

AGREEMENT

BETWEEN

**THE CORPORATION OF THE
MUNICIPALITY OF BRIGHTON
(hereinafter referred to as the "Employer")**

And

**NON-UNION PUBLIC EMPLOYEES (hereinafter
referred to as the "Employee")**

JANUARY 1, 2025 - DECEMBER 31, 2027

Agreement between the Corporation of the Municipality of Brighton and Non-union Public Employees

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ARTICLE 1 – DEFINITIONS

- 1.1. **"EMPLOYER"** shall mean the Corporation of the Municipality of Brighton, also referred to at the Municipality.
- 1.2. **"EMPLOYEE"** shall mean any person employed by the Municipality of Brighton in a non-union position.
- 1.3. **"PROBATIONARY EMPLOYEE"** shall mean any employee who is hired to complete a six (6) month probationary period, or other term of probation as determined by the CAO, and upon satisfactory fulfillment of such action shall become a permanent full-time employee. At the discretion of the CAO, and when deemed reasonable, the probationary period for any individual may be extended or reduced.
- 1.4. **"PERMANENT PART-TIME EMPLOYEE"** shall mean any employee who has satisfactorily completed their probationary period of hire and is employed less than an average of 35 hours per calendar week.
- 1.5. **"PERMANENT FULL-TIME EMPLOYEE"** shall mean any employee who has satisfactorily completed their probationary period in a continuing position and who works an average of forty (40) hours or more per calendar week.
- 1.6. **"CONTRACT EMPLOYEE"** shall mean an employee hired on a continuous full or part-time basis that is subject to term renewal as per the provision of their contract.
- 1.7. **"DEPARTMENT HEAD"** shall mean a non-union employee at Manager level or higher who is responsible for the overall management of the department.

ARITCLE 2 - SALARY DETERMINATIONS

- 2.1 Salary shall be the remuneration received by an employee in the application of a Council approved salary schedule attached hereto as Schedule A.
- 2.2 All persons newly hired into the Non-union group shall commence at the Level 1 rate of the applicable band within the Non-union Salary Grid upon entering into such positions. Entering into a higher step may be granted subject to the Chief Administrative Officer's approval together with the input of the appropriate Department Head.
- 2.3 Any current employee appointed to a position at a higher band in the Non-union group shall begin at Level 1 or, should their current compensation be higher, they

will be placed at the next highest step to their current remuneration. Entering into a higher step may be granted subject to the Chief Administrative Officer's approval together with the input of the appropriate Department Head.

- 2.4 Despite level entry on the grid, progression through the Levels will occur until job rate is reached at Level 5, per Section 3 below.

ARTICLE 3 - STEP INCREASES

- 3.1 One Level increase within the applicable band will be granted to all permanent employees on January 1 of a calendar year, subject to a satisfactory performance report being completed and recommended by the applicable Department Head and approved by the Chief Administrative Officer until full pay rate for that position is achieved.
- 3.2 One level increase will be granted to probationary employees upon successful completion of probation, after which time their probation has expired unless the terms of hire indicate otherwise.

ARTICLE 4 – BENEFIT PLANS

- 4.1 All Permanent full-time employees under the age of seventy-one (71), provided they do not qualify under the province's benefits plan, are eligible to enroll in the benefit program upon completion of three (3) months of continuous services with the Employer unless the terms of hire indicate otherwise.
- 4.2 The employer's sole obligation is to contribute one hundred percent (100%) of the cost of billed premiums for the employee's benefits program as detailed in the benefits carrier's plan document and listed in the Employee Benefit Booklet and includes, but is not limited to:
- (a) Extended Health Care including Prescription Drugs and Medicines
 - (b) Professional Services to a maximum of eight hundred dollars (\$800) per type of service;
 - (c) Vision Care - \$600.00/24months (effective October 1, 2024). Eye examination including refractions limited to once every twenty-four (24) consecutive months to a maximum of one hundred and fifty dollars (\$150.00).
 - (d) Dental Plan – Combination of Basic Dental and Major Restorative to a maximum of \$2,500 per year in accordance with the current fee guide.

