

## **Council Compensation Review Committee Meeting held June 26, 2018**

A meeting of the Council Compensation Review Committee is held this day commencing at 9:30 o'clock a.m. in Room 201, 350 City Hall Square West, there being present the following members:

Toni Scislowski, Chairperson  
David Amyot  
David Musyj (arrival at 9:45 a.m.)  
George Wilkki  
Sandy Venditti

***Also present are the following resource personnel:***

Valerie Critchley, City Clerk  
Joe Mancina, City Treasurer  
Dan Seguin, Deputy Treasurer  
Steve Vlachodimos, Deputy City Clerk  
Jason Moore, Senior Manager Communications & Customer Service  
Will Foot, Council Assistant  
Sandra Gebauer, Council Assistant  
Beth Toldo, Committee Coordinator (A)

**1. Call to Order**

The Chairperson calls the meeting to order and introduces Sandy Venditti to the Committee who is replacing Patricia France. The Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

**2. Declaration of Conflict**

None disclosed.

**3. Adoption of the Minutes**

Moved by G. Wilkki, seconded by D. Amyot

That the minutes of the meeting of the Council Compensation Review Committee held Tuesday June 26, 2018 **BE ADOPTED** as corrected:

- Page 2 of 5 – Item 4. correct spelling of T. Scislowski
- Page 3 of 5 – Item 5. correct spelling of D. Amyot
- Page 3 of 5 – Item 5. remove reference to EI as it is exempt

Carried.

#### 4. Business Items

##### 4.1 Development of a Public Survey

J. Moore provides the committee with a preliminary sample public survey for review and comment. He notes that the municipality of Thunder Bay has conducted a survey with two questions only. The municipality of London's recent survey was more in-depth. The sample questions leave no room for write-in answers, but these can be added. J. Moore reads through the sample survey (*attached* as Appendix A).

G. Wilkki notes that the job of City Councillor is technically considered a part time job, but how is that defined when some indicated in their interviews that they put in full time hours. V. Critchley indicates the job of City Councillor has never been a qualified full time job. Often times, Councillors have full time jobs in addition to their role as City Councillor. If the job of a city Councillor were full time, individuals would not be able to hold a full time job somewhere else. If the job of City Councillor is made full time, you are disadvantaging professionals from serving in this role or someone with high seniority who would be unwilling to give that up for a 4-year term as a City Councillor.

D. Amyot asks what year the Thunder Bay survey was conducted. J. Moore indicates it was 2015. The Thunder Bay survey asked two questions: Councillors make XX amount; do you think that should change? and the Mayor makes XX amount; do you think that should change? If you think it should change, what should it change to?

T. Scislowski indicates that part of a survey should allow for information sharing, and the draft questions presented by J. Moore have done that. The average person does not know what the role of a City Councillor entails.

D. Amyot asks if in the development of the survey, will there be an opportunity for results to appear once the survey question is answered. J. Moore indicates that this is a possibility. This can be done after each question or at the end of the entire survey (i.e. thank you for your submission, here is what our information indicates.)

D. Amyot suggests time for the Committee to digest the survey questions and have comments/suggestions prepared for the next meeting. He suggests including the questions used in the Thunder Bay survey in Windsor's to conclude our survey. The survey should be easy to fill out using the "keep it simple" principle.

J. Moore indicates that the survey can be released to the news media and put on the City of Windsor's web site and social media for completion. G. Wilkki

asks how people without computers could participate. J. Moore would ensure hard copies are available at local library branches and community centres for those individuals.

D. Musyj raises a concern over potential duplication of submissions. J. Moore indicates that there are restrictions in place based on the URL used, so once a person submits a comment from that URL, the survey would not let you complete this survey again.

T. Scislowski asks the group what a realistic time period would be to have the survey “live” for responses. Two to three weeks is typical.

T. Scislowski asks if everyone is available to meet back in one week.

D. Amyot requests copies of the Thunder Bay questions from J. Moore.

S. Venditti suggests that somehow the municipal ward of the person taking the survey should be indicated. It is agreed this would be valuable.

