

Purpose

1. The Council Remuneration Review Task Force (the “Task Force”) is established to review the remuneration and benefits paid to City of Owen Sound Council members (the “Council”).

Mandate

2. The Task Force is directed to:
 - a. conduct research;
 - b. review existing policies and practices;
 - c. make comparisons with similar sized peer and neighbouring municipalities; and
 - d. produce an independent report with recommendations for the total level of compensation, benefits, and expenses of Council.

Goals and Objectives

3. The remuneration rate should:
 - a. create an environment which attracts talented candidates with sound leadership skills and a willingness to contribute to the community; and
 - b. be at a level that does not have a negative impact on family income or be a barrier to running for Council.

Composition

4. The Task Force will consist of a minimum of three (3) members and a maximum of five (5) members of the general public who will be appointed by Council.
5. Preference will be given to public members with backgrounds or experience in human resources, finance, compensation methodology, or similar fields.
6. The chair of the Task Force will be elected by the members at its first meeting using the Clerk’s procedure in effect at the time.
7. Each member will have one vote.

Term

8. The Task Force will begin on February 1, 2024, and will expire on January 31, 2026, or when the mandate of the Task Force is met.

Reporting

9. Agendas and minutes of the Task Force will be created for internal use by the Task Force.
10. A final report will be presented to Council for consideration.

Meetings

11. Meetings will be held at the call of the chair, at a location determined by the chair.
12. A quorum of members is not required for a meeting to take place.

Delegated Authority

13. The Task Force does not have any decision-making capacity or delegated authority, except to direct staff to assist with administrative support, including the gathering of information and resource materials to assist the Task Force to achieve its mandate.

Remuneration

14. The members of the Task Force, including the chair, shall serve in a volunteer capacity with no remuneration.

Staff Resources

15. The Staff Liaison is the Director of Corporate Services.
16. The responsibility to ensure that agendas and minutes are produced will rest with the City Clerk.
17. The Task Force will be supported by staff from Finance, Human Resources and Clerk's.