

Date: November 2, 2009



City Council Committee Report

To: Mayor & Council

Fr: Sharen McDowall

Re: City of Kenora Recruitment Policy

Recommendation:

THAT Council of the City of Kenora give three readings to a by-law, authorizing a revised City of Kenora–Recruitment Policy to replace the Non-union Recruitment Policy HR1-1

Background:

The Human Resources department is in the process of reviewing and updating all HR department policies. The City of Kenora HR1-1 has some minor changes to the policy. The title has changed from City of Kenora Non-Union Recruitment Policy to the City of Kenora Recruitment Policy, as the policy does address the hiring of all City positions.

The requirement for physical examinations will be determined by the Human Resources Manager.

Advertising for vacant positions will be amended to have the option to advertise with applicable Association web sites.

Communication Plan/Notice By-law Requirements:

Policy will be circulated to Managers and updated on the City Portal.