

TOWN OF LUMSDEN / R.M. OF LUMSDEN No. 189

MINUTES OF THE DECEMBER 17TH, 2007 JOINT ADMINISTRATION COMMITTEE MEETING

The members of the Joint Administration Committee met in the Council Chambers of the Municipal Office, on Monday, December 17th, 2007 at 8:57 p.m. with Chairman Gerry Tomkins presiding.

Present: Chairman: Gerry Tomkins
Mayor: Verne Barber
Councillor: Ron Hart
Reeve: Jim Hipkin
Councillor: Bill Marquardt

Asst. Administrator: Darcie Cooper

Absent: Councillor: Tom Harrison

Committee Reports:

Mayor Verne Barber reviewed the salary proposal put forth by Administrator, Wayne Zerff. The committee discussed the importance of getting the Administrator's salary comparable to the UMAAS suggested salary grid for the population area of both municipalities, 3,000 plus.

The committee discussed the Joint Administration Salary Grid and the options put forth by the Administration. Town council has approved dropping the 1st two steps off the salary grid and moving all employees up 2 steps, representing an approximate increase of 3.8% to adjust the starting wage to be competitive in the market place.

Joint Administration Salary Schedule Change:

Barber/Hipkin: "That we recommend the following changes to the Joint Administration Salary Grid for 2008, to adjust the starting wage to be competitive with other similar positions in the current job market:

- the merit step change recommendations as a result of the employee evaluations,
- dropping the first two steps on all Salary Grids and renumbering the grid,
- increasing each employee by two steps on the grid; and

This will set the 2008 wages for the Joint Administration staff at the following steps:

- Darcie Cooper-Asst. Administrator from Step 7 (Old Scale) to Step 9 New Scale) \$35,467 to \$39,365/yr
- Joan Agopsowicz - Office Services Clerk from Step 9 (Old Scale) to Step 10 (New Scale) \$13.19/hr to \$14.03/hr
- Brenda Boos - Office Services Clerk (PT) from Step 8 (Old Scale) to Step 9 (New Scale) \$12.83 /hr to \$13.80/hr
- Lorrie Farago - Office Services Clerk (PT) from Step 7 (Old Scale) to Step 9 (New Scale) \$12.43 /hr to \$13.80/hr
- Wayne Zerff - Administrator would now be off the Salary Scale - Step 15 (Old Scale) New Scale only has 13 steps (Council review)."

CARRIED

Administrator's Salary Increase:

Barber/Marquardt: "That we recommend, in addition to the Salary Step increase due to population point, the Administrator's Salary Schedule be increased by 4% in 2008 and at least 4% in 2009 to align the Administrator's Salary Schedule to the UMAAS suggested salary grid for a population in excess of 3,000; and

That the Administrator's Salary be set at the following:

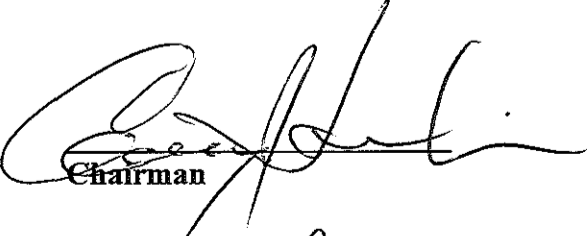
Wayne Zerff, Administrator - from Step 15 (Old Scale) Step 13 (New Scale) \$80,825/year".

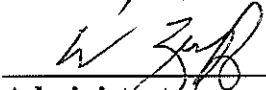
CARRIED

Adjournment:

Barber/Hart: "That we adjourn this meeting at 9:35 p.m."

CARRIED


Chairman


Administrator