

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2002-15

**BEING A BY-LAW TO ESTABLISH
A SCHEDULE OF SALARIES
FOR CERTAIN OFFICERS AND OTHER EMPLOYEES
OF THE CORPORATION OF THE CITY OF NORTH BAY**

WHEREAS, pursuant to section 207.45 of the *Municipal Act*, R.S.O. 1990, chapter M.45, the Council of the Corporation of the City of North Bay may pass a by-law for fixing the remuneration of officers and employees of the Corporation; and

WHEREAS Council passed Resolution No. 2002-82 at its meeting held February 11, 2002, recommending that a by-law be passed to establish certain non-union employee salary schedules;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF NORTH BAY HEREBY ENACTS AS FOLLOWS:

1. In this By-law, the term “employee” means an employee of the Corporation of the City of North Bay not covered by a union agreement and occupying one of the positions set out in Schedules A, B or C.
- 2.(a) Subject to the provisions of sections 2(b) and 3, the salaries of employee, are hereby established in accordance with Schedules A, B and C.
 - (b) When the actual salary of an employee at any time exceeds the maximum salary specified for that employee’s position, that employee’s actual salary shall be fixed and shall not be increased until the grade within which the position is identified provides for a salary higher than employee’s actual salary.
- 3.(a) Subject to sections 3(b) and 3(c), the starting salary for any new employee shall be the minimum salary specified for the position.
 - (b) For positions in grade 8 or below, the starting salary for any new employee may be other than the minimum salary specified for the position, where, in the opinion of the Chief Administrative Officer, allowance should be made for experience, special qualifications or both.
 - (c) For positions in grade 9 or above, the starting salary for any new employee may be other than the minimum salary specified for the position, where, in the opinion of the Council, allowance should be made for experience, special qualifications or both.
4. An employee transferred or promoted to a position in a higher salary grade shall be placed at the first step in the new grade that provides for an immediate increase of at least 5%.
- 5.(a) **An** employee temporarily transferred or promoted to a position in a higher salary grade shall continue to receive his or her current salary for the first four months, unless otherwise authorized, after which the employee shall be placed in the higher salary grade at the first step that provides for an immediate increase of at least 5%.

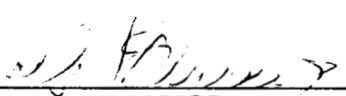
- (b) On return to his or her permanent position, the employee shall be placed in the lower salary grade at the appropriate step assuming he or she had not been temporarily transferred or promoted.
- 6. Subject to the right of Council to withhold or refuse an increase for cause, the salary of each employee shall be increased annually, on the employee's anniversary date, to the next salary step in Schedules A, B or C for the employee's position, until the maximum salary for the position shall have been reached.
- 7.(a) All salaries shall be paid bi-weekly, computed at the rate of one-twenty-sixth of the amounts set out in Schedules A, B and C.
- (b) All employees shall be entitled to receive all benefits to which members of Canadian Union of Public Employees, Local 122, are entitled with respect to pension, group health benefits, sick leave, vacation and leave-of-absence.
- (c) Employees eligible for long service pay on December 31, 1998, shall be entitled to purchase leave-of-absence with pay using the following entitlement:

after 5 consecutive years of service	\$150 per year of service
after 10 consecutive years of service	\$200 per year of service
after 15 consecutive years of service	\$250 per year of service
after 20 consecutive years of service	\$300 per year of service
after 25 consecutive years of service	\$350 per year of service
- (d) Employees not eligible for long service pay on December 31, 1998, and employees hired after December 31, 1998, shall not be entitled to purchase leave of absence under section 7(c).
- 8.(a) Schedules A, B and C shall be deemed to be incorporated into and form part of this By-Law.
- (b) This By-Law shall be retroactive to and shall take effect from January 1, 2001.
- (c) By-Law No. 1999-26 is hereby repealed.