#### **4.2 Interviews held with City Councillors – June 20 and June 21, 2018**

T. Scislowski indicates that interviews with City Councillors were conducted on June 20 and June 21, 2018. T. Scislowski and D. Amyot interviewed five councillors, and D. Musyj and G. Wilkki interviewed four councillors. Each group briefly outlines the highlights from these interviews. It was a challenge to identify how many hours Councillors typically work (i.e. light load, heavy load). These highlights include, but are not limited to the following:

- Working all the time
- Lack of privacy in the council cubicles on the second floor, must reserve meeting room
- Meet off site, so they meet at constituents’ home
- Council Secretariat used mostly for day-to-day issues when councillor is at work or away on vacation. Very valuable position/appreciated.
- Councillors for the most part do their research on their own
- Must remember, this review is for future councillors.
- Compensation should be comparable with the hours they devote to being a City Councillor
- Work week exceeds 24 hours/week, approaching 40 hours/week.
- De-politicized this and make it an annual review.
- Must be retired or have an adaptable job/work schedule to become a City Councillor

D. Amyot suggests that the comments on the chart be randomized once it is finalized. Council Secretariat to contact Councillor Marra to schedule an

interview as his input is valued on this issue and the Committee would appreciate his perspective.

T. Scislowski notes that the questions asked in the councillor interviews were for the most part the same as those asked in 2003 with the addition of the 1/3 tax free allowance.

D. Musyj suggests that a preamble accompany the on-line survey, and also mention the Town Hall meetings.

V. Critchley indicates this is exactly the same time of year Council Compensation in 2003 was considered. The recommendations would apply to the in-coming new council.

T. Scislowski outlines that ideally the survey will be live for 2-3 weeks followed by a Town Hall Meeting(s), with a report to Council in September with recommendations. (Suggested time lines: Survey: July 9-31; Town Hall Meeting(s): week of August 6<sup>th</sup>; compile report for Council meeting of September 17<sup>th</sup>.)

J. Moore indicates that if the survey is left as a simple survey (no written in answers), the turn around is instantaneous; calculations are done as they are dropped in.

D. Amyot asks if the minutes of this Committee are available to the public. S. Vlachodimos indicates not yet, but will be.

T. Scislowski suggests that the survey publicize the dates of the Town Hall meeting(s), if the date is known at that time. The Committee agrees with this suggestion.

#### **4.3 Town Hall Meeting**

T. Scislowski leads this discussion on town hall meeting(s) by asking: where?, when? & how many? V. Critchley indicates the last Town Hall meeting was held at the Main Library, with ample parking. S. Venditti inquired whether any space in the new City Hall could be used for the Town Hall meeting. Council Chambers was suggested, with parking in Lot 10 being made available to those who attend the Town Hall meeting(s).

D. Amyot indicates that the Town Hall meeting is not a debate. The process needs to be managed as part of an information exchange. In the meeting, committee members should report to the constituents in attendance what the committee has done to date. T. Scislowski requests that the communication going out prior to the Town Hall indicate what has been done to date & what

the Committee's mandate is, and that the Committee is soliciting feedback from the public.

D. Musyj suggests two Town Hall meetings on the same day; one during working hours and one in the evening. It was suggested 1-2 hour meetings with one beginning at 10:00 a.m. and the other at 6:00 p.m. D. Musyj suggests modifying the PowerPoint presentation by the City Treasurer shown at their first meeting and possibly using that at the Town Hall meetings, including any new data. Keep the discussion general (workload and compensation).

S. Venditti indicates that those in attendance be asked if anything was missed or overlooked.

D. Amyot indicates that if questions are taken from any e-mailed submissions, the Committee can address those at the meeting and then guide/manage the discussion or give those in attendance an indication as to the direction being taken.

