

A special meeting of Council of the Municipal District Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta, on December 19th, 2011 commencing at 9:00 a.m.

The purpose of the meeting was to deal with:

1. Municipal Administrator Performance Evaluation
2. Salary and Wage Review
3. Remuneration & Expense Review
4. 2011 Policy Review

Members Present: Reeve Bob Barss, Councillors Oscar Buck, Ted Wilkinson, Myron Zajic, Shelly Andersen, Bruce Cummins and Phil Valleau. Staff present: Municipal Administrator Kelly Buchinski and Municipal Assistant Administrator Bonnie Milton.

The Reeve called the meeting to order at 9:00 a.m.

Reeve Barss in the Chair.

This is the official record for the proceedings.

464.11 Moved by Clr. Cummins that the agenda be adopted as presented.
CARRIED

465.11 Moved by Clr. Andersen that Council recess for a private meeting, as per Section 197(2) of the Municipal Government Act 2000 and amendments. (9:05 a.m.) CARRIED

466.11 Moved by Clr. Wilkinson that Council reconvene to the special meeting. (9:55 a.m.) CARRIED

The Municipal Administrator's evaluation forms were submitted to the Reeve and discussed by Council.

467.11 Moved by Clr. Buck that all salary employees and wage employees be granted a 4% increase effective the first pay period of 2012 and furthermore that the Director of Transportation and the Director of Public Works have the authorization to adjust the public works and the transportation employees wage to a maximum of \$32.95 per hour and the Transportation Foreman's wages to a maximum of \$36.36 per hour and Public Works Tradesmen's wages to a maximum of \$39.52 at their discretion and furthermore that the Director of Transportation be authorized to adjust the seasonal construction employees wage to a maximum of \$29.55 per hour at his discretion and furthermore the Agricultural Fieldman be authorized to adjust his employees wage to a maximum of \$29.55 per hour at his discretion and furthermore the Director of Public Works be authorized to adjust the seasonal parks and recreation employees wage to a maximum of \$29.55 per hour at his discretion. CARRIED

468.11 Moved by Clr. Zajic that Council and ratepayers be granted a 4% increase for the 2012 per diem and furthermore Council, ratepayer and employee mileage, expenses and subsistence have no increase for 2012 making the rates for 2012 as follows:

- Mileage \$ 0.56 per kilometer
- Convention/Conference Expenses \$ 255.00 per night
- Ratepayer Per Diem \$ 284.02 per day
- Subsistence \$ 51.00 per day
- Council Per Diem \$ 284.02 per day

CARRIED

Director of Public Works Shannon LaHaye, Director of Transportation Mark Greibrok, Municipal Accountant Karrie Gau, GIS Tech Chris Volk, Safety & Utilities Manger Preston Iverson, Development Officer Jim Klasson and Agricultural Fieldman James Schwindt joined the meeting at 10:20 a.m. to the end to go through the Policy Manual changes.

- 469.11 Moved by Clr. Andersen that the 2012 Policy Manual be adopted as reviewed today. CARRIED
- 470.11 Moved by Clr. Valleau to adjourn the meeting. CARRIED (11:16 a.m.)

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1/2 day)