Report To: COW_Finance_Admin_Fire_Community_Services
Meeting Date: August 26, 2024
Report Number: FAF.24.099
Title: Update to Council Compensation and Expense Bylaw
Prepared by: Corrina Giles, Town Clerk

A. Recommendations

THAT Council receive Staff Report FAF.24.098, entitled “Update to Council Compensation and Expense Bylaw”;

AND THAT Council enacts the attached By-law to Establish a Compensation and Expense Policy for the Mayor and Members of Council, as attached to Staff Report FAF.24.098

B. Overview

This report provides Council with the draft bylaw to be enacted to effect the changes to the Council Compensation, further to consideration of Staff Report FAF.24.091 at the July 15, 2024 Council Meeting

C. Background

At the July 15, 2024 Council Meeting, Council considered the recommendations from the July 10, 2024 Special Committee of the Whole meeting. As it relates to staff report, [“FAF.24.091 Market and Pay Equity Review for Non-Union Staff and Council”](#), Council provided the following direction regarding Council compensation:

Moved by: Councillor McKinlay
Seconded by: Councillor Hope

THAT, with respect to Staff Report FAF.24.091, entitled “Market and Pay Equity Review for Non-Union Staff and Council” Council approves the implementation of a pay policy for Council at P60 effective January 1, 2025 (with a differential of 15% between the three roles on Council), based on the data and analysis provided in the consultant’s report and presentation and as noted below:

Mayor	\$53,068
Deputy Mayor	\$45,108
Councillor	\$38,342

AND THAT Council direct staff to apply annual economic adjustments equal to that provided to non-union staff;

AND THAT Council direct staff to conduct an external market review once per term of Council to assess comparability of base remuneration and other practices and maintain external equity;

AND THAT Council direct staff to consider an additional administrative support staff to support six Councillors (in addition to recently approved .5 FTE to support the Mayor through the organization structure review)

The motion is Carried

Council is now required to repeal the current By-law 2020-18 that sets out the Mayor and Council compensation and enact a new by-law with the updated remuneration.

D. Analysis

In response to the above direction, Council is required to repeal By-law 2020-18 “Being a Bylaw to establish a Compensation and Expense Policy for the Mayor and Members of Council” and replace it with a new bylaw. Attachment 1 to this staff report is By-law 2020-18. Attachment 2 to this staff report is the draft By-law to be considered for enactment by Council. The draft bylaw provides that the Council compensation will be effective January 1, 2025.

As directed, staff will conduct an external market review once per term of Council to assess comparability of base remuneration and other practices and maintain external equity.

Through the 2025 draft budget, Staff will also consider additional administrative support staff to support six Councillors, in addition to the approved .5 FTE that was approved in the 2024 Budget to support the Mayor.

E. Strategic Priorities

1. Communication and Engagement

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

2. Organizational Excellence

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

3. Community

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

4. Quality of Life

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

F. Environmental Impacts

None

G. Financial Impacts

The financial impacts of the new Council Compensation By-law were identified in staff report FAF.24.091, and considered by Council at the July 15, 2024 Council Meeting.

H. In Consultation With

Sarah Traynor, Manager of Human Resources

Shawn Everitt, Chief Administrative Officer

I. Public Engagement

The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Corrina Giles, Town Clerk townclerk@thebluemountains.ca.

J. Attached

1. Attachment 1 By-law 2020-18 Being a Bylaw to Establish a Compensation and Expense Policy for the Mayor and Members of Council
2. Attachment 2 Draft By-law to Establish a Compensation and Expense Policy for the Mayor and Members of Council

Respectfully submitted,

Corrina Giles
Town Clerk

For more information, please contact:
Corrina Giles, Town Clerk
townclerk@thebluemountains.ca
519-599-3131 extension 232

Report Approval Details

Document Title:	FAF.24.098 Update to Council Compensation and Expense By-law .docx
Attachments:	- Attachment 1 - 2020-18 By-law to Establish a Compensation and Expense Policy for the Mayor and Members of Council.pdf - Attachment 2 - Draft Council Compensation By-law.docx
Final Approval Date:	Jul 24, 2024

This report and all of its attachments were approved and signed as outlined below:

No Signature found

Sarah Traynor - Jul 24, 2024 - 8:52 AM

Shawn Everitt - Jul 24, 2024 - 10:16 AM

The Corporation of the Town of The Blue Mountains

By-Law Number 2020 – 18

Being a By-law to establish a Compensation and Expense Policy for the Mayor and Members of Council.

