



Staff Report

Report Title: 2021 Compensation Review Proposal

Prepared By: Mary Rose Walden, Chief Administrative Officer

Department: CAO

Date: Feb. 26, 2021

Report Number: CAO-2021-02-11

File Number: H09 REV21

Attachments: Proposal

Recommendation:

That Township of Huron-Kinloss Council hereby approves Report Number CAO-2021-02-11 prepared by Mary Rose Walden, Chief Administrative Officer and accepts the proposal of Ward & Uptigrove Human Resources Solutions to complete the 2021 compensation review at a cost of \$_____.

Background:

The Compensation and Benefits Policy 2019-164 states that a salary grid market review will be conducted every four years. The next review is due in 2021.

Discussion:

We have received a quote from Ward & Uptigrove Human Resources Solutions to complete a review of the non union salary grid in the amount of \$8,000.00.

They have also provided the following additional options:

- Review of benefits - \$2,500.00
- Review of Council remuneration - \$5,000.00

We are not recommending including benefits at this time. They were reviewed in 2017.

The review of Council remuneration is also optional and we leave this to Council's discretion.

Financial Impacts:

The draft budget included \$10,000 for the required review.

If Council wants to proceed with the additional option to include Council remuneration we need to either increase the Council budget by \$5,000 or reallocate existing expenditure(s) within the budget.

Strategic Alignment / Link:

The information contained in this report is consistent with and in keeping with the municipality's Vision & Mission.

We are an accessible community that offers opportunities for everyone by being open and transparent;

Respectfully Submitted By:

Mary Rose Walden, Chief Administrative Officer

Approved By:

Mary Rose Walden, Chief Administrative Officer