



## BY – LAW No. 23-14

### The Corporation of the United Counties of Leeds and Grenville

#### **A BY-LAW TO ESTABLISH THE TERMS AND CONDITIONS OF EMPLOYMENT IN THE YEAR 2023 FOR COUNTY OFFICERS AND STAFF UNDER AND SUBJECT TO THE PROVISIONS OF THIS BY-LAW FOR THE UNITED COUNTIES OF LEEDS AND GRENVILLE EXCEPTING THOSE STAFF IN A COLLECTIVE BARGAINING UNIT**

**WHEREAS** Section 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides the powers of a municipality shall be exercised by its council and Section 5(3) of the provides a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9 shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

**AND WHEREAS** Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

**WHEREAS** the Council of the Corporation of the United Counties of Leeds and Grenville deems it advisable to establish the terms and conditions of employment for County Officers and Staff under and subject to the provisions of a by-law excepting those staff in a collective bargaining unit.

#### **NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE HEREBY ENACT AS FOLLOWS:**

1. **THAT** the remuneration for non-union employees of the Corporation of the United Counties of Leeds and Grenville for the calendar year 2023 shall be as set out in Schedule "A" attached and forming part of this by-law.
2. **THAT** all non-union employee benefits included in By-law 12-04, as amended, remain the same.
3. **THAT** this by-law be consolidated with By-law 12-04, as amended, for ease of reference.

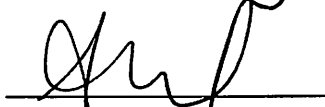
4. **THAT** this by-law be effective as of January 1, 2023.

By-law read a first, second and third time and finally passed this 23<sup>rd</sup> day of February, 2023.



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Nancy Peckford, Warden



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Sheena Earl, County Clerk

**United Counties of Leeds & Grenville  
2023 Non-Union Salary Grid (2022 Grid + 2.5%)**

Similar Value Group	Band Width			Job Title <small>(Listed in alphabetical order within Similar Value Group)</small>	Dept	Annual Regular Hours of Work	2023 Hourly Job Rate										
	From	To	Spread				2023 Step 1	2023 Step 2	2023 Step 3	2023 Step 4	2023 Step 5						
	10	830	924				95	Chief EMS	PS	1,820							
				Director Community & Social Services	CSS	1,820	\$ 73.75	\$ 77.26	\$ 80.77	\$ 84.28	\$ 87.79						
				Director Corporate Services	CS	1,820											
				Director Public Works	PS	1,820											
9	740	829	90	Administrator Maple View Lodge	MVL	1,950											
				Deputy Chief	PS	1,820	\$ 66.78	\$ 69.95	\$ 73.13	\$ 76.31	\$ 79.49						
				Treasurer	CS	1,820											
8	655	739	85	Commander, Professional Standards & Edu	PS	1,820											
				Director of Care	MVL	1,950	\$ 54.07	\$ 56.64	\$ 59.21	\$ 61.78	\$ 64.36						
				Manager of Legislative Services/Clerk	ADM	1,820											
				Manager Accounting Serv/Deputy Treasurer	CS	1,820											
				Manager Childrens Services	CSS	1,820											
				Manager Engineering and Operations	PW	1,820											
				Manager CSS Finance/Deputy Treasurer	CS/CSS	1,820											
				Manager Human Resources	CS	1,820											
				Manager Information Technology	CS	1,820											
				Manager Social Services	CSS	1,820											
				Manager Planning Services	PW	1,820											
				Manager Social Housing	CSS	1,820											
7	575	654	80	Affordable Housing Coordinator	CSS	1,820											
				Asset & Facilities Supervisor	CSS	1,820	\$ 43.47	\$ 45.53	\$ 47.60	\$ 49.68	\$ 51.74						
				Assistant Director of Care	MVL	1,950											
				Child Care Coordinator	CSS	1,820											
				Economic Development Manager	ADM	1,820											
				Facilities Supervisor	CS	1,820											
				Forest Manager	PW	2,080											
				GIS Manager	CS	1,820											
				IT Client Services Supervisor	CS	1,820											
				Network Services Supervisor	CS	1,820											
				Program Supervisor - Housing	CSS	1,820											
				Program Supervisor - IPD	CSS	1,820											
				Superintendent, Paramedic Services	PS	2,184											
				Supervisor, H&S & Employee Relations	CS	1,820											
				Support Services Supervisor	MVL	1,950											
6	500	574	75	Asset Management Coordinator	CS	1,820											
				Benefits & Compensation Coordinator	CS	1,820						\$ 36.54	\$ 38.29	\$ 40.03	\$ 41.77	\$ 43.51	
				Business Development Officer	ADM	1,820											
				Children's Services Supervisor	CSS	1,820											
				Corporate Services Coordinator	CS	1,820											
				Deputy Clerk - Accessibility Coordinator	ADM	1,820											
				Economic Development Officer	ADM	1,820											
				Enterprise Software (Network) Administrator	CS	1,820											
				Executive Assistant/Project Coordinator	CSS	1,820											
				Fleet Supervisor	PW	2,080											
				Homelessness Coordinator	CSS	1,820											
				Human Resources Consultant	CS	1,820											
				Legislative Coordinator	ADM	1,820											
				Maintenance Supervisor	CSS	1,820											
				Network Administrator	CS	1,820											

