

The Corporation of the Municipality of West Grey
By-law Number 88 - 2015

Being, a By-law to set remuneration and allowances for employees of the Municipality of West Grey.

Whereas, Section 283 of the Municipal Act, S.O. 2001, c25, authorizes Councils of Municipalities to pass By-laws for the paying of remuneration to employees of the Municipality.

Now therefore, the Council of the Municipality of West Grey hereby enacts as follows:

1. Definitions:

For the purposes of this By-law:

“employees” shall mean any salaried officer, full time and part time servant or other person in the employ of the Municipality,

“Sick leave” shall mean an allowance for absence from regular work,

“Sick leave certificate” means a certificate from a qualifying physician verifying an inability for an employee to report to regular work duties.

“Usual hours” means hours noted on the job description of the employee.

2. Benefits:

- a) The Municipality shall pay, on behalf of all permanent, full time employees and part time employees working over 30 hours per week consistently over a three month period the following group benefits:
- i) 100% of the cost of Group Life Insurance equal to 1.5 times the employee’s annual earnings
 - ii) Accidental Death and Dismemberment
 - iii) Long Term Disability with two (2) year own occupation coverage
 - iv) Weekly Indemnity (Short Term Disability)
 - v) Extended Health Coverage
 - vi) Vision Care
 - vii) OMERS Pension Plan (50-50)
 - viii) Audio Care
- b) All fulltime and any qualifying part time employees shall be required to accept the above mentioned benefit package.
- c) The Municipality will reallocate any savings realized from an employment insurance reduction-wage loss plan into the improvement of employee benefits.

3) Clothing/Dental Allowance:

- a) All full time employees will receive reimbursement up to a maximum of \$1,000.00 per calendar year for a medical allowance to be used for dental and/or chiropractic care and/or eye examinations and/or prescription eyewear and/or any other medical as prescribed by a physician, and for naturopathic/homeopathic medicine and/or treatment. Carrier insurance must be applied for first on any of the above noted items that are applicable. Receipts must be provided.
- b) All full time employees will receive reimbursement up to \$200.00 per year for boot/clothing allowance (required for health and safety). Receipts must be provided.

4) General:

- a) Wage ranges are established on Schedule "A". Schedule "A" forms part of this By-law.
- b) That Contracted employees be paid as in accordance with the applicable by-law.
- c) Full-time permanent clerical staff (excluding senior staff) receive \$35.00 when acting as a Recording Secretary at an evening meeting of a West Grey Committee.

5) Exclusions/Additions:

That the current wage of the Rural Roads Supervisor and the Public Works Operator/Labourers, shall be held at their current rates until their pay is in line with the pay grid.

6) Use of Corporate Equipment and Vehicles:

The Corporation encourages the proper use and maintenance of Corporate equipment and vehicles. Employees and municipal representatives shall use equipment and vehicles for corporate purposes, and not for personal use or gain.

7) Use of Personal Vehicles

The Corporation shall reimburse employees for the use of personal vehicles while on municipal business at a rate equivalent to the rate per kilometer provided to County of Grey employees.

8) Schedule "A":

That Schedule "A" is to be declared to form part of this By-law.

9) Repealing of Previous By-law:

By-law Number 41-2015 is hereby repealed.

10) Effective Date of By-law:

This By-law shall come into full force and effect on the 1st day of January, 2016, save and except for Schedule "A" to this by-law that shall come into full force and effect on the 10th day of January, 2016.

Read a first and second time, this 21st day of December, 2015.

Read a third time, and finally passed this 21st day of December, 2015.

(Signed)

Mayor – Kevin Eccles

(Signed)

CAO/Deputy Clerk – Larry C. Adams

SCHEDULE "A"
To By-Law Number 88 - 2015

<u>Position/Title</u>	<u>Wage Range</u>
<u>Administration</u>	
Director of Finance/Treasurer	\$71,387.68 - \$89,234.60
Clerk	\$65,621.92 - \$82,027.40
Tax Collector/Deputy Treasurer	\$48,339.20 - \$60,424.00
Administrative Assistant - Payroll	\$39,472.16 - \$49,340.20
Accounts Receivable Clerk/Receptionist	\$19.46 - \$24.33/hr
Accounts Payable Clerk	\$19.46 - \$24.33/hr
Clerical Assistant	\$18.48 - \$23.10/hr
<u>Public Works</u>	
Director of Infrastructure & Public Works	\$71,387.68 - \$89,234.60
*Roads Supervisor	\$26.56 - \$33.20/hr**
Utility Supervisor	\$26.56 - \$33.20/hr
Rural Lead Hand	\$23.16 - \$28.95/hr
Utility Operator/Labourer	\$21.69 - \$27.11/hr
*Operator/Labourer	\$19.46 - \$24.33/hr**
Operator/Labourer Contract – Seasonal	\$19.46 - \$24.33/hr
Public Works Administrative Assistant	\$19.46 - \$24.33/hr
Landfill Attendant	\$15.51 - \$19.39/hr
<u>Recreation</u>	
Facility Manager	\$48,172.80 - \$60,216.00
Recreation Attendant	\$17.50 - \$21.87/hr
<u>Library</u>	
CEO/Chief Librarian	\$54,090.40 - \$67,613.00
Children’s Librarian (Part Time)	\$20.45 - \$25.56/hr
Branch Librarian (Part Time)	\$16.50 - \$20.63/hr
<u>Fire</u>	
Fire Chief/Emergency Measures/Health & Safety	\$65,621.92 - \$82,027.40
<u>Inspection</u>	
Director of Building Services/C.B.O.	\$65,621.92 - \$82,027.40
Permit Technician – Building	\$21.69 - \$27.11/hr
Crossing Guard	\$12.57 - \$15.71/hr

** Current incumbents’ pay rate is red-circled until their pay is in line with the pay grid.