

SECTION: ADMINISTRATION

SUBJECT: NEPOTISM

Original Resolution No.: 00-06-22

Nepotism - Employment of Relatives

The County of Warner No. 5 is desirous of regulating employment to avoid potential favoritism or conflict of interest that may occur as a result of employees being related to another employee. Accordingly, a spouse or any other relative of an employee may be considered for a position in a different department pursuant to the guidelines stated below.

Guidelines

1. For the purposes of this policy, a relative of an employee/councillor is defined as one of the following: Father, mother, son, daughter, brother, sister, husband or wife, parent-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, and any common law relationship.
2. This policy does not apply to relatives of full-time employees if the work is of a seasonal nature and the expected duration of the seasonal employment is less than six months.
3. Employment of a relative within the same department will be discouraged. If the best candidate for the job is a relative, the employment offer shall be approved by the County Administrator prior to the offer.
4. There shall be no opportunity allowed for an employee to influence or exercise favoritism in the decision to employ, place or promote any applicant for employment or employee who is a relative.
5. No employee shall be allowed to be in direct supervision of a relative.
6. For recruitment purposes, a Selection Committee member who is a relative of an applicant being considered for a position, shall disqualify himself/herself from the selection process.
7. In the event that two employees, in the same department, become spouses or relatives and are in conflict with Guideline No. 5, one of the employees may be required to leave the Department. Every reasonable effort shall be made by the affected employees to acquire alternate employment in another department within the County. The County will cooperate and assist in this process to maintain fairness. Normally the employee in the non supervisory position will be the more suitable candidate to leave. Where agreement is not reached between the employees involved and the department head, the employee in the more senior position may remain.
8. This policy shall not be applied retroactively to those employees who as of June 1, 2000 were in conflict of Guideline No. 5.
9. The Council, under special or extenuating circumstances, and upon recommendation of the County Administrator, may make exceptions to this policy.