

**Municipality Of Chatham-Kent**  
**Corporate Services**  
**Human Resources and Organizational Development**  
**Information Report**

**To:** Mayor and Members of Council  
**From:** Ashley Mann, MA, CHRL Manager, Total Rewards  
**Date:** June 2, 2021  
**Subject:** Formation of Citizens Review Committee for Council Remuneration

---

This report is for the information of Council.

**Background**

In April 2015, Council approved a Council Remuneration review. Council directed that changes, if any, be implemented for the new Council term beginning in 2018.

In July 2016, a Council approved Citizen Review Committee (the 'Committee') was formed and presented recommendations to Council in December of that year. One of the recommendations Council approved was the appointment of a Committee to review Council remuneration every third year of a Council term and to set the Council remuneration for the subsequent term of Council.

**Comments**

Market data is currently being collected from the following Council approved municipal comparators: Brantford, Cambridge, Guelph, Kingston, Kitchener, London, Oshawa, Sudbury, Thunder Bay and Windsor.

The next step in the process is to establish a Committee to evaluate current Council remuneration levels, consider market competitiveness with municipal comparators and recommend adjustment(s).

The Committee will be made up of community representatives from a cross-section of organizations throughout the Municipality. An Expression of Interest will be advertised in July. Applicants are encouraged to provide a resume highlighting their relevant experience and qualifications.

The Committee will meet September to December of 2021, with recommendation(s) coming back to Council in January 2022.

Implementation of any approved adjustments would be applied to the new Council term in 2022.

### **Consultation**

Consultation has taken place with individuals in Municipal Governance (CS) and Budget (FBITT) in the preparation of this report.

### **Financial Implications**

There are nominal direct costs associated with the formation of the citizen review committee that would be sustained through administration budget(s). They include:

- Catering costs
- Printing

Indirect costs include time of existing staff supporting the review committee.

Financial impact to implement any approved adjustment(s) resulting in Council remuneration increases will be outlined in the citizen review report and finalized in time for consideration during the 2022 Budget process.

Prepared by:

Reviewed by:

---

Ashley Mann, M.A., CHRL  
Manager, Total Rewards

---

Cathy Hoffman, MPA, CHRL  
General Manger, Corporate Services/ Chief  
Human Resource Officer

C Judy Smith, Director, Municipal Governance/Clerk

G:\HROD\HR Admin\Reports to Council\2021\RTC - Formation of Citizens Review Committee for Council Remuneration.docx