

**CORPORATION OF THE TOWNSHIP
OF SOUTH ALGONQUIN
BY-LAW NO. 10-363**

Being a by-law adopt an Employee Performance Management Program

WHEREAS *Section 270(2)) of the Municipal Act, 2001* as amended (the Act) requires all municipalities to adopt and maintain policies of the municipality;

AND WHEREAS the Council for the Corporation of the Township of South Algonquin is interested in adopting a Employee Performance Management Program;

NOW THEREFORE the Council for the Corporation of the Township of South Algonquin hereby approves and adopts the Performance Management Program (PMP) as per Schedule “A” and “B” attached.

Purpose:

Human Resources represents a significant portion of the overall Township budget. It makes sense, therefore, to ensure successful deployment of these resources.

A performance Management Program (PMP) provides uniformly consistent documentation on every Employee, which enables the organization to make placement, training, promotion, transfer or termination decisions, and to defend those decisions should they be challenged under any laws or regulations.

The Corporation of the Township of South Algonquin has developed a Performance Management Program to allow Employees to:

- Participate in goal setting;
- Participate in carrying out the Township and Departmental Goals and Objectives
- Clarify responsibilities;
- Expect an accurate review of individual performance; and,
- Have open communication with their Supervisors.

The same Performance Management Program allows Supervisors to:

- Define Departmental competencies utilizing the annual business plan
- Delegate responsibility;
- Tap creative energy;
- Remain informed of progress and problems; and
- Improve overall results by focusing on individual performance.

DATE BY-LAW COMES INTO EFFECT

This by-law shall come into force and take effect upon final passing.

READ A FIRST, SECOND TIME this 4th, day of February 2010.

Mayor – Percy Bresnahan

Clerk- Harold Luckasavitch

READ A THIRD TIME, PASSED AND ENACTED this 4th, day of February 2010.

Mayor – Percy Bresnahan

Clerk – Harold Luckasavitch