



Staff Report

Administration – Chief Administrative Officer

Report To: Committee of the Whole Meeting
Meeting Date: May 10, 2022
Report Number: FAF.22.092
Title: Council Compensation Review Committee Next Steps for Consideration
Prepared by: Shawn Everitt, Chief Administrative Officer

A. Recommendations

THAT Council receive Staff Report FAF.22.092, entitled “Council Compensation Review Committee Next Steps for Consideration”;

AND THAT Council receive the options provided within this report for the future Term of Council to consider with regards to Council Compensation reviews;

AND THAT the Council formally dissolve the 2018 – 2022 Council Compensation Review Committee;

AND THAT Council take the opportunity to thank Mr. Robert Turner and Mr. John White for their commitment, effort, and expertise while serving on the Council Compensation Review Committee and for providing Council with well-informed recommendations.

B. Overview

This report outlines the request to dissolve the 2018 – 2022 Council Compensation Review Committee, thank the existing members for their service on the Committee, and present suggested revisions to the Committee Terms of Reference and proposed training regime for the next term of Council to consider.

C. Background

The Council Compensation Review Committee was established by Council in early 2019.

The Council Compensation Review Committee is comprised of two (2) members representing the public. Staff resources to the Committee are as follows;

- Executive Assistant to Committees of Council
- Manager of Human Resources
- Chief Administrative Officer

The Council Compensation Review Committee has the unique structure where staff perform the Chairperson role for the Committee. The Council Compensation Review Committee Chairperson role does not have voting rights and the Chairperson function is limited to the facilitation of the meetings and setting of agendas in consultation with the Committee members. The current Terms of Reference for the Council Compensation Review Committee is included as Attachment 1 to this report.

The current Terms of Reference identifies that this term of the Council Compensation Review Committee runs concurrently with the first nine (9) months following the election of a new Council and reconvenes within the final eighteen months to review those recommendations.

The following table outlines the meeting dates and key process points that the Council Compensation Review Committee completed throughout the 2018- 2022 term.

Process Points	Meeting Dates
Initial Review Process (2019)	<ul style="list-style-type: none">• March 27, 2019• April 24, 2019• June 3, 2019• June 26, 2019• July 24, 2019• August 14, 2019• September 6, 2019
Reporting to Committee of the Whole and Council	<ul style="list-style-type: none">• October 7, 2019 Report recommendations to Committee of the Whole• October 21, 2019 Council adoption of report recommendations• November 13, 2019: Public Meeting• December 9, 2019 Report recommendations to Committee of the Whole• December 16, 2019 Council adoption of report recommendations
Reconvening of Committee (2021/2022)	<ul style="list-style-type: none">• June 24, 2021• July 22, 2021• September 1, 2021• October 28, 2021• November 24, 2021 – Final Recommendations Report• April 7, 2022

Process Points	Meeting Dates
Reporting to Committee of the Whole and Council	<ul style="list-style-type: none">December 6, 2021 Committee members presented Final Recommendations Report to Council at Special Committee of the Whole for Budget DeliberationsFebruary 7, 2022: Municipal Budget Public MeetingFebruary 28, 2022: Municipal Budget ApprovalMay 10, 2022 Report recommendations to Committee of the WholeMay 24, 2022 Council consideration of report recommendations

The Council Compensation Review Committee completed its Final Recommendations Report for Council and made a formal presentation during the 2022 budget deliberations on December 6, 2021. The following resolution provides the resulting resolution of Council:

**B.3.2 Council Compensation Review Committee Report dated November 24, 2021
(Presented by Committee Members Robert Turner and John White) 1:00 p.m.**

a) THAT Council receives the Council Compensation Review Committee Report of November 24, 2021, and thanks the Committee for their time and research in this matter, **CARRIED**.

b) THAT Council directs that the Council compensation COLA increase shall be consistent with the COLA provided to staff, for inclusion in the 2022 Draft Budget as referred to in Staff Report FAF.19.243, and in By-law No. 2020-18, **CARRIED**.

Note: These resolutions were also considered and Lost at the December 13, 2022 Council meeting:

a) THAT Council approve the Proposed 2022 Council Compensation, as recommended by the Council Compensation Committee for inclusion in the 2022 Draft Budget, as noted below:

1. That the Mayor's salary increases from the current \$39,698 by COLA, effective January 1, 2022, and then by 20% per year in each of the following four years (compounded). Mayor continues to receive County stipend in each of the years;
2. That Councillors' salary increases from the current \$29,266 by COLA, effective January 1, 2022, and then by 20% per year in each of the following four years (compounded);
3. That the Deputy Mayor's salary increases from the current \$29,266 by COLA effective January 1, 2022, and then by 40% in January 2023, and then by 20% in each of the following 3 years (compounded). Deputy Mayor continues to receive County stipend in each of the years;

