



MUNICIPALITY OF THAMES CENTRE

REPORT NO. **CAO-006-24**

TO: Mayor and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: July 15, 2024
SUBJECT: **Remuneration for Elected Officials**

RECOMMENDATION:

THAT Report No. CAO-006-24 be **RECEIVED** for information;

AND THAT the base pay rate for Elected Officials, equivalent to the 60th percentile, as outlined by ML Consulting, be **REFERRED** to the 2025 Budget Process.

PURPOSE:

This report aligns with Elected Official Salaries Policy Number C-B-1.1 effective 2016 and revised October 3, 2022, noting *"That Council Compensation be reviewed once per term of Council."*

BACKGROUND:

Remuneration for Elected Officials has included annual cost-of-living adjustments. The current by-law to establish the rate of remuneration for Members of Council for Thames Centre was passed in August 2022 with the previous iteration approved in January 2018. Council compensation is paid monthly in equal installments.

The 2023 Annual Salary for the Thames Centre Council was:

- Mayor: \$31,461
- Deputy Mayor: \$20,002
- Councillors: \$17,465

With the annual cost-of-living increase the 2024 Annual Salary is:

- Mayor: \$32,700
- Deputy Mayor: \$20,790
- Councilors: \$18,153

No additional meeting per diems are provided. However, attendees at conferences and workshops are entitled to a per diem of \$182.00 for a half day. Meal expenses will be



reimbursed with supporting receipts. Kilometer expenses will be reimbursed at the current CRA rates, which are at \$0.70 per kilometer for the first 5,000 kilometers. A laptop/tablet and cell phone are provided. Alternatively, a cell phone expense of up to \$40 per month will be reimbursed. Health and dental benefits are provided, with a 50% co-pay premium. There is no participation in OMERS or RRSP contributions. Base pay is adjusted annually on January 1st, with the same economic adjustment provided to the Non-Union Salary Grid.

The Consultant reviewed municipal comparator information and prepared a Base Pay Market Summary. The 2024 base pay remuneration for all positions is lower compared to the defined pay market (60th percentile). The per diem rate is above the competitive pay market for Conference attendance. Other elements of remuneration are generally comparable.

The market comparator group was based on local and regional comparators, with 8 comparators identified. A custom survey was created using the following comparator municipal organizations: Ingersoll, Middlesex Centre, Strathroy-Caradoc, Norfolk, Norwich, Stratford, Woodstock, and Zorra.

Thames Centre is well-aligned within the comparator group in terms of size indicators (i.e., operating expenditures, population, size of Council), providing a fair basis for comparison. The size of the Council for the comparators ranges from 5 to 12 members, with 7 members being prevalent.

COMMENTS:

Thames Centre's compensation philosophy is rooted in the fundamental principles of internal equity (fairness), pay equity (compliance), market equity (competitiveness), pay for performance, sustainability, and renewal.

ML Consulting recommends that Council Remuneration be at the 60th percentile target. Council is further advised to annually adjust the base pay for Elected Official positions using the percentage adjustment provided for the Non-Union Salary Grid.

Additionally, it is suggested that a compensation review be conducted once every 3 to 4 years using comparator survey data, with the next review scheduled during the next term of the Council, which is consistent the Elected Officials Salary Policy.

FINANCIAL IMPLICATIONS:

There are no financial implications with receiving this report and referring the matter to the 2025 budget process.

STRATEGIC PLAN LINK

Pillar: Sustainability

Goal: Ensure that the Municipality maintains fiscal prudence, along with affordable and sustainable taxation levels.

CONSULTATION:

Marianne Love, Principal Consultant, ML Consulting
Anica Peter, HR Manager
Emily Schinbein, Director of Financial Services/Treasurer

REFERENCES:

By-Law No. 73-2022
Elected Official Salaries Policy Number C-B-1.1

ATTACHMENTS:

Presentation: *Municipality of Thames Centre 2024 Compensation Review for Elected Officials* - prepared and presented by ML Consulting

Prepared by: D. Barrick, Chief Administrative Officer