- (e) Orthodontics for all employees and dependent children, 18 years of age and under, reimbursed at 50% up to a lifetime maximum of \$3,500 starting October 1, 2024.
- (f) LTD (75% of regular earnings to a max. of \$5,000 with evidence of insurability for all amounts of coverage in excess of \$4,000);
- (g) Basic Life as (2X annual salary to \$250,000; reduced by 50% on employees 65th birthday and terminates at age 71);
- (h) Basic Accidental Insurance (2X annual salary to \$250,000; reduced by 50% on employees 65th birthday and terminates at age 71).
- (i) Employee Assistance Program (EAP)
- (j) The Employer agrees to pay health benefits under Article 4.2 (a, b, c and d) for any non-union employee, with fifteen (15) years of service, who retires early under OMERS for a period of twelve (12) months to a maximum age of sixty-five (65). Additionally, the employee has the option to pay for an additional twenty-four (24) months of the same benefits.

4.3 The Municipality shall pay one hundred percent (100%) of the cost of the basic Employer Health Tax for all eligible Employees.

4.4 **OMERS Pension**

In addition to the Canada Pension Plan every full-time permanent employee (unless exempted) shall join as a condition of hire, the Ontario Municipal Employees Retirement Plan (OMERS). The Employer and the employee shall make contributions in accordance with the provisions of the plan.

All permanent, full-time employees are required to enroll in OMERS immediately upon hire or re-classification as a permanent full-time employee.

There is no means of opting out of the plan other than through permanent employment termination.

A part-time employee may elect to enroll in OMERS.

It is the part-time employee's choice as to whether or not to enroll, but once enrolled there is no means of opting out of the plan other than through employment termination. Should the part-time employee opt not to participate in the OMERS plan, they will be required to sign an eligibility waiver indicating that

they have declined the opportunity, but this in no way precludes them from opting in at a later date.

- 4.5 Regular part-time, temporary, contract and seasonal employees, excluding students shall receive five percent (5%) in lieu of benefits plus vacation pay as per ESA.

ARTICLE 5 – HEALTH AND SAFETY

- 5.1 The Employer, the Union and the employees agree to adhere to the provisions of the *Occupational Health and Safety Act*, as may be amended from time to time.

ARTICLE 6 - SICK LEAVE AND SHORT-TERM DISABILITY

6.1 Sick Leave

Sick leave is for the sole and exclusive purpose of protecting the employee from loss of employment income when they are unable to work due to illness or physical incapacity, and when such illness or physical incapacity is not compensable under the Workplace Safety and Insurance Act. It is not intended to be a vehicle for conducting personal business, or as an extension of an Employee's vacation.

6.2 Sick Time

Every permanent full-time employee can receive up to seventy-two (72) hours of sick leave each calendar year for the purpose of personal or family member related health matters. These hours are not carried forward to the subsequent calendar year.

Effective January 1, 2026 – increase to eighty (80) hours.

6.3 Proof of Illness

The Employer reserves the right at any time to require an employee to provide a medical certificate from a legally qualified medical practitioner to satisfy itself as to the legitimacy of the employee's illness. This right will be exercised only in situations where the Employer has reasons to suspect that such illness may not be as presented by the employee to the Employer. Should there be a cost associated with the preparation of the medical certificate this cost will be borne by the employee.

6.4 Notification

It is the responsibility of every employee to notify his/her Supervisor before the commencement of the work day if they will be off work due to illness. Failure to notify the Supervisor will constitute an unjustified absence.

6.5 Short-term Disability

- (a) Short-term Disability (STD) benefits will commence on the first day of an employee's disability due to accident or hospitalization, or on the third day of an employee's illness, payable as follows:

Length of Service & Seniority	100% of Salary	of 66 2/3% of Salary
3 months but less than 1 year	1 week	16 weeks
1 year but less than 2 years	2 weeks	15 weeks
2 years but less than 3 years	3 weeks	14 weeks
3 years but less than 4 years	4 weeks	13 weeks
4 years but less than 5 years	5 weeks	12 weeks
5 years but less than 6 years	6 weeks	11 weeks
6 years but less than 7 years	7 weeks	10 weeks
7 years but less than 8 years	8 weeks	9 weeks
8 years but less than 9 years	9 weeks	8 weeks
9 years but less than 10 years	10 weeks	7 weeks
10 years but less than 11 years	12 weeks	5 weeks
11 years but less than 12 years	14 weeks	3 weeks
12 years or more	17 weeks	0
After 17 weeks – Long-term Disability takes effect		

