



Staff Report

Report Title: March 2024 Hiring

Prepared By: Leanne Scott, Human Resources Generalist

Department: CAO

Date: Mar. 18, 2024

Report Number: CAO-2024-03-14

File Number: C11-CAO24

Attachments:

Recommendation:

That the Township of Huron-Kinloss Council hereby receives for information Report CAO-2024-03-14 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, Contract employees require the approval of the CAO 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:

A Seasonal Parks Operator has been hired to fill the seasonal vacancy. This position was advertised through local newspapers, our corporate website and social media. We received 6 applications and interviewed 2 candidates. Joe Courtney has been hired as the Seasonal Parks Operator from April 22, 2024 to October 25, 2024.

Financial Impacts:

Included in the proposed 2024 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