

Corporation of the City of Brockville

By-Law Number 50 -2001

BY-LAW TO ESTABLISH AND FIX 2001 SALARY SCALES, INCLUDING CLASSIFICATIONS, FOR CERTAIN OFFICERS AND EMPLOYEES OF THE CORPORATION OF THE CITY OF BROCKVILLE.

The Council of the Corporation of the City of Brockville enacts as follows:

1. THAT effective April 1, 2001, unless otherwise noted, Officers and Non-Union employees of the Corporation of the City of Brockville shall be paid for the performance of their respective duties in accordance with the classifications annexed hereto as Schedule "A", "B" and "C" forming part of this By-Law.
2. The Chief Administrative Officer/Clerk has the authority to authorize reclassifications based on the City's Salary Administration Program.
3. THAT By-Law Number 39-2000 is hereby rescinded.

GIVEN UNDER THE SEAL OF THE CORPORATION OF THE CITY OF BROCKVILLE
AND PASSED THIS 26th DAY OF June 2001.



MAYOR



CAO/CLERK

SCHEDULE "A" TO BY-LAW NUMBER 50-2001

| <u>CLASS</u> | <u>\$ START LEVEL</u> | <u>\$ TOP LEVEL</u> | <u>RANGE PROGRESSION</u> |
|---------------------|----------------------------------|--------------------------------|-------------------------------------|
| 35 | \$61,910 | \$74,067 | |
| 36 | \$65,582 | \$79,249 | 5 Years to |
| 37 | \$70,742 | \$84,685 | Top Level |
| 38 | \$75,912 | \$90,606 | |
| 39 | \$77,774 | \$95,416 | 12 Month |
| 40 | \$86,034 | \$112,078 | Reviews |

| <u>POSITION:</u> | <u>2001 CLASS</u> |
|------------------------------------|--------------------------|
| Director of Human Resources | 35 |
| Director of Planning | 35 |
| Fire Chief | 36 |
| Director of Finance | 36 |
| Director of Community Services | 37 |
| Director of Operations | 38 |
| Chief Administrative Officer/Clerk | 40 |

SCHEDULE "B" TO BY-LAW NUMBER 50 -2001

| <u>SALARY GRADE</u> | HOURLY RATE | | |
|--------------------------------|---------------------|--------------------|---|
| | <u>START</u> | <u>MAX.</u> | |
| | \$ | \$ | |
| 3 | 7.98 | 11.54 | Salary Grades 3 - 12 inclusive - 1 Year to TOP LEVEL - 6 month reviews |
| 4 | 8.48 | 13.10 | |
| 5 | 9.03 | 13.52 | |
| 6 | 9.60 | 13.80 | |
| 7 | 10.20 | 14.25 | |
| 8 | 10.84 | 14.38 | |
| 9 | 11.54 | 15.31 | |
| 10 | 13.48 | 16.03 | |
| 11 | 13.73 | 17.54 | |
| 12 | 14.39 | 18.06 | |
| 13 | 14.63 | 18.38 | Salary Grades 13 - 18 inclusive - 2 Years to TOP LEVEL - 6 month reviews |
| 14 | 14.88 | 18.79 | |
| 15 | 15.33 | 20.15 | |
| 16 | 16.28 | 20.83 | |
| 17 | 16.59 | 21.27 | |
| 18 | 18.29 | 21.94 | |
| 19 | 20.42 | 24.12 | |
| 20 | 21.18 | 24.50 | |
| 21 | 22.06 | 25.35 | |
| 22 | 22.70 | 26.24 | Salary Grades 19 - 24 inclusive - 3 Years to TOP LEVEL - 6 month reviews |
| 23 | 24.51 | 27.37 | |
| 24 | 25.39 | 28.52 | |
| 25 | 26.54 | 29.72 | |
| 26 | 27.75 | 30.86 | |
| 28 | 29.33 | 37.81 | |
| | | | Salary Grades 25 - 40 inclusive - 5 Years to TOP LEVEL -12 MONTH REVIEWS |
| | | | |
| | | | |
| | | | |

