

A special meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta, on December 16th, 2013 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. 2013 Policy Review

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

Absent: Clr. Myron Zajic due to illness.

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.

547.13 Moved by Clr. Buck that the agenda be adopted as presented.
CARRIED

548.13 Moved by Clr. Cummins that Council recess for a private meeting, as per Section 197(2) of the Municipal Government Act 2000 and amendments. (9:03 a.m.) CARRIED

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

550.13 Moved by Clr. Cummins that all salary employees be granted a 2.5% increase effective the first pay period of 2014 with the exception of employee #396 (as a salary adjustment was made August 1st, 2013) and all wages employees be granted a \$0.75 per hour increase and that the Director of Transportation, the Director of Public Works and the Agricultural Fieldman have the authorization to adjust the full time department employees wage to a maximum of \$34.85 per hour and the Transportation Foreman's wages to a maximum of \$38.38 per hour and Tradesmen's wages to a maximum of \$41.65 at their discretion and furthermore the seasonal employees wages to a maximum of \$31.33 per hour. CARRIED

551.13 Moved by Clr. Buck that Council and ratepayers be granted a 2.5% increase for the 2014 per diem and furthermore Council, ratepayer and employee mileage, expenses and subsistence have no increase for 2014 making the rates for 2014 as follows:

- Mileage \$ 0.56 per kilometer
- Convention/Conference Expenses \$ 255.00 per night
- Ratepayer Per Diem \$ 301.31 per day
- Subsistence \$ 51.00 per day
- Council Per Diem \$ 301.31 per day

CARRIED

Director of Public Works Shannon LaHaye, Director of Transportation Mark Greibrok, Computer/Information Analyst Stephen Atkins, Development Officer Jim Klasson, Municipal Accountant Karrie Gau, Safety and Utilities Manager Preston Iverson and Agricultural Fieldman James Schwindt joined the meeting at 10:30 a.m. to the end to review the Policy Manual changes.

552.13 Moved by Clr. Buck that the 2014 Policy Manual be adopted as reviewed at this meeting. CARRIED

553.13 Moved by Clr. Wilkinson to adjourn the meeting. CARRIED (12:05 p.m.)

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1/2 day)