



Revised Agenda
Special Council Meeting
Municipality of West Grey
402813 Grey County Rd 4, Durham, ON N0G 1R0

February 23, 2021, 9 a.m.

Virtual meeting

We are using the ZOOM meeting software.

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Accessibility of documents: Documents are available in alternate formats upon request. Please contact the Clerk's Department at 519-369-2200 or by email at gscharback@westgrey.com to discuss how best we can meet your needs if you require an accessible format or communication support.

Pages

1. Call to order
2. Moment of reflection
3. Declaration of pecuniary interest and general nature thereof
4. Presentations
 - 4.1. West Grey Police Services Board budget

Recommendation:

That council hereby approves the West Grey Police Services Board request dated February 19, 2021, being that the West Grey Police Services Board respectfully asks West Grey Council for additional time to prepare their 2021 budget presentation.

5. Closed session

Recommendation:

That council hereby proceeds into closed session with the CAO/deputy clerk, director of administration/clerk, director of finance/treasurer at _____ a.m. for the purpose of discussing personal matters about an identifiable individual, including municipal or local board employees.

6. Matters arising from the closed session

7. Staff reports

7.1. Director of Finance/Treasurer

7.1.1. Council remuneration update

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Recommendation:

Council remuneration update be received for information.

8. New business

8.1. Notice of motion - council remuneration

Recommendation:

Moved by: Councillor Hutchinson

Whereas the Consolidated Organizational Review 2020 makes a recommendation re the Council Remuneration based on local comparators; and

Whereas the consultant recommends that council discontinue the practice of paying per diems for meetings and implement a base pay program; and

Whereas the understanding is that the mayor will re-align committee council appointments so as to be fair and equitable for all members; and

Whereas West Grey council is striving for fair and equitable compensation for all staff and council plus aiming for efficiencies in our accounting department; and

Whereas West Grey council moved by Resolution 40-2021 during the January 20th, 2021 Special Council Meeting that compensation be based on the 2019 actuals of \$31,100 for the mayor and \$21,700 for the deputy mayor and councillors; and

Whereas the consultant recommends that West Grey move to a more equitable and in-line compensation package with our local comparators;

Therefore be it resolved that council move to compensate council based on the market median as stated on page 13 of the Consolidated Organizational Review 2020, which is one level below the 55th percentile as recommended by the consultant, Mayor \$34,578, Deputy Mayor \$26,200, Councillor \$21,130 (Plus a 1.5% increase to councillor pay so as to perceive no pay cut = \$21,447)

8.2. Notice of motion - conference and seminar policy

Recommendation:

Moved by: Councillor Townsend

Whereas bylaw 72-2018, outlines the Conference and Seminar Policy for Council and Staff of the Municipality of West Grey;

and whereas the current version of the conference and seminar policy includes the following three (3) specific terms, for both council and staff:

- i. The maximum number of conferences and seminars that can be attended each year, for which the expenses incurred are eligible for submission to the municipality for reimbursement; and
- ii. A commitment by the municipality to pay each attendee a per diem rate for each day or part day the attendee is away from home, including a travel day; and
- iii. A commitment by the municipality to cover the conference or seminar expenses related to travel, accommodation, meals, parking and eligible sundries, for each attendee.

and whereas the bylaw was developed when conferences and seminars were primarily offered and held as in-person events;

and whereas as a result of COVID-19, 2020 conferences and seminars were primarily offered and held online, resulting in an estimated (relative) reduction of approximately 50% in expenses, directly related to the reduction in travel, accommodation, parking, meals and other sundry expenses;

and whereas the expectation for future conferences and seminars is to offer and hold them either in-person, online or both, so the conference and seminar policy going forward will need to address this variety of options;

Therefore be it resolved that council directs staff to revise bylaw 72-2018, as follows:

a. Replace the number of days, with a maximum dollar amount (reflecting cost reductions to encourage attendees to select online education where offered), available annually to each of council and staff, to attend conferences and seminars, or other education opportunities directly related to their role / career, noting each person may choose how to spend the funds.

b. Revise bylaw 72-2018, to address the shift in how conference, seminar or other education opportunity expenses are / will be incurred in the future, ensuring at least the following are addressed:

1. The remuneration for each day or part day the conference, seminar or other education opportunity held online is attended, with no travel allowance; and

2. Defining the other expenses, if any, covered by the municipality, for a conference, seminar or other education opportunity attended online.

3. Identify, and revise, other areas within bylaw 72-2018 where changes are required, if any.

c. Identify the financial impact of the above so it's reflected in the approved West Grey 2021 budget.

Lunch break - 12 p.m.

9. **2021 capital budget**

10. **Adjournment**

Recommendation:

That we do now adjourn at _____ p.m., to meet again on March 2, 2021 or at the call of the chair.



Council report

Meeting date:	February 23, 2021
Title:	Council Remuneration Update
Prepared by:	Kerri Mighton, Director of Finance/Treasurer
Reviewed by:	Laura Johnston, CAO/Deputy Clerk

Recommendation

Council remuneration update be received for information.

Executive summary

At the January 20th special council meeting to review the budget, a resolution was passed to change the council remuneration to a flat rate base pay, which would include all council, committee and board meetings, excluding conferences and seminars as follows:

Mayor	\$31,100 per year
Deputy Mayor	\$21,700 per year
Councillor	\$21,700 per year

The Mayor, Deputy Mayor and Councillors will receive a technology allowance of \$75 per month.

Background and discussion

The existing council remuneration is based on an honorarium plus per diems for council and committee/board meetings. The consultant review recommended implementing a flat base pay and discontinuing paying per diems for council and committee meetings. Below is a comparison of the remuneration:

	Existing	Consultant Recommendation
Mayor	\$19,150.02	\$35,458
Deputy Mayor	\$10,814.13	\$26,738
Councillors	\$ 9,011.77	\$21,958
Per Diems Full Day	\$163.35	
Per Diem Half Day	\$ 90.13	

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Councillors currently receive a technology allowance of \$50 per month. The Mayor and Deputy Mayor do not receive a technology allowance.

Legal and legislated requirements

N/A

Financial and resource implications

Based on the Jan. 20th recommendation on council remuneration the estimated net increase over 2020 budget would be \$5,525.

Staffing implications

N/A

Consultation

Alignment to strategic vision plan

Pillar: Build a better future.

Goal: Vibrant community.

Strategy: Be responsible stewards of the tax dollars.

Attachments

None

Next steps

The council remuneration bylaw will need to be updated to implement the recommended changes.

Respectfully submitted:

Kerri Mighton, Director of Finance/Treasurer