

Minutes of the Special Meeting of the R.M. of Frenchman Butte No. 501, held at Council Chambers located at PT SW 11-53-24 W3 on Friday, October 4, 2024 at 10:30 a.m.

COUNCIL PRESENT:

Reeve	Tom S. Hougham
Division 1	Leonard Larre
Division 2	Carri Zeller via electronic means
Division 3	Owen Fischer via electronic means
Division 4	Ronald Gory via electronic means
Division 5	Gay Noeth via electronic means
Division 6	Evan Priest via electronic means

STAFF PRESENT:

Crystal Schaan, Finance Officer

CALLED TO ORDER:

The Special Meeting was called to order by Reeve Hougham at 10:30 a.m.

1-1 OCTOBER 4, 2024 AGENDA:

2024-10-04-001 FISCHER: That the R.M. of Frenchman Butte No. 501 Council approve the October 4, 2024 Agenda to be used as a guideline.

Carried

2-1 C.A.O. TIME OFF REQUEST:

2024-10-04-002 NOETH: That the R.M. of Frenchman Butte No. 501 Council approves the C.A.O. Absence Request 2024-04.

Carried

2-2 ACTING ADMINISTRATOR AUTHORIZATION:

2024-10-04-003 LARRE: That the R.M. of Frenchman Butte No. 501 Council appoints Crystal Schaan, as the Acting Administrator effective October 1, 2024.

Carried

2-2 ASSISTANT ADMINISTRATOR ACTING CAPACITY PAY:

2024-10-04-004 NOETH: Whereas R.M. of Frenchman Butte No. 501 Human Resources Total Compensation/Recognition Policy 900-01 states, in part:

"In rare and extenuating situations where additional duties/responsibilities or special projects are added to an employee due to emergent or operational needs and the employee is required to perform the full scope of their position plus additional duties as assigned by the CAO; the CAO may notify Council and present a report and recommendation to temporarily adjust the employee's salary or provide for a bonus adjustment to ensure the employee is fairly compensated and recognized for their efforts. Upon Council's formal approval the employee's wages shall be adjusted accordingly for the specified duration or in the amount so approved."

Therefore, the R.M. of Frenchman Butte No. 501 Council authorizes Crystal Schaan's salary to be increased by 30% effective October 1, 2024 and until such time as when the Administrator resumes her position.

Carried

3-1 ADJOURNMENT:


2024-10-04-005 GORY: That the R.M. of Frenchman Butte No. 501 Council adjourns this Special Meeting of Council at 10:36 a.m.

Carried


Reeve


Acting Administrator


Reeve


AA