4. That if for any reason the increases recommended for 2024, 2025 or 2026 are not approved in the preceding year's budget process – that the Bylaw enacted from Staff Report FAF.19.243 prevail, whereby "Council members (be granted) an annual increase to match the Canadian Consumer Price (CPI) index as reported in September, as approved through the budget", **LOST**

b) That the County Designate receive an additional stipend paid by The Town of The Blue Mountains of \$12,000 effective January 2023 in each year that he/she is in this role. (This amount is recommended not to fall below 50% of the Grey County Councillor Stipend), **LOST**

D. Analysis

In addition to the work completed through the review of the Council compensation, the Council Compensation Review Committee had endorsed staff bringing forward an Annual Council Training Program for Council consideration. Council endorsed the following Resolution from [Staff Report FAF.22.013](#):

Moved by: Deputy Mayor Bordignon

Seconded by: Councillor Matrosovs

THAT Council receive Staff Report FAF.22.013, entitled "Consideration of Annual Council Training";

AND THAT Council endorse the concept of Annual Council Training as presented, including any other suggested topics or areas of training that Council may recommend through the consideration of this report;

AND THAT Council recommend that the Annual Council Training be considered by the 2022 – 2026 Council for implementation for the 2022 – 2026 Term of Council.

Staff anticipate bringing forward the Annualized Training options that reflect those contained in Staff Report FAF.22.013 for the next Term of Council to consider through the Council Orientation process.

Final Meeting of the Council Compensation Review Committee

On April 7, 2022, the Council Compensation Review Committee met and discussed the following items:

- Council Orientation
- Review of the Committee's Terms of Reference
- Profiles and Roles of:
 - Council
 - Councillor
 - Deputy Mayor
 - Mayor

The 2018 – 2022 Council Compensation Review Committee provided a well-researched and very well-informed report to Council. The Committee's review process also allowed staff the opportunity to consider enhancements for the future term of Council to consider.

Suggested revisions to the Council Compensation Review Committee's current Terms of Reference have been included as Attachment 2 of this report for the next term of Council to consider. The most significant revisions are identified below:

- 1) Change the name of the Committee to "Council Compensation Review Commission".

Staff recommend that the name of a future Council Compensation review be Council Compensation Review Commission as the term "Commission" can be defined as "a group of people officially charged with a particular function".

Staff note that the Council Compensation Review Committee is unique in its current function and is the lone Committee of Council that has no Council representation or appointment from Council of one of its members. The Committee also has the Chief Administrative Officer as the Chairperson of a Committee and two (2) members of the public.

- 2) The second key consideration is for the next term of Council to offer remuneration for the Committee members. Staff believe it is important to provide this suggestion for consideration as it is also being suggested that future potential Committee members demonstrate specific expertise in the areas of Compensation and Municipal Act.

The Town was very fortunate to have attracted two (2) members of the public with the necessary skillset that allowed staff to perform a resource function for the Committee rather than having to provide the expertise.

Committee member remuneration could be considered in a similar format as the Committee of Adjustment remuneration package for Committee members. This could be considered by the future term of Council.

The next term of Council may also wish to consider the opportunity to have an external consultant complete a formal Council Compensation Review, similar to the Non-Unionized Staff Compensation Review process.

In conclusion, the suggestions identified in this report were discussed with the members of the Council Compensation Review Committee at the April 7, 2022 Committee meeting. This report and the follow up information that was requested by the Council Compensation Review Committee members was circulated and endorsed by the Committee members.

It was the intention of the Council Compensation Review Committee that the April 7, 2022 Committee meeting be the final meeting and that the recommendation be made to formally dissolve the Committee and thank the members for their commitment, effort and expertise while serving on the Committee and providing recommendations to Council.

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.

F. Environmental Impacts

None at this time.

G. Financial Impacts

None at this time.

H. In Consultation With

Council Compensation Review Committee Members

I. Public Engagement

The topic of this Staff Report has not been subject to 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 Shawn Everitt, cao@thebluemountains.ca.

J. Attached

1. Council Compensation Review Committee Terms of Reference
2. Draft Revised Council Compensation Review Commission Terms of Reference
3. Revised Annualized Council Orientation Options

Respectfully submitted,

Shawn Everitt
Chief Administrative Officer

For more information, please contact:
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Report Approval Details

Document Title:	FAF.22.092 Council Compensation Review Committee Next Steps for Consideration.docx
Attachments:	<ul style="list-style-type: none">- Attachment-1-Council-Compensation-Review-Committee-Terms-of-Reference.pdf- Attachment-2-Draft-Revised-Council-Compensation-Commission-Terms-of-Reference.pdf- Attachment-3-Revised-Annualized-Council-Orientation-Options.pdf
Final Approval Date:	Apr 25, 2022

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

Shawn Everitt - Apr 25, 2022 - 4:25 PM