

# THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

## BY-LAW NO. 2007-02

### Being a By-law to appoint an Economic Development Officer

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WHEREAS pursuant to the Municipal Act, 2001 Council has the authority to hire such officers required to manage the municipal corporation and to provide various services to the inhabitants of the municipality; and

WHEREAS the Council of the Corporation of the Municipality of Powassan deems it necessary to appoint an Economic Development Officer who will be responsible for fostering the current and future economic, social and environmental well being of the municipality on behalf of and in the manner directed by the Council;

NOW THEREFORE the Council of the Corporation of the Municipality of Powassan enacts as follows:

1. That there is hereby established the position of Economic Development Officer.
2. That Andrew Busch be appointed Economic Development Officer for the Corporation of the Municipality of Powassan.
3. That the terms and conditions of employment outlined on the attached Schedule 'A' be and are hereby adopted.
4. That this By-Law shall come into effect upon its adoption.

That this by-law be adopted as such in open Council this 2<sup>nd</sup> day January 2007.

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Mayor

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Clerk

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

Schedule 'A' to By-Law no. 2007-01 Economic Development Officer Position

Terms and Conditions of Employment

1. Effective employment date Monday, February 19, 2007.
2. Annual salary \$30,000.00 based on 35 hours a week from 8:30 a.m. to 4:30 p.m. May have one (1) hour for lunch.
3. Appointment is subject to a probationary period of 6 months commencing on first day of employment. After successful completion of performance appraisal the annual salary will be reviewed.
4. Vacation entitlement as per municipal policy. No waiting period. Eligible to be taken in 2007 in recognition of past year of service as an Intern under FedNor agreement.
5. Comprehensive employee healthcare and pension benefits program offered by the employer shall be applicable to this position effective on hiring date.
6. Required to provide own vehicle for traveling in the performance of duties for the employer.
7. That subject to the provisions of the Municipal Act and any other statutes, the duties and responsibilities of this position shall be as described on the attached appendix. It is further understood that this job description is a draft copy pending additional information being received. Once job description is finalized it must be approved by Council resolution and then be evaluated for Pay Equity and Salary Grid purposes. The Personnel Committee shall be responsible for both the position evaluation and salary grid determination.
8. Any evening meeting times shall be taken off as time in lieu within the calendar year.

\* I, Andrew Busch, hereby accept the above terms and conditions of employment.

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Andrew Busch

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Roger Labelle, CAO-Clerk

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January 3, 2007