



February 6, 2013

City Council Committee Report

To: Mayor & Council

Fr: Rick Perchuk, Operations Manager

Re: Summer Students – Operations Department

Recommendation:

That Council of the City of Kenora approves the hiring of three (3) summer students for the Lake of the Woods Cemetery (for 18 weeks each for a total of 54 weeks) from April – August, 2013; and

That Council of the City of Kenora approves the hiring of four (4) parks students for the Parks Department (for 14 weeks each for a total of 56 weeks) from May – August, 2013; and

That Council of the City of Kenora approves the hiring of four (4) roads students for the Roads Department (for 14 weeks each for a total of 56 weeks) from May – August, 2013; and

That Council of the City of Kenora approves the hiring of one (1) student for the Water & Sewer Department (for a total of 16 weeks) from May – August, 2013; and

That Council of the City of Kenora approves the hiring of two (2) students for the Solid Waste Department (for 16 weeks each for a total of 32 weeks) from May – August, 2013, and further

That these positions are conditional upon Council approval of the 2013 City Operational Budgets.

Background:

The Operations Department is requesting the hiring of fourteen (14) summer students for the 2013 operational season: Three (3) for the Lake of the Woods Cemetery, four (4) for the Parks Department, four (4) for the Roads Department, one (1) for the Water & Sewer Department and two (2) for the Solid Waste Department.

A similar complement was approved for the 2012 season.

Parks, Cemetery & Roads: 11 Students

The Parks, Cemetery and Roads Departments are requesting the hiring of eleven summer students to carry out the anticipated workload due to capital projects, turf

maintenance, ground maintenance, parks development projects, interments, bookings, events and staff vacations.

4 Parks students:	May 21 to August 17	14 weeks each (56 total)
4 Roads Students:	May 21 to August 17	14 weeks each (56 total)
3 Cemetery Students:	April 29 to August 31	18 weeks each (54 total)

Water & Sewer: 1 Student

The Water and Sewer Department requires one summer student for grass cutting at lift stations, minor landscaping at excavation sites, mixing of concrete, curb stop repair when not required to assist in other departments.

1 Water & Sewer Student:	May 6 to August 23	16 weeks
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Solid Waste: 2 Students

The Solid Waste Department requires two students to perform downtown garbage pickup, Coney Island garbage and recycle collection, emptying of public receptacles, pick up of illegally dumped garbage, City Hall garbage and recyclables, yard maintenance at the Transfer Station and some minor cleaning of the office area and some assisted Scale duties.

2 Solid Waste Students:	May 13 to August 30	16 weeks each (32 total)
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Budget: - Approved 2013 Operating Budgets: Parks, Roads, Water & Sewer and Solid Waste

Communication Plan/Notice By-law Requirements:

Resolution required.

Distribution: Human Resources Manager, Payroll Officer, Operations Manager, Parks Supervisor, Road Supervisor, Water and Sewer Supervisor, Solid Waste Supervisor & Clerk-Storekeeper.