

The Council Meeting of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Monday, December 16th, 2024 commencing at 9:00 a.m.

The purpose of the meeting was to deal with:

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

Present: Reeve Michael Wildeboer, Councillors Oscar Buck, Richard Waddell, Robin Leighton, Bruce Cummins, Bill Lawson, and Bob Barss. 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 Agricultural Fieldman Shelby Oracheski, attended the meeting from 9:00 a.m. to 10:11 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 Wildeboer called the meeting to order at 9:00 a.m.

Reeve Wildeboer is in the Chair.

This is the official record for the proceedings.

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

406.24 Moved by Clr. Waddell that the 2025 Policy Manual be adopted as presented with amendments at this meeting.
CARRIED

The Pre – Planning Agenda was reviewed by Council as information for the 2025 Planning Meeting.

407.24 Moved by Clr. Cummins that Council move to an In-Camera session to discuss privileged information as per section 17(4) (d), FOIP at 10:11 a.m. and as per Section 197(2) of the Municipal Government Act 2000 and amendments.
CARRIED

The Director of Finance, Assistant Municipal Administrator, and Computer/Information Analyst left the meeting at 10:11 a.m.

The Municipal Administrator left the meeting at 11:02 a.m. so Council could conduct the annual CAO evaluation as per Section 205.1 of the *Municipal Government Act, 2000* and amendments.

The Assistant Municipal Administrator returned to the meeting at 11:02 a.m.

The Municipal Administrator returned to the In-Camera session at 11:25 a.m.

The Director of Finance returned to the meeting at 11:25 a.m.

408.24 Moved by Clr. Lawson that Council reconvene to the Council Meeting at 11:25 a.m.

CARRIED

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

CARRIED

410.24 Moved by Clr. Barss that all employees be granted a three percent (3%) cost of living increase starting the first pay period of 2025 and that seasonal employees be hired as per the approved 2025 budget.

CARRIED

411.24 Moved by Clr. Waddell that Council's and Ratepayer's per diem be granted a three percent (3%) increase effective the first pay period of 2025 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 \$ 390.64 per day
- Ratepayer Per Diem \$ 374.04 per day

CARRIED

414.24 Moved by Clr. Lawson that the 2025-2027 Financial Operating Plan and the 2025-2029 Capital Plan as presented be accepted as per Section 283.1 (2) and (3) of the *Municipal Government Act*.

CARRIED

415.24 Moved by Clr. Barss that this meeting be adjourned at 11:57 a.m.

CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1 day)