

Recommendation:

That the C.A.O.-2023-14 report, dated June 20, 2023 regarding the Township of Douro-Dummer Pay Equity Plan be accepted; and
That staff be directed to follow the process of posting the Plan for 90 days for comments and questions from staff.

Overview:

In 2021 staff began the process to undergo a Compensation Review, a Job Evaluation and a Pay Equity Review to ensure we were competitive and fair in the market as well as compliant with legislative requirements.

The Compensation Review was completed in 2021 by Gallagher HR Consulting and resulted in a new salary grid and some movement of specific positions within the new grid that we felt had been not represented fairly. Following the completion of that review, SHRP Limited was retained to complete an analysis and revisions as required to each of the job descriptions for the employees of the Township. A further review of each job classification was conducted and the development of a gender-neutral job evaluation system was implemented to evaluate and score each position.

Conclusion:

On the basis of the work noted above, SHRP Limited prepared a Pay Equity Plan for the Township of Douro-Dummer and its employees in accordance with the legislative requirements. This Pay Equity Plan, upon acceptance by Council will be posted beginning June 21, 2023 for a 90-day period to allow for questions and review of the plan.

Financial Impact:

The total cost of this three phase project was budgeted over a three-year period and was completed within the 2021 budgeted amount of \$25,000

Strategic Plan Applicability:

To ensure and enable an effective and efficient municipal administration.