

**R.M. OF LUMSDEN No. 189
MINUTES OF THE EMPLOYEE COMMITTEE
MEETING HELD ON FEBRUARY 18TH, 2016**

The Lumsden Rural Municipal Employee Committee members met in the Municipal Office, on the afternoon of Thursday, February 18, 2016 at 5:00 p.m.

Present: Chairman: Dale Srochenski
 Reeve: Jim Hipkin
 Chief Administrator
 Officer: Darcie Cooper
 Public Works
 Manager: Leighton Watts

Absent: Councillor: Ed Thorpe

Chairman Appointment – 2016 year:

Hipkin: "That we appoint Councillor Srochenski as the Chairman for the Employee Committee for the 2016 year."
CARRIED

Chief Administrative Officer, Darcie Cooper reviewed her written report that she provided, in consultation with the Manager of Public Works, Leighton Watts, to the Committee regarding the following recommendations:

- adding additional steps on the low end of the salary grid to allow for the hiring of someone at a lower wage rate, should new employees have minimal qualifications and/or experience
- need for an additional seasonal equipment operator
- Proposed new job descriptions to replace current ones that are antiquated for Heavy Equipment Operator and Equipment Operator

Job Descriptions – Heavy Equipment Operator and Equipment Operator:

Hipkin: "That we recommend council adopt the new job descriptions for the Heavy Equipment Operator and the Equipment Operator positions as proposed by the CAO and Manager of Public Works and amended by the Committee."
CARRIED

Additional Seasonal Equipment Operator:

Hipkin: "That we agree with the recommendations of the Manager of Public Works and hire a new seasonal equipment operator for the upcoming season."
CARRIED

2016 Salary Grid:

Hipkin: "That we recommend council approve the following Salary Grid for the 2016 year, as recommended by the CAO and Manager of Public Works:

2016 GRID - Proposed 5 step Salary Grid

SALARY GRID - PUBLIC WORKS DEPARTMENT - STEP CHANGE - 5 STEP ON YEARS EXPERIENCE ONLY

Experience Component	
Years Experience	
1	1
2	2
3	3
4	4
5	5

PUBLIC WORKS SALARY SCHEDULE						
Year	Heavy Equipment Operator	Step Change	Equipment Operator	Step Change	Casual Labourer	Step Change
	1	21.30		18.69		15.66
2	22.90	7.50%	19.90	6.50%	16.33	4.25%
3	24.61	7.50%	21.20	6.50%	17.02	4.25%
4	26.46	7.50%	22.58	6.50%	17.74	4.25%
5	28.50	7.71%	24.00	6.30%	18.50	4.27%

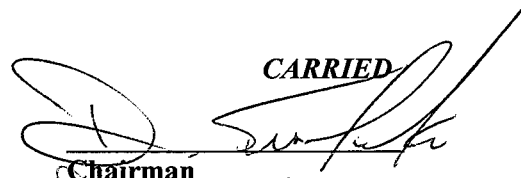
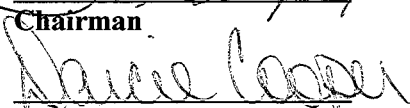
CARRIED

Advertisement – Seasonal Equipment Operator:

Hipkin: "That we authorize administration to advertise for a seasonal equipment operator, to be advertised in the municipal office, website, Waterfront Press, Jobshop.ca, SaskJobs and Kijji."
CARRIED

Adjournment:

Hipkin: "That the meeting be adjourned at 5:32 p.m."

CARRIED

 Chairman

 Chief Administrative Officer