**United Counties of Leeds & Grenville  
Proposed 2023 Non-Union Salary Grid (2022 Grid + 2.5%)**

Similar Value Group	Band Width			Job Title <small>(listed in alphabetical order within Similar Value Group)</small>	Dept	Annual Regular Hours of Work	2023 Hourly Job Rate				
							2023 Step 1	2023 Step 2	2023 Step 3	2023 Step 4	2023 Step 5
	From	To	Spread								
6 continued	500	574	75	Patrol Supervisor	PW	2,080					
				Payroll Coordinator	CS	1,820					
				POA Supervisor	ADM	1,820					
				Policy & Program Review Analyst - Housing	CSS	1,820					
				Policy & Program Review Analyst - IPD	CSS	1,820	\$ 36.54	\$ 38.29	\$ 40.03	\$ 41.77	\$ 43.51
				Project Management Specialist	ADM	1,820					
				Purchasing Coordinator	CS	1,820					
				Resident Services Supervisor	MVL	1,950					
5	430	499	70	Accounting Services Analyst	CS	1,820					
				Business Process Analyst	CS	1,820					
				Engineering Technician	PW	2,080					
				Financial Analyst	CS	1,820					
				Forest Technician	PW	2,080					
				GIS Analyst (Technician)	CS	1,820					
				HR Associate	CS	1,820	\$ 32.94	\$ 34.51	\$ 36.08	\$ 37.64	\$ 39.21
				IT Support Analyst	CS	1,820					
				Mechanic	PW	2,080					
				Planner 1	PW	1,820					
				POA Court Services Representative	ADM	1,820					
				POA Financial Analyst	ADM	1,820					
				Records Management Specialist	ADM	1,820					
Training Advisor	CS	1,820									
4	365	429	65	Administration Support Clerk - ADM	ADM	1,820					
				Administrative Assistant - MVL	MVL	1,950					
				Equipment Operator 2 (Lead Hand)	PW	2,080					
				Maintenance Technician	CS	1,820					
				POA Administration Clerk	ADM	1,820	\$ 30.08	\$ 31.51	\$ 32.94	\$ 34.38	\$ 35.80
				POA Collections Officer / Clerk	ADM	1,820					
				Recruitment Assistant	CS	1,820					
				Secretary/Treasurer Consent Granting Authority	PW	1,820					
3	305	364	60	Accounts Payable Clerk	CS	1,820					
				Administrative Assistant - CPOP	PS	1,820					
				Administrative Assistant - PS	PS	1,820					
				Administrative Assistant - PW	PW	1,820					
				Economic Development Assistant	ADM	1,820	\$ 27.21	\$ 28.51	\$ 29.81	\$ 31.10	\$ 32.39
				Equipment Operator 2	PW	2,080					
				Program Support - Paramedical	PS	1,820					
				Stockkeeper/Garage Attendant	PW	2,080					
2	250	304	55	Equipment Operator 1/Labourer	PW	2,080	\$ 24.50	\$ 25.67	\$ 26.82	\$ 27.99	\$ 29.16
				Weed Inspector (Seasonal)	PW	2,080					
1	up to 250			Door Screener	MVL	1,950	\$ 17.06	\$ 17.87	\$ 18.68	\$ 19.49	\$ 20.31