



Committee Report

Council Compensation Review Committee

Meeting Date: April 7, 2022
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 \(April 7, 2022\)](#)

Recommended (Move, second)

THAT Council of the Town of The Blue Mountains receives the Council Compensation Review Committee Minutes dated April 7, 2022 as attached, for information purposes.

[B.3.1 FAF.22.082 Profiles and Roles of Members of Council – Chief Administrative Officer Shawn Everitt](#)

Recommended (Move, second)

THAT Council of Town of The Blue Mountains received the Council Compensation Review Committee recommendation dated April 7, 2022 as follows:

THAT the Council Compensation Review Committee receive and approve in principle Staff Report FAF.22.082, entitled “Profiles and Roles of Members of Council” subject to amending comments received by Committee members and for final review by the Committee via email, CARRIED

E.2. Items Identified for Discussion at the Next Meeting

THAT Council of Town of The Blue Mountains received the Council Compensation Review Committee recommendation dated April 7, 2022 as follows:

THAT the Council Compensation Review Committee hereby dissolves for the remainder of the 2018-2022 Term of Council as of April 29, 2022, unless otherwise called into session by the Chair, CARRIED.



Minutes

The Blue Mountains, Council Compensation Review Committee

Date: April 7, 2022
Time: 10:00 a.m.
Location: Town Hall, Council Chambers - Virtual Meeting
32 Mill Street, Thornbury, ON
Prepared by:
Kyra Dunlop, Acting Executive Assistant Committees of Council

Members Present: Robert Turner, John White

Staff Present: Chief Administrative Officer Shawn Everitt, Manager of Human Resources Sarah Traynor

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis and Inuit peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples.

A.2 Committee Member Attendance

Chief Administrative Officer Shawn Everitt called the meeting to order at 10:04 a.m. with all members present.

Town staff present were Manager of Human Resources Sarah Traynor.

A.3 Approval of Agenda

Moved by: Robert Turner

Seconded by: John White

THAT the Agenda of April 7, 2022 be approved as circulated, including any additions to the Agenda.

Yay (2): Robert Turner, and John White

The motion is Carried (2 to 0)

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2021-76, 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

A.5 Previous Minutes

Moved by: John White

Seconded by: Robert Turner

THAT the Minutes of November 24, 2021 be approved as circulated, including any revisions to be made.

Yay (2): Robert Turner, and John White

The motion is Carried (2 to 0)

B. Staff Reports and Deputations

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 2021-76 fifteen minutes is allotted at the Meeting to receive public comments regarding Council Compensation Advisory 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, or matters that are a follow-up to a Public Meeting.

NOTE: Committee meetings are taking place virtually to assist with social distancing with respect to COVID-19. Comments received from the public that have not been included on the Agenda will be read at the meeting by the Executive Assistant.

None

B.3 Staff reports, if any

B.3.1 FAF.22.082 Profiles and Roles of Members of Council - Chief Administrative Officer Shawn Everitt

Chief Administrative Officer Shawn Everitt provided an overview of Staff Report FAF.22.082 Profiles and Roles of Members of Council. Shawn noted that the report had been prepared in consultation with the Town Clerk and that it was felt the Ontario Municipal Councillors Guide was the most relevant document for potential Council candidates to review.

Committee Members provided the following feedback for inclusion in the report:

- Customization regarding the Ontario Municipal Councillors Guide may be required as it related to Council roles, including the Head of Council;
- The role of a Head of Council, Deputy Head of Council and Council member should specify that it is a full time role, often going beyond a 40 hour work week, and often includes work on weekends;
- Council members must realize that as Public Servants they may have citizens approach them at any time and therefore Council members' social and personal time may be taken up with their roles on Council;
- The importance that Council members worked as a team and that once a decision or direction of Council was voted on and approved all members of Council must work together and that their duty of loyalty and confidentiality requires that they support that direction, even if the member of Council had previously objected to it.
- Council members must familiarize themselves with various materials which require extensive reading throughout the week to stay current on topics of discussion at Council.
The Deputy Mayor position includes duties as assigned by the Mayor;
- County Council representatives had an even larger workload than other members of Council
- The alternate position for County Council could not be filled by another Councillor once that seat was vacated.

Moved by: Robert Turner
Seconded by: John White

THAT the Council Compensation Review Committee receive and approve in principle Staff Report FAF.22.082, entitled "Profiles and Roles of Members of Council" subject to amending comments received by Committee members and for final review by the Committee via email.

Yay (2): Robert Turner, and John White

The motion is Carried (2 to 0)

C. Matters for Discussion

C.1 Council Direction Re Committee Report

Note: These resolutions passed at the December 13, 2021 Council meeting:

- 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 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

Committee Members discussed their disappointment that the recommendations in their report to Council were not accepted. It was noted that the Town was not served well by Council failing to approve the recommendations made in the report given that those recommendations came from an independent Committee and that the Committee diligently considered the information received from Council member interviews, background materials and Council's direction for the Committee to consider diversity in its recommendations. It was important to the Committee that the Town attract members of Council who were able to support their family with the income derived from their roles as Councillors.

Chief Administrative Officer Shawn Everitt noted that the report would be shared with the next term of Council as part of their training to understand the Committees' recommendations.

