

Wage Matrix and Performance Review System

Wage Matrix Development for Small Population Municipalities

A clear, well-structured compensation system does more than set wages. It builds trust, supports retention, and gives your organization a steady path forward. Matthewson & Co. helps municipalities create practical, easy-to-manage pay and performance systems that reflect real roles, responsibilities, and current market conditions.

Designed for small and mid-sized communities, our approach brings clarity to pay decisions and supports long-term organizational stability. Through a structured process, we review job descriptions, compare similar municipal roles, and develop a wage matrix with defined salary ranges and progression pathways. We link pay to performance, simplify review processes, and provide tools that make implementation straightforward for both staff and leadership.

The result is a transparent, fair, and defensible system that supports consistent decision-making, strengthens recruitment and retention, and helps employees understand how they can grow within your organization.

What We Cover

- Review and update of job descriptions
- Comparative analysis of similar roles in the province
- Development of a wage matrix with minimum, midpoint, and maximum pay
- Creation of progression pathways tied to performance
- Performance review tools and scoring system
- Templates, policies, and digital forms
- Succession and talent planning
- Implementation support for the first six months

What It Costs

- \$6,500 + tax Flat-rate fee for the full Wage Matrix and Performance Review System.
- Mileage (if required): \$0.45/km
- Accommodations (if required): billed at cost
- Online meetings available to reduce travel costs

Why Choose Matthewson & Co.?

- Built for small population municipalities
- Experience across Saskatchewan, Manitoba, and Alberta
- Practical, plain-language approach staff and Council can easily use
- Supports fair, consistent wage decisions
- Strengthens recruitment and retention
- Provides clear pathways for employee growth
- Provides steady, reliable support throughout the project

Contact us!

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Matthewson
& Co.

We Build Communities