

RECORDS COMMITTEE

MEMBERS

| | |
|-------------------|--|
| Jody Baltessen | City Records Manager and Archivist (Chairperson) |
| Marc Lemoine | City Clerk |
| Jackie Black | Designate, Chief Financial Advisor |
| Oiza Momoh | Designate, City Auditor |
| Harold Dick | Designate, Director of Legal Services and City Solicitor |
| Michael Himbeault | Designate, Chief Innovation Officer |

Citizen Members:

| | |
|-------------------|-------------------------|
| Heather Bidzinski | } 2-year term to expire |
| Dean Scaletta | } December 31, 2020 |

JURISDICTION

Clause 1 of the Report of the Executive Policy Committee dated October 12, 2011, as amended and adopted by Council on October 19, 2011

Records Management By-law No. 86/2010

Subsection 110(2) of *The City of Winnipeg Charter*

COMPOSITION

- The City Records Manager and Archivist, or designate, who shall be the Chairperson of the Committee
- The City Clerk or designate
- The City Auditor or designate
- The Chief Financial Officer or designate
- The Director of Legal Services and City Solicitor or designate
- The Director of Corporate Support Services or designate
- Two citizen members who shall not be employees of the City and whose term shall be for not more than 3 years.

FUNCTION

To implement policies and procedures approved by Council, for the management, retention, safekeeping, disposition and destruction of records in all departments. The Committee reports on the management and condition of records keeping and information handling, and determines suitable retention and disposal authority and procedures for all City records and submits an annual report to Council.

CONTACT

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City Records Manager and Archivist
Archives and Records Control Branch
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Winnipeg, MB R3E 2R2

Last Update: June 4, 2019