

<b>POLICY MANUAL</b>	<b>POLICY NO. 3-31</b>
<b>For Municipality of South Dundas</b>	<b>Effective Date: January 1, 2024</b>
<b>Subject: Cost of Living Adjustments for Employees, Firefighter Volunteers and Council</b>	<b>Department: All Departments</b>

**Policy**

The Municipality of South Dundas adopts the following policy for all staff, volunteer firefighters and Council to facilitate consistent and fair annual salary inflation increases.

**Objective**

It is the purpose of this policy to provide a process for implementing the annual cost of living adjustment increases for all permanent employees including Volunteer Firefighters and Council.

**Procedure**

The Municipal salary grid will be adjusted annually based on a 1 % minimum and 3% maximum increase for employees. The adjustment will be effective January 1st each year and based on the Consumer Price Index for Ontario for the 3 years immediately preceding the year of the increase. In the event of a negative average, the non-union salary grid will remain unchanged for the ensuing year.