

Type of Decision									
Meeting Date	Friday, January 21, 2011				Report Date	Tuesday, January 18, 2011			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	x	Information Only			Type of Meeting	X	Open		Closed
REPORT TITLE									
Amendment to Salary Grid Report #21/01/11/1101									

Subject: A proposed amendment to the location of one position on the newly adopted salary grid.

RECOMMENDATION: That the Treasurer's position be moved up at least two steps on the grid from Step 1 to Step 3 (a \$4,000 annual increase) in order to compensate the Treasurer for the inconsistency created when the original grid was adopted in 2005.

**WHEREAS** the salary grid created in 2005 had the Treasurer's position at Level 6;

**AND WHEREAS** the newly adopted grid more accurately reflects qualifications, experience, knowledge, and accountability for a Treasurer by placing this position at Level 7 in effect acknowledging that the position has been underpaid for the past 5 years;

**AND WHEREAS** the agreed upon position of the Treasurer at Step 1 of Level 7 is not recognizing the years of experience, education and training that our current Treasurer has and in fact is awarding a salary that would be given to a new hire;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby agree to amend the placement of the Treasurer on the current grid by moving the incumbent up to step \_\_\_\_ to more accurately reflect her tenure and qualifications.

#### BACKGROUND/EXECUTIVE SUMMARY:

Ruth has been employed in this position for over 10 years and has obtained "Job Rate" on the old scale. The position of the Treasurer on the old scale did not accurately reflect the qualifications, experience, knowledge, accountability etc. of a Treasurer. This has resulted in Ruth being paid significantly lower than her contemporaries for the past 5 years.

The new grid corrects that problem however; since the changes necessary to bring the entire staff up to date was cost prohibitive, her placement was amended and erroneously positioned at Step one of the current Level.

Since Ruth only has one year of employment with the municipality remaining prior to her early retirement, it is my recommendation that her rate of pay be moved up at least to Step 3 of the new grid. This will in some way compensate Ruth for the lower level of pay she

has received over the past 5 years due to her position being placed at a level lower than it should; and additionally alleviate some of the challenge of being paid at a starting salary on the new grid even though she had reached "Job Rate" on the old scale.

Financial Considerations/Budget Impact:

Annual increase over current annual cost at each step:

Step 1 (current placement):	\$0
Step 2	\$1,980.16
Step 3	\$3,960.32
Step 4	\$5,955.04
Step 5	\$7,935.20

Policy Impact: There is no long term policy impact as at no other time will these circumstances be repeated, and if they are, they should be treated similarly.

The Treasurer's position was unfairly being compensated due to three issues:

1. The entire salary grid was lower than the market dictates;
2. The Treasurer's position was on a lower Level than it should have been over the past 5 years;
3. The new position compensates a veteran employee at a new employee's rate.

Others Consulted: Bob Young

Approved and Recommended by the Clerk

Melinda Reith,

Municipal Clerk

*Melinda Reith*