

**AGENDA**  
**SPECIAL MEETING**  
**COUNCIL COMPENSATION REVIEW COMMITTEE**

to be held Tuesday, April 12, 2022 at 5:00 o'clock p.m.  
via Zoom video conference

- 1. Call to Order**
  
- 2. Disclosure of Interest**
  
- 3. Minutes**  
Adoption of the minutes of the meeting held October 14, 2021 – *attached.*
  
- 4. Business Items**
  - 4.1 Citizen Council Compensation Review – Final Report and Recommendations – attached.**

The City of Windsor Elected Officials Compensation Review Final Report – April 8, 2022 – Gallagher Benefit Service (Canada) Group Inc. – *attached.*
  
- 5. Adjournment**

## **Council Compensation Review Committee**

Meeting held October 14, 2021

A meeting of the Council Compensation Review Committee is held this day commencing at 10:00 o'clock a.m. via Zoom video conference, there being present the following members:

Dr. Vincent Georgie, Chair  
Frazier Fathers  
Mila Lucio

### ***Also present are the following resource personnel:***

Jason Reynar, Chief Administrative Officer  
Steve Vlachodimos, City Clerk  
Joe Mancina, Commissioner Corporate Services, Chief Financial Officer  
Dan Seguin, Deputy Treasurer  
Sandra Gebauer, Council Assistant  
Will Foot, Council Assistant  
Justin Grainger, Internship graduate student  
Karen Kadour, Committee Coordinator

### **1. Call to Order**

The Committee Coordinator calls the meeting to order at 10:01 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

### **4. Introductions**

The members of the Committee along with the Administrative staff are invited to introduce themselves and to provide relevant comments.

S. Vlachodimos, City Clerk advises that a review of the compensation for elected officials was held in 2003 and changes were made. Council struck a committee in 2018, and the committee did a thorough review over a span of five months. Tied into this, the Federal Government eliminated the one-third tax-free allowance for elected officials. The Committee did a review, which included benchmarking, outreach, and made some recommendations. One further recommendation put forward was that a review be undertaken every two years (which did not take place in 2020 due to COVID).

J. Mancina, Chief Financial Officer indicates that in 2018, the Council Compensation Review Committee made recommendations to Council and at that time, the Committee directed that a benchmarking exercise be done. Revenue Canada had eliminated the ability for municipal Councillors and the Mayor to continue to have a one-third tax-free allowance. As a result of that coming into play on January 1, 2019, it accelerated the need to review the compensation as the Mayor and Councillors' salaries would be fully taxable going forward. A benchmarking exercise was done by Administration and a report was provided to the committee, which recommended base salaries for the Mayor and for the Members of Council. The report looked at setting them at the average levels for the comparators and preserving the net pay that the Mayor and the Councillors were receiving prior to that. Base salaries were established for the Mayor and members of City Council and also built into the process were standard annual increases that were tied to the non-union salary increases so from 2019 onward, those base salaries were increased based on that level. Another requirement was that around the mid-term of Council, the Council Compensation Review Committee would make recommendations for the incoming Council coming forward.

## **2. Election of Chair**

The Committee Coordinator calls for nominations from the floor for the position of Chair. F. Fathers nominates Dr. Georgie, seconded by M. Lucio. The Chair asks if there are further nominations from the floor for the position of Chair. Seeing none, the Committee Coordinator asks Dr. Georgie if he accepts. Dr. Georgie accepts and assumes the Chair.

Moved by F. Fathers, seconded by M. Lucio,  
That Dr. Georgie **BE ELECTED** Chair of the Council Compensation Review Committee.  
Carried.

## **3. Disclosure of Interest**

None disclosed.

## **5. Business Items**

### **5.1 Background Information**

The background documents are received.

