



Date: July 29, 2010

City Council Committee Report

To: Mayor & Council

Fr: Sharen McDowall, Human Resources Manager

Re: City of Kenora Emergency Hours of Work Policy

Recommendation:

That Council hereby gives three readings to a by-law authorizing the new City of Kenora Emergency Hours of Work Policy.

Background:

The employer is required to comply with all applicable legislation when it comes to managing hours of work for municipal employees. The City of Kenora does not have a policy or procedure in place to manage hours of work in emergency or exceptional circumstances. Recognizing this type of situation does not happen often we need to be consistent and work within the requirements of the legislation. We need to be cognizant of the workers safety and ensure that the emergency situation is dealt with.

The attached policy has been reviewed by all departments and discussed at the Manager's meeting.

Communication Plan/Notice By-law Requirements:

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