



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Dan Best**
Date: December 6 2021
Report: Administration Services
Subject: FIN32-2021 Carry Forward projects Administration.docx

2021 Administration Services - Operating Projects to carry over to 2022

1. Employee Group, Evaluation, Pay Equity, Compensation Review-2021
Approved Budget \$50,000

Project Information:

1. Employee Group Evaluation, Pay Equity and Compensation Review

This project involves the selection of a consultant to carry out the development of a job evaluation process which will include revised job descriptions, accountabilities and major tasks for each unique position and provide a job evaluation tool that can be used going forward. This will also include ensuring programs meet pay equity requirements and provides a competitive and sustainable compensation program.

Request for Proposal was issued and closed on November 10, 2021, with a recommendation to Council to award on December 6, 2021. Work will commence early in 2022 with a projected completion date of June 30, 2022.