

THE CORPORATION OF THE TOWNSHIP OF WOLLASTON

By-law No. 39 - 2021

Being a By-law authorizing execution of an Agreement between
The Corporation of the Township of Wollaston and
The Corporation of the Township of Carlow/Mayo

WHEREAS the Municipal Councils of the Corporation of the Township of Wollaston and the Corporation of the Township of Carlow/Mayo wish to enter into an agreement to provide for the joint hiring of a Chief Building Official and By-law Enforcement Officer.

AND WHEREAS the Municipal Council of the Corporation of the Township of Wollaston and the Corporation of the Township of Carlow/Mayo have the authority conferred upon them by the Building Code Act, S.O. 1992, and the Municipal Act, 2001, as amended, for entering into such agreements;

NOW THEREFORE the Council of the Township of Wollaston hereby enacts as follows:

1. THAT the Mayor and the Clerk be and are hereby authorized to execute an agreement with the Corporation of the Township of Carlow/Mayo under the terms and conditions set out in said agreement hereto annexed and forming part of this By-law.
2. THAT Schedule "A" that forms part of the Agreement hereto attached shall not be released as public information as it contains information regarding wages and benefits relating to an Employee (via a Shared Services Agreement) of the Corporation of the Township of Wollaston.
3. THIS By-law shall come into force and take effect immediately upon the passing thereof.
4. THAT this By-law repeals all previous By-laws and/or Motions of Council pertaining to the same.

PASSED this 31st day of May 2021.

MAYOR: LYNN KRUGER

SEAL

CLERK: BERNICE CROCKER

AGREEMENT

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF WOLLASTON

OF THE FIRST PART

AND

THE CORPORATION OF THE TOWNSHIP OF CARLOW/MAYO

OF THE SECOND PART

WHEREAS pursuant to the Building Code Act, S.O., 1992, c. 23, Section 2, s.s. 3 (3), as amended, two or more municipalities may enter into an agreement for the joint enforcement of the Building Code Act in such municipalities;

AND WHEREAS pursuant to the Municipal Act, 2001, S.O., c.25, Section 5 (3), states that 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 WHEREAS the Council of the Corporation of the Township of Wollaston and the Council of the Corporation of the Township of Carlow/Mayo deem it necessary to employ the services of a Chief Building Official and By-law Enforcement Officer;

NOW THEREFORE the parties hereto respectfully covenant and agree with each other as follows:

1. DEFINITIONS

- i. Chief Building Official and By-law Enforcement Officer shall mean the Chief Building Official and By-law Enforcement Officer for the Township of Wollaston.
2. That the Township of Wollaston and the Township of Carlow/Mayo shall hereby agree to share the services of the Chief Building Official and By-law Enforcement Officer subject to the terms and conditions contained herein.
3.
 - i. That the position of Chief Building Official and By-law Enforcement Officer shall be classified as Head of the Building Department, and the salary negotiated shall be based on a thirty-six (36) hour work week.
 - ii. That for employment purposes, the Chief Building Official and By-law Enforcement Officer shall be considered an employee of the Township of Wollaston, and as such shall be eligible for all benefits offered to the employees of the Township of Wollaston.

- iii. That the Township of Wollaston shall charge out to the Township of Carlow/Mayo, the services of Chief Building Official and By-law Enforcement Officer as per the terms of Schedule "A" attached hereto.
- iv. The cost of any training programs, seminars and conventions shall be shared equally between the Township of Wollaston and the Township of Carlow/Mayo.
4. That the Chief Building Official and By-law Enforcement Officer shall be in the Township of Wollaston between the hours of 8:00 a.m. and 5:00 p.m. on the following days: Monday and Wednesday.
5. That the Chief Building Official and By-law Enforcement Officer shall be in the Township of Carlow/Mayo between the hours of 8:00 a.m. and 5:00 p.m. on the following days: Tuesday and Thursday.
6. That each municipality will receive all applications and retain all fees for building permits issued in the respective municipality.
7. That the Chief Building Official and By-law Enforcement Officer's responsibilities will be set out in each municipality's Appointment By-law.
8. That the parties hereto agree that no party shall withdraw or be entitled to withdraw from this Agreement prior to December 31, 2024.
9. Schedule "A" attached hereto shall form part of this Agreement.
10. The parties agree that they shall pass all necessary By-laws to give full force and effect to this Agreement.
11. This Agreement shall into force and take effect as of May 31, 2021.
12. That this By-law repeals all previous By-laws and/or Motions of Council pertaining to the same.

IN WITNESS WHEREOF the said Corporations have hereunto affixed their Corporate Seal attested by the hands of the proper signing authorities.

DATED this 31st day of May 2021.

THE CORPORATION OF THE TOWNSHIP OF WOLLASTON
PER:

MAYOR: LYNN KRUGER

SEAL

CLERK: BERNICE CROCKER

DATED this 08th day of June 2021.

THE CORPORATION OF THE TOWNSHIP OF CARLOW/MAYO

PER:

MAYOR: BONNIE ADAMS

SEAL

CLERK: ARLENE COX

SCHEDULE "A"

- a) The regular office hours for the Chief Building Official and By-law Enforcement Officer shall be 36 hours per work week

52 weeks x 36 hours = 1,872

Summary of Payroll Costs:

Salary: \$68,500.00 which is prorated to start as at May 31, 2021
(approximately \$41,000.00 for remainder of 2021)
CPP: \$2,263.96
EI: \$996.30
OMERS: \$580.00 - Takes effect as at December 01, 2021
EHT: \$878.29
WSIB: \$1,351.21
Group Benefits: \$1,678.71 - Takes effect as at December 01, 2021

\$68,500/1,872 hours = \$36.59 per hour (2021 rate)

- b) The Township of Wollaston will charge out the services of the Chief Building Official and By-law Enforcement Officer at the rate of \$36.59 per hour for the year 2021. As of January 01st, 2022, the salary will be increased to \$72,500.00 which will also increase the payroll costs.
- c) The Township of Wollaston will charge the Township of Wollaston ½ per month for Cell Phone.
- d) The Township of Wollaston will charge the Township of Carlow/Mayo ½ of the cost of attendance at OBOA Chapter meetings, OBOA Conference and Ministry of Municipal Affairs Housing Training Courses and all applicable training and associated expenses.
- e) The Township of Wollaston will charge the Township of Carlow/Mayo \$0.58 per km or as per the current mileage rate as determined by the County of Hastings for all kilometres travelled while performing Chief Building Official and By-law Enforcement Officer duties within the Township of Carlow/Mayo.
- f) Invoices will be issued monthly by the Township of Wollaston to the Township of Carlow/Mayo for 18 hours per week, together with mileage (the mileage will be calculated by the Chief Building Official and By-law Enforcement Officer), cell phone, OBOA Chapter Meeting expenses, OBOA Conference expenses, Ministry of Municipal Affairs and Housing Training Course expenses, and any other expenses incurred while performing the duties of the Chief Building Official and By-law Enforcement Officer.