



CITY OF YELLOWKNIFE

2023 Salary Range Disclosure List

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Introduction

The City of Yellowknife (City) is publishing current salary ranges for its staff positions. This salary range disclosure is intended to provide transparency related to the pay ranges for all City positions, while respecting the privacy and employees. The City is currently updating its job classification system for all PSAC and management/excluded positions. Job classification systems establish the relative ranking of jobs by analyzing position responsibilities, accountabilities and job-specific factors using a point rating which is then used to ensure equitable and fair compensation. Once this work is completed, the City will be publicizing the pay range for each City position.

How Pay is Determined

Our Compensation Philosophy

The City balances attractive and competitive compensation with fiscal accountability for public dollars. The City is committed to treating all employees with respect and dignity, and City staff positions are evaluated through a classification system that ensures equal pay for work of equal value.

The City's approach to compensation is to provide a competitive package that is both internally and externally equitable, and competitive with the appropriate comparator(s) balanced and tailored to all employee groups. Internal equity is focused on an understanding of each role and its contribution to the organization, typically measured by factors such as skill, effort, and responsibility. Key considerations include:

- A compensation structure that considers the pay of each job relative to that of their peers with similar scope of responsibility, education, and or experience, as well as the market value of jobs within a defined comparator group.
- An appropriate balance between cash and non-cash compensation including paid time off, work-life balance and career development opportunities.
- Ensuring connection between pay and performance for all non-unionized employees.
- Incentivizing innovation, collaboration, long service and performance excellence through a combination of pay, flexible non-cash rewards and career opportunities.
- Sound governance policy and administrative practices to maintain internal and external equity.
- Fiscally responsible and sustainable compensation package(s).

How Pay Increases are Awarded

The City operates in a unionized environment and the pay rates for unionized positions can be found in each collective agreement. As unionized employees gain more experience in their positions, their pay increases according to steps within a pay range. The timing of step increases is specific to each collective agreement.

Managerial and excluded (non-unionized) positions are not governed by collective agreements. Each year, the performance of managerial and excluded employees is evaluated and merit pay increases are awarded based on performance.

Economic Adjustments

Pay structures in collective agreements and the excluded salary structure may be adjusted based on market conditions, cost of living and budget considerations. For unions, this is bargained collectively between the City and the union.

For managerial and excluded employees, the City Manager approves changes to the salary structure. These typically mirror agreed upon increases in the Public Service Alliance of Canada (PSAC) collective agreement.

On the Horizon

The City is modernizing its job classification system for PSAC staff and management and excluded staff. Municipal Enforcement Division PSAC staff and Firefighters are not included in this update given the process for confirming job duties and pay are managed separately. The current job classification system is outdated and position classifications have been adjusted over time so that position point ratings and therefore compensation now start at Pay Range 3, with no positions in Pay Ranges 1 and 2. Through a request for proposal, the City has hired a compensation consultant to develop a new job classification system, rewrite job descriptions for all eligible positions, and evaluate all positions based on the renewed classification system. It is expected that this work will be completed by the end of 2023. The implementation of the new job classification system will not result in any reduction to pay for any position, but in some cases, there may be slight increases to compensation.

The City will be reviewing and updating this disclosure document to reflect changes resulting from the modernization of the City's job classification system, and subsequently, annual updates will be made public.

City of Yellowknife Salary Ranges - 2023

Pay Range	2023 Minimum Annual Base Rate (\$)	2023 Maximum Annual Base Rate (\$)	Position Examples
Management and Excluded Positions			
M 1 - 3	78,471.00	132,584.00	Excluded – Human Resource Officer, Executive Assistant, Systems Analyst
M 4 - 5	127,861.00	167,098.00	Manager, Superintendent
M 6 - 7	147,690.00	201,583.00	Director, City Clerk
	At least 10% above top Director Rate		City Manager
Public Service Alliance of Canada (as represented by its component the Union of Northern Workers) Local X0345			
1	53,467.65	61,500.53	-
2	61,024.56	65,680.51	-
3	63,777.26	69,315.31	Cashier, Receptionist, Equipment Operator 1, Booking Clerk
4	70,872.40	77,929.71	Lifeguard, Indoor Facilities Maintainer, Administrative Assistant, Customer Service Representative, Works Maintainer
5	75,477.37	86,762.22	Equipment Operator II, Pumphouse & Liftstation Maintainer II, Emergency Dispatcher, Parks & Outdoor Facilities Maintainer
6	85,295.24	95,558.40	Library Technician, Mechanic, Geomatics Officer, Inventory Controller
7	91,498.56	103,445.91	Building Inspector II, Supervisor, Homelessness Specialist, Financial Analyst, Facilities Tradesperson, Economic Development Officer
8	96,810.20	110,315.63	Librarian, Planner, Engineer, Development & Lands Officer, Supervisor Water Treatment & Wastewater Disposal
Public Service Alliance of Canada Municipal Enforcement Officers Local X0345			
-	63,016.13	75,374.43	MED Officer I
-	74,136.64	88,675.77	MED Officer II
-	81,179.62	97,099.98	MED Officer III
International Association of Firefighters Local 2890			
-	83,631.64	111,508.86	Firefighter Classes IV - I
-	114,854.10		Senior Firefighter
-	124,889.91	128,235.18	Lieutenant I/II
-	139,386.05		Captain