



City of St. Albert
CITY COUNCIL POLICY

Compensation Philosophy

AUTHORITY City Council	APPROVED	Res. No. C117-2011	mm 02	dd 22		Res. No.	mm	dd
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Policy

The City of St. Albert rewards employees fairly and equitably in relation to each other and also recognizes that it must compete for talent with external organizations. Therefore, base salary and total compensation will be internally fair and be within the City's financial capabilities, as well as aligned with the public sector with which the City competes for talent.

Standards

1. The City of St. Albert's compensation program is designed to achieve the following key objectives:
 - a. Attraction of a high quality and competent workforce,
 - b. Retention of high performing staff,
 - c. Reinforcement of a performance driven and a team-focused work culture,
 - d. Recognition of the organization's "ability to pay" in the interest of all stakeholders, including all City taxpayers,
 - e. Maintenance of a balance between internal equity and external competitiveness, and
 - f. Be regarded as a fair and equitable employer.
2. The City of St. Albert recognizes strong performance where employees exceed performance expectations. This means that employees can expect:
 - a. An enabling and challenging work environment where people have the tools and training to succeed and progress in the jobs.
 - b. Regular performance reviews where employees receive feedback on their performance and recognition that is commensurate with the level of contribution that was made,
 - c. Accelerated base salary increases if an employee exceeds expectations determined through their performance review up to a position's job rate.
 - d. Recognition awards (monetary and non-monetary) to recognize desired behaviors and superior performance.



3. The City of St. Albert will use a fair and equitable method of job evaluation (classification system) to assess the relative worth of non-union jobs across the organization. This methodology will allow the City to:
 - a. Fairly evaluate all types of non-union jobs,
 - b. Accurately compare non-union job scope across different occupations, and
4. A salary range will be developed for each City of St. Albert non-union job that reflects the base salary at development and maximum levels. The salary ranges will be reviewed against the selected comparators as outlined in C-HR-02 on a bi-annual basis, and adjusted as required.
5. Employee benefits at the City of St. Albert will be generally aligned with the selected comparators as outlined in C-HR-02.
6. Additional perquisites that are unique to municipal organizations will be comparable with the selected comparators as outlined in C-HR-02.

