



**SPECIAL COUNCIL MEETING, MARCH 26, 2002**

**IN COMMITTEE-OF-THE-WHOLE TO CONTINUE TO DISCUSS THE  
ORGANIZATIONAL/STRUCTURAL REVIEW  
PREPARED BY CONSULTANT MARGARET RODRIGUES**

**CITY HALL, COUNCIL CHAMBERS  
411 EAST MAIN STREET**

Council met in Committee-of-the-Whole at 6:05 p.m. and in open session at 7:55 p.m. on the above date.

Her Worship Mayor Cindy Forster in the Chair.

**Members Present:** Councillors R. Alakas, D. Beaudoin, M. Belcastro, N. Dmytrow Bilboe, M. Dzugan, T. Eybel, D. Fortier, D. Grenier (6:20 p.m. - 6:45 p.m.), J. Irvine, J. Mastroianni, S. O'Dell and J. Spadafora (6:35 p.m.).

**Members of the Staff and Others Present:**

City Clerk C.A. Stirtzinger  
City Solicitor G. Banks  
Environmental Services Engineer D. Cook  
Director of Development Services & Acting CAO T. Fitzpatrick  
Fire Chief P. Olah  
Director of Operational Services G. Marcello  
Community Services Director I. Smith (6:35 p.m.)  
Acting City Treasurer B. Silvestri  
Clerk Steno III B. Gallaccio (7:55 p.m.)

**02-25** Moved by Dzugan and Alakas that Council meet in Committee-of-the-Whole, closed to the public at 6:05 p.m. to consider:

- a) personal matters about an identifiable individual, including municipal employees.

**CARRIED**

**02-25** Moved by Dzugan and Alakas that the Committee-of-the-Whole arise from its closed meeting at 7:45 p.m.

**CARRIED**

### **BUSINESS ARISING FROM COMMITTEE-OF-THE-WHOLE**

**01-23** Moved by Mastroianni and Spadafora that, as a fourth response to the Margaret Rodrigues recommendations contained in the Organizational and Structural Review (Report), Council approve the following: (CHANGES MADE BY COUNCIL TO ORIGINAL RECOMMENDATIONS ARE SHOWN IN CAPITAL TYPE):

13. d) That a system of performance management and accountability be put in place throughout the organization, **TO PROVIDE: A PERFORMANCE REVIEW AND FEEDBACK PROCESS.**
13. e) **That** a reward and recognition program **BE ESTABLISHED** so that Council and senior management can recognize outstanding performance by **DEPARTMENTS** and individuals.
15. **THAT COUNCIL APPROVES THE COMPLEMENT OF FOUR (4) FULL TIME POSITIONS IN THE HUMAN RESOURCES DEPARTMENT WITH A FIFTH POSITION TO BE CONSIDERED AT A LATER DATE.**
16. That the position of Occupational Health and Safety Officer be filled on a priority basis by an individual with the skills, experience and training required.
25. b) That the position of General Foreman, Water and Sewer Services be filled as soon as possible, **AND THAT STAFF REPORT TO COUNCIL HOW IT WILL BE FILLED.**
26. That Information Systems should be recognized as a critical corporate function, reporting to the **TO THE "TREASURY MANAGER" (TITLE TO BE DETERMINED).**
33. That Council approve the **ATTACHED** organization structure.
34. That Council direct the Treasury Department to conduct internal audits, undertake a corporate risk assessment, develop an audit cycle and undertake audits as required, **AND THAT THE MATTERS OF STAFFING AND PROCESS BE REFERRED TO THE TREASURY DEPARTMENT FOR STUDY AND REPORT.**

...continued...

**01-23...Cont'd.**

35. THAT DEPARTMENTS REVIEW THE ACTION PLAN DETERMINED BY COUNCIL'S DECISIONS ON THE RODRIGUES RECOMMENDATIONS AND REPORT THE STATUS OF IMPLEMENTING THESE PLANS.

**NEW**

39. THAT COUNCIL RE-ALIGN THE TWO EXISTING EXECUTIVE ASSISTANT POSITIONS.

CARRIED

*(Councillor O'Dell asked to be recorded as opposed to recommendation #13d and #13e of this resolution.)*

Council adjourned at 8:00 p.m.

These Minutes approved and adopted by Motion of Council this 2<sup>nd</sup> day of April, 2002.

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MAYOR

CLERK