Whereas subsection 224 (e) of the *Municipal Act, 2001*, states it is the role of Council to maintain the fiscal integrity of the municipality;

And Whereas the Town's Council Compensation Review Committee did make recommendations to Council in Staff Report FAF.19.243 with regard to Council compensation;

And Whereas Town Council considered the recommendations of the Council Compensation Review Committee during the 2020 Budget review process;

Now Therefore Council of The Corporation of the Town of The Blue Mountains hereby enacts as follows:

1. That the following compensation and per diem and expense amounts for Members of Council are hereby approved and established as follows:

a. Compensation

i. Mayor	\$39,500
ii. Deputy Mayor	\$29,120
iii. Councillors	\$29,120

AND THAT Council compensation shall increase automatically annually through a two-part formula:

- a. For all Council members, an annual increase to match the Canadian Consumer Price Index (CPI) as reported in September, as approved through the budget process;
- b. For all positions below the level of Mayor, implement any provincial general minimum wage increase on the day the Province deems an increase to be in effect.

b. Full and Half-Day Per Diem

All members of Council, appointed by resolution of Council to travel beyond the limits of the Town of The Blue Mountains on business, shall be paid a per diem of \$75.00 for a period of less than four (4) hours per day or a per diem of \$110 dollars for a period of more than four (4) hours per day. Per diems will not be provided if remuneration is provided from the business agent the Council Member is attending.

c. Infrastructure Technology Allowance

All members of Council shall be provided an annual allowance for infrastructure technology of \$1,200 annually. This amount will be pro-rated for any Council member appointed during a calendar year.

d. Mileage

All members of Council shall be provided an annual mileage allowance for attending to Town business within the Town of The Blue Mountains boundaries in their personal vehicle of \$2,400 annually. This amount will be pro-rated for any Council member appointed during a calendar year. Mileage accrued from any Town business conducted outside the Town of The Blue Mountains boundaries will be reimbursed as per Town Policy "POL.COR.18.05 Travel, Business & Mileage Expense Policy".

e. Expenses

All members of Council attending to municipal business shall be reimbursed for their own expenses incurred upon submission of receipts as stipulated in Town Policy "POL.COR.18.05 Travel, Business & Mileage Expense Policy".

f. Covered by Insurance While Attending to Municipal Business

All members of Council while attending to municipal business shall be covered by the municipal insurance policy provided by the Town, to the extent of the plan.

g. Conferences/Seminars

All members of Council are encouraged to participate in Municipal Conferences and Seminars within Ontario, up to two (2) per year. Participation at Conferences and Seminars, beyond two (2) per calendar year, or out of Province must be specifically approved by Council.

h. By-law Review

This by-law shall be reviewed at least once per term of Council, and at a minimum, within the final 18 months of the Council term by the Council Compensation Review Committee.

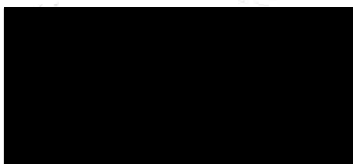
2. By-law No. 2006-06 is hereby repealed effective on the date this By-law comes into force.

And Further that this By-law shall come into force and take effect upon the enactment thereof.

Enacted and passed this 30th day of March 2020



Alar Soever, Mayor



Corrina Giles, Town Clerk

The Corporation of the Town of The Blue Mountains

By-Law Number 2024 –

Being a By-law to establish a Compensation and Expense Policy for the Mayor and Members of Council.

Whereas subsection 224 (e) of the *Municipal Act, 2001*, states it is the role of Council to maintain the fiscal integrity of the municipality;

And Whereas, through the 2024 Town of The Blue Mountains Budget, the Market and Pay Equity Review for Non-Union Staff and Council project was approved;

And Whereas Council considered staff report “FAF.24.065 Market and Pay Equity Review for Non-Union Staff and Council” and provided direction to staff at the May 13, 2024 Council Meeting;

And Whereas, Council considered staff report “FAF.24.091 Market and Pay Equity Review for Non-Union Staff and Council” at the July 10, 2024 Special Committee of the Whole meeting, and at the July 15, 2024 Council Meeting, provided direction to staff regarding Council compensation;

Now Therefore Council of The Corporation of the Town of The Blue Mountains hereby enacts as follows:

1. That the following compensation and per diem and expense amounts for Members of Council are hereby approved and established as follows:

a. Effective January 1, 2025 Compensation:

i. Mayor	\$53,068
ii. Deputy Mayor	\$45,108
iii. Councillors	\$38,342

AND THAT annual economic adjustments equal to that provided to non-union staff shall be applied to Council compensation.

b. Full and Half-Day Per Diem

All members of Council, appointed by resolution of Council to travel beyond the limits of the Town of The Blue Mountains on business, shall be paid a per diem of \$75.00 for a period of less than four (4) hours per day or a per diem of \$110 dollars for a period of more than four (4) hours per day. Per diems will not be provided if remuneration is provided from the business agent the Council Member is attending.

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h. By-law Review

This by-law shall be reviewed at least once per term of Council through an external market review to assess comparability of base remuneration and other practices and to maintain external equity.

2. By-law No. 2020-18 is hereby repealed effective on the date this By-law comes into force.

And Further that this By-law shall come into force and take effect upon the enactment thereof.

Enacted and passed this 9th day of September, 2024

Andrea Matrosovs, Mayor

Corrina Giles, Town Clerk