



Wage Reporting Policy No. GG15

Purpose:

To establish guidelines under which wage budget line overages will be reported to council.

Background:

Council has expressed a concern regarding wage budget targets not being met.

Policy:

- Staff will review all wage budget lines at the end of every quarter.
- Wage costs will be reviewed on an individual line by line basis.
- When reviewing, staff will calculate the budget year to date based on how many months have passed in the year.
- Using forecasting, staff will notify council if any one line is expected to exceed the annual budget, and measures will be discussed with council at that point on how to proceed.
- Any wage overage within the Village of Burns Lake budgets must be approved through council.

Approved: April 19, 2017

Amended: