

The Council Meeting of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Thursday, December 14th, 2023 commencing at 9:00 a.m.

The purpose of the meeting was to deal with:

1. 2024 Policy Manual Review and Proposed Changes
2. 2024 Safety Manual Review and Proposed Changes
3. Pre – Planning Agenda Review
4. CAO (Municipal Administrator) Performance Evaluation
5. Salary and Wage Review
6. Remuneration and Expense Review
7. 2024 – 2026 Three (3) Year Operating Plan
8. 2024 – 2028 Five (5) Year Capital Plan

Present: Reeve Bob Barss, Councillors Oscar Buck, Michael Wildeboer, Richard Waddell, Robin Leighton, Bruce Cummins, and Bill Lawson. Staff present: Municipal Administrator Kelly Buchinski, Director of Finance Tyson Boomhower, and Assistant Municipal Administrator Neil Loonen 9:00 a.m. to end.

Director of Development Services Dana Smith, Director of Public Works Preston Iverson, Director of Safety Ray Morrison, and Assistant Agricultural Fieldman Shelby Oracheski, attended the meeting from 9:00 a.m. to 11:15 a.m.

Computer/Information Analyst Stephen Atkins attended the meeting from 9:00 a.m. to end.

The public is in attendance via virtual means.

CALL TO ORDER

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

Reeve Barss is in the Chair.

This is the official record for the proceedings.

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

Council reviewed the proposed changes to the 2024 Policy Manual.

Council recessed at 10:16 a.m.

351.23 Moved by Clr. Buck that the 2024 Policy Manual be adopted as presented with amendments at this meeting.
CARRIED

Council reviewed the proposed changes to the 2024 Safety Manual.

352.23 Moved by Clr. Wildeboer that the 2024 Safety Manual be adopted as presented with amendments at this meeting.
CARRIED

The Pre – Planning Agenda was reviewed by Council as information for the 2024 Planning Meeting.

353.23 Moved by Clr. Lawson that Council move to an In-Camera session to discuss privileged information as per section 17(4) (d), FOIP at 11:15 a.m. and as per Section 197(2) of the Municipal Government Act 2000 and amendments.
CARRIED

The Municipal Administrator left the meeting at 11:15 a.m. so Council could conduct the annual CAO evaluation as per Section 205.1 of the *Municipal Government Act, 2000* and amendments.

The Director of Finance, and Computer/Information Analyst left the meeting at 11:15 a.m. and returned to the meeting at 12:15 p.m.

The Municipal Administrator returned to the In-Camera session at 11:36 a.m.

The Assistant Municipal Administrator left the meeting at 11:36 a.m.

354.23 Moved by Clr. Buck that Council reconvene to the Council Meeting at 12:15 p.m.

CARRIED

355.23 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the Municipal Administrator Evaluation (CAO Evaluation) as per the *Municipal Government Act*.

CARRIED

356.23 Moved by Clr. Waddell that all employees be granted a four percent (4%) cost of living increase for the first pay period of 2024 and that seasonal employees be hired as per the approved 2024 budget.

CARRIED

357.23 Moved by Clr. Waddell that Council's and Ratepayer's per diem be granted a four percent (4%) increase effective the first pay period of 2024 and with the mileage and expenses rates being as follows:

- Mileage \$ 0.70 per kilometer
- Convention/Conference Expenses \$ 300.00 per night
- Subsistence \$ 69.00 per day
- Council Per Diem \$ 379.26 per day
- Ratepayer Per Diem \$ 363.15 per day

CARRIED

358.23 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 add Tax Agreement to the agenda.

CARRIED UNANIMOUSLY

359.23 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve a tax agreement for all listed roll numbers under owner #9827.

CARRIED

360.23 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 recess at 12:17 p.m.

CARRIED

361.23 Moved by Clr. Waddell that the Municipal District of Wainwright No. 61 reconvene the special council meeting at 1:37 p.m.

CARRIED

362.23 Moved by Clr. Cummins that Council move to a closed session to discuss privileged information as per Section 16(1) (c) (i) FOIP at 1:37 p.m. as per Section 197(2) of the *Municipal Government Act 2000* and amendments.

CARRIED

Clr. Cummins left the meeting at 2:04 p.m.

363.23 Moved by Clr. Waddell that Council reconvene to the open meeting at 2:30 p.m. as per section 197(2) of the Municipal Government Act 2000 and amendments.

CARRIED

364.23 Moved by Clr. Lawson that the 2023-2025 Financial Plan as presented be accepted as per Section 283.1 (2) of the *Municipal Government Act*.

CARRIED

365.23 Moved by Clr. Wildeboer that the 2023-2027 Capital Plan as presented be accepted as per Section 283.1 (3) of the *Municipal Government Act*.

CARRIED

366.23 Moved by Clr. Leighton that this meeting be adjourned at 2:31 p.m.

CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1 day)