

# Report

to Council

**SUBJECT:** Employee Transitional Housing Policy Updates

**COUNCIL MEETING DATE:** March 9, 2021

**CONFIDENTIAL:** This matter is not confidential.

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**Purpose:** The purpose of the report today is to update the current Employee Transitional Housing Policy.

**Proposed Motion:**

That Council accepts the proposed updates to the Employee Transitional Housing Policy as presented.

**Options:**

- Council may accept the proposed updates to the Employee Transitional Housing Policy as presented.
- Council may recommend alternate or additional changes to the Employee Transitional Housing Policy.

**Recommendation:** Administration's recommendation is to accept the proposed updates to the Employee Transitional Housing policy as presented.

**Background:** The Employee Transitional Housing Policy came into effect August 28, 2012. The policy and procedure were put in place to address accommodations for onboarding staff members who experienced a lack of available inventory in the local housing market. In 2012, it created difficulty in recruiting employees.

At this time, available inventory in the local housing market is not an issue. However, Administration continues to see value in the policy. During the recruitment process, potential hires may have difficulty finding appropriate accommodations in a timely fashion within the County. Administration continues to see the value helping employees relocate during the commencement at Lac La Biche County.

There are no significant recommended changes to the Employee Transitional Housing Policy from Administration. The policy statement has been revised a bit as per the recommended amended policy attached to the report. As well as the addition of definitions as per the new policy template.

Mayor and Council should also note that Administration has a formal agreement that all tenants need to sign prior to moving into the premise. The agreement was also updated at this time and required legal review for any updates with respect to any potential changes to the Landlord Act.

Administration pulled some statistics based on how much the residence has been utilized for Council's information.

<u>Year</u>	<u># of Months Rented</u>
2015	6
2016	10
2017	6
2018	7
2019	12
2020	0

**Strategic Alignment:** The Employee Transitional Housing Policy does not fall under any of Council's Strategic Goals of the Strategic Plan. The policy is utilized internally.

**Financial Implications:**

**Costs:** No costs associated.

**Source of funding:** No funding required.

**Relevant Legislation, Policy or Practices:** Employee Transitional Housing Policy CS-03-011.

**Internal Impacts:** Administration to update the Employee Transitional Housing Policy as accepted by Mayor and Council and upload the amended policy on the County's website.

**Communication:** Administration to communicate internally with the applicable departments involved noting the updated changes to the Employee Transitional Housing Policy.

**Attachments:**

- Employee Transitional Housing Policy Updated
- Employee Transitional Housing Procedure Updated
- Employee Transitional Housing Policy CS-03-011

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