



Memorandum

Office of the City Clerk
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TO: Members of Council
FROM: Krista Power, City Clerk
DATE: Tuesday, February 2, 2021
SUBJECT: **Additional Information**
Committee of the Whole – Special Session (2021 Capital and Operating Budget) – February 2, 2021

COMMITTEE OF THE WHOLE – SPECIAL SESSION (2021 CAPITAL AND OPERATING BUDGET)

Additional Information

1. Memorandum from Mayor B. Mauro, dated February 2, 2021 containing a motion relative to vacancy framework.

Memorandum

TO: Krista Power, City Clerk

FROM: Mayor B. Mauro

DATE: February 2, 2021

SUBJECT: Vacancy Framework - Budget Motion
Committee of the Whole – Special Session (Budget) – February 2, 2021

At the January 19, 2021 Committee of the Whole- Special Session (Budget) Meeting a resolution referred to the City Manager relative to the continuation of the vacancy review of vacant positions. In response to the memorandum and associated information from City Manager, Norm Gale I would like to present the following motion for Council’s consideration.

“WITH RESPECT to the memorandum from Mr. N. Gale, City Manager, dated February 1, 2021 relative to the vacancy review within the City of Thunder Bay, we recommend that hiring for all vacant positions in the City of Thunder Bay be managed under the following framework;

The City Manager be tasked with approval of any necessary hires and consider for each hire whether the position:

- is required to achieve client to service ratios (i.e. Day Nurseries Act);
- is required to ensure the City is compliant with other statutory or regulatory requirements;
- is necessary to maintain CTB mandated operations service levels (i.e. emergency services, Pioneer Ridge, transit, etc.);
- is deemed necessary to maintain current program, service and operational levels as approved by City Council;
- receives 100% funding from external sources;
- if left vacant would expose the City to significant potential loss or liability;
- and
- is suitable for employees requiring temporary or permanent accommodation.

AND THAT the City Manager report back to City Council on the savings within the Quarterly Variance Report.”