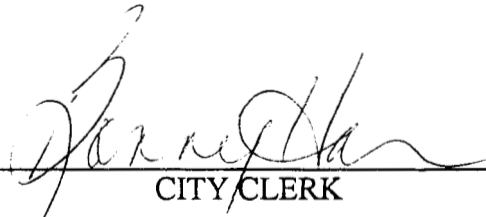
READ A FIRST TIME IN OPEN COUNCIL, THIS 25TH DAY OF FEBRUARY, 2002.

READ A SECOND TIME IN OPEN COUNCIL THIS 25TH DAY OF FEBRUARY, 2002.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 25TH DAY OF FEBRUARY, 2002.



 MAYOR



 CITY CLERK

**SCHEDULE 'A' TO BY-LAW NO. 2002-15
OF THE CORPORATION OF THE CITY OF NORTH BAY**

Effective January 1,2001

<u>GRADE</u>	<u>POSITION</u>	<u>SALARY STEP 1</u>	<u>SALARY STEP 2</u>	<u>SALARY STEP 3</u>	<u>SALARY STEP 4</u>	<u>SALARY STEP 5</u>
1		\$26,906	\$29,279	\$31,654	\$34,028	\$36,401
2	Secretary, Human Resources Secretary, Legal Secretary, Mayor and CAO	\$29,594	\$32,207	\$34,818	\$37,430	\$40,042
3	Coordinator, Financial Reports Law Clerk Supervisor, Arenas Website Specialist	\$35,514	\$38,649	\$41,782	\$44,916	\$48,049
4	Chief Plans Examiner Computer Technician Coordinator, Employment and Training Database Specialist Deputy Tax Collector Economic Development Officer Executive Assistant, CAO Foreman, Parks Office Manager, Public Works and Services Site Supervisor / Marina Manager Supervisor, Facilities Supervisor, Roads Supervisor 2, Sewer and Water Supervisor, Traffic and Building Supervisor, Transit Zoning Administrator	\$39,066	\$42,513	\$45,960	\$49,407	\$52,854
5	Coordinator, Recreation Coordinator, Waste Management Manager, Construction Services Manager, Design and Approvals Manager, Purchasing Network Specialist Safety Coordinator / Risk Manager Senior Planner, Current Operations Senior Planner, Research and Special Projects Supervisor, Accounting Supervisor, Facilities Supervisor, Fleet Maintenance Supervisor 1, Sewer and Water	\$42,973	\$46,766	\$50,557	\$54,348	\$58,139
6	Deputy Fire Chief Manager, Business and Program Operations Manager, Arenas Tourism Assistant	\$45,122	\$49,103	\$53,084	\$57,066	\$61,047
7	infrastructure and Traffic Engineer Manager, Budgets Manager, Corporate Support Service Manager, Environmental Services Manager, Revenue / Tax Collector Manager, Roads and Traffic Manager, Sewer and Water Manager, Transit Operations Manager, IS	\$49,634	\$54,012	\$58,393	\$62,772	\$67,152

**SCHEDULE 'A' TO BY-LAW NO. 2002-15
OF THE CORPORATION OF THE CITY OF NORTH BAY**

Effective January 1,2001

(continued)

<u>GRADE</u>	<u>POSITION</u>	<u>SALARY STEP 1</u>	<u>SALARY STEP2</u>	<u>SALARY STEP3</u>	<u>SALARY STEP4</u>	<u>SALARY STEP5</u>
8	Assistant City Solicitor Chief Building Inspector Manager, Accounting / Deputy Treasurer Manager, Economic Development Manager, Organization Development and Planning Manager, Parks and Facilities Manager, Planning Services Manager, Tourism and Leisure Services	\$54,597	\$59,414	\$64,233	\$69,050	\$73,867
9	City Clerk	\$60,057	\$65,356	\$70,655	\$75,956	\$81,253
10	Fire Chief	\$63,059	\$68,625	\$74,187	\$79,752	\$85,316
11	Director, Human Resources	\$66,213	\$72,054	\$77,897	\$83,740	\$89,582
12	City Engineer Director, Financial Services	\$70,185	\$76,378	\$82,572	\$88,764	\$94,958
13	City Solicitor Managing Director, Community Services Managing Director, Corporate Services Managing Director, Public Works and Services	\$76,162	\$82,685	\$89,206	\$95,728	\$102,251
14		\$80,735	\$87,462	\$94,192	\$100,919	\$107,646
15	Chief Administrative Officer	\$85,889	\$93,045	\$100,202	\$107,359	\$114,517
16		\$91,371	\$98,984	\$106,598	\$114,213	\$121,827

