



## PORT OF JOHNSTOWN ACTION ITEM

**Committee:** Council

**Date:** January 27, 2025

**Department:** Port of Johnstown

**Topic:** 2025 Non-Union Compensation Strategy

**Purpose:** To seek approval to adopt and apply the recently approved Township Compensation Strategy for the Port of Johnstown in 2025.

**Background:** By-law 2015-22, being a by-law to establish employment and personnel policies for the non-unionized salaried and hourly rated employees of the Township of Edwardsburgh Cardinal was adopted on May 25, 2015. Included in the provisions (policies and compensation) of this by-law are non-union employees at the Township and the Port of Johnstown (POJ).

Earlier this year, the Township retained Pesce & Associates to undertake a comprehensive salary, pay equity and market competitiveness review of non-union staff at the Township. Given that the Port of Johnstown had previously engaged another consulting firm to undertake a pay equity review to ensure compliance with federal legislation, non-union POJ staff were not included as part of the Township's comprehensive review. It was the intent of the POJ to proceed with a port specific non-union compensation review in 2025 (pending budget approval).

Estimated costs to undertake a compensation review can range from \$20K – \$50K, depending on the scope. With this potential substantial cost, staff-initiated efforts to complete this task in-house. Several other factors outlined below supported this in-house initiative.

1. As part of the Port's pay equity review, the Pay Equity Committee, consisting of both non-union and unionized staff completed a thorough review and updates to the job evaluation database for all positions (work that is required as part of a compensation review process).
2. Soliciting compensation rates from other Ports within the Province to be used as market comparators has either been met with no success, or compensation rates that can simply not be recommended in this market.

3. With the Port being owned by the Township, resulting in all staff technically and legally being Township employees, there is an obligation to ensure internal equity, in that employees in similar positions, with similar experience, skills, and contributions, should receive comparable compensation and recognition. Internal equity eliminates pay disparities and creates an inclusive work environment.

Considering the above noted factors, staff applied the recent Port's job evaluation data to the recently approved Township compensation structure. The results create a fair compensation structure framework that ensures non-union employees across the board (Township and Port) are treated fairly and equally for their work.

The results of this proposal were presented to the Port Management Committee in closed session on Thursday, January 23, with direction given to staff to present the grids attached to the report.

In prior years there would be a discussion around the cost-of-living adjustment (COLA) at this time. Given the changes required for the grid to be competitive in the market and all positions having been reviewed, the new grids will not need COLA at this time. In December 2025 the regular process of determining the COLA for 2026 will be based on the OMERS inflation rate as per current policy.

**Policy Implications:** All financial items over \$75,000 require Council approval.

**Financial Considerations:** Based on current staffing levels, the 2025 grid will add approximately \$135K to the 2025 salary budget.

**Recommendation:** That Council approve the 2025 salary grids for Port of Johnstown non-union staff effective January 1, 2025.

*Leslie Dwyman*  
General Manager



CAO