

Town of Saltcoats
OFFICE OF THE TOWN CLERK

SPECIAL MEETING OF COUNCIL December 8, 2016

Present: Mayor Grant McCallum, Councilors; Walter Farquharson, Wendy Hume, Helen Jarvis, Ronald Knudsen, Karen Ward and Town Administrator Diane Jamieson
With quorum being present, the Council Meeting was called to order by Mayor Grant McCallum at 7:02 in the Stirling Room in the Community Services Building.

AGENDA	McCallum/Knudsen	Motion 274-16 That item #5 Christmas Gifts for Staff be added to the agenda. <u>CARRIED</u>
	McCallum/Ward	Motion 275-16 That item #6 Summer Student Grant Applications be added to the agenda. <u>CARRIED</u>
	Hume/Knudsen	Motion 276-16 That the agenda be approved as circulated with the agreed to additions. <u>CARRIED</u>
Employee Benefits	Hume/Ward	Motion 277-16 That the Town of Saltcoats approve the employee benefit proposal for all eligible employees to be effective January 1, 2017 with the addition of Vision Care and Employee and Family Assistance benefits and further that the Town pay the full premiums for Extended Health, Dental, Vision and EFAP and the employee pay the full premiums for Life Insurance, Accidental Death & Dismemberment, Long Term Disability and Short Term Disability. <u>CARRIED</u>
Office Position – Status	Farquharson/Ward	Motion 278-16 That the Town of Saltcoats approve the status of the Office Assistant position to be full-time effective January 1, 2017. <u>CARRIED</u>
Office Position – Job Title	Hume/Jarvis	Motion 279-16 That the Town of Saltcoats approve the change of job title for the office position held by Carling Sandercock to Assistant Administrator with the change to take effect on date of UMAAS Certification and further that a revised job description be developed for Council approval. <u>CARRIED</u>
2017 Salary Grid	Farquharson/Ward	Motion 280-16 That the Town of Saltcoats approve the 2017 Proposed Salary Grid following the 2017 UMAAS guidelines as circulated. <u>CARRIED</u>
Employee Christmas Gifts	McCallum/Knudsen	Motion 281-16 That the Town of Saltcoats approve the purchase of employee

Christmas gifts as follows: \$50.00 gift certificates from the Laketown Hotel for each employee and two 2017 Dinner Theatre tickets for the Administrator.

CARRIED

Summer Student Grant Applications

Ward/Hume

Motion 282-16

That the Town of Saltcoats approve grant applications be submitted for 2017 to Canada Summer Jobs for two students and to Saskatchewan Student Works for two students.

CARRIED

Adjournment

Ward/Knudsen

Motion 283-16

That the meeting adjourn at 8:06 p.m.

CARRIED

Approved by Council on _____, 20__

Mayor

Administrator

Mayor

Administrator