



PERSONAL STABILITY | BUSINESS FOUNDATION

Payroll

Equilibrium Financial will manage your payroll and maintain your payroll records. Our experience staff will calculate deductions, pay your employees, and remit your source deductions to appropriate government agency. Part of payroll process Equilibrium Financial will:

- ✚ Remit your payments
- ✚ Establish Payroll policies and procedures
- ✚ Educate you on your statutory obligation as pertaining to payroll
 - ✚ Contractual obligation regarding recordkeeping
 - ✚ Ontario Employment Standards

Employment Standards

Fairness in the workplace is the right of all Ontarians.

Employment standards are enforced under the Employment Standards Act, 2000 (ESA), which sets out the minimum standards that employers and employees must follow.

The Ministry of Labour, through its Employment Standards Program:

- ✚ enforces the ESA and its regulations
- ✚ provides information and education to employers and employees, making it easier for people to understand and comply voluntarily
- ✚ investigates possible violations
- ✚ resolves complaints

What is the purpose of the Employment Standards Act, 2000 (ESA)?

The ESA sets out rights of employees and requirements that apply to employers in most Ontario workplaces.

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Are there rules in the ESA about wage increases?

The ESA does not address wage increases. It does provide for minimum wages. The minimum wage rates and scheduled increases are set out below:

Minimum Wage Rate	March 31, 2008	March 31, 2009	March 31, 2010
General Minimum Wage	\$8.75 per hour	\$9.50 per hour	\$10.25 per hour
Student Minimum Wage	\$8.20 per hour	\$8.90 per hour	\$9.60 per hour
Liquor Servers Minimum Wage	\$7.60 per hour	\$8.25 per hour	\$8.90 per hour
Hunting and Fishing Guides Minimum Wage	\$43.75: Rate for working less than five consecutive hours in a day; \$87.50: Rate for working five or more hours in a day whether or not the hours are consecutive	\$47.50 \$95.00	\$51.25 \$102.50
Homeworkers Wage (110 per cent of the general minimum wage)	\$9.63 per hour	\$10.45 per hour	\$11.28 per hour

Source: Employment Standards Act (ESA) - www.labour.gov.on.ca