V. Critchley states that if the meeting for the Town Hall is held in Council Chambers, it can be streamed as well.

D. Amyot suggests we hold two meetings; with each meeting not running over one hour in length. It would not be necessary to have the entire committee in attendance for both meetings. Having two (no more than three) members in attendance for each meeting. The Committee can designate who can be at which meeting.

T. Scislowski recommends that at the next committee meeting, the members should be prepared to discuss the format of the Town Hall meeting, the date, the timing, who will attend. S. Vlachodimos states that the Council Secretariat will assist with this, along with Communications Department.

#### **4.4 Comparator Survey Update**

J. Mancina indicates they have identified three single-tier municipalities that would be comparable to Windsor and three lower-tier municipalities as well. A survey was compiled including the 1/3 tax free allowance that went out this week to CAOs with a deadline of July 6, 2018..

D. Seguin notes the focus was on the core compensation (2017 data); what the Mayor and Councillors are making directly, what are they making from Boards and Commissions, if there is a Region involved, what does the Head of the Region make, and also inquiring what was subject to the 1/3 tax free, or have they dealt with the 1/3 tax free allowance, and if so when and how.

D. Seguin notes the three single tier municipalities chosen were London, Greater Sudbury and Hamilton. The three lower tier municipalities were Oakville, Kitchener and Vaughn. The Regional tiers were Halton, Waterloo and York.

G. Wilkki inquires if the City of Windsor has been surveyed by other municipalities on this issue. D. Seguin states there have been inquiries but not as pointed as our inquiry.

T. Scislowski clarifies that the information gathered from these responses will be part of the overview of the comparators. J. Mancina indicates that also, based on that information, if the existing salaries are maintained, what does that mean. If the existing salaries are preserved, compensate for the lost revenue from the 1/3 tax free allowance, what would that mean. Perhaps some options could be provided as well.

J. Mancina indicates that if we get good data back, there won't be the need for a lot of reach-out and a report could be ready by 2 weeks after the deadline for responses (end of July).

G. Wilkki indicates it is not the Committee's job to defend Councillor's pay. If people challenge the Committee, the Committee is there to gather comments and make a recommendation.

## **5. New Business**

T. Scislowski indicates the Committee needs to have some time arranged to meet with the Mayor and Councillor Marra.

D. Amyot inquires if in 2003, the Mayor was interviewed. S. Vlachodimos indicates that the outgoing mayor was interviewed.

D. Amyot suggests thought needs to be given as to what information the Committee hopes to gain from interviewing the Mayor, as this position is very different than that of City Councillor. It is important that Councillor Marra is interviewed, as he is long serving councillor with a unique perspective as a retiring member of Council. S. Vlachodimos indicates the current Mayor also served as a City Councillor prior to being elected Mayor and can provide helpful perspective on both positions. The questions asked to City Councillors would be different than the questions asked the Mayor.

D. Amyot suggest that the Committee meet with the Mayor and ask him questions concerning the compensation of a City Councillor from his perspective.

V. Critchley points out that because the Mayor's position is full time, the 1/3 tax free allowance is most impacted. J. Mancina notes that the base salary of the Mayor relative to the total compensation of the Committees and Boards is significant, almost half.

D. Amyot suggests that the Mayor be asked if he would like to provide comment on his own compensation.

T. Scislowski asks that a time be scheduled to meet with the Mayor and once the time is known, that two committee members be available to interview. Also, that Councillor Marra be contacted to participate in the Council interview process as well.

**6. Date of Next Meeting**

Committee members are requested to review the interview responses, finalize the survey questions with a draft preamble, and be prepared to discuss the Town Hall meeting(s) tentatively being held in Council Chambers the week of August 6<sup>th</sup>.

The next Committee meeting will be held Friday June 29, 2018 at 11:00 a.m., in meeting room 201, 350 City Hall Square West.

**7. Adjournment**

Moved by D. Amyot, seconded by S. Venditti  
There being no further business, the meeting is adjourned at 10:50 o'clock a.m.  
Carried.

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CHAIR

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COMMITTEE COORDINATOR