

BULLETIN

UPDATE ON SALARY ADJUSTMENTS FOR NON-UNION EMPLOYEES

This Bulletin is meant to further clarify details outlined in COTAPSA Bulletin #9-22 regarding salary adjustments for non-union employees.

The City has provided every non-union employee with a 2.5% salary increase, retroactive to January 1, 2022. This is in addition to the previously approved 1% cost-of-living adjustment (COLA).

If you are within your salary range, you should have received a lump sum retroactive payment on your last pay statement reflecting the 2.5% increase and the 1% COLA for the time period from January 1 to April 30, 2022. The 2.5% increase and the 1% COLA will be added to your base salary and will be reflected on your pay statements moving forward.

If your salary is at the top of your salary range, you should have received a lump sum payment representing the total increase for 2022. Please note that the 1% COLA was processed first, followed by the 2.5% salary adjustment.

If for some reason you feel that your salary was not properly adjusted as per the information above, we encourage you to contact Team Central by calling (416) 338-0016 or by sending your questions through the City's web inquiry form at [found here](#).

The 2.5% increase and 1% COLA are the first steps the City is taking to ensure competitive wages for its' non-union employees. The City intends to move forward with two other important initiatives later this year:

- I. a review of salary ranges with potential adjustments to salaries to ensure competitiveness with comparable employers; and

2. a new Pay for Performance Program (or Total Rewards Program) to ensure progressive movement within salary ranges.

COTAPSA will continue to monitor these two important initiatives and will keep Members informed as more information is made available.

Should you have any questions or require further clarification, please email COTAPSA at cotapsa@toronto.ca.