



The Corporation of the Town of Tecumseh

Chief Administrative Officer - People & Culture

To: Mayor and Members of Council

From: Michelle Drouillard, Director People and Culture

Date to Council: December 12, 2023

Report Number: CAO-PC-2023-08

Subject: Council Renumeration Review - Final Report

Recommendations

It is recommended:

That Report CAO-PC-2023-08 entitled “Council Renumeration Review - Final Report” **be received;**

And that Council **approves** the following recommendations made by Marianne Love (ML Consulting);

- Implement a base pay adjustment to the Mayor salary from \$47,258 to \$59,496 effective January 1, 2024;
- Maintain the current base pay rates for Deputy Mayor (\$35,509) and Councillor (\$28,137) positions going into 2024;
- Adjust the annual base pay for all elected official positions annually by the full (100%) amount used to adjust the Non-Bargaining Unit employee salary grid; and
- Conduct regular market reviews for Council compensation aligning with new Council terms of office.

And further that By-Law No. 2006-84 and its Schedule “A” **be amended** to reflect the revised process as detailed in Report CAO-PC-2023-03 Council Renumeration Review and final recommendations outlined in the Report CAO-PC-2023-08 Council Renumeration Review - Final Report.

Background

Compensation for Elected Officials at the Town of Tecumseh was last reviewed in 2019.

Council approved report [CAO-PC-2023-03](#) on July 25, 2023, and authorized the Director of People & Culture to conduct the remuneration review for the new term of Council. The Director of People & Culture in conjunction with a Compensation Consultant ("Consultant") undertook several steps in support of the review: collection of market data, analysis, observation, draft report, and preparation of the final report presented to Council. The prior review in 2019 had included a Community Advisory Committee, however, as noted in the report of July 25, 2023, this practice is not widely used currently for several reasons, including cost effectiveness, time commitment, frequency of reviews and the ability to access and utilize compensation databases.

Comments

Compensation for the Town's elected officials was last conducted in 2019 where it was determined that the base pay rate for the Mayor reflected the 65th percentile pay target; and base pay rates for the Deputy Mayor and Councillor positions were higher. Annual economic adjustments for the Mayor, Deputy Mayor and Councillor positions were varied to normalize the base pay rates to be more aligned with the comparator group and the 65th percentile pay target (100% for the Mayor, 50% for Councillors and 25% for the Deputy Mayor). The primary objective of the 2023 Council Remuneration Study was to conduct a review of base pay and other compensation elements for the Mayor, Deputy Mayor, and Councillor positions using the comparator group selected for the 2023 Staff Compensation Review. The Consultant reviewed municipal comparator information collected by Tecumseh staff and prepared a Base Pay Market Summary using percentile targets.

The market comparator utilized in the study corresponds with the Non-Bargaining Unit (NBU) staff compensation survey in which fourteen (14) comparators were identified: Lakeshore, Leamington, Amherstburg, LaSalle, Kingsville, Essex, St. Thomas, Stratford, Innisfil, Fort Erie, New Tecumseth, Bradford West Gwillimbury, Woodstock, and Collingwood. The group of comparators was selected due to historic comparison, geographic location, similar service alignment and the size (population and/or operating budget).

The 2019 Compensation Review for Elected Official positions identified the 65th percentile pay target as reasonable based on the comparator group and economic considerations. The Management/Non-union compensation philosophy also establishes job rates at the 65th percentile pay target. The Consultant has identified that the 65th percentile target (P65) continues to be a reasonable pay target for base pay having regard to the comparator group and the market target for Management/non-union positions.

Based on the Consultant's analysis, the 2023 base pay remuneration for the Mayor is low relative to the defined pay market. The base pay remuneration for the Deputy Mayor and Councillor positions however are generally reflective of the 65th percentile pay target. Other remuneration elements studied such as meeting per diems, benefits provisions, retirement plans and range of percentile groups are all comparable to the market group.

The Consultant has identified that the base pay remuneration of the Mayor is low relative to the defined pay market and percentile target and has recommended that Council give consideration to implement a base pay adjustment to the Mayor salary from \$47,258 to \$59,496 effective January 1, 2024. The Consultant has recommended that the current base pay rates for Deputy Mayor (\$35,509) and Councillor (\$28,137) positions be continued in 2024 as they are slightly higher than the current 65th percentile target rate.

The Consultant has recommended that it is best practice to increase the annual base pay for all elected official positions annually by the full (100%) amount used to adjust the NBU employee salary grid. As well, it is recommended that a compensation review occur once during each Council term to ensure competitiveness remains in place.

Therefore, it is recommended that Council accept the Consultant's report and approve the recommendation to adjust the Mayor position base pay rate and to continue applying economic adjustments to all Elected Official positions and conduct regular market reviews aligning with new Council terms of office.

Consultations

Chief Administrative Officer
Marianne Love, ML Consulting

Financial Implications

Adjustment of Mayor's salary from the current rate of \$47,258 to \$59,946 as of January 1, 2024. Future economic adjustments will be applied to all positions at 100% of the approved rate of increased.

Link to Strategic Priorities

Applicable	2023-2026 Strategic Priorities
<input type="checkbox"/>	Sustainable Growth: Achieve prosperity and a livable community through sustainable growth.
<input type="checkbox"/>	Community Health and Inclusion: Integrate community health and inclusion into our places and spaces and everything we do.
<input checked="" type="checkbox"/>	Service Experience: Enhance the experience of Team Tecumseh and our citizens through responsive and respectful service.

Communications

Not applicable

Website Social Media News Release Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Michelle Drouillard, BA Hons., CHRL
Director People & Culture

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
None	None