Schedule "B" - continued - page 2

| <u>SALARY GRADE</u> | <u>POSITION</u> | <u>HOURS OF WORK</u> |
|--------------------------------|--|---------------------------------|
| 3 | | |
| 4 | Clerk-Typist | (35) |
| | Cemetery Groundskeeper I | (40) |
| 5 | | |
| 6 | Cemetery Groundskeeper II | (40) |
| 7 | | (40) |
| 8 | | |
| 9 | Secretary I | (35) |
| | Theatre Technician | (40) |
| 10 | Secretary II | (35) |
| 11 | Secretary II - Pollution Control Plant | (35) |
| | Secretary II - Clerk/Administration | (35) |
| | Foreman I - Landfill | (40) |
| | Payroll Inventory Clerk | (40) |
| | Dispatcher/Clerk | (40) |
| 12 | | |
| 13 | Secretary III | (35) |
| | Payroll/Inventory Clerk | (40) |
| 14 | | |
| 15 | Administrative Co-Ordinator | (35) |
| | Accounting and Payroll Officer | (35) |
| | Cemetery Superintendent | (40) |
| | Network Technician | (40) |
| 16 | Laboratory Technician | (40) |

Schedule "B" - continued - page 3

| <u>SALARY</u> <u>GRADE</u> | <u>POSITION</u> | <u>HOURS</u> <u>OF WORK</u> |
|---|--|--|
| 17 | Financial Analyst/Internal Auditor | (35) |
| | Employee Relations Co-Ordinator | (35) |
| | Foreman II -Pollution Control Plant | (40) |
| | -Public Works | (40) |
| | -Parks/Facilities | (40) |
| | Executive Assistant to Mayor and CAO | (35) |
| 18 | Foreman III | (40) |
| | Supervisor I -Arenas | (40) |
| 19 | Systems Analyst | (40) |
| | Administrator Recreation & Cultural Programs | (40) |
| | Financial Administrative Analyst | (40) |
| 20 | | |
| 21 | Chief Building Official | (37.5) |
| | Planner | (35) |
| | Deputy City Clerk | (40) |
| | Supervisor III -Parks/Facilities | (40) |
| 22 | Supervisor Capital & Treasury Services | (40) |
| | Supervisor of Accounting Services | (40) |
| | Supervisor of Revenues & Customer Services | (40) |
| | General Accountant | (35) |
| | Museum Director | (35) |
| | Engineering Associate | (40) |
| | Supervisor IV -Public Works | (40) |
| | -Pollution Control Plant | (40) |
| | -Fleet | (40) |
| | -Solid Waste and Transit | (40) |
| 23 | Supervisor V - Information Systems | (40) |
| 24 | Municipal Engineer | (40) |
| 25 | Economic Development Officer | (40) |
| 26 | | |
| 27 | | |
| 28 | Deputy Fire Chief | (37.5) |

NOTES:

- (a) Grades 3 to 12 1 year to maximum
6 month reviews
- (b) Grades 13 to 18 2 years to maximum
6 month reviews
- Grades 19 to 24 3 years to maximum
6 month reviews
- Grades 25 to 40 5 years to maximum
12 month reviews
- (c) Recording Secretary Council Meeting \$59.18/meeting
- (d) Quoted hourly rates are to be converted to an annual salary by multiplying by 2,080 hours, 1,950 hours or 1,820 hours and the annual salary, or portion thereof, is delivered in bi-weekly pays within the calendar year.
- (e) Employee in positions of Salary Grades 3 to 19, when relieving in positions of a higher salary grade for more than three (3) consecutive working days, will receive a higher rate of pay within the salary range of the higher position or a minimum 10% above their current rate whichever is greater but not more than the maximum salary and not less than the starting salary for such other position.
- (f) Employees in positions in Salary Grades 20 to 39, when relieving in positions in a higher salary grade for more than three (3) consecutive weeks, will receive a higher rate of pay within the salary range of the higher position or a minimum of 10% above their current rate which ever is greater.

