

Staff Report

Report From: Tracy Mero, Finance and Human Resources Services Manager

Meeting Date: April 8, 2024

Subject: Terms of Employment for Full and Part-Time Non-Union Employees

Attachment(s): None

Recommendation:

That Goderich Town Council receives this report for information.

That Goderich Town Council authorize the Mayor and Clerk to execute the new Terms of Employment for Full and Part-Time Non-Union employees to reflect the 2023 restructuring of the Town's Organizational Structure, results of the 2023 Employee Group Evaluation, Pay Equity and Compensation Review, and the Project Team's recommendation of the new step-to-step implementation of the Non-Union Salary Grid effective April 1, 2024.

Report Summary:

Staff bring forward the new Terms of Employment for Full and Part-Time Employees to reflect the new position titles as a result of the restructuring of the Town's Corporate Organizational Structure, hours of work adjustments to include the Recreation Facility department for positions that were added to the Terms, and Schedule "B" added in relation to the new Non-Union Salary Grid effective April 1, 2024, as a result of the 2023 Employee Group Evaluation, Pay Equity and Compensation Review.

Background/Analysis:

At their August 14, 2023 meeting, Council approved the Chief Administrative Officer's recommendation of new position titles and the restructuring of the Town's Corporate Organizational Structure as a result of the Town assuming the responsibility of the recreation facility management services.

In 2023, Council approved the Chief Administrative Officer's recommendation to proceed with an Employee Group Evaluation, Pay Equity and Compensation Review for non-union and union employees. Council received the results of the comprehensive review performed by Gallagher Benefit Services (Canada) Group Inc. at their November 27, 2023 meeting.

At their March 25, 2024 special meeting, Council approved the 2024 Budget, which included supporting the Project Team's recommendation of a step-to-step implementation of the new

Non-Union Salary Grid effective April 1, 2024.

Linkages:

Corporate Strategic Plan Priority #4: Good Government

Financial Impacts/Source of Funding:

The results of the Gallagher Benefits Services (Canada) Group Inc. 2023 Compensation Review Final Report were captured in the 2024 Budget, for the applicable affected positions.

Reviewed By: Project Team Members Deanna Hastie, Director of Corporate Services/Treasurer
and Janice Hallahan, Chief Administrative Officer

Approved By: Janice Hallahan, Chief Administrative Officer
Andrea Fisher, Director of Legislative Services/Clerk