## 5.2 Review of the Terms of Reference and Mandate

The Chair reviews the “Scope and Nature of the Review” as outlined in the Committee Mandate and Terms of Reference – an excerpt of which follows:

*“The review shall examine the current work load and level of responsibility and commitment required of members of City Council in Windsor, determine the adequacy of the current compensations and benefits; undertake a review of other peer municipalities, for the purpose of establishing a viable comparative measure, seek feedback and public input as appropriate outlining any proposed changes to the level of remuneration/compensation and benefits appropriate to the positions of Mayor and City Councillor.”*

The Chair asks when the final report from the Committee will be due.

J. Reynar responds that Administration will be providing assistance during this process and adds that by bringing the report forward in a timely manner, it will help those to manage their expectations who may be thinking of running in the 2022 election. The campaign will officially kick off on May 2, 2022.

Discussion ensues regarding meeting frequency for the committee, for example every two weeks. It is proposed that Council review the final report of the Committee at its first meeting to be held in March 2022.

J. Mancina states that a consultant has been retained to do their non-union compensation review work and is willing to assist with the benchmarking exercise, along with defining the scope of what needs to be done.

M. Lucio asks what the deliverables are in terms of the development of a work plan, i.e. examining the Councillors’ workload, determining adequacy and undertaking a review of peer municipalities. There is currently a process in place for the issuance of merit increases on an annual basis and questions if this committee will be verifying if there are equity adjustments that need to be made. She further asks if the Committee is looking at the total rewards and making recommendations on something broader than the base salary. If the Committee’s role is to propose changes to the level of remuneration, compensation and benefits, our role is to propose any changes necessary to the total rewards for the Mayor and the Council members. In order to do that, we will be relying on benchmarking; we will need to understand the nature of the role of the Mayor and Council. Do we want to be the average or should it be above the average; this is where performance should be considered.

The Chair suggests looking at the various wards to determine the work demands.

In terms of the Councillors representation on boards and committees, J. Mancina clarifies that Council established a base salary of \$45,000 as a new Councillor's salary which encompassed their representation as a Council member on multiple boards and committees.

The Chair asks if there is an expectation that a Councillor serves on a certain number of committees.

S. Vlachodimos responds that there is no quota per se, but Council at the beginning of a new term tries to balance the portfolios according to their availabilities.

F. Fathers asks if the scope of work includes the establishment of new committees in the future and if there are equity and diversity considerations around Council elections.

J. Reynar proposes that a component of this report should acknowledge the challenges and to consider further study in that area. In conversation with a number of councillors regarding female candidates for example, or diverse candidates, there is a wide range of views on that.

M. Lucio suggests that the three members of the Committee meet with the Consultant prior to the next meeting of the Council Compensation Review Committee.

The Chair asks how many municipalities will be included as part of the benchmarking exercise.

J. Mancina responds that single tier municipalities with the same scope of services in Ontario were included in the benchmarking. He adds that through the work on the nonunion compensation review, the comparators for benchmarking have been established by the Consultant.

F. Fathers asks if the feedback on the public input piece will be led by the Consultant, market research or through City Hall.

S. Vlachodimos responds that in the past, this has been done in-house.

F. Fathers asks if this is a conflict of interest if this comes out of City Hall as it could be viewed to some degree as a compensation review of your bosses.

M. Lucio proposes that this matter be discussed with the Consultant.

The Chair suggests that this undertaking does not become a "performance review" of the Mayor and Members of Council. He wants to ensure that excellent candidates are attracted for these positions to allow our community to select and elect excellent candidates.

J. Reynar advises that the interesting thing about comparators with other municipalities is that typically they are undercompensated across the province. He asks that the Committee consider which groups (other than residents) should be providing input, i.e. business leaders, and other agencies.

**6. New Business**

None.

**7. Meeting Dates**

The next meeting will be held at the call of the Chair.

**8. Adjournment**

There being no further business, the meeting is adjourned at 11:00 o'clock a.m.

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**CHAIR**

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**COMMITTEE COORDINATOR**