**SCHEDULE 'B' TO BY-LAW NO. 2002-15
OF THE CORPORATION OF THE CITY OF NORTH BAY**

Effective January 1,2002

<u>GRADE</u>	<u>POSITION</u>	<u>SALARY STEP 1</u>	<u>SALARY STEP2</u>	<u>SALARY STEP3</u>	<u>SALARY STEP4</u>	<u>SALARY STEP5</u>
1		\$27,579	\$30,011	\$32,445	\$34,879	\$37,311
2	Secretary, Human Resources Secretary, Legal Secretary, Mayor and CAO	\$30,334	\$33,012	\$35,689	\$38,366	\$41,043
3	Coordinator, Financial Reports Law Clerk Supervisor, Arenas Website Specialist	\$36,402	\$39,615	\$42,827	\$46,038	\$49,250
4	Chief Plans Examiner Computer Technician Coordinator, Employment and Training Database Specialist Deputy Tax Collector Economic Development Officer Executive Assistant, CAO Foreman, Parks Office Manager, Public Works and Services Site Supervisor/ Marina Manager Supervisor, Facilities Supervisor, Roads Supervisor 2, Sewer and Water Supervisor, Traffic and Building Supervisor, Transit Zoning Administrator	\$40,042	\$43,576	\$47,109	\$50,642	\$54,175
5	Coordinator, Recreation Coordinator, Waste Management Manager, Construction Services Manager, Design and Approvals Manager, Purchasing Network Specialist Safety Coordinator/ Risk Manager Senior Planner, Current Operations Senior Planner, Research and Special Projects Supervisor, Accounting Supervisor, Facilities Supervisor, Fleet Maintenance Supervisor 1, Sewer and Water	\$44,047	\$47,935	\$51,821	\$55,706	\$59,593
6	Deputy Fire Chief Manager, Business and Program Operations Manager, Arenas Tourism Assistant	\$46,250	\$50,330	\$54,411	\$58,492	\$62,573
7	Infrastructure and Traffic Engineer Manager, Budgets Manager, Corporate Support Service Manager, Environmental Services Manager, Revenue / Tax Collector Manager, Roads and Traffic Manager, Sewer and Water Manager, Transit Operations Manager, IS	\$50,874	\$55,363	\$59,853	\$64,341	\$68,831

**SCHEDULE 'B' TO BY-LAW NO. 2002-15
OF THE CORPORATION OF THE CITY OF NORTH BAY**

Effective January 1,2002

(continued)

<u>GRADE</u>	<u>POSITION</u>	<u>SALARY STEP 1</u>	<u>SALARY STEP2</u>	<u>SALARY STEP 3</u>	<u>SALARY STEP4</u>	<u>SALARY STEP 5</u>
8	Assistant City Solicitor Chief Building Inspector Manager, Accounting / Deputy Treasurer Manager, Economic Development Manager, Organization Development and Planning Manager, Parks and Facilities Manager, Planning Services Manager, Tourism and Leisure Services	\$55,962	\$60,899	\$65,838	\$70,776	\$75,713
9	City Clerk	\$61,558	\$66,990	\$72,422	\$77,854	\$83,284
10	Fire Chief	\$64,636	\$70,340	\$76,042	\$81,746	\$87,449
11	Director, Human Resources	\$67,868	\$73,856	\$79,844	\$85,834	\$91,821
12	City Engineer Director, Financial Services	\$71,939	\$78,287	\$84,636	\$90,983	\$97,332
13	City Solicitor Managing Director, Community Services Managing Director, Corporate Services Managing Director, Public Works and Services	\$78,066	\$84,752	\$91,436	\$98,121	\$104,807
14		\$82,754	\$89,649	\$96,547	\$103,442	\$110,337
15	Chief Administrative Officer	\$88,036	\$95,372	\$102,707	\$110,042	\$117,380
16		\$93,655	\$101,459	\$109,263	\$117,068	\$124,873

