

STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG



Report to:	Mayor and Council Members	Priority:	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low
Submitted by:	Brent Larmer, Municipal Clerk/ Director, Legislative Services Legislative Services Division blarmer@cobourg.ca	Meeting Type:	Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/>
Meeting Date:	March 7, 2022		
Report No.:	LEG - 021		
Submit comments to Council			

Subject/Title: Information Report – 2022 Town of Cobourg Municipal Council Remuneration Review.

RECOMMENDATION:

THAT Council receive the information report on Town of Cobourg Remuneration Review practices and the 2019 Municipal Council resolution on a three (3) year review of Council Remuneration with the process to be determined by Council; and

FURTHER THAT Council provide direction on any steps to be taken this year in 2022 on Municipal Council Remuneration.

1. STRATEGIC PLAN

Not Applicable.

2. PUBLIC ENGAGEMENT

Not applicable

3. PURPOSE

The purpose of this staff report is to provide Municipal Council with the previous Council Report on the Council's approach to the review of Municipal Council Remuneration, prior to the 2018-2022 Municipal Council Term of Office. In addition, this report also provides historical information on Council Remuneration during the current term of Office.

4. ORIGIN AND LEGISLATION

Pursuant to Section 283 (1) of the *Municipal Act, 2001* a municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and of the officers and employees of the local board

Pursuant to the provisions of Section 283 (2) of the *Municipal Act, 2001*, despite any Act, a municipality may only pay the expenses of the members of its council or of a local board of the municipality and of the officers and employees of the municipality or local board if the expenses are of those persons in their capacity as members, officers or employees and if,

- a) the expenses are actually incurred; or
- b) the expenses are, in lieu of the expenses actually incurred, a reasonable estimate, in the opinion of the council or local board, of the actual expenses that would be incurred.

5. BACKGROUND

As part of this Staff Report, past Resolutions, By-laws, and Meeting Minutes have been attached to help provide Council with past decisions, information and processes that took place from 2018 to 2020 on Municipal Council Remuneration. It should also be noted that the review and consideration of Council Remuneration is permitted and there are no Council resolutions that are currently in place that would limit Council's discussion on this decision.

Below are documents that have been attached in order:

- On January 15th 2018, Municipal Council passed Resolution 008-2018, to establish a Council Remuneration Ad Hoc Committee with a mandate to review the compensation package and remuneration paid to the Mayor, Deputy Mayor and Councillors. Copy the resolution is attached as Schedule "A".
- On February 5, 2018, Municipal Council passed By-Law No.008-2018, which established the Terms of Reference for the Council Remuneration Ad Hoc Committee, which outlined their mandate, composition, purpose and their term of appointment. Copy of the Terms of Reference is attached as Schedule "B".
- On April 30, 2018, Municipal Council received the final recommendation report from the Council Remuneration Ad Hoc Committee for information and a recommended action on how to proceed. Copy of the final report is attached as Schedule "C".
- On May 22, 2018, Municipal Council passed resolution No.144-18 regarding the Town of Cobourg changes to Municipal Council Remuneration and recommended changes to the Town of Cobourg Council Remuneration By-law. Copy the resolution is attached as Schedule "D".

- On July 23, 2018, Council approved By-law No.037-2018, which amended the Council Remuneration By-law for the 2018-2022 Council Term. Copy of this By-law is attached as Schedule “E”.
- Council Remuneration public submissions from the Cobourg Taxpayers Association and Cobourg Resident, Ben Burd attached as Schedule “F”
- Minutes from the May 21, 2019, Regular Council Meeting, regarding Council Remuneration Motion that was defeated, attached as schedule “G”
- Minutes from the September 9, 2020, Regular Council Meeting regarding Council Remuneration, Motion to Reconsider attached as schedule “H”
- 2020 Cobourg Budget Meeting Minutes attached as schedule “I”

6. ANALYSIS

Council Remuneration is provided to elected officials in recognition of the valuable service they provide to the community and the complexity and importance of the issues they manage. Fair and competitive salaries also assist to attract and retain a diverse pool of citizens to public service.