The Committee discussed the merits of whether Council should consider providing an upset limit to Council compensation increases from which the Committee could work from. It was noted that setting such a parameter may cause a barrier to the analysis required.

Committee Member Robert Turned noted that in hindsight it would have been beneficial to have brought forward more aggressive increases to Council compensation than had been contemplated in the Committees' previous report following the last election to avoid politicizing the issue through the Committees recommendations in their final report ahead of an election.

C.2 Media Report on Current Compensation Analysis - Committee Member Robert Turner

[Click to access Collingwood Today Article Re: TBM Council Wages top \\$292k in 2021](#)

[Click to access Collingwood Today Article Re: Councillor Salaries up in 2021 over 2020 numbers](#)

Committee Member Robert Turner noted that the Town's Mayoral salary was 14.6% less than the base salary of the Town of Collingwood's Mayor. Robert noted that the recent Census Bureau data had shown that the Town of The Blue Mountains was the second fastest growing municipality in Canada and that complex decisions based on the development of the Town would be ongoing. Robert concluded that the Town of The Blue Mountains Mayoral salary as well as

members of Council were undervalued given these increasing pressures on the Town and that the total compensation recommended by the Committee's report (at less than 1% of total expenses) would result in a cost that is not material to the Town's total budget. Committee Member John White noted that other municipalities explored per diem rates for meetings to compensate Councillors based on workload and that the Council Compensation Review Committee could explore that option in future.

C.3 Revised Council Member Onboarding and Orientation Process

Note: Council considered [Staff Report FAF.22.013 Consideration of Annual Council Training](#) at the February 15, 2022 Committee of the Whole meeting and passed the following recommendation:

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

Chief Administrative Officer Shawn Everitt thanked the Committee members for their insight which was included in Staff Report FAF.22.013 and that the report was positively received by Council. Shawn noted that the next term of Council would decide on their training regimen and noted that training and refreshers throughout a term of Council was essential to keep Council functional.

Committee Members provided the following feedback:

- The Code of Conduct should be reviewed and signed before the Inaugural Meeting of Council in November 2022;
- The County Council designate should be included in the November 2022 Mayor and Deputy Mayor County Council training, if possible;
- An overview of the role of the Mayor, Council, Committee Chairs, and Appointed Members of Boards and Commissions should be part of the December Council Orientation training;
- The relationship and governance roles between the Town and Grey County should be discussed during the Council Orientation;
- Ongoing Project Tracking Report should be included in the Operations Department training section;
- That after the successful implementation of the 360 degree performance review process for the CAO and Mayor a review of Councillors and Committee Chairs should be explored in the following years.

C.4 Terms of Reference Review

Chief Administrative Officer Shawn Everitt noted that the Committee had discussed including indicators which would include municipal comparators as part of Council compensation review and the draft revised Terms of Reference reflected that change. Shawn noted that based on Committee member comments that the structure of the Committee could also be revisited to allow the Committees' future recommendations to have greater weight at Council.

Committee Member Robert Turner noted that the combined skill set of future members of the Committee must include competencies related to both compensation philosophy/analytics and a thorough understanding of the *Municipal Act*.

Robert noted that those added competency requirements as well as the independent nature of the Committee should be better reflected in the Terms of Reference. Committee Member John White noted that the Committee's independence from Council needed to be stressed in the Terms of Reference to provide comfort that the recommendations that Council would consider on their compensation were not coming directly from Council.

John noted that Section 6 should be reviewed to allow for hybrid or virtual meetings. Shawn noted that having Committee meetings held virtually had been extremely beneficial in allowing members to join meetings and ensure quorum was met.

John noted that the wording under Section 6 regarding when meetings could be called may need to allow for additional meetings to be called outside of the 9 month and 18 month review periods within a term of Council.

D. Correspondence

D.1 Julie and Rick Tipping, Residents Re: AMCTO Executive Summary

The Committee Members noted that they had previously reviewed the AMCTO Executive Summary material in 2018 and thanked the residents for bringing the report forward.

Moved by: John White

Seconded by: Robert Turner

THAT the Council Compensation Review Committee receives Item D.1. for information.

Yay (2): Robert Turner, and John White

The motion is Carried (2 to 0)

E. New and Unfinished Business

E.1 Additions to Agenda

E.2 Items Identified for Discussion at the Next Meeting

Chief Administrative Officer Shawn Everitt noted that the Committee minutes would go to Council together with a revised staff report based on the adjustments made at the Committee meeting. Shawn noted his thanks to the Committee members for their professionalism, commitment, and the great work they had done throughout the term of the Committee. John and Robert thanked Shawn and staff for their assistance in providing materials and support to the Committee.

Moved by: John White

Seconded by: Robert Turner

THAT the Council Compensation Review Committee hereby dissolves for the remainder of the 2018-2022 Term of Council as of April 29, 2022, unless otherwise called into session by the Chair.

Yay (2): Robert Turner, and John White

The motion is Carried (2 to 0)

F. Notice of Meeting Dates

At the Call of the Chair.

G. Adjournment

Moved by: Robert Turner

Seconded by: John White

THAT the Council Compensation Review Committee does now adjourn at 11:21 a.m. to meet again only at the call of the Chair.

Yay (2): Robert Turner, and John White

The motion is Carried (2 to 0)