



**THE CORPORATION OF THE TOWNSHIP OF AUGUSTA  
BY-LAW NUMBER 3610-2022**

**BEING A BY -LAW TO AMEND BY-LAW 3432-2019 BEING A BYLAW TO ESTABLISH  
EMPLOYMENT AND PERSONNEL POLICIES FOR NON-UNIONIZED EMPLOYEES OF  
THE TOWNSHIP OF AUGUSTA**

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**WHEREAS** By-law 3432-2019 being a by-law to establish employment and personnel policies for non-unionized employees of the Township of Augusta was passed on July 15, 2019;

**AND WHEREAS** it is deemed advisable and expedient to amend such by-law;

**NOW THEREFORE BE IT RESOLVED THAT** the Corporation of the Township of Augusta enacts as follows:

1. That Section 12 of By-law 3432-2019 is hereby amended by the addition of the following:

**12.a) CHRISTMAS CLOSURE**

The Township Office will be closed between Christmas day and New Year's day to allow staff to enjoy the holidays with their families. Staff are required to use vacation time for any day(s) included in the closure period that are not statutory holidays.

2. That Section 21 of By-law 3432-2019 is hereby amended by the addition of the following:

**21.a) ANNUAL COMPENSATION ADJUSTMENT**

In order to maintain internal and pay equity, as well as to sustain the Townships' market competitiveness to attract and retain staff, the approved salary grid shall be adjusted annually in accordance with the following:

The Townships' Non-Union Salary Grid shall be adjusted annually using the average of the Consumer Price Index for the 12-month period ending in October up to a maximum of 6%. The percentage increase determines the increase to be applied to the salary grid.

3. That the remainder of the by-law shall remain in full force and effect.
4. That this by-law shall come into full force and effect at the time of passing.

Read a first, second, and third time and finally passed this 12<sup>th</sup> day of December, 2022.

  
MAYOR

  
CLERK