



Town of Kingsville and IBEW Local 636

Amended Pay Equity Plan

August 2019

Appendix 'A' – Town of Kingsville and IBEW Local 636 Amended Pay Equity Plan

Whereas the Town of Kingsville and IBEW, Local 636 negotiated a Pay Equity Plan, posted January 24, 2006;

And Whereas there have been changes in job content and new jobs created since the date of posting;

Kingsville and IBEW, Local 636 have undertaken a pay equity maintenance process to update and amend the Pay Equity Plan.

A. Date of posting of amended plan and pay equity adjustments

The Town of Kingsville has posted the following amended Pay Equity Plan on September 10, 2019.

B. Establishment

This plan refers to the Town of Kingsville, located at 2021 Division Road North, Kingsville, ON.

C. Jobs covered by this plan

This plan covers all union jobs of the International Brotherhood of Electrical Workers, Local 636 at the Town of Kingsville.

D. Job classes covered by this plan

The following seventeen (17) job classes were identified:

GIS Technician

Computer Technician

Environmental Services

Public Works

Parks and Recreation

Municipal Services Department- Properties and Facilities PT

Seasonal/ PT Parks and Recreation

Parks and Recreation Program Administration PT

Municipal Administration Office, Building

Municipal Administration Office, Treasury Water

Municipal Administration Office, Treasury Accounts Payable

Municipal Administration Office, Reception

Municipal Administration Office, Reception/Cash

Municipal Administration Office, Planning

Municipal Administration Office, Corporate Services

Municipal Administration Office, Corporate Services/ Municipal Services

Fire Department (Administration) PT

E. Gender-predominant job classes

The parties agree to the gender predominance of each job class as follows:

Female job classes:

Parks and Recreation Program Administration PT
Municipal Administration Office, Building
Municipal Administration Office, Treasury Water
Municipal Administration Office, Treasury Accounts Payable
Municipal Administration Office, Reception
Municipal Administration Office, Reception/Cash
Municipal Administration Office, Planning
Municipal Administration Office, Corporate Services
Municipal Administration Office, Corporate Services/ Municipal Services
Fire Department (Administration) PT

Male job classes:

GIS Technician
Computer Technician
Environmental Services
Public Works
Parks and Recreation
Municipal Services Department- Properties and Facilities PT
Seasonal/ PT Parks and Recreation

There are no **Gender-Neutral** job classes.

F. Method of Comparison

The method of comparison used is a gender-neutral job comparison system, contained in the McDowall Job Evaluation System. The plan provides for a quantifiable measurement of job-related factors which include skill, effort, responsibility and working conditions. The Pay Equity Evaluation Tool contains twelve sub-factors. Each sub-factor is comprised of several levels to allow measurement of job content. Each level within the sub-factor is worth a specific number of points as set out in the evaluation system. The total number of points allocated to each job class or job classification is based on the evaluation of the twelve sub-factors.

The main four factors of Skill, Effort, Responsibility and Working Conditions have been broken down into the following twelve sub factors:

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Factors	Sub-Factors
Skill	Education Experience Decisions and Skills Ingenuity and Creativity
Responsibility	Independent Action Budgets/Funds Impact of Error Confidentiality Contacts and Influencing Others Leadership, Supervision, Functional Advice
Effort	Physical Effort & Mental Effort
Working Conditions	Disruption to Lifestyle/Working Conditions

Evaluations were performed by the Joint Pay Equity Committee (JPEC), facilitated by Advisors. Job Information Questionnaires were completed by job incumbents and signed off by managers for each unique job classification. The JPEC reviewed and evaluated each job classification utilizing the Job Information Questionnaire and job descriptions (if available) for reference. The job evaluation factors were applied to each job and effort was made to ensure consistency in application.

Job classes of equal or comparable value were determined by placing each job in its representative point band; 70-point bands to group jobs of similar value.

G. Comparison results

Jobs were placed in the similar value group based on total points.

To provide a fair, equitable Pay Equity assessment that is in keeping with the *Pay Equity Act*, the job-to-job comparison method of comparison was used.

Under the **job-to-job comparison method**, a male job of comparable value defined as being within the same range of points or range determined by bands is used as a comparator for the female jobs in the same range of points category (similar value group). The following similar value groups were used to group the jobs:

Band 1	270 to 340 points
Band 2	341 to 410 points

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Pay Equity is maintained when the job rates of the female job classes are at least as great as the job rate of the male comparator job class within the defined similar value group.

The job-to-job method of comparison produced a male comparator for all female job classes.

The job-to-job comparison method has produced the following:

Job to Job Comparison Results

Female Job Class	2019 Wage Rate	Male Job Class	2019 Wage Rate	Adjustment
Parks and Recreation Program Administration PT	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Building	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Treasury /Water	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Treasury /Accounts Payable	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Reception	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Reception/ Cash	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Planning	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Corporate Services/ Municipal Services	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Corporate Services	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Fire Department (Administration) PT	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil

(Fig. 1)

There are no pay equity adjustments required.

J. For further information, questions or comments

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