- (b) In case of prolonged absence due to illness or accident, an employee shall submit such periodic reports representing the employee's condition as the Employer may require.
- (c) The Employer may, at its discretion, have the right to have any employee examined by a qualified medical practitioner mutually acceptable to the Employer and employee. Prior to an employee's return to work, from short-term disability, the Employer may require a medical certificate attesting to the employee's ability to return to work.
- (d) Short-term disability benefits are not payable when an employee is absent:
- For any period of pregnancy or parental leave for which the employee is entitled to be paid Employment Insurance Benefits;

- For any period of accident, hospitalization or illness that commenced while the employee was not covered by the provisions of this Agreement;
 - As a result of intentionally self-inflicted injuries while sane or insane;
 - As a result of a compensable illness or injury pursuant to the provisions of the Workplace Safety and Insurance Act;
 - As a result of active participation in war service and armed forces service;
 - As a result of participation in a criminal act.
- (e) Successive absences from work due to the same non-occupational illness or accident shall be considered as being the same period of disability for the purpose of this Article unless such absence from work is separated by sixty (60) consecutive working days, not including any vacation or lieu time that may be used upon the employee's return to work.

ARTICLE 7 - CLOTHING ALLOWANCE

7.1 Each outside full-time employee working in Public Works, Water, Wastewater, Parks and Recreation who has completed the probationary period will receive up to seven-hundred and fifty dollars (\$750) per calendar year toward the purchase of necessary work apparel, including approved green patch safety footwear, safety T-shirts, work pants, sweat shirts, winter coats and coveralls, based on the presentation and approval of valid original receipts.

At the discretion of the Director or CAO, employees not listed above may have reasonable clothing purchases reimbursed, as required for their position, based on the presentation and approval of valid original receipts.

7.2 The Employer shall provide up to three-hundred dollars (\$300.00) per year boot allowance for any other employee required to wear protective foot wear to perform their job. Payment of the footwear allowance shall be made upon receipt of proof of purchase.

7.3 As necessary and as deemed appropriate by the Employer, the following will be provided: work gloves (winter/summer), municipality logoed baseball hats, safety vests, hard hats with liners (once every 3 years), safety glasses (clear and tinted), safety rubber boots, and rain suits (once every 3 years).

- 7.4 Building inspection personnel who have completed the probationary period will receive up to seven-hundred and fifty dollars (\$750) per calendar year toward the purchase of necessary work apparel including approved green patch safety footwear, safety T-shirts, work pants, sweatshirts, winter coats and coveralls as approved by the Department Head. Payment of the apparel allowance shall be reimbursed upon receipt of payment.
- 7.5 Fire Chief and Deputy Fire Chief Clothing Allowance:
- 5 station uniforms each year.
 - 1 overcoat and 1 Dress Uniform as required.
- 7.6 Administrative Staff will be provided 2 logoed shirts or one fleece sweater/sweatshirt annually.

ARTICLE 8 - HOURS OF WORKS/OVERTIME

8.1 For Full-Time Permanent Employees

The hours of work shall be:

a) Public Works and Environmental Services Supervisors

Forty (40) hour work week 6:45 a.m. to 4:00 p.m. – Monday through Thursday with one half (1/2) hour unpaid lunch period. On Friday's 7:00 a.m. – 12:00 p.m. with no lunch period.

b) Inside Non-Union Employees

Forty (40) hour work week 8:30 a.m. – 4:30 p.m. Monday to Friday which includes a one (1) hour paid lunch period. Inside employees will be provided the option of working flex hours. Employees will work 8:30 a.m. to 4:30 p.m. with a 45 minute lunch period for 9 days. On the 10th day the employee will work 8:30 a.m. to 1:00 p.m. Core office hours of 8:30 a.m. to 4:30 p.m. must be maintained at all times. Therefore, coordination amongst staff will be necessary. Time cannot be accumulated to take full days off.

8.2 Overtime

a) For Non-Union, Non-Supervisory Employees and Supervisors

Overtime shall be defined as all work performed in excess of forty (40) hours of work per week and shall be paid at the rate of one and half (1½) times the

employee's normal rate of pay. Payment at the rate of two times the employee's regular rate of pay plus statutory holiday for all hours worked on Christmas Day and New Years Day only.

Time off in lieu may be banked to a maximum of the equivalent of forty (40) straight time hours per calendar year.

Accumulated lieu time may be taken at a time mutually agreeable between the Supervisor and/or Department Head and the employee, taking into consideration the operational requirements of the Employer. If no time is mutually agreeable, then the overtime accumulated shall be paid to the employee unless requested to be carried over to the following year, as outlined in Article 9.5.

