

A special meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta, on December 17th, 2018 commencing at 9:00 a.m.

The purpose of the meeting was to deal with:

1. 2019 Safety Manual Review
2. 2019 Policy Manual Review
3. Municipal Administrator Performance Evaluation
4. Salary and Wage Review
5. Remuneration and Expense Review

Members Present: Reeve Bob Barss, Councillors Oscar Buck, Ted Wilkinson, Bill Lawson, Bruce Cummins, Ryley Andersen and Phil Valleau. Staff present: Municipal Administrator Kelly Buchinski and Assistant Municipal Administrator Bonnie Milton attended the meeting from 9:00 a.m. to the end.

Director of Road Construction Mark Greibrok, Computer/Information Analyst Stephen Atkins, Director of Transportation Preston Iverson, Director of Safety Pam Charles, Development Officer Kim Christensen, Municipal Accountant Karrie Gau and Agricultural Fieldman James Schwindt attended the meeting from 9:00 a.m. to 10:00 a.m.

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.

- 453.18 Moved by Clr. Andersen that the agenda be adopted as presented. CARRIED
- 454.18 Moved by Clr. Lawson that the 2019 Safety Manual be adopted as presented at this meeting. CARRIED
- 455.18 Moved by Clr. Wilkinson that the 2019 Policy Manual be adopted as presented at this meeting. CARRIED
- 456.18 Moved by Clr. Buck that Council move to a closed session to discuss privileged information as per section 17(4) (d), FOIP at 10:20 a.m. and as per Section 197(2) of the Municipal Government Act 2000 and amendments. CARRIED
- 457.18 Moved by Clr. Cummins that Council reconvene to the special meeting. (11:05 a.m.) CARRIED
- 458.18 Moved by Clr. Valleau that all salary/wage employees be granted a 1.5% increase effective the first pay period of 2019 and further that the Municipal Administrator be authorized to allot adjustments totalling \$27,061.00 as discussed and that the Director of Transportation, the Director of Road Construction, the Director of Safety, and the Agricultural Fieldman have the authorization to adjust Tradesmen's wages to a maximum of \$46.19 per hour, the Foreman's wages to a maximum of \$41.75 per hour, the full time department employees wages to a maximum of \$38.64 per hour and the seasonal employees wages to a maximum of \$34.75 per hour. CARRIED

459.18 Moved by Clr. Buck that Council's per diem be granted a 6% increase effective the first pay period of 2019 due to the termination of the "one-third" federal tax exemption for elected officials and subsistence, mileage and expenses remain the same as the 2018 rates with the rates being as follows:

- Mileage \$ 0.56 per kilometer
- Convention/Conference Expenses \$ 255.00 per night
- Subsistence \$ 51.00 per day
- Council Per Diem \$ 337.18 per day

CARRIED

460.18 Moved by Clr. Lawson that ratepayers, board members and employees per diem be granted a 1.5% increase effective the first pay period of 2019 and subsistence, mileage and expenses remain the same as the 2018 rates with the rates being as follows:

- Mileage \$ 0.56 per kilometer
- Convention/Conference Expenses \$ 255.00 per night
- Ratepayer Per Diem \$ 322.86 per day
- Subsistence \$ 51.00 per day

CARRIED

461.18 Moved by Clr. Cummins to adjourn the meeting. CARRIED (11:10 a.m.)

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1/2 day)