

## Report TR-TAPS-55-14

**To:** Chair Barfoot and Members of the Transportation and Public Safety Committee  
**From:** M.J. Kelly, Director of Transportation Services  
**Meeting Date:** July 24, 2014  
**Subject:** Transportation Service Department Restructure  
**Status:** Recommendation adopted by Committee as presented per Resolution TAPS92-14; Endorsed by County Council August 5, 2014 per Resolution CC110-14;

## Recommendation(s)

**WHEREAS** the May 2013 Transportation Service Department Review proposed an Organization that included an Engineering Section consisting of a Manager three full time Technologists and a seasonal Construction Supervisor, as well as a Structural Section including a Structural Engineer and the Bridge Crew;

**AND WHEREAS** with the elimination of the Structural Engineer position for the interim, a revised Transportation Services Department is required;

**NOW THEREFORE BE IT RESOLVED THAT** Report TR-TAPS-55-14 regarding a revised Transportation Services Department be received;

**AND THAT** the revised Transportation Services Department will include the following modifications:

**The Engineering Section will be responsible for the County's structures and the Bridge Crew;**

**A Structural Engineer will not be hired at least for three years;**

**The Seasonal Construction Supervisor will be eliminated from the Engineering Section complement;**

**The Engineering Section will increase its Technologist complement by one Intermediate Technologist;**

**The existing Junior Technologist will be upgraded to an Intermediate Technologist;**

**The title for the Junior Technologist will be modified to Technologist;**

**The Engineering Section will hire a Technologist for a three year contract period;**

**In 2017 this structure will be reviewed to determine if the Technologist position is still required.**

## Background

In May 2013 the Transportations Services Review was completed making recommendations for the future of the Department.

The report identified that the Engineering Section would consist of a Manager, Senior Technologist, Intermediate Technologist, Junior Technologist as well as a Seasonal Construction Supervisor. In addition, there was a separate Structural Section to be developed that would include a Structural Engineer and the Bridge Crew. The Structural Engineer position was to be funded from the vacant Bridge Crew Foreman position, one half of a Technologist position, as well as revenue received from completing municipal and county bridge appraisal.

As a result of lack of funding commitment from the local municipalities the Structural Engineer position has been placed on hold and the Structural Section has continued to be a component of the Engineering Section. In addition, the County is in the process of hiring a Bridge Crew Foreman.

In 2013 a Seasonal Construction Supervisor was employed and this initiative was less effective than anticipated.

In 2014 a Seasonal Junior Technologist was hired instead of a Construction Supervisor and the Technologist team is completing the duties of the Construction Supervisor. This organizational structure appears to be more efficient.

Since the Structural Engineer position will not be incorporated at this time it is recommended that the Engineering Section be modified to include the structural component and be staffed by a Manager and four Technologists (Senior, two Intermediate, and Junior). The Junior Technologist will be renamed Technologist for dignity purposes. However, to maintain flexibility until the organizational structure is tried, tested and true, it is recommended that the Technologist have a three year term. At that time the organizational structure will be assessed and modifications made, if required.

The proposed Engineering Section will continue to manage the roads and structures for planning, design, contracting and constructing.

With the additional Technologist, less work will be completed by Engineering Consultant companies. As a result there will be an overall cost saving for the County.

The current Junior Technologist began his employment with Grey County in November 2012. Since starting with Grey County, the individual has been performing at a very high level. He is constantly exceeding the expectations of a Junior Technologist and completing the work of an Intermediate Technologist.

Due to workload and operational demands within the Engineering Section, the Junior Technologist has been working in the capacity of an Intermediate Technologist since late 2013. He has been the lead in issuing numerous Requests for Proposals, and has developed tenders as production requirements continue to dictate. Demands from the Maintenance Section with regard to supplying tenders for various projects has increased and this individual has picked up a large portion of the workload, including issuing tenders for facility repairs of domes and buildings. In addition he will be the contract administrator on the Grey Road 1 construction project. As a result, it is recommended to promote the current Junior Technologist to Intermediate classification.

The proposed modifications to the Engineering Section will result in a more efficient and cost effective unit.

## Financial / Staffing / Legal / Information Technology

### Considerations

The cost (salary and benefits) to reclassify the existing Junior Technologist to the Intermediate level is approximately \$12,500 annually. However, this additional cost would be offset with the reduction of consultant assignments.

The cost for the additional Technologist would be funded by the combination of the Seasonal Construction Supervisor that would not be hired and less work will be completed by Engineering Consultant companies

### Link to Strategic Goals / Priorities

Strategic Goal 6: Achieving Excellence in Governance and Service

Respectfully submitted by,

M.J. Kelly  
Director of Transportation Services