

A special meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta, on December 15th, 2017 commencing at 9:00 a.m.

The purpose of the meeting was to deal with:

1. 2018 Policy Review
2. Pre-Planning Agenda 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. Computer/Information Analyst Stephen Atkins attended the meeting from 9:00 a.m. to 9:15 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.

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

483.17 Moved by Clr. Andersen that the 2018 Policy Manual be adopted as presented at this meeting. CARRIED

Council reviewed the pre-planning agenda. It was the consensus of Council to have a pre-planning discussion after the Council meeting on December 19th, 2017.

484.17 Moved by Clr. Lawson that Council recess for a private meeting as per Section 197(2) of the Municipal Government Act 2000 and amendments (9:32 a.m.). CARRIED

485.17 Moved by Clr. Buck that Council reconvene to the special meeting. (10:55 a.m.) CARRIED

486.17 Moved by Clr. Buck that all management salary/wage employees be granted a 2% increase and remaining salary/wage employees be granted a 4% increase effective the first pay period of 2018 and further that the Municipal Administrator be authorized to allot adjustments in the approximate amount of \$30,000 as discussed and that the Director of Transportation, the Director of Road Construction, the Director of Public Works and the Agricultural Fieldman have the authorization to adjust the full time department employees wages to a maximum of \$38.07 per hour and the Transportation Foreman's wages to a maximum of \$41.13 per hour and Tradesmen's wages to a maximum of \$45.51 per hour at their discretion and furthermore the seasonal employees wages to a maximum of \$34.24 per hour. CARRIED

487.17 Moved by Clr. Valleau that Council, ratepayer and employee per diem be granted a 2% increase effective the first pay period of 2018 and subsistence, mileage and expenses remain the same as the 2017 rates with the rates being as follows:

- Mileage \$ 0.56 per kilometer
- Convention/Conference Expenses \$ 255.00 per night
- Ratepayer Per Diem \$ 318.09 per day

- Subsistence \$ 51.00 per day
- Council Per Diem \$ 318.09 per day

CARRIED

488.17 Moved by Clr. Cummins to adjourn the meeting. CARRIED (11:05 a.m.)

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1/2 day)