Lieu time accumulated must be scheduled by November 15, and taken by December 31 of each year or it shall be paid to the employee concerned at the current hourly rate unless requested to be carried over to the following year, as outlined in Article 9.5.

Overtime accumulated in excess of forty (40) straight time hours, shall be paid to the employee concerned.

b) Managers Subject to On-Call Duties

Overtime shall be defined as all work performed in excess of forty (40) hours of work per week and shall be paid at the rate of one (1) times' the employee's normal rate of pay.

Time off in lieu may be banked to a maximum of the equivalent of forty (40) straight time hours per calendar year.

Accumulated lieu time may be taken at a time mutually agreeable between the Supervisor and/or Department Head and the employee, taking into consideration the operational requirements of the Employer. If no time is mutually agreeable, then the overtime accumulated shall be paid to the employee.

Lieu time accumulated must be scheduled by November 15, and taken by December 31 of each year or it shall be paid to the employee concerned at the current hourly rate unless requested to be carried over to the following year, as outlined in Article 9.5.

Overtime accumulated in excess of forty (40) straight time hours, shall be paid at one (1) times' the employee's normal rate of pay.

c) Directors and Managers not Subject to On-Call Duties

Overtime shall be defined as all work performed in excess of forty (40) hours of work per week and shall be paid at the rate of one (1) times' the employee's normal rate of pay.

Managers and above shall be entitled to bank up to forty (40) hours approved general overtime on a 1:1 ratio to be taken as time off in lieu. There will be no payment of overtime beyond the 40 hours to be taken as time off in lieu.

Accumulated lieu time may be taken at any time, taking into consideration the operational requirements of the Employer and may be requested to be carried over to the following year, as outlined in Article 9.5.

d) Extenuating Circumstances

It is acknowledged that employees may be required to work extended hours beyond the caps due to extenuating circumstances in excess of the normal hours of work on a regular basis, and therefore the Chief Administration officer has the authority to review the situation with a view to considering and approving compensation for the extra work required.

e) Meeting Overtime

Directors and Managers who must attend after-hours Council and Committee meetings will be compensated as per the Council approved meeting compensation policy.

8.3 Call-out (Supervisors and Managers Subject to On-Call Duties)

When a Supervisor or Manager Subject to On-Call Duties is called out to work outside his/her normal working hours, with less than twenty-four (24) hours notice, they will be paid a minimum of four (4) hours at the appropriate overtime rate, plus the appropriate overtime rate for every hour worked after the four (4) hours. Should another Call-Out(s) occur within the four (4) hour period noted above, the employee will not receive an additional four (4) hour minimum, but will be compensated at the appropriate overtime rate for the actual hours worked during the additional Call-Out

8.4 On Call Duty (Roads, Water, Waste Water)

Employees scheduled for on-call duty will be paid an allowance equivalent to one and a half hour pay at regular pay rate for each twenty-four (24) hour period for an on-call duty from Monday to Friday and an allowance equivalent to two hour pay for each twenty-four (24) hour period for each Saturday, Sunday and

recognized holidays until such time as the scheduled on-call duties are turned over to the next scheduled on-call employee.

On call duty is defined as that duty performed by qualified Employees who are required by the Employer to be readily available within one (1) hour of headquarters for emergency services at other than normal working hours.

Employees designated for on-call duty, who are unable to perform such duties because of illness, shall notify the Employer immediately.

The Employer will provide a vehicle and a cell phone to the regular personnel on-call who will be responsible to ensure that the call forwarding or after hours emergency notifications are being received properly.

An on-call schedule will normally be posted for the year prior to the beginning of the calendar year with scheduling following a rotating qualified personnel basis.

8.5 Water and Wastewater Systems Checks

Water and Wastewater Supervisors who are required to conduct systems checks outside of regularly scheduled shifts on Saturdays, Sundays and paid holidays will be paid each day three (3) hours at time and a half (1½) their regular rate.

8.6 Pyramiding of Benefits

There will be no pyramiding of benefits

ARTICLE 9 - VACATION ENTITLEMENT

9.1 For the purposes of calculating vacation entitlement, the annual leave year shall be from the last date of hire

9.2 When a permanent full-time employee has a break in service due to maternity leave, paternity leave, LTD or unpaid leave of absence they are entitled to 100% vacation time allocation but vacation pay is pro-rated based on regular earnings.

