

R.M. OF LUMSDEN No. 189
MINUTES OF THE EMPLOYEE COMMITTEE MEETING
HELD ON JULY 22nd, 2013

The Lumsden Rural Municipal Employee Committee convened a meeting in the Council Chambers of the Municipal Office, on the morning of Monday, July 22nd, 2013 at 10:30 a.m.

Present:	Chairman:	Jim Atcheson
	Reeve:	Jim Hipkin (left at 11:46 a.m.)
	Councillor:	Ian White
	Chief Administrative Officer:	Darcie Cooper

The Employee Committee met to review the Manager of Public Works job description and the advertisement for the position.

The Committee discussed the following:

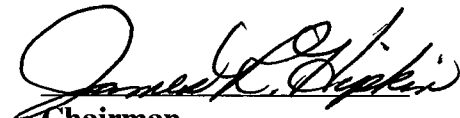
- roles and responsibilities of the Manager of Public Works
- management levels and reporting
- The Manager of Public Works to handle all public works employee human resource items, including hiring and disciplinary actions
- Review of the Human Resource Policy Manual to reflect the management responsibilities and management levels
- Management hierarchy was discussed – CAO and Manager both on same level under Council, or is it the CAO, the Manager on the next level

The Committee agreed to have a closing date of August 16th for the receipt of applications with advertising in the following locations:

Western Producer
 Leader Post
 SARM & SUMA Websites
 Saskjobs.ca

Adjournment:

The meeting was adjourned at 11:56 a.m.


 Chairman


 Chief Administrator Officer