



**The Municipal Corporation of the
Town of Fort Erie**

BY-LAW NO. 44-2000

BEING A BY-LAW TO AMEND EMPLOYMENT HIRING POLICY

BY-LAW NO. 201-89 (A09.H11)

A09.44

WHEREAS By-law No. 201-89 was passed by the Municipal Council of the Town of Fort Erie on the 10th day of October 1989 to adopt an Employment Hiring Policy for officers, servants and employees of the Corporation of the Town of Fort Erie, and

WHEREAS at the Council-in-Committee meeting of March 6th, 2000 the following recommendation was approved:

THAT: Section 5.1 of Hiring Policy By-law No. 201-89 be and it is hereby amended by adding the following thereto:

For information purposes only and upon request, the Mayor and the Chair and Vice-Chair of their respective department shall be entitled to confidentially receive a copy of any application for employment and resume for all supervisory and manager positions. All employment advertisements shall state that such application and/or resume shall be available for review, upon request, by relevant officials of the Town of Fort Erie and individual members of Council being the Mayor, Chair and Vice Chair. The ads and employment applications shall contain an acknowledgment and release.

and

WHEREAS it is deemed desirable to further amend the Hiring Policy under Section 8 with respect to access to employee personnel files and an employee's right to review his or her own employee personnel file subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act, and

WHEREAS it is deemed desirable to amend the policy accordingly;

NOW THEREFORE the Municipal Council of The Corporation of the Town of Fort Erie hereby enacts as follows:

- (1) **THAT** Section 5.1 of Employment Hiring Policy By-law No. 201-89 be and it is hereby amended by adding the following paragraph thereto:

"For information purposes only and upon request, the Mayor and the Chair and Vice-Chair of their respective department shall be entitled to confidentially receive a copy of any application for employment and resume for all supervisory and manager positions. All employment advertisements shall state that such application and/or resume shall be

BY-LAW NO. 44-2000
PAGE TWO

available for review, upon request, by relevant officials of the Town of Fort Erie and individual members of Council being the Mayor, Chair and Vice Chair. The ads and employment applications shall contain an acknowledgment and release."

- (2) **THAT** the following be and it is hereby added to Section 8 of Employment Hiring Policy By-law No. 201-89 " ; all of which shall be in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act and administrative policy directives of the Corporation of the Town of Fort Erie."

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 13th DAY OF MARCH, 2000.



MAYOR



CLERK

I, the Clerk, Carolyn J. (Booth) Kett, of The Corporation of the Town of Fort Erie hereby certify the foregoing to be a true certified copy of By-law No. 44-2000 of the said Town. Given under my hand and the seal of the said Corporation this _____ day of _____, 2000.