2001

SCHEDULE "C" - HOURLY RATES

CITY OF BROCKVILLE

CASUAL/PART-TIME & SUMMER EMPLOYEES - ALL DEPARTMENTS

NON-UNION

| | | |
|---------------------------|-------------------------|------------------------|
| <u>WATERFRONT:</u> | Age 16 | Age 17 |
| | <u>And Under</u> | <u>And Over</u> |
| National Lifeguard | \$7.72 | \$7.80-\$8.25 |
| Supervisor | | \$8.34-\$9.76 |

NOTE:
Ontario Minimum Wage:
2001 General \$6.85
 Under 18 \$6.40

- All figures are maximum
- Paid ONLY for hours worked
- Cannot work more hours than immediate supervisor
 - Benefits - in accordance with the Employment Standards Act
 - C.A.O. has authority to increase any rate of up to 25 cents per hour

GENERAL:
Technician/Technologist and Administration **

** year of formal education completed
Beyond Secondary School level

| | |
|-------------------|---------|
| 1st year | \$ 8.27 |
| 2nd year | 9.76 |
| 3rd year & beyond | 11.01 |

Rink Rats/Ticket Taker/Seller
Ticket Taker/Cashier
Arena/Marina Attendant - Bartender/Supervisor
Skating - Pro
 - Non Pro

| Applicable Minimum Wage | |
|-------------------------|-----------|
| \$ 6.40 | - \$ 7.61 |
| 8.27 | - 11.25 |
| 10.90 | - 28.65 |
| 7.09 | - 12.75 |

Clerk-Typist
Stenographer/Secretary/Specialized Clerk

| | |
|------|---------|
| 8.15 | - 12.04 |
| 9.04 | - 13.60 |

General Labour/Maintenance/Janitorial
Part Time Bus Driver (casual)
Summer Student (general)

| | |
|-------|---------|
| 9.66 | - 12.52 |
| 13.33 | - 13.87 |
| 7.80 | - 8.25 |

| <u>SALARY GRADE</u> | <u>POINT VALUE START-MAX</u> | <u>HOURLY RATE</u> | | <u>RANGE PROGRESSION</u> |
|-------------------------|---------------------------------------|--------------------|-------------|---|
| | | <u>START</u> | <u>MAX.</u> | |
| | | \$ | \$ | |
| 3 | - 235 | 7.98 | 11.54 | Salary Grades 3 - 12 inclusive - 1 Year to TOP LEVEL - 6 month reviews |
| 4 | 236 - 258 | 8.48 | 13.10 | |
| 5 | 259 - 278 | 9.03 | 13.52 | |
| 6 | 279 - 302 | 9.60 | 13.80 | |
| 7 | 303 - 325 | 10.20 | 14.25 | |
| 8 | 326 - 350 | 10.84 | 14.38 | |
| 9 | 351 - 370 | 11.54 | 15.31 | |
| 10 | 373 - 395 | 13.48 | 16.03 | |
| 11 | 396 - 426 | 13.73 | 17.54 | |
| 12 | 427 - 455 | 14.39 | 18.06 | |
| 13 | 456 - 481 | 14.63 | 18.38 | Salary Grades 13 - 18 inclusive - 2 Years to TOP LEVEL - 6 month reviews |
| 14 | 482 - 505 | 14.88 | 18.79 | |
| 15 | 506 - 536 | 15.33 | 20.15 | |
| 16 | 537 - 566 | 16.28 | 20.83 | |
| 17 | 567 - 590 | 16.59 | 21.27 | |
| 18 | 591 - 610 | 18.29 | 21.94 | |
| 19 | 611 - 635 | 20.42 | 24.12 | |
| 20 | 636 - 660 | 21.18 | 24.50 | |
| 21 | 661 - 690 | 22.06 | 25.35 | |
| 22 | 691 - 730 | 22.70 | 26.24 | |
| 23 | 731 - 785 | 24.51 | 27.37 | Salary Grades 19 - 24 inclusive - 3 Years to TOP LEVEL 6 MONTH REVIEWS |
| 24 | 786 - 845 | 25.39 | 28.52 | |
| 25 | 846 - 905 | 26.54 | 29.72 | |
| 26 | 906 - 987 | 27.75 | 30.86 | |
| | (maximum points under Job Evaluation) | | | |
| 28 | | 29.33 | 37.81 | |
| | | | | Salary Grades 25 - 40 inclusive - 5 Years to TOP LEVEL -12 MONTH REVIEWS |