

BUDGET COMMITTEE – FEBRUARY 16, 2005

FILLING VACANT TECHNICAL SENIOR ENGINEERING ASSISTANT POSITION – DEVELOPMENT/TRANSPORTATION ENGINEERING

Recommendation

The Commissioner of Engineering and Public Works recommends that:

The Contract Full-time Senior Engineering Assistant Position in the Development/Transportation Engineering Department be temporarily filled for approximately seven months.

Purpose

To seek approval to fill the Contract Full-time Senior Engineering Assistant Position in the Development/Transportation Engineering Department for approximately seven months.

Background - Analysis and Options

In September of 2004, the position of Development Supervisor became vacant for year due to a parental leave of absence. A Senior Engineering Assistant (SEA) with the Planning & Studies Section of the Development/Transportation Engineering Department is filling the vacancy internally from September 2004 to September 2005. Therefore, this has created the need to back fill the SEA vacancy on a temporary basis until the permanent staff member, i.e. Development Supervisor, returns in September 2005.

The vacant Senior Engineering Assistant position was posted and recruiting started at the end of August 2004. The position was filled in November 2004; however, the person resigned at the beginning of January 2005, to pursue a permanent position with another municipality. This resulted in the SEA position being vacant for the next seven months.

The position facilitates the preparation of the Spine Servicing Agreements for the newly approved Block Plans and facilitates the review and approval of the municipal servicing construction drawings for the same. Developers are servicing the blocks and will be requesting subdivision agreements shortly in anticipation of house construction later this year.

The current workload requires that the position be filled as soon as possible for the remaining seven months.

Relationship to Vaughan Vision 2007

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

Conclusion

The position facilitates the preparation of the Spine Servicing Agreements for the newly approved Block Plans and facilitates the review and approval of the construction drawings for the same. Not filling the position will create a slowdown in the development process, keeping in mind that the Developers have already started selling homes.

Report prepared by:

Mirella Doyle, Acting Development Supervisor, Planning & Studies

Respectfully submitted,

Bill Robinson, P. Eng.
Commissioner of Engineering and Public Works

Michael Won, P. Eng.
Director of Development/
Transportation Engineering

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