

BUDGET COMMITTEE – FEBRUARY 16, 2005

FILLING VACANT CO-OP ENGINEERING POSITIONS - ENGINEERING SERVICES DEPARTMENT

Recommendation

The Commissioner of Engineering and Public Works recommends that:

That the 3 Contract Co-op Engineering Positions; 2 in the summer semester, 1 in the fall semester, be filled.

Purpose

To seek approval to fill the 3 Contract Co-op Engineering Positions, 2 in the summer semester, 1 in fall semester.

Background - Analysis and Options

The Contract Co-op Engineering Position was created as a means to assist the Engineering Services Department with various tasks during our busiest times of the year and also provide students studying in the field of civil engineering, meaningful experience and credit towards their diploma.

The following outlines the duties and responsibilities of the Student Engineering Position:

- Assist with the collection, compilation, updating and review of infrastructure data;
- Assist in the design and preparation of tender documents for municipal projects;
- Assists in the field inspection and preparation of site records and progress payment certificates for construction projects, and;
- Assists the survey crew in collecting field information for municipal engineering projects;

With the Co-op Engineering Position, we are effectively multiplying our service effectiveness with respect to various services such as Engineering, Infrastructure Management and Contract Administration.

To date, the Engineering Services Department has been very successful in working together with area Universities with programs in Civil Engineering, to attract ideal candidates to support our mutual goals and objectives. Sufficient funding is included in the draft 2005 Operating Budget for these positions.

Relationship to Vaughan Vision 2007

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated, but not approved.

Conclusion

As the City continues its residential and commercial growth, this position was created as a means to assist the Engineering Services Department with various tasks during our busiest times of the year and also provide students studying in the field of civil engineering, meaningful experience and credit towards their diploma. Failure to fill this position will reduce our ability to sustain our level of service to the community in areas of Engineering, Infrastructure Management and Contract Administration.

Attachments

N/A

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Respectfully submitted,

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DB:mc