



Town of Lumsden
Meeting Minutes
Employee Committee Meeting December 4, 2023 - 4:00 PM

Call To Order

The Employee Committee of the Town of Lumsden convened their Meeting in the Council Chambers of the Municipal Office and via Zoom, on Monday, December 4, 2023, at 4:00 pm.

Present:

Chairperson: Councillor Verne Barber
Mayor: Bryan Matheson
Councillors: Jenelle Brennan (via Zoom), Jim Rawlings (via Zoom)
Chief Administrative Officer: Monica M. Merkosky

Absent:

None

"We would like to begin by acknowledging that we are on the traditional lands, referred to as Treaty 4 territory, and that the Town of Lumsden is located on Treaty 4 territory, the original lands of the Cree, Ojibwe, Saulteaux, Dakota, Nakota, Lakota, and on