



Box 28, Nesbitt, Manitoba R0K 1P0  
Phone: (204) 824-2666 Fax: (204) 824-2374

**Personnel and Policy Committee  
July 16, 2019  
Immediately following Council Meeting  
Nesbitt Hall**

1. Call to Order
2. Adoption of the Agenda

BE IT RESOLVED that the Agenda for the July 16, 2019 committee meeting be adopted as presented.

3. Adoption of Minutes

BE IT RESOLVED that the Minutes from the March 5, 2019 committee meeting be adopted as circulated.

4. General Business

EMO Emergency Coordinator

Benefit Plan Review

In-Camera

BE IT RESOLVED THAT this regular meeting now adjourns to an "in camera" meeting to discuss personnel issues as per Subsection 152(3)(b)(ii) of The Municipal Act and all matters discussed in-camera are confidential until discussed in an open meeting as per Section 83(1)(d) of The Municipal Act.

Employment Contracts and Application Forms

BE IT RESOLVED that this "in camera" meeting does now resume back to a regular meeting.

5. Adjournment

BE IT RESOLVED that this meeting does now adjourn (time) to meet again at the call of the Chair.

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Brett McGregor, Chair

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Joni Swidnicki, Chief Administrative Officer

**Personnel and Policy Committee**  
**March 5, 2019**  
**Immediately following Public Works and Transportation Meeting**  
**Nesbitt Hall**

The members of the Personnel and Policy Committee met at the Nesbitt Hall, on Tuesday, March 5, 2019 at 12:10 p.m. Members Present: Councillors Fowell and Sowiak. Councillor Brett McGregor presided.

Staff in attendance: Chief Administrative Officer Joni Swidnicki, and Public Works Manager Darcy Ketsman.

Committee members discussed the following items:

1. Call to Order
2. Adoption of Minutes

Fowell-Sowiak

BE IT RESOLVED that the Minutes from the January 7, 2019 committee meeting be adopted as circulated. CARRIED.

3. General Business

EMO Honorarium

Fowell-Sowiak

BE IT RESOLVED that a recommendation be forwarded to Council that efforts be made to recruit a volunteer emergency coordinator to fulfill the obligations as outlined in *The Emergency Measures Act* whereby mileage and meeting costs shall be paid within approved budgets. CARRIED.

The Public Works Manager retired from the meeting.

Benefit Plan Review

Discussion only.

Grants Policy

Sowiak-Fowell

BE IT RESOLVED that a recommendation be forwarded to Council that the Grants Policy be amended to focus on community organizations. CARRIED.

In-Camera

Sowiak-Fowell

BE IT RESOLVED THAT this regular meeting now adjourns to an “in camera” meeting to discuss personnel issues as per Subsection 152(3)(b)(ii) of The Municipal Act and all matters discussed in-camera are confidential until discussed in an open meeting as per Section 83(1)(d) of The Municipal Act. CARRIED.

Fowell-Sowiak

BE IT RESOLVED that this “in camera” meeting does now resume back to a regular meeting. CARRIED.

CAO leave

Fowell-Sowiak

BE IT RESOLVED that a recommendation be forwarded to Council that an eight-week leave of absence without pay be granted to the CAO to accommodate her obligations to the federal election whereby any hours worked for the municipality during that leave will be reimbursed at her normal hourly rate;

AND FURTHER BE IT RESOLVED that Roger Bouvier be appointed as interim CAO for an eight-week period, for two days per week at a rate of \$65.00/hour plus expenses.

CAO contract

Sowiak-Fowell

BE IT RESOLVED that a recommendation be forwarded to Council that contract negotiations be entered into with CAO Joni Swidnicki for continuation of service upon the expiration of the current contract. CARRIED.

4. Adjournment

Sowiak-Fowell

BE IT RESOLVED that this meeting does now adjourn (1:09) to meet again at the call of the Chair. CARRIED.

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Brett McGregor, Chair

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Joni Swidnicki, Chief Administrative Officer