



**Date: January 28, 2011**

## **City Council Committee Report**

**To: Mayor & Council**

**Fr: Sharen McDowall, Human Resources Manager**

**Re: City of Kenora Non-Union Vacation Policy**

### **Recommendation:**

That Council hereby approved the City of Kenora Non-Union Vacation Policy #HR-3-2; and further

That Council give three readings to a by-law to amend the Comprehensive Policy Manual for this purpose.

### **Background:**

In accordance with the City of Kenora Non-Union Vacation Policy, vacation entitlement of supervisory and management personnel shall be tied with CUPE, IBEW and KPFFA Collective Agreements. In the 2010 negotiations, changes were made to the IBEW Collective Agreement reducing the entitlement of bonus days. Bonus days are no longer accrued effective October 1<sup>st</sup>. The eligible period is between January 1 and March 31<sup>st</sup> excluding March break.

There is a further amendment to the eligible time for increased vacation. After 9 years was changed to 8 years, 15 to 14, 19 to 18 and 20 to 19 years of service. These changes mirror CUPE and IBEW Collective Agreement.

### **Communication Plan/Notice By-law Requirements:**

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