

SYNOPSIS

Salary Administration Policy Amendments

Staff have reviewed the Salary Administration Policy and current salary scales for non-union staff in development of the 2024/25 operating budget and are recommending several revisions.

The recommended revisions include amending the hourly rates for casual positions, adjusting the differential between each salary step on the non-union scale to be an equal 3% between steps, reformatting the salary ranges by department, adjusting staff salaries to the new proposed scale format by moving staff to the next closest step of their new respective salary range, removing the CPI bonus for staff in the last step of their salary range and to review the end-of-salary-step process to bring back a recommendation to Council at the next salary review, and amending the salary ranges for the Building Official, Directors, Fire Inspector and Municipal Clerk positions as per the market review that was completed as part of this review process.

The recommended revisions result in a cost of \$44,590, which has been accommodated within the 2024/25 operating budget.

MOTION:

That Council approve the amendments to the Salary Administration Policy as detailed in the attached RFD.