

**THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH/CARDINAL**

BY-LAW NO. 2016-83

**“BEING A BY-LAW TO AMEND BY-LAW 2015-22 AS AMENDED TO ESTABLISH
EMPLOYMENT AND PERSONNEL POLICIES FOR NON-UNIONIZED SALARIES AND
HOURLY RATED EMPLOYEES OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL”**

WHEREAS By-law 2015-22 as amended, being a by-law to establish employment and personnel policies for non-unionized salaries and hourly rated employees of the Township of Edwardsburgh/Cardinal, was passed by Municipal Council at its regular meeting of May 25, 2015;

AND WHEREAS it is deemed desirable to amend said by-law for the reclassification of the Community Development Coordinator position;

NOW THEREFORE the Council of the Corporation of the Township of Edwardsburgh/Cardinal enacts as follows:

1. That Schedule “B” of By-law 2015-22 is amended by deleting the Community Development Coordinator position as a Level 3 in the job classification.
2. That Schedule “B” of By-law 2015-22 is amended by adding the Community Development Coordinator position as a Level 4 in the job classification.
3. That all other provisions of By-law 2015-22 as amended shall remain in force and effect.
4. That this by-law will come into force and effect upon passing.

Read a first and second time in open Council this 28th day of November, 2016.

Read a third and final time, passed, signed and sealed in open Council this 28th day of November, 2016.



Mayor



Deputy Clerk

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Schedule B
By-law 2015-

Periodically, the Township will review external salary survey information to ensure that total compensation continues to be competitive with the external market.

Job Classifications:

Level 8	CAO/Clerk
	Port General Manager
Level 7	Director of Operations
	Operations Manager
Level 6	Fire Chief (volunteer)
	Maintenance Manager
	Treasurer
Level 5	Chief Building Official and Fire Prevention Officer
	Chief Water-Sewer Operator
	General Foreman
	Manager of Parks, Recreation & Facilities
	Roads Superintendent
Level 4	Assistant General Foreman
	Assistant Chief Water-Sewer Operator
	Community Development Coordinator
	Deputy Clerk
	Office Manager
Level 3	Finance Assistant – AP/Payroll
	Finance Assistant – Taxes/AR
	Office Admin Assistant/H&S Coordinator
Level 2	Administrative Assistant
Level 1	None

Salary Ranges as of January 1, 2015:

35 Hour Work Week						
Level	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
8	101,055	106,107	111,160	116,214	121,266	126,319
7	82,865	87,009	91,152	95,295	99,438	103,581
6	68,426	71,847	75,269	78,689	82,111	85,532
5	56,109	58,915	61,720	64,526	67,332	70,137
4	46,009	48,311	50,611	52,911	55,212	57,512
3	37,728	39,614	41,501	43,387	45,273	47,159
2	30,937	32,483	34,030	35,578	37,125	38,671
1	25,368	26,636	27,906	29,174	30,442	31,710
40 Hour Work Week						
Level	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
8	115,491	121,266	127,040	132,815	138,590	144,364
7	94,703	99,438	104,173	108,909	113,644	118,378
6	78,201	82,111	86,021	89,931	93,842	97,752
5	64,125	67,332	70,538	73,744	76,950	80,156
4	52,582	55,212	57,840	60,470	63,099	65,728
3	43,118	45,273	47,430	49,585	51,741	53,897
2	35,356	37,125	38,892	40,660	42,428	44,195
1	28,993	30,442	31,891	33,341	34,791	36,240

Salary Ranges as of January 1, 2016:
1.16% increase

35 Hour Work Week						
Level	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
8	102,227	107,338	112,450	117,562	122,672	127,784
7	83,826	88,018	92,209	96,400	100,592	104,783
6	69,220	72,681	76,142	79,602	83,063	86,525
5	56,760	59,598	62,436	65,274	68,113	70,951
4	46,543	48,871	51,198	53,525	55,852	58,179
3	38,166	40,074	41,982	43,890	45,798	47,706
2	31,296	32,860	34,425	35,991	37,555	39,120
1	25,662	26,945	28,229	29,512	30,795	32,078
40 Hour Work Week						
Level	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
8	116,831	122,672	128,514	134,356	140,197	146,039
7	95,801	100,592	105,382	110,172	114,962	119,751
6	79,108	83,063	87,019	90,975	94,930	98,886
5	64,869	68,113	71,356	74,599	77,843	81,086
4	53,192	55,852	58,511	61,171	63,831	66,490
3	43,618	45,798	47,980	50,160	52,342	54,522
2	35,766	37,555	39,343	41,132	42,920	44,708
1	29,329	30,795	32,261	33,727	35,195	36,661