THE CORPORATION OF THE CITY OF COURTENAY
Pay transparency report

The City of Courtenay is a vibrant community of approximately 28,000 people on the east coast of central Vancouver Island, within the traditional territory of the K'ómoks First Nation. As the urban and cultural hub of the Comox Valley, it serves a region of more than 72,000 residents and offers a high quality of life grounded in natural beauty, year-round recreation, and a strong arts and culture scene.

The City is an innovative and growing organization dedicated to providing excellent public services and fostering a positive, supportive workplace. Our corporate culture is guided by our core values — *People Matter, Be Accountable, Depend on Each Other, Pursue Excellence, and Celebrate Success*. These values shape how we recruit, engage, manage, and retain employees, and how we serve our community.

The Government of British Columbia requires employers of our size to publish an annual Pay Transparency Report. This helps promote openness, increase understanding of pay patterns, and support broader equity efforts across the province. The City views this report as one tool to support transparency in our workplace practices.

This report is based on data submitted through the provincial Pay Transparency reporting tool for the period of January 1 to December 31, 2025. The tool uses sex-based data and standardized calculations prescribed by the Government of British Columbia. While the City maintains comprehensive employee data, the reporting tool has several limitations — including its inability to account for multiple positions, mid-year job changes, collective agreement structures, or varied pay classifications. These constraints may affect how the results should be interpreted.

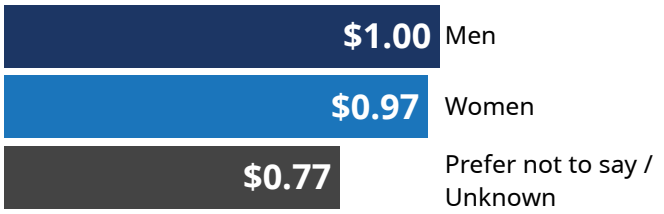
Despite these limitations, the City is committed to accurate reporting, clear communication, and continued efforts to support fairness and equity in our workplace. This document presents the required calculations, explains the methodology, and provides context to help readers understand the results.

Employer details

Employer:	THE CORPORATION OF THE CITY OF COURTENAY
Address:	830 Cliffe Avenue, Courtenay, BC
Reporting Year:	2026
Time Period:	January 1, 2025 - December 31, 2025
NAICS Code:	91 - Public administration
Number of Employees:	300-999

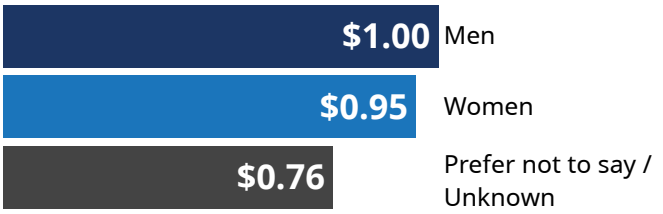
Hourly pay

Mean hourly pay gap[1]



In this organization women's average hourly wages are 3% less than men's. For every dollar men earn in average hourly wages, women earn 97 cents in average hourly wages. *

Median hourly pay gap[2]



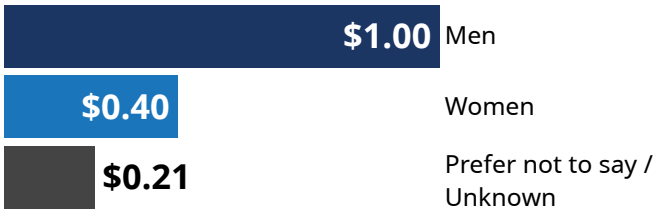
In this organization women's median hourly wages are 5% less than men's. For every dollar men earn in median hourly wages, women earn 95 cents in median hourly wages. *

Explanatory notes

1. "Mean hourly pay gap" refers to the differences in pay between gender groups calculated by average pay. Hourly pay does not include bonuses and overtime.
2. "Median hourly pay gap" refers to the differences in pay between gender groups calculated by the mid range of pay for each group. Hourly pay does not include bonuses and overtime.

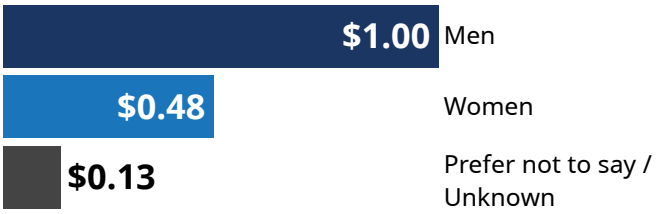
Overtime pay

Mean overtime pay [3]



In this organization women's average overtime pay is 60% less than men's. For every dollar men earn in average overtime pay, women earn 40 cents in average overtime pay. *

Median overtime pay [4]



In this organization women's median overtime pay is 52% less than men's. For every dollar men earn in median overtime pay, women earn 48 cents in median overtime pay. *

Mean overtime paid hours [5]

Difference as compared to reference group (Men)

