



## Staff Report

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**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

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### **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.