

THE CORPORATION OF THE TOWNSHIP OF HORTON

Pay Evaluation Committee

December 8, 2011

There was a meeting of the Pay Evaluation Committee held in the Municipal Office on Thursday December 8, 2011. Present were Chair Bob Kingsbury and Staff Members Jennifer Barr, Finance Manager and Mackie J. McLaren, CAO/Clerk. Also present was Bruce Beakley, Human Resources Director, County of Renfrew.

1. CALL TO ORDER

Chair Kingsbury called the meeting to order at 1:05 p.m.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest by Council Members or Staff.

3. PAY EVALUATION PROCESS

Bruce Beakley reviewed the process to date and where it will go. He led the Committee Members through a regression analysis process which is used to determine pay equity when there are no male comparators. He advised that the review of staff positions and grid must meet the requirements of pay equity. He suggested that in most situations there are male comparators in each pay grid where there are female positions.

He requested to meet with Mackie McLaren in Pembroke on December 12 2011 to review the process to date.

The Committee Members completed the Job Evaluation rating summary, adding Rink Attendant.

Bruce Beakley agreed to take this information back and will create scenarios that he will give to the CAO/Clerk at their meeting on Dec 12.

Mr. Beakley said his goal is to complete the report to Council by year end. He will advise if this cannot be achieved. Mr. Beakley left the meeting at 3:00 p.m.

The Committee Members continued to update the Job evaluation rating summary document.

4. NEXT MEETING

There was no date set for a future meeting. If one is required, it will be at the call of the Chair.

5. ADJOURNMENT

Chair Kingsbury declared the Meeting to be Adjourned at 3:30 p.m.

CHAIR

CAO/CLERK