



**Governance Review
Ad Hoc Committee
Meeting Agenda**

**Tuesday, April 11, 2017
10 a.m.**

**Holland Room
Aurora Town Hall**

Public Release
April 7, 2017



Town of Aurora
Governance Review Ad Hoc Committee
Meeting Agenda

Date: Tuesday, April 11, 2017

Time and Location: 10 a.m., Holland Room, Aurora Town Hall

1. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Receipt of the Minutes

Governance Review Ad Hoc Committee Meeting Minutes of March 28, 2017

Recommended:

That the Governance Review Ad Hoc Committee meeting minutes of March 28, 2017, be received for information.

4. Delegations

5. Matters for Consideration

1. Round Table Discussion Re: Ward Systems

Recommended:

1. That the Round Table Discussion regarding Ward Systems be received and the comments of the Committee be referred to staff for consideration.

6. Informational Items

2. Memorandum from Manager of Human Resources Re: Council Compensation Review

Recommended:

1. That the memorandum regarding Council Compensation Review be received for information.

7. New Business

8. Adjournment



**Town of Aurora
Governance Review Ad Hoc Committee
Meeting Minutes**

Date: Tuesday, March 28, 2017

Time and Location: 10 a.m., Holland Room, Aurora Town Hall

Committee Members: Anna Lozyk Romeo (Vice-Chair), Steve Hinder, Bill Hogg, and Terry Jones

Member(s) Absent: Anita Moore

Other Attendees: Samantha Yew, Deputy Clerk, and Michael de Rond, Deputy Clerk, Township of Uxbridge

The Vice Chair called the meeting to order at 10:05 a.m.

1. Approval of the Agenda

**Moved by Steve Hinder
Seconded by Bill Hogg**

That the agenda as circulated by Legislative Services be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

3. Receipt of the Minutes

Governance Review Ad Hoc Committee Meeting Minutes
Tuesday, March 28, 2017

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Governance Review Ad Hoc Committee Meeting Minutes of February 28, 2017

**Moved by Terry Jones
Seconded by Steve Hinder**

That the Governance Review Ad Hoc Committee meeting minutes of February 28, 2017 be received for information.

Carried

4. Delegations

None

5. Matters for Consideration

1. GRAHC17-001 - Re: 2018 Municipal Election – Voting Methods

Staff and the Committee discussed various aspects of tabulator and internet voting. The Committee suggested that when a report is brought forward to Council, it include further information regarding a communications plan, standardized and alternative voting locations, the possibility of an online “help desk” for voter support, the use of telephone voting, best practices of other municipalities, long-term internet voting strategies, and a cost breakdown.

**Moved by Bill Hogg
Seconded by Terry Jones**

1. That Report No. GRAHC17-001 be received; and
2. That the Governance Review Ad Hoc Committee recommend to Council:
 1. That internet only voting be implemented for the 2018 municipal election; and
 2. That a report be brought forward to Council outlining internet voting options, including the comments and suggestions from the Committee.

Carried

6. Informational Items

None

7. New Business

Staff indicated that the next topic for Committee discussion will be municipal ward systems which will be discussed in April, and Council composition and compensation is scheduled to be discussed in May.

8. Adjournment

**Moved by Bill Hogg
Seconded by Steve Hinder**

That the meeting be adjourned at 11:15 a.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council at a later meeting.



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Town of Aurora
Human Resources

Memorandum

Date: April 11, 2017
To: Chair Moore, and Members of the Governance Review Ad Hoc Committee
From: Sandra McKenzie, Manager of Human Resources
Re: **Council Compensation Review**

Recommendations

1. That the memorandum regarding Council Compensation Review be received for information.

Background

The Governance Review Ad Hoc Committee has been charged with reviewing the compensation and benefits of members of Council. The last compensation and benefits review for members of Council was undertaken in 2012 by a Council Compensation Ad Hoc Committee which Mr. Dan Elliott, Director of Financial Services – Treasurer, supported with information and inputs into their discussion.

In conducting a review of the compensation and benefits of elected members of Council there are many factors which may influence the recommendations of the Committee. In support of the work of this current review process, as a starting point, staff will prepare the following information, which was considered by the last review committee. We expect to be able to deliver all of this information in an organized binder of materials in time for your May meeting agenda circulation.

Materials to be supplied by Town Staff:

1. Final Report and Council Extract of last Council Compensation Ad Hoc Committee
2. Municipal Councillors Guide: Ministry of Municipal Affairs and Housing
3. Town Policy No. 57 - Compensation and Support for Members of Council
4. Copy of current Council Compensation By-law No. 5564-13, with current amounts
5. Council compensation survey of York Region municipalities, plus other comparable nearby municipalities. (two (2) pages from last review attached as sample)

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Council Compensation Review

6. Information and implications regarding pending statutory changes to the one-third tax-free salary component currently in place at Aurora
7. Car allowance details and kilometer equivalents, and information regarding car allowances for senior management
8. Councillor expenses information: two (2) most recent annual reports, budget values and copy of Town Policy No. 28 – Corporate, Travel & Auto Expenses for employees and Councillors
9. Current schedule of meetings of Council, General Committee and Advisory Committees
10. Transition payment policy examples from other municipalities
11. Summary of Aurora's benefits plan and OMERS (Ontario Municipal Employees Retirement System) pension plan, including OMERS participation requirements.
12. Years of service for each member of the current and past term of Council
13. Comparison of income protection program of staff vs Mayor

Although Mr. Elliott could not attend in person today, we plan to attend your future meetings at which compensation and benefits of Council is planned to be discussed.

The last committee surveyed the current Council members, seeking information regarding the hours required to fulfil their duties, and other inputs. This Committee is encouraged to consider doing something similar with the current Council.

If there are any specific information needs of this Committee in connection with its review of compensation and benefits of elected Members, I ask that you make a request for such by resolution at your meeting. I fully expect that in future meetings, additional information needs may arise, to which staff will respond as expeditiously as possible.

I look forward to supporting your Committee through this review process.