

Re: Engineering Organization

Following is a report from the Municipal Engineer regarding his evaluation of the Deputy and Assistant classifications in his Department.

RECOMMENDATION:

1. THAT the Engineering Department continue to function organizationally with the split of functions to the Deputy Municipal Engineer and to the Assistant Municipal Engineer at this departmental senior level.

13 December, 1974

TO: MUNICIPAL MANAGER

FROM: MUNICIPAL ENGINEER

SUBJECT: ENGINEERING ORGANIZATION

Council will recall that when the report of the "Contracts Investigating Committee" was adopted by Council on 11 February, 1974, the following recommendation of the Committee was approved:

"The areas of responsibility for each senior engineer should be the subject of a report to Council by the Municipal Engineer. This report should be presented to Council not later than 30 November, 1974."

The foregoing recommendation stemmed from a recommendation by both the Committee and the Municipal Engineer that the Engineering Department evolve into two main divisions with two senior engineers, each responsible for one of the two main divisions, reporting to the Municipal Engineer.

The two senior engineers by title are the Deputy Municipal Engineer and the Assistant Municipal Engineer, with each of them having day to day duties of their own, and the Deputy acts, of course, for the whole Department in the absence of the Municipal Engineer.

The position of the Assistant Municipal Engineer was vacant for several months in the middle part of 1974, and we wanted to observe it working with the new appointee before making our report. Based upon my careful observation of how the Department is operating and the comments of the Deputy Municipal Engineer, and those of the two individuals who have occupied the position of Assistant Municipal Engineer, I would report that we have established a very proper and meaningful format of organization for the Engineering Department at a senior level. The work load of the Department is such that it is quite evenly distributed to each of the two main divisions and also the split is a sensible one in terms of organizational functions.

There is no doubt whatsoever in my mind that the Department should continue with its present format of organization at the senior level.

RECOMMENDATION:

THAT the Engineering Department continue to function organizationally with the split of functions to the Deputy Municipal Engineer and to the Assistant Municipal Engineer at this departmental senior level.

EEO
MUNICIPAL ENGINEER

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