



Municipality of Highlands East
Addendum Confirmation

Date: _____

This Is To Acknowledge Receipt of Addendum

Dave Burton
Mayor
(705) 448-2981 Ext. 425
dburton@highlandseast.ca

Number 1 Date _____

Shannon Hunter, CMO, AMCT,
Dipl.M.M.
CAO/Treasurer
(705) 448-2981, Ext. 431
shunter@highlandseast.ca

To RFP Number RFP-A-03-2019

Brittany McCaw
Deputy CAO/Treasurer
(705)448-2981, Ext. 430
bmccaw@highlandseast.ca

Robyn Rogers
Clerk
(705) 448-2981, Ext 422
rrogers@highlandseast.ca

Bidders Name _____

Bonnie Pettit, Tax Collector/
Deputy Treasurer
(705) 448-2981 Ext. 423
bpettit@highlandseast.ca

Authorized Signature _____

Earl Covert, CRSI
Road Superintendent
(705) 448-2934
ecovert@highlandseast.ca

Position _____

Stewart Hurd
Environmental Supervisor
(613) 339-2442
shurd@highlandseast.ca

This form must be completed and returned immediately to the:

Jim Alden, Property and Arena
Supervisor
(705) 448-2775
jalden@highlandseast.ca

Municipality of Highlands East
2249 Loop Road
Box 295
Wilberforce, ON
K0L 3C0

Laurie Devolin, Chief Building
Official
(705) 447-0051
ldevolin@highlandseast.ca

Faxed Confirmation is Acceptable

Chris Baughman, Acting Fire
Chief
(705) 448-2981 Ext. 428
cbaughman@highlandseast.ca

Fax: 705-448-2532

Wayne Galloway
By-law Officer
(613) 339-2442
wgalloway@highlandseast.ca

Retain a File Copy

2249 Loop Road
P.O. Box 295, Wilberforce, Ontario K0L 3C0
Telephone: 705-448-2981 Fax: 705-448-2532
Website: www.highlandseast.ca
H.S.T. # 108133430RT0001

Geographic Townships of Bicroft, Cardiff, Glamorgan and Monmouth

Addendum #1

This addendum shall form part of the RFP document. The Municipality requires a compensation/pay equity review for its Non-Union positions only.

Please note the following clarifications:

- Required to update the Municipality's Pay Equity Plan and include two, Non-Union positions not previously included in Pay Equity.
- Recommend a Non-Union salary grid based on comparable organizations to the Municipality of Highlands East.

**2249 Loop Road
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