

THE CORPORATION OF THE MUNICIPALITY OF NEEBING

MINUTES OF THE SPECIAL MEETING OF COUNCIL

Held at the Municipal Office

On Wednesday, June 17, 2009

PRESENT:

Mayor Steven Harasen
Councillor Bev Dale
Councillor James Jeffery
Councillor Dawne Kilgour
Councillor Roger Shott
Councillor Maureen Schmidt
Councillor Beverly Mercer
Treasurer Paul Greenwood

Mayor Harasen called the meeting to order at 7:04 p.m.

DISCLOSURE OF CONFLICT OF INTEREST:

No disclosure was made at this time.

RESOLUTIONS:

Declaring this a Special Meeting of Council to review personnel issues

Res. No. 236-06-2009

Moved by: Maureen Schmidt
Seconded by: Dawne Kilgour

THAT this be declared a Special Meeting of Council to review job descriptions for the Clerk-Deputy Treasurer and the Treasurer-Deputy Clerk.

CARRIED

DISCUSSIONS:

To adjourn to an In-Camera Session to review personnel issues

Res. No. 237-06-2009

Moved by: Dawne Kilgour
Seconded by: Maureen Schmidt

THAT the time being 7:05 p.m., this Special Meeting of Council is adjourned to an In-Camera Meeting to discuss job descriptions of the Clerk-Deputy Treasurer and the Treasurer-Deputy Clerk.

CARRIED

Job descriptions for the Clerk and Treasurer were reviewed.

ADJOURNMENT:

Res. No. 238-06-2009

Moved by: Beverly Mercer
Seconded by: James Jeffery

THAT the time being 7:21 p.m., the In-Camera portion of the meeting is hereby adjourned and the Special Meeting is resumed.

CARRIED

Changes are for the Treasurer's job description only:

IMPACT OF ERROR:

Add to the beginning of 4th paragraph... Errors in judgement can be held...

CONTROL:

Change this section to be the same as the Clerks. Should read Policy direction from Council as well as legislation and accepted management practices.

NOTE: The change in the IMPACT OF ERROR is also for the Clerk's job description.

Discussion:

Council would like to review in the future a policy that would set a minimum number of meeting's that the Treasurer would take minutes in the roll of Deputy Clerk.

ADJOURNMENT:

Res. No. 239-06-2009

Moved by: Bev Dale
Seconded by: Beverly Mercer

THAT the time being 7:22 p.m., this Special Meeting of Council is hereby adjourned.

CARRIED

SPECIAL MEETING OF COUNCIL

DEPUTY MAYOR
Dawne Kilgour

Treasurer
Paul Greenwood