



# Memorandum

*Office of the City Clerk*  
**Fax:** 623-5468  
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**TO:** Members of Council  
**FROM:** Krista Power, City Clerk  
**DATE:** Tuesday, January 19, 2021  
**SUBJECT:** **Additional Information**  
**Committee of the Whole – Special Session (2021 Capital and Operating Budget) – January 19, 2021**

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

**Additional Information**

1. Memorandum from Mayor B. Mauro dated January 17, 2021 containing a motion relative to 2021 Vacancy Review.



# Memorandum

*Office of the Mayor*  
**Fax:** 623-1164  
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**TO:** Krista Power, City Clerk  
**FROM:** Mayor Bill Mauro  
**DATE:** January 17, 2021  
**SUBJECT:** 2021 Vacancy Review  
Committee of the Whole – Special Session (Budget) – January 19, 2021

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At the January 29, 2020 budget meeting Council directed Administration to implement a hiring freeze until after the Phase 2 Program & Services Review was received and to report back on or before June 29, 2020 with achieved savings. Administration’s report to Council advised the savings achieved up to June 30, 2020 were \$332,207.

I would like Council to receive information relative to the 2020 annualized savings as well as consider implementing a similar vacancy review process for the remainder of this Council’s term.

I present the following motion for Council’s consideration,

WITH RESPECT to the Memorandum from Mayor B. Mauro dated January 17, 2021, we recommend that Administration report to Council the cost savings relative to the 2020 vacancy review process;

AND THAT Administration report back on or before March 22, 2021;

AND THAT the same vacancy review process established in 2020 be implemented immediately and be in effect for the remainder of this term of Council.