**SCHEDULE 'C' TO BY-LAW NO. 2002-15
OF THE CORPORATION OF THE CITY OF NORTH BAY**

Effective January 1,2003

<u>GRADE</u>	<u>POSITION</u>	<u>SALARY STEP 1</u>	<u>SALARY STEP 2</u>	<u>SALARY STEP 3</u>	<u>SALARY STEP 4</u>	<u>SALARY STEP 5</u>
1		\$28,268	\$30,761	\$33,257	\$35,751	\$38,244
2	Secretary, Human Resources Secretary, Legal Secretary, Mayor and CAO	\$31,092	\$33,837	\$36,581	\$39,325	\$42,069
3	Coordinator, Financial Reports Law Clerk Supervisor, Arenas Website Specialist	\$37,312	\$40,605	\$43,897	\$47,189	\$50,481
4	Chief Plans Examiner Computer Technician Coordinator, Employment and Training Database Specialist Deputy Tax Collector Economic Development Officer Executive Assistant, CAO Foreman, Parks Office Manager, Public Works and Services Site Supervisor / Marina Manager Supervisor, Facilities Supervisor, Roads Supervisor 2, Sewer and Water Supervisor, Traffic and Building Supervisor, Transit Zoning Administrator	\$41,044	\$44,665	\$48,287	\$51,908	\$55,530
5	Coordinator, Recreation Coordinator, Waste Management Manager, Construction Services Manager, Design and Approvals Manager, Purchasing Network Specialist Safety Coordinator / Risk Manager Senior Planner, Current Operations Senior Planner, Research and Special Projects Supervisor, Accounting Supervisor, Facilities Supervisor, Fleet Maintenance Supervisor 1, Sewer and Water	\$45,149	\$49,133	\$53,117	\$57,099	\$61,082
6	Deputy Fire Chief Manager, Business and Program Operations Manager, Arenas Tourism Assistant	\$47,406	\$51,588	\$55,771	\$59,955	\$64,137
7	Infrastructure and Traffic Engineer Manager, Budgets Manager, Corporate Support Service Manager, Environmental Services Manager, Revenue / Tax Collector Manager, Roads and Traffic Manager, Sewer and Water Manager, Transit Operations Manager, IS	\$52,146	\$56,747	\$61,349	\$65,950	\$70,551

**SCHEDULE 'C' TO BY-LAW NO. 2002-15
OF THE CORPORATION OF THE CITY OF NORTH BAY**

Effective January 1,2003

(continued)

<u>GRADE</u>	<u>POSITION</u>	<u>SALARY STEP 1</u>	<u>SALARY STEP 2</u>	<u>SALARY STEP3</u>	<u>SALARY STEP4</u>	<u>SALARY STEP 5</u>
8	Assistant City Solicitor Chief Building Inspector Manager, Accounting / Deputy Treasurer Manager, Economic Development Manager, Organization Development and Planning Manager, Parks and Facilities Manager, Planning Services Manager, Tourism and Leisure Services	\$57,361	\$62,422	\$67,484	\$72,546	\$77,606
9	City Clerk	\$63,097	\$68,665	\$74,232	\$79,801	\$85,366
10	Fire Chief	\$66,251	\$72,099	\$77,943	\$83,790	\$89,635
11	Director, Human Resources	\$69,565	\$75,702	\$81,840	\$87,980	\$94,117
12	City Engineer Director, Financial Services	\$73,738	\$80,245	\$86,752	\$93,258	\$99,765
13	City Solicitor Managing Director, Community Services Managing Director, Corporate Services Managing Director, Public Works and Services	\$80,017	\$86,871	\$93,722	\$100,574	\$107,427
14		\$84,822	\$91,890	\$98,961	\$106,028	\$113,095
15	Chief Administrative Officer	\$90,237	\$97,756	\$105,275	\$112,794	\$120,315
16		\$95,996	\$103,995	\$111,994	\$119,995	\$127,995