With regards to the above, the Town conducted a review of Council compensation by establishing an Ad Hoc Committee in 2018 to propose recommendations based on the following:

1. An understanding of what is asked and expected when an individual is elected to Municipal Council;
2. Responsibility level of the office as elected representatives of the citizens of the Town of Cobourg based upon the position held being, Mayor, Deputy Mayor and Councillor; and
3. Remuneration compared to other similar Ontario Municipalities having a similar population and having a seven (7) member Council comprised of one (1) Mayor, one (1) Deputy Mayor, and five (5) Councilors wherever possible to reflect the current makeup of the Town of Cobourg Municipal Council.

The Ad Hoc Committee provided a fulsome report to Municipal Council on April 30, 2018, on their mandate to review the current level of compensation paid to members of Council, conduct research on other similar sized municipalities, and on the appropriateness of such levels and made recommendations to Council on recommended changes. Prior to this review, Council compensation had not been reviewed since 2015, and this took place during the 2014-2018 Term of Council. The Ad Hoc Committee recommendations and analysis is attached to this report for Council’s reference and review to help Council make a decision on the review of Council Remuneration if Council deems appropriate prior to the incoming term of the new Council.

As part of the final approved resolution from 2018, Council approved that there should be a continued approach conducting of a formal market review for Council every four (4) years and the continued engagement of a Council Remuneration Ad Hoc Committee during the last year of the Council's term of office be maintained. This was a resolution of the previous Council term and not a direction from the currently sitting Council. As part of this same recommendation, the previous Council included a direction to Staff that Council in one (1) year (May 2019), consider the Ad Hoc Committee Report on Council Remuneration, and the public submissions that were also received for consideration.

On May 13 and May 21, 2019, Municipal Council received the full Council Remuneration Ad Hoc Committee report and all relevant attachments to reconsider if warranted, the previous Council's recommendation on Council Remuneration. At that meeting a new resolution was placed on the floor for Municipal Council consideration. This motion was which was defeated.

On September 9, 2019, a Notice of Motion was brought forward and carried to reconsider the May 21, 2019 Council Remuneration Resolution.

This resolution was carried and reads as follows:

NOW THEREFORE BE IT RESOLVED THAT Council set the salary for members of Council as follows effective January 1, 2020 and pending approval in the 2020 Operating Budget:

- *that the position of Mayor be set at \$48,100;*
- *that the position of Deputy Mayor be set at \$38,480;*
- *that the position of Municipal Councillor be set at \$33,670; and*

FURTHER THAT a formal review of Council remuneration takes place in the third year of every Council's term of office by a method of Council's choosing; and

FURTHER THAT the Police Services Board remuneration is reviewed during the 2020 budget deliberations and is no longer calculated as a percentage of the salary established for Town of Cobourg Councillors.

This resolution took effect on September 9, 2019, but as noted within the Council resolution, the salaries for Members of Council as listed, were subject to the 2020 Council Operating Budget discussion and approval. It should be noted that the rest of the actions in the approved resolution remained in effect, other than the remuneration portion.

During the 2020 Operating Budget process, Council considered a resolution that was put forward on the suggested salaries to be paid to the various offices of Mayor, Deputy Mayor and Councillor. This resolution was defeated and the current remuneration for Members of Council, remained the same as approved by By-law amendment No.037-2018.

As part of the approved 2019 Council resolution, Council approved that a formal review of Council remuneration takes place in the third year of every Council's term of office by a method of Council's choosing. This action has not taken place, and

now that Council is within its final year of the Council Term, Council will have to determine next steps regarding Council Remuneration, or to let the incoming Council deal with Remuneration for their term of Council.

7. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

There are no financial or budget implications related to this report as it is for information purposes and direction on next steps.

8. CONCLUSION

THAT Council provide direction on any steps to be taken this year in 2022 on Municipal Council Remuneration.

Report Approval Details

Document Title:	2022 Information Report - Town of Cobourg Council Remuneration Review.docx
Attachments:	<ul style="list-style-type: none">- Attachment A - Resolution 008-18.pdf- Attachment B - By law 008-2018.pdf- Attachment C - Council Remuneration Review Report .pdf- Attachment D - Council Resolution 144-18.pdf- Attachment E - By - law 037-2018.pdf- Attachment F - Taxpayers Assoc Submission .pdf- Attachment G - Regular Council Minutes May 21 2019.pdf- Attachment H - Regular Council Minutes Sept 9 2019.pdf- Attachment I - 2020Operating and Capital Budget Minutes January 10 2020 .pdf
Final Approval Date:	Feb 24, 2022

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

Tracey Vaughan, Chief Administrative Officer - Feb 24, 2022 - 7:58 PM