Women	-8
Prefer not to say / Unknown	-12

In this organization the average number of overtime hours worked by women was 8 less than by men. *

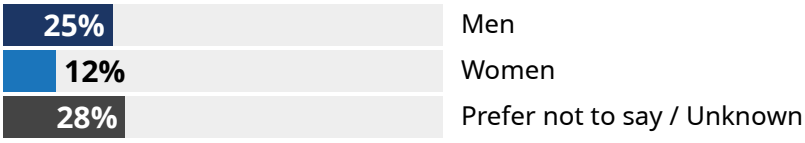
Median overtime paid hours [6]

Difference as compared to reference group (Men)

Women	-2
Prefer not to say / Unknown	-6

In this organization the median number of overtime hours worked by women was 2 less than by men. *

Percentage of employees in each gender category receiving overtime pay



Explanatory notes

3. "Mean overtime pay" refers to overtime pay when averaged for each group.
4. "Median overtime pay" refers to the middle point of overtime pay for each group.
5. "Mean overtime paid hours" refers to the average number of hours of overtime worked for each group.
6. "Median overtime paid hours" refers to the middle point of number of overtime hours worked for each group.

Bonus pay

Mean bonus pay [7]

This measure cannot be displayed because there is insufficient data to meet disclosure requirements.

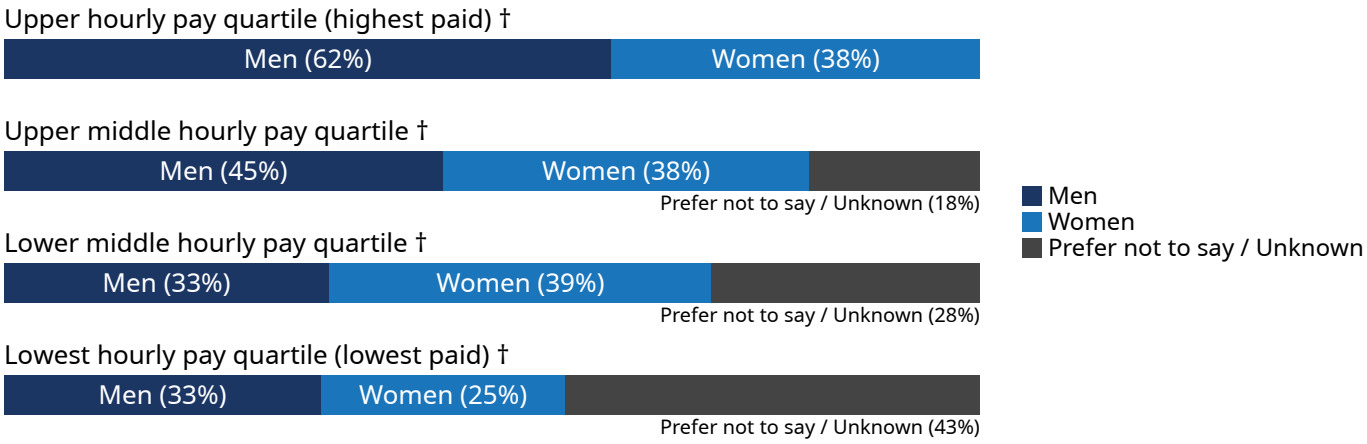
Median bonus pay [8]

This measure cannot be displayed because there is insufficient data to meet disclosure requirements.

Percentage of employees in each gender category receiving bonus pay

This measure cannot be displayed because there is insufficient data to meet disclosure requirements.

Percentage of each gender in each pay quartile [9]



In this organization, women occupy 38% of the highest paid jobs and 25% of the lowest paid jobs.

† This pay quartile was reduced to suppress gender categories consisting of less than ten (10) employees.

Explanatory notes

7. "Mean bonus pay" refers to bonus pay when averaged for each group.
8. "Median bonus pay" refers to the middle point of bonus pay for each group.
9. "Pay quartile" refers to the percentage of each gender within four equal sized groups based on their hourly pay.

Data constraints

The structure of the Pay Transparency reporting tool is limited and cannot account for several important factors, including:

- employees with multiple positions and pay rates
- employees who changed employment status during the reporting period (temporary, casual, part-time, full-time)
- mid-year promotions and reclassifications (red circling, banding, and changes in banding)
- employees moving between different roles with different pay rates
- multidimensional pay structures (tenure, qualifications, education, years of experience)
- union contract considerations (LOUs and collective agreement structures)

Because these factors are not reflected in the tool, the results may include structured sources of error that affect the quality, reliability, integrity and accuracy of the report.

*In accordance with the Pay Transparency Act and reporting rules designed to protect the anonymity and privacy of respondents, one or more gender categories has been excluded due to insufficient numbers to meet disclosure requirements.

* In accordance with the Pay Transparency Act and reporting rules designed to protect the anonymity and privacy of respondents, one or more gender categories has been excluded due to insufficient numbers to meet disclosure requirements.