



**Town of Lumsden**  
**Meeting Minutes**  
**Employee Committee December 5, 2022 - 4:00 PM**

**Call To Order**

The members of the Employee Committee met via Zoom, as well as in Council Chambers, on Monday, December 5, 2022 at 4:05 pm.

Present:

Chairperson: Councillor Verne Barber

Mayor: Bryan Matheson

Councillors: Jim Rawlings (Zoom), Ashlee Longmoore

Chief Administrative Officer: Monica M. Merkosky

**Additions to Agenda**

**Moved by:** Mayor Matheson

**Seconded by:** Councillor Longmoore

"That we add the following item to the agenda:

New Business: Professional Development Agreement."

**CARRIED**

**Approval of Agenda**

**Moved by:** Councillor Longmoore

**Seconded by:** Mayor Matheson

"That we adopt the agenda as amended."

**CARRIED**

**Declaration of Conflict of Interest**

There were no Declarations of Conflict of Interest.

**Adoption of Minutes**

**October 3, 2022 - Employee Committee Meeting**

**Moved by:** Councillor Longmoore

**Seconded by:** Mayor Matheson

"That the minutes of the October 3, 2022 - Employee Committee Meeting be approved, as circulated."

**CARRIED**

**New Business**

**Swim Instructor Wage Grid**

**Moved by:** Mayor Matheson

**Seconded by:** Councillor Longmoore

"That we recommend Council approve the 2023 Swim Instructor Wage Grid, as per Schedule 'A'."

**CARRIED**

**Water and Wastewater Level 2**

**Moved by:** Mayor Matheson

**Seconded by:** Councillor Longmoore

"That we acknowledge receipt of correspondence from Scott Ashurst."

**CARRIED**

*[Handwritten signature]*

**2023 Public Works and Utility Department Salary Grids**

**Moved by:** Councillor Rawlings

**Seconded by:** Councillor Longmoore

"That we recommend Council approve the 2023 Public Works and Utility Department Salary Grid as per Schedule 'B'."

**CARRIED**

**Public Works and Utility Department - Annual Step Changes**

**Moved by:** Mayor Matheson

**Seconded by:** Councillor Longmoore

"That we recommend Council approve the following changes to employee steps for the year 2023:

Kelly Strickland	Equipment Operator 2	Step 5 (eff Jan 22, 2023)
Jake Robertson	Equipment Operator 1 (S)	Step 5 (eff Jan 8, 2023)
Scott Ashurst	W / WW Operator Level 1	Step 5 (eff Jan 1, 2023)
Josh Buhay	W / WW Operator Level 1	Step 5 (eff Jun 25, 2023)
Tylor Wood	WWTP Lead	Step 5 (eff Jan 1, 2023)."

**CARRIED**

**Community Coordinator Salary Grid**

**Moved by:** Councillor Longmoore

**Seconded by:** Councillor Rawlings

"That we recommend Council approve the 2023 Salary Grid of the Community Co-ordinator, as per Schedule 'C'."

**CARRIED**

**Community Coordinator - Use of Personal Vehicle**

**Moved by:** Mayor Matheson

**Seconded by:** Councillor Longmoore

"That we recommend Council direct Administration to investigate vehicle options for the recreation department and provide a report to Group I."

**CARRIED**

**Professional Development Agreement**

**Moved by:** Councillor Longmoore

**Seconded by:** Mayor Matheson

"That we recommend to Council, that as a result of Jessica Russell's resignation, that we collect \$376.01, in accordance with Ms. Russell's Professional Development Agreement."

**CARRIED**

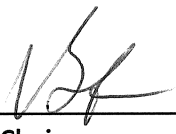
**Adjournment**

**Moved by:** Councillor Longmoore

**Seconded by:** Councillor Rawlings

"That we adjourn the meeting at 5:16 pm."

**CARRIED**

  
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Chairperson

  
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Chief Administrative Officer