



**February 6, 2013**

## **City Council Committee Report**

**To: Mayor and Council**

**Fr: Heather Kasprick, Deputy Clerk**

**Re: City Hall Summer Student**

### **Recommendation:**

That Council approves the hiring of one (1) cashier summer student for City Hall for a period of 16 weeks during the 2013 summer season.

### **Background:**

City Hall has traditionally always had one cashier summer student to assist the customer service and POA departments in the busy summer months. Their primary duties is cashier related and all associated works with the cashier position. They also assist in POA to enter provincial offences tickets and file.

The position gives an opportunity to a student to work in an office environment and learn the many aspects of an office environment. The position is ideal for students enrolled in post-secondary education that may relate to finance, business or a related field.

### **Budget:**

The cost of the summer student has been included in the 2013 budget submissions for consideration.

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

N/A