THE CORPORATION OF THE TOWNSHIP OF LAURENTIAN VALLEY
BY-LAW NUMBER 04-12-238

Being a By-Law to Adopt Policies with Respect to the Hiring of Relatives

WHEREAS Section 270(1) of the Municipal Act provides that a municipality and a local board shall adopt policies for the hiring of relatives of a member of Council, local board or existing employee of the municipality by December 31st, 2004;

AND WHEREAS the Council of the Corporation of the Township of Laurentian Valley deems it expedient to adopt a policy consistent with the spirit and intent of the Municipal Act;

NOW THEREFORE the Council of the Corporation of the Township of Laurentian Valley enacts as follows:

1. Definitions

For the purpose of this By-law, the following definition shall apply:

1.1 “Relative” shall mean the wife, husband, same-sex partner, father, mother, father-in-law, mother-in-law, sister, brother, son, daughter, son-in-law, daughter-in-law, brother-in-law, sister-in-law, grandparent, common-law spouse, grandchild, niece, nephew, foster child and/or the equivalent members of a blended family of a member of Council, local board, committee of Council or an existing employee of the municipality.

2. The policy for the “Hiring of Relatives of Municipal Employees, Members of Council or Local Boards”, as shown on attached Schedule “A” and forming part of this By-Law, is hereby adopted.

3. All previous By-laws and resolutions adopting policies for the Hiring of Relatives of Municipal Employees, Members of Council or Local Boards inconsistent with this policy be and are hereby repealed.

4. This By-Law shall come into force and effect on the date of passing thereof.

Read a FIRST and SECOND time this 21st day of December, 2004.

REEVE

CHIEF ADMINISTRATIVE OFFICER/CLERK

Read a THIRD time and FINALLY passed this 21st day of December, 2004

REEVE

CHIEF ADMINISTRATIVE OFFICER/CLERK
SCHEDULE "A" TO BY-LAW NUMBER 04-12-238

Policy for the Hiring of Relatives of Municipal Employees, Members of Council or Local Boards.

1. Hiring of individuals by the Municipality is subject to the following restrictions:
   a) the individual must not supervise a relative; or
   b) the individual must not be supervised by a relative. In this context, the term ‘supervised’ includes the reporting relationship between members of Council and the Chief Administrative Officer.

2. The recruitment of relatives not subject to the restrictions in Clause No. 1 above is permitted provided that the Chief Administrative Officer can establish that:
   a) standard competition procedures have not been circumvented;
   b) the applicant is the most qualified;
   c) no undue influence was exerted on the recruiting supervisor; and
   d) no potential conflict or difficulties appear to exist.

3. No member of Council, a local board or employee who are related to an applicant for a position with the Municipality shall be involved in the interview for the same. Although not directly involved in the selection process, members of Council, local boards or employees related to applicants shall remain neutral and in no way attempt to influence the hiring process.