



Town of Antigonish Human Resources Policy

Title and Purpose

- 1.0 This Policy shall be referred to as the "Human Resources Policy."
- 2.0 The purpose of this Policy is to adopt the Town of Antigonish Human Resource Standard Operating Procedures. This policy is adopted under authority of Section 48(3) of the *Municipal Government Act*, which permits council to adopt policies on any matter that council considers conducive to the effective management of the municipality.

General

- 3.0 The Town of Antigonish hereby adopts the Town of Antigonish Human Resource Standard Operating Procedures.
- 4.0 The Standard Operating Procedures are adopted where not in conflict with or superseded by any collective agreement or individual employment contract, Provincial or Federal Legislation or Town of Antigonish Bylaws.

Repeal

- 5.0 The following Town of Antigonish policies are hereby repealed:
 - a. Designated Holidays;
 - b. Disciplinary Procedure;
 - c. Employee Conduct;
 - d. Grievance Procedure;
 - e. Hiring of Relatives;
 - f. Hiring Policy and Practices;
 - g. Hours of Work Policy;
 - h. Interview and Practices;
 - i. Pension;
 - j. Performance Appraisals;
 - k. Personal Appearance and Conduct;
 - l. Position Classification and Compensation;
 - m. Probation Period;
 - n. Probationary Employee Review;
 - o. Retirement and Long Term Service Awards;
 - p. Sick Leave;
 - q. Town Assets; and
 - r. Vacation.

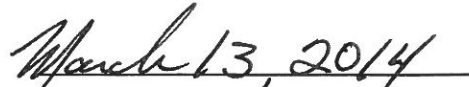
CAO's Annotation for Official Policy Book

Date of Notice to Council Members of Intent to Consider (Minimum 7 Days): **March 3, 2014**

Date of Passage of Current Policy: **March 10, 2014**

I certify that this Policy was adopted by Council as indicated above.


Chief Administrative Officer


Date