

**From:** "Mochrie, Paul" <Paul.Mochrie@vancouver.ca>  
**To:** "Direct to Mayor and Council - DL"  
**CC:** "City Manager's Correspondence Group - DL"  
**Date:** 10/16/2020 6:20:21 PM  
**Subject:** Media enquiry - exempt staff compensation

Good evening Mayor and Council,

I am writing in regards to a media enquiry that we have received seeking comment on information obtained from an internal source asserting that certain exempt staff recently received a 17.5% salary adjustment. That assertion is incorrect.

For your reference, we will be providing the following details in response to the enquiry.

- Merit increases are budgeted for each year and are based on staff meeting performance expectations.
- For 2020, in order to reduce costs due to the operating budget challenges created by the COVID-19 pandemic, exempt staff merit increases that were due to be implemented on April 1, 2020 were delayed until October 1, 2020. This helped us achieve salary savings. The merit increases are effective going forward, they are not retroactive, so those salary savings are preserved.
- In addition, exempt staff took a 10% pay reduction in the form of unpaid furloughs from April through late September.
- It should be noted that Vancouver is the only municipality/level of government that we are aware of to put a furlough program in place, and one of only a few that held back budgeted staff increases.
- Merit increases are only applicable for staff members whose salary is below the maximum of the pay range and are based on meeting or exceeding performance expectations. The specific increase amount for each staff member varies depending on their current placement in the salary range, however the average is 4.8%.
- There was no adjustment to the exempt staff pay ranges for 2020. Accordingly, employees compensated at the top of the applicable pay range did not receive any increase.

If you have any questions or concerns regarding this matter, please let me know.

Best,  
Paul

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*The City of Vancouver acknowledges that it is situated on the unceded traditional territories of the Musqueam, Squamish, and Tsleil-Waututh peoples.*