

Type of Decision									
Meeting Date	Friday, October 15, 2010				Report Date	Tuesday, October 5, 2010			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	x	Information Only			Type of Meeting	X	Open		Closed
REPORT TITLE									
Amendment to Treasurer's Salary during Clerk's Leave Report #15/10/10/1203									

Subject: Amendment to Treasurer's salary during the Clerk's leave.

RECOMMENDATION: That the Treasurer's salary be increased to Step 1 of the Clerk's salary grid for the duration of the Clerk's absence.

WHEREAS the Treasurer will be acting as Deputy Clerk during the Clerk's absence of up to 6 weeks;

AND WHEREAS increased responsibility should be rewarded with increased compensation or a short time period;

THEREFORE BE IT RESOLVED THAT the Treasurer's salary be moved to Step 1 of the Clerk's grid level for the duration of the Clerk's leave.

BACKGROUND/EXECUTIVE SUMMARY: As explained previously, the clerk will be away for up to 6 weeks for medical reasons and will not be on the payroll. During this absence all duties will fall on the Treasurer, who will now also be assuming 100% of the Treasurer's responsibility as our trainee has left.

It seems only fair to compensate Ruth based on increased responsibility. Gayle will be available to cover days off/illness etc.

Financial Considerations/Budget Impact: None – total admin salary costs for 2010 will be lower than budgeted due to Clerk's absence and period of time to fill Treasurer Trainee position. It is simply the allocation of those costs that is being altered. Increase would amount to \$198.10 gross per week.

Policy Impact: None.

Approved and Recommended by the Clerk

Melinda Reith,
Municipal Clerk

Melinda Reith