

RIVERDALE MUNICIPALITY

The minutes of the regular meeting of the Transition Committee for Riverdale Municipality held in the Council Chambers on the 20th day of November 2014.

Mayor Todd Gill called the meeting to order at 6:00 p.m. with the following members of Council in attendance:

Councillor Ian Dyer
Councillor Darren Bray
Councillor Larry Fast
Councillor Ken Tait
Councillor Bryan Smith
Councillor Dave Falkevitch

Chief Administrative Officer Kat Bridgeman recorded the minutes.

No. 03-14 BRAY-TAIT
Be It Resolved that the regular meeting agenda dated November 20th, 2014 be adopted as presented;

Be It Further Resolved that the agenda form part of the minutes.

CARRIED

No. 04-14 SMITH-FALKEVITCH
Be It Resolved that the minutes of November 12th, 2014 be adopted as circulated.

CARRIED

UNFINISHED BUSINESS:

a) Review of Organizational Bylaw

Minor Changes to be made

b) Review of Procedural Bylaw

Approved as is to receive first reading in January

c) Review of Standing Committee representatives

Approved as is to pass by resolution

d) Review of Employment, Terms and Conditions Policy

List of changes to be made and presented at next meeting. Scenarios to be presented regarding difference in benefit plans between the two municipalities and what the best way to move forward with existing and new employees is for the new municipality.

NEW BUSINESS:

a) Review of Recruitment Policy

Approved as is to pass by resolution

b) Review of Council Code of Conduct

Approved as is to pass by resolution

c) Review of Employee Respectful Workplace

Approved as is to pass by resolution

d) Review of Progressive Discipline Policy

Approved as is to pass by resolution

e) Vacation Time/Banked time

Policy to be created outlining vacation time on a rotational basis along with minimum staffing requirements. Carryover of Vacation time and Banked time. Both Municipalities to start with clean slate for banked time, and a small reasonable carryover for vacation time. Carried over vacation time will be the responsibility of the associated municipality.

f) Tax Deadline

A tax deadline must be set for the new municipality. Discussions on a date that benefits the municipality and is best business practice.

Monthly payment program has been purchased and will be integrated into new system as soon as possible in the new year.

No. 05-14 DYER-SMITH
Be It Resolved that Council do now adjourn.

TIME: 8:20 p.m.

CARRIED

The next meeting is set for December 9th at 6:00pm.

Todd Gill
Mayor

Kat Bridgeman
Chief Administrative Officer