

A BY-LAW FOR THE APPOINTMENT OF VILLAGE FOREMAN.

THEREFORE IT IS EXPEDIENT TO PROVIDE BY BY-LAW FOR THE APPOINTMENT OF A VILLAGE FOREMAN.

BE IT THEREFORE ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE VILLAGE OF COBDEN, THAT THE FOLLOWING PERSON BE AND ARE HEREBY APPOINTED AS VILLAGE FOREMAN.

THEREFORE MR. J.B.McINTYRE IS HEREBY APPOINTED TO FULLFIL THE POSITION AS VILLAGE FOREMAN.

IT IS THEREFORE EXPEDIENT TO PROVIDE FOR AN AGREEMENT SPECIEFING, DUTIES, RESPONSIBILITIES, SALARY, VACATION HOLIDAYS, BENEFITS, ETC. AS PRESCRIBED BY THE CORPORATION AND GIVEN AS APPENDIX "A" TO THIS BY-LAW.

THIS BY-LAW SHALL GO INTO FORCE AND TAKE EFFECT ON THE FIRST DAY OF SEPTEMBER 1956.

THAT ALL PERVIOUS BY-LAW ARE HEREBY REPEALED

ENACTED THIS 17 DAY OF *Sept* 1956

First Reading	Aug 8th 1956
Second ..	Sept 18th. 1956
Third ..	Sept 18th. 1956

REEVE . *W. B. McIntyre*
CLERK. *J. Samson*

THIS AGREEMENT made and entered into this *14* day of *Aug.* 1956

BETWEEN;

THE MUNICIPAL CORPORATION of the Village of Cobden.
(hereinafter called the Corporation)

of the first part.

-and-

MR. J. B. MCINTYRE Foreman of the Village of Cobden.
(hereinafter called the Foreman)

of the second part.

ARTICLE 1. PURPOSE OF AGREEMENT

- (A) This Agreement shall define the duties, responsibilities, and hours of work of the Foreman.
- (B) This Agreement shall define the salary, vacation, holidays and benefits extended by the Corporation.
- (C) This Agreement shall establish a complaint and grievance procedure for the Foreman and also define his responsibility regarding any complaint or grievance registered by any other person under the Foreman, employed by the Corporation.

ARTICLE 2. DUTIES, RESPONSIBILITIES, HOURS OF WORK.

(A) The Foreman shall have the following duties;-

1. Enforcement of Village By-laws.
2. Operation of Filtration Plant.
3. Operation of Disposal Plant.
4. Maintenance of streets and sidewalks.
5. Collection of licenses.
6. Dog Catcher.
7. Maintenance of water and sewer systems.
8. Inspection of all connections thereto.
9. Inspection of private installations of water and sewer.
10. Maintenance of the Village garbage disposal facilities.
11. Inspector of weeds and Trench excavations.
12. And all other duties imposed by Council for the successful operation of the Village in fulfilling its obligations.

(The above list summarized from Statutes; By-laws and motions of Council.)

(B) Responsibilities

1. It will be the Foreman's responsibility to fulfill the will of the Council as expressed by motion or by-law, or see that it is fulfilled.
2. He will co-operate with the various committees having jurisdiction over the different phases of Village undertakings, and will receive instruction from the chairmen of these committees.

3. He must keep the Council informed of all phases of his work and will submit a monthly report to the Council summarizing his work.
4. It is recognized that the Corporation provides for the Health, Comfort and General Welfare of the Citizens therefore the Foreman must be ready to take any action necessary to keep the Village systems operating.
5. As Foreman he will be responsible for the supervision of all labourers employed by the Village and their work.
6. When it is necessary to hire additional labour the Foreman will notify the appropriate chairman or if he is not available, the Reeve.
7. The necessity of having an alternate man trained to operate the Filtration and Disposal plant is recognized. Therefore it will be the responsibility of the Foreman to instruct his helper in all phases of this work as soon as possible.

(C) HOURS OF WORK

1. The work week will be six days of eight (8) hours each, or forty eight hours per week.
2. Overtime worked may be compensated for by taking equivalent hours off at a time convenient to the Foreman and consistent with his duties.

ARTICLE 3. SALARY, VACATION, HOLIDAYS, BENEFITS

(A) Salary

1. The Foreman's salary shall be \$3100.00 annually dating from September 1st. 1956.
2. There will be annual increments of \$50.00 up to a
3. Maximum salary of \$3300.00 Annually.

(B) Vacation

1. Two weeks annual vacation with pay. Subject to an
2. Arrangement that vacations do not overlap or conflict.
3. Foreman will have priority in choice of vacation.

(C) Holidays

1. The following statutory Holidays with pay may be taken subject to the conditions of (Article 2, clause C, Sect.2)
2. New Years Day, Good Friday, Victoria Day, Dominion Day, Labour Day, Thanksgiving Day, Christmas Day.

(D) Benefits

1. Sick leave with pay will be ~~will~~ be allowed at the rate of one day for every two months of employment beginning Sept. 1st. 1956.
2. Sick leave may be accumulated up to a maximum of twenty four days.

ARTICLE 4. GRIEVANCE PROCEDURE

Complaints and grievances will be dealt with in the following manner and sequence.

- (A)
1. The Foreman shall take the matter up verbally with a member of the grievance committee, Failing an understanding then
 2. The member of the grievance committee and the Foreman will bring the matter up at the next regular meeting of Council.
- (B)
1. The Foreman will co-operate fully with the grievance committee regarding any complaint of his men about their work, and any miss-understanding or disagreement that may arise between his men and himself, in accordance with the procedure laid down by Council in EMPLOYMENT POLICY.

ARTICLE 5. TERMINATION OF AGREEMENT

This agreement shall remain in force until terminated by

- (A)
1. Thirty days notice in writing submitted to the Clerk-treasurer by the Foreman.
 2. Thirty days notice in writing submitted to the Foreman by the Clerk-treasurer upon motion of Council.
 3. A new agreement is signed.

DATED AT COBDEN THIS 14 DAY OF Aug 1956

SIGNED ON BEHALF OF:

THE MUNICIPAL CORPORATION
OF THE VILLAGE OF COBDEN

K. B. McInnes
REEVE

SIGNED ON BEHALF OF:

J. B. McINTYRE
FOREMAN

J. B. McIntyre

S. Samson
CLERK-TREASURER