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Date November 7, 2024 **Report No.** 2024-645

To Chair and Members
Citizens Remuneration Review Committee

From Anita Szaloky
Director of Human Resources

1.0 Type of Report

Consent Item []
Item For Consideration [X]

2.0 Topic Final Remuneration Recommendations [Financial Impact: Approximately \$83,000 beginning with the new term of Council]

3.0 Recommendation

- A. THAT Report 2024-645 regarding Final Remuneration Recommendations BE RECEIVED; and
- B. THAT effective for the new term of Council, the remuneration for City Councillors be set at Step 3.0 of Level D in the exempt wage grid and be based on 25 hours per week; and
- C. THAT effective for the new term of Council, the remuneration for the Mayor remain under the current provisions; and
- D. THAT Staff BE DIRECTED to include the following other compensation suggestions for consideration for the next term of Council:

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- i. Hire dedicated staff support person(s) to help members of City Council manage their schedules, answer emails, return phone calls, handle social media, assist with newsletter preparation, etc.; and
 - ii. Implement Customer Relationship Management (CRM) software to track constituent inquiries; and
 - iii. Increase orientation to greater than one day for new Councillors to grasp the full scope of City departments and activities; and
 - iv. Create ongoing professional development opportunities for members of City Council, especially in the first year; and
- E. THAT Staff BE DIRECTED to amend the Honorarium Bylaw to implement any wage rate changes to coincide with the effective date of the exempt wage grid, which is usually on January 1st annually.

4.0 Background

The mandate of the Citizen Remuneration Review Committee is as follows:

Conduct research, review existing policies and practices, make comparisons with similar sized peer and neighbouring municipalities, and produce an independent report with recommendations for the total level of compensation, benefits and expenses for the next term of office.

This is the fourth meeting of the Citizen Remuneration Review Committee (CRRC). The previous meetings were held on March 7th, May 8th, and September 19, 2024 during which the CRRC received information regarding:

- a. Brantford Honorarium By-law 81-2014
- b. Mayor remuneration municipal comparator chart
- c. Councillor remuneration municipal comparator chart
- d. Group benefit plan booklet for Members of Council
- e. Travel & Expense Policy for Members of Council
- f. Meeting Attendance Report and Chart
- g. Councillor Workload Survey results

5.0 Analysis

Based on the results of the Councillor Workload Survey and the information contained in the September 19, 2024 report (2024-512) the CRRC directed Staff to deliver a final report summarizing the recommendations as well as to provide any remuneration considerations for the Mayor.

5.1 Mayor's Remuneration

The comparator salary information from 2023 for the Mayor's position was provided in the March 7, 2024 report to the CRRC and is copied below for reference purposes.

Table 1 List of Comparator Municipalities with the Mayor's Salary

Municipality	Mayor Salary
Norfolk County	\$87,580
City of Peterborough	\$88,310
City of Thunder Bay	\$98,805
City of Cambridge	\$110,934
City of Kitchener	\$111,519
City of Waterloo	\$112,515
Chatham-Kent	\$116,747
City of Brantford	\$120,527
City of Kingston	\$137,643
City of Guelph	\$160,138
City of Windsor	\$199,167
City of Hamilton	\$201,687
Average	\$128,798
Median	\$116,747

Staff conducted a job evaluation estimate of the Mayor position similar to that conducted for the Councillor position. The job evaluation results would place the Mayor position in level F of the exempt wage grid. The current (2024) job rate salary at that level is \$85,595, which is below the current salary for the Mayor and below the lowest comparator municipality salary for the Mayor. As such, it is not an appropriate reference and consideration should be given to maintaining the Mayor's current remuneration with adjustments as outlined in the Honorarium By-law.

5.2 Another Council Remuneration Option

At the September 19, 2024 meeting, the CRRC moved a motion to adjust the pay for Councillors to Level D, Step 3.0 in the exempt wage grid and that the hourly rate be based on 25 hours per week. This would change the pay rate for Councillors from \$36,085 (in 2023) to \$42,523 and then increased for economic adjustments annually after 2023 effective with the new term of Council.

Another remuneration option is to establish a pay rate for both the Mayor and Councillors at the average for the City of Brantford market comparators, excluding Hamilton for Councillors because they are full-time elected officials at that municipality.

Based on the 2023 market data, this would increase the Mayor’s salary from \$120,527 (currently paid \$122,637 in 2024) to \$128,798 and the Councillor’s salary from \$36,085 (currently paid \$36,717 in 2024) to \$43,301 in 2023 dollars. These new rates would be adjusted by the annual economic wage adjustment for the City of Brantford exempt staff consistent with the honorarium by-law and be effective for the next term of Council.

Below, for reference purposes is the market comparison chart of Councillor salaries from 2023:

Table 2 List of Comparator Municipalities with the Councillor Salary

Municipality	Councillor Salary
City of Thunder Bay	\$32,481
City of Brantford	\$36,085
City of Peterborough	\$36,103
Chatham-Kent	\$36,900
Norfolk County	\$38,393
City of Waterloo	\$42,622
City of Cambridge	\$45,980
City of Kingston	\$48,548
City of Guelph	\$49,822
City of Windsor	\$52,000
City of Kitchener	\$57,373
City of Hamilton	\$106,335
Average	\$43,301
Median	\$42,622

6.0 Financial Implications

The estimated financial implication based on the recommendation section of this report is \$66,566 and reflects the difference between the current rate (2024) for

Councillors and the recommended adjusted rate for 2024 (recognizing the total will be slightly different by the time the new Council is sworn in). An allocation of 25% for statutory and group benefits would bring the total financial impact to \$83,200.

	Current 2024 Salary	Proposed Salary 2023	Adjusted Salary for 2024 (2%)	Differential in Current & Adj. 2024 Salary		Total Impact
Councillor	36,717	42,523	43,373	6,656	X 10	66,566
Mayor	122,637	122,637	122,637	0	X 1	0
TOTAL Salary + Benefits (25%)						83,200

Should the Citizen Remuneration Review Committee consider the other remuneration option described above that would provide remuneration at the average of comparator municipalities, the estimated financial impact would be \$83,237 between the proposed adjusted 2024 salary and the current 2024 salary (recognizing the total will be slightly different by the time the new Council is sworn in). An allocation of 25% for statutory and group benefits would bring the total financial impact to just over \$104,000.

	Current 2024 Salary	Proposed Salary 2023	Adjusted Salary for 2024 (2%)	Differential in Current & Adj. 2024 Salary		Total Impact
Councillor	36,717	43,301	44,167	7,450	X 10	74,500
Mayor	122,637	128,798	131,374	8,737	X 1	8,737
TOTAL Salary + Benefits (25%)						104,046

Staff will include the new applicable salary in the multi-year budget beginning with the new term of Council. The new 2025 and 2026 economic adjustments for the exempt employee group are yet to be negotiated.

Overall, the recommended remuneration adjustments bring the salaries more in line with other comparator municipalities and reflects the growing demands placed on City Council as the City of Brantford continues to grow as a large urban centre.

7.0 Conclusion

This report summarizes the recommendations of the Citizens Remuneration Review Committee and provides additional information regarding the Mayor's salary as requested at the September 19, 2024 meeting. Subject to any other information requests or recommendations from the CRRC, Staff will prepare a report to Committee of the Whole-Planning and Administration with the remuneration recommendations from the Citizen's Remuneration Review Committee.



Anita Szaloky, Director of Human Resources

Prepared By:
Anita Szaloky, Director of Human Resources

Attachments (if applicable)

Copy to:

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required yes no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk yes no

Is the necessary by-law or agreement being sent concurrently to Council? yes no