9.3 Permanent full-time employees shall receive vacation with pay as follows:

Upon hire, vacation will be pro-rated on the number of months divided by 12 X 15 to the nearest day.

- (a) Beginning January 1st of the vacation year during which the employee will complete one (1) full year of employment, they will be credited with fifteen (15) working days of vacation leave with pay.
- (b) Beginning January 1st of the vacation year during which the employee will complete three (3) full years of employment, they will be credited with twenty (20) working days of vacation leave with pay.
- (c) Beginning January 1st of the vacation year during which the employee will complete seven (7) full years of employment, they will be credited with twenty-five (25) working days of vacation leave with pay.
- (d) Beginning January 1st of the vacation year during which the employee will complete fifteen (15) full years of employment, they will be credited with thirty (30) working days of vacation leave with pay.

When a request for vacation is received by the Employer, they shall provide a decision on the request to the employee within a reasonable amount of time following the receipt of a request.

- 9.4 For the purposes of this Article one (1) week of vacation equals forty (40) hours or one (1) day of vacation equals eight (8) hours.
- 9.5 Accrued vacation of not more than five (5) days of any combination of vacation, float, or banked time may be carried over to the next year with approval of the Chief Administrative Officer.
- 9.6 Requests for carryover of accrued vacation, float, or banked time shall be forwarded to the Chief Administrative Officer before October 15th of the current vacation year.
- 9.7 Upon termination of employment or if any employee transfers to part-time employment, they will be paid the pro-rated monthly portion of unused vacation that was credited on January 1st. Conversely, an employee will be responsible for payment of vacation taken but not earned, based on prorated monthly calculation from January 1st.

ARTICLE 10 - LEAVES OF ABSENCE

10.1 Bereavement

Bereavement leave with full pay will be provided to permanent full-time employees during the Employer's regularly scheduled work days to be taken in succession, as follows:

- (a) Up to five (5) regular scheduled work days leave for the death of: a spouse, including common law spouse; child, including common law or step child; or parent or step parent.
- (b) Up to three (3) regular scheduled work days leave shall be granted for the death of: a, brother, step-brother, sister, step-sister, mother-in-law, father-in-law, grandparent or grandchild.
- (c) One (1) regular scheduled work day in the event of the death of an aunt, uncle, niece, nephew, brother-in-law, sister-in-law.

Notwithstanding the above, permanent part-time, seasonal, temporary and contract employees shall be entitled to bereavement days, but such bereavement days shall be prorated in accordance with the regular scheduled work week.

An employee who has to use bereavement leave during a period of vacation shall have that portion of vacation considered bereavement leave.

At management's discretion additional time without pay may be granted under special circumstances. Such determination to be made by the Department Head in consultation with the Chief Administrative Officer or their designate.

10.2 Jury or Court Witness Duty

The Employer shall grant leave of absence without loss of seniority or loss of pay to an employee who serves as a juror or has been subpoenaed as a witness in court. The employee shall pay to the Municipality any monies received for such jury or witness duty excluding payment for travelling, meals or other expenses. The employee will present proof of service and the amount of pay received.

If the employee is temporarily excused from attendance as a juror or witness for a period greater than one-half shift, the employee shall be required to attend for work.

If not selected to sit on a jury or perform witness service, the employee shall forthwith attend for work.

10.3 General Leave

The Municipality may grant leave of absence without pay and without loss of seniority for a period of not more than thirty (30) working days to any employee requesting such leave for good and sufficient cause. Such written request must be approved in advance in writing by the Chief Administrative Officer or designate. Such approval shall consider the efficient operation of the employee's department and shall not be unreasonably withheld.

In exceptional circumstances, and at the discretion of the Employer, a personal leave in excess of thirty (30) working days but less than six (6) months may be granted by the Chief Administrative Officer or designate. Leave shall be without pay for the duration of the total leave.

10.4 Other Leaves of Absence as Defined in The Employment Standards Act

Employees shall be eligible for all leaves of absence as designated under the Employment Standards Act (ESA) including, but not limited to, pregnancy, paternity, adoption, emergency, family caregiver or critically ill child.

ARTICLE 11 - FLOAT DAYS

11.1 The Corporation shall grant two (2) float days with pay to permanent full-time employees per year at a time mutually agreed between the employee and their supervisor.

11.2 Newly hired permanent full-time employees or employees leaving their employment during the course of the year shall receive float days pro-rated based on their length of service for that year.

