

To: Mayor and Members of Council

July 11, 2011

Re: Town Manager Holiday Request

Background

The Employment Contract between the Town of White City and the Town Manager provides for 4 weeks of holiday. 1 week of unused holidays from 2010 was approved by Council to be carried over into 2011.

The Town Manager has taken 7 days of holidays to date.

Discussion

The Town Manager is requesting to be approved for holidays from August 1, 2011 to August 15, 2011, which is a total of 9 days of holidays.

Budget Implications

None.

Recommendation

Administration recommends Council approve the Town Manager's request for holidays from August 1, 2011 to August 15, 2011.

Respectfully submitted,



Shauna Bzdel,
Town Manager