

Meeting Date: January 15, 2024
Department: Human Resources
Report No.: HR-2024-02
Submitted by: Doug Payne, Director of Human Resources
Approved by: Trisha McKibbin, Chief Administrative Officer

SUBJECT: Hiring Report – GIS / Planning Assistant and Flex Operators

RECOMMENDATION:

THAT: Report HR-2024-02, Hiring Report – GIS / Planning Assistant and Flex Operators, be received for information.

BACKGROUND:

In October of 2023, the Municipality began recruiting for a GIS / Planning Assistant as previously approved by Council as well the recruiting of two Flex operators that due to internal movement created these vacancies.

COMMENTS:

Following an extensive interview process with multiple candidates and interviews, an offer of employment was made to Kyra Bamlett for the position of GIS / Planning Assistant. Ms. Bamlett joins the Municipality from her current role as a Mapping and Data Service Coordinator at Southwestern Ontario Student Transportation Services (STS). Her academic qualifications are from the University of Guelph including a Bachelor of Arts in Geography with a minor in GIS.

Ms. Bamlett has joined the team on January 8, 2024.

In addition, the Flex Operator positions were posted and offers of employment were made to Mike Verboom and Cody Helkaa. Both Mr. Verboom and Mr. Helkaa bring an array of experience as labourers as well as in equipment operation.

Mr Verboom and Mr. Helkaa have joined the team on January 2, 2024.

CONSULTATION:

GIS / Planning Assistant:

Director of Building and Planning
Senior Development Coordinator
Human Resources Student

Flex Operator:

Manager of Public Works
Supervisor of Parks and Recreational Facilities
Human Resources Student

FINANCIAL IMPLICATIONS:

None – these are budgeted positions with no financial implications

STRATEGIC PLAN ALIGNMENT:

This matter is in accord with the following strategic priorities:

1. Economic Development: Support a strong local workforce

ATTACHMENTS:

N/A