ARTICLE 12 - PAID HOLIDAYS

12.1 For all employees the Corporation recognizes the following as paid holidays:

New Year's Day	Good Friday
Family Day	Victoria Day
Easter Monday	Civic Holiday
Canada Day	Thanksgiving Day
Labour Day	Boxing Day
Christmas Day	
last half (1/2) working day before Christmas Day	
last half (1/2) working day before New Year's Day	

12.3 In order to qualify for holiday pay, an employee must meet the qualifying standards established in the Employment Standards Act

ARTICLE 13 - PAYMENT IN LIEU OF BENEFITS AND VACATION

Contract employees shall receive five (5%) in lieu of receiving pension plan, hospital and medical coverage, vision care, dental care, short-term/long-term disability, float days and bereavement leave, as well as four (4%) in lieu of vacation as per ESA Guidelines.

ARTICLE 14 – GENERAL PROVISIONS

14.1 Mileage

The Employer will compensate an Employee for mileage expenses incurred while using their own personal vehicle for municipal business at the current rate approved by Council. Such rate is to reflect current fuel prices.

Mileage shall be calculated from the employee's daily office location or starting point (i.e. home), whichever is shorter in distance. If returning to the office, mileage shall be calculated from the meeting location to the office. If the employee is returning home from the meeting location, mileage shall be calculated from the meeting location to home or the office, whichever is shorter in distance.

Employees must submit their request for mileage allowances on a monthly basis on "Expense Claim Form" and have it approved by their Department Head prior to submission to the Finance Department for reimbursement.

14.2 Meal Allowance

An employee required to work at least three (3) consecutive hours before or after normal working hours on any day, with less than 24 notice shall receive twenty dollars (\$20) as a meal allowance for that day.

14.3 Payment/Reimbursement of Fees

Where it is determined and recommended by the Department Head and approved by the Chief Administrative Officer that membership in an organization is directly related to the department or job, or is complimentary to same and a benefit to the Corporation, the Corporation will pay or reimburse, in full, the annual membership dues.

14.4 Promotion/Transfer to Higher Classification

- i. **Temporary Transfer/Acting Pay:** Employees who work in a higher classification or are temporarily assigned to the majority of the duties of a higher paying position for longer than five (5) days shall be placed at the first increment level on the wage classification scale which provides an increase in salary and shall receive the hourly rate for the new classification for all hours worked in the higher classification.
- ii. **Permanent Promotion:** Employees promoted to a classification with a higher job rate than their own shall be placed in the first increment level on the new classification scale which provides an increase in salary.

14.5 Direct Deposit for Payroll

The Employer will continue the Direct Deposit Plan for payroll.

14.6 Personnel Files

Employees shall have the right to review his/her personnel file. The employee shall arrange a suitable time with the CAO or designate to review such file. The employee shall have the right to obtain a copy of any material contained in their personnel file.

14.7 DZ Licence Medical

The employer shall reimburse for the medical, as required to maintain an employee's DZ licence up to a maximum of \$150.00 for all employees who have the DZ, starting on January 1, 2024.

ARTICLE 15 – TERM

This agreement shall be effective from the 1st day of January 2025 unless otherwise stated and will remain in full force and effect until the 31st day of December 2027 and will continue in force from year to year thereafter unless otherwise negotiated.

15.1 Wage Grids

From January 1, 2025 to December 31, 2025, an increase of 4.75% shall be applied to the 2024 rates of the non-union pay grid.

From January 1, 2026 to December 31, 2026, an increase of 4.75% shall be applied to the 2025 non-union pay grid.

From January 1, 2027 to December 31, 2027, an increase of 3.5% shall be applied to the 2026 non-union pay grid.

15.2 Volunteer Fire Fighters

Yearly increases for Volunteer Fire Fighters will follow in accordance with the above percentage increases.

This agreement was approved by Council on December 16, 2024.

Schedule A

2025 Non-Union Salary Grid (4.75% increase from 2024)						
Grade	Positions	Step 1	Step 2	Step 3	Step 4	Step 5 (Job Rate)
11	CAO	\$ 163,001	\$ 169,522	\$ 176,303	\$ 183,354	\$ 190,689
10	Director of Finance and Administration Director of Planning and Development Director of Public Works and Infrastructure Fire Chief	\$ 126,930	\$ 132,007	\$ 137,286	\$ 142,778	\$ 148,489
9		\$ 116,378	\$ 121,034	\$ 125,875	\$ 130,910	\$ 136,147
8	Chief Building Official Clerk Manager of Approvals Manager of Infrastructure Manager of Operations	\$ 105,827	\$ 110,060	\$ 114,461	\$ 119,040	\$ 123,802
7	Deputy Fire Chief/Fire Prevention & Training Officer Deputy Treasurer Manager of Human Resources Manager of Parks and Recreation	\$ 94,622	\$ 98,407	\$ 102,343	\$ 106,438	\$ 110,695
6	Deputy Chief Building Official Manager of Economic Development & Communications Manager of Information Technology Public Works Operations Supervisor Water Supervisor Wastewater Supervisor	\$ 92,958	\$ 93,409	\$ 97,144	\$ 101,030	\$ 105,072
5	Deputy Clerk	\$ 84,100	\$ 87,463	\$ 90,962	\$ 94,601	\$ 98,384
4	Economic Development and Executive Offices Coordinator Public Works (Roads) Foreperson	\$ 78,383	\$ 81,519	\$ 84,779	\$ 88,170	\$ 91,697

Schedule A

2026 Non-Union Salary Grid (4.75% increase from 2025)						
Grade	Positions	Step 1	Step 2	Step 3	Step 4	Step 5 (Job Rate)
11	CAO	\$ 170,744	\$ 177,574	\$ 184,677	\$ 192,064	\$ 199,747
10	Director of Finance and Administration Director of Planning and Development Director of Public Works and Infrastructure Fire Chief	\$ 132,959	\$ 138,277	\$ 143,808	\$ 149,560	\$ 155,543
9		\$ 121,906	\$ 126,784	\$ 131,854	\$ 137,129	\$ 142,614
8	Chief Building Official Clerk Manager of Approvals Manager of Infrastructure Manager of Operations	\$ 110,854	\$ 115,288	\$ 119,898	\$ 124,694	\$ 129,683
7	Deputy Fire Chief/Fire Prevention & Training Officer Deputy Treasurer Manager of Human Resources Manager of Parks and Recreation	\$ 99,116	\$ 103,082	\$ 107,204	\$ 111,493	\$ 115,953
6	Deputy Chief Building Official Manager of Economic Development & Communications Manager of Information Technology Public Works Operations Supervisor Water Supervisor Wastewater Supervisor	\$ 97,374	\$ 97,846	\$ 101,758	\$ 105,829	\$ 110,062
5	Deputy Clerk	\$ 88,094	\$ 91,618	\$ 95,282	\$ 99,094	\$ 103,058
4	Economic Development and Executive Offices Coordinator Public Works (Roads) Foreperson	\$ 82,107	\$ 85,391	\$ 88,806	\$ 92,358	\$ 96,053

Schedule A

2027 Non-Union Salary Grid (3.5% increase from 2026)						
Grade	Positions	Step 1	Step 2	Step 3	Step 4	Step 5 (Job Rate)
11	CAO	\$ 176,720	\$ 183,790	\$ 191,141	\$ 198,786	\$ 206,738
10	Director of Finance and Administration Director of Planning and Development Director of Public Works and Infrastructure Fire Chief	\$ 137,612	\$ 143,117	\$ 148,841	\$ 154,795	\$ 160,987
9		\$ 126,173	\$ 131,221	\$ 136,469	\$ 141,928	\$ 147,605
8	Chief Building Official Clerk Manager of Approvals Manager of Infrastructure Manager of Operations	\$ 114,733	\$ 119,323	\$ 124,095	\$ 129,059	\$ 134,221
7	Deputy Fire Chief/Fire Prevention & Training Officer Deputy Treasurer Manager of Human Resources Manager of Parks and Recreation	\$ 102,585	\$ 106,690	\$ 110,956	\$ 115,396	\$ 120,011
6	Deputy Chief Building Official Manager of Economic Development & Communications Manager of Information Technology Public Works Operations Supervisor Water Supervisor Wastewater Supervisor	\$ 100,782	\$ 101,270	\$ 105,320	\$ 109,533	\$ 113,915
5	Deputy Clerk	\$ 91,178	\$ 94,824	\$ 98,617	\$ 102,563	\$ 106,665
4	Economic Development and Executive Offices Coordinator Public Works (Roads) Foreperson	\$ 84,980	\$ 88,379	\$ 91,915	\$ 95,591	\$ 99,415