



## Staff Report

**Report Title: Hiring Report October 2022**

**Prepared By: Leanne Scott, Human Resources Generalist**

**Department: CAO**

**Date: Oct. 3, 2022**

**Report Number:** CAO-2022-10-32

**File Number:**

### **Attachments:**

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### **Recommendation:**

That the Township of Huron-Kinloss Council hereby receives for information Report Number CAO2022-10-30 prepared by Leanne Scott, Human Resources Generalist.

### **Background:**

The current Hiring Policy, By-Law 2022-137 Schedule H, Selection and Promotions states Senior Managers have discretion to hire casual and student employees and Further that the Municipal Council will be kept informed of all hiring and staffing decisions that are made by the Chief Administrative Officer and the Senior Managers.

### **Discussion:**

The Community Service department has hired their Ripley Arena Attendants to fill the seasonal vacancy. This position was advertised through local newspapers, our corporate website and social media as well as Indeed. We received 10 applications and have selected 5 candidates who demonstrated volunteer experience, cleaning experience and knowledge of the job. The successful candidates are Cheyan Kreller, Reed Dewar, Travis Vaughn, Braiden France and Cade Moffat.

### **Current Recruitment**

As we enter the Fall Season, we are preparing for our seasonal Community Service and Public Works staff. We are currently recruiting for casual Facility Operators in the Community Services Department.

In Public Works we are recruiting for Relief Snow Plow Operators, Full Time Snow Plow Operators and Full Time Winter Patrollers. These seasonal positions start November 1 and their contracts end April 30<sup>th</sup>.

**Financial Impacts:**

Included in the proposed 2022 budget as part of normal operating expenses.

**Strategic Alignment / Link:**

We are an accessible community that offers opportunities for everyone by being open and transparent.

**Respectfully Submitted By:**

Leanne Scott, Human Resources Generalist

**Report Approved By:**

Mary Rose Walden, Chief Administrative Officer