



TOWN OF CORNWALL
RESOLUTION

DATE: February 22, 2023

DEPARTMENT: Committee of Council

MOTION NUMBER: COC-02-2023 Employee Handbook (Employment Policy)

MOTION CARRIED ✓ 3-0

MOTION LOST _____

MOTION WITHDRAWN _____

Moved by Councillor

Judy Herlihy

Seconded by Councillor

Corey Frizzell

Whereas: The Town of Cornwall maintains an Employee Handbook that contains the Town's employment policies for all staff, and per that Handbook a review is to be conducted on a periodic basis and the Handbook has not been updated since 2015;

And Whereas: Input was obtained from employees and management regarding recommended amendments to the policies in the Handbook, and Council has reviewed the Handbook and the changes recommended by staff, and Council made many recommendations as well;

And Whereas: All amendments, acceptable to Council, have been incorporated into the Handbook as last considered at the Committee of Council meeting held on February 15, 2023, and distributed to council members on February 17, 2023;

And Whereas: The Handbook is now ready for approval;

Therefore, be it Resolved: That the Town of Cornwall approves the amended Employee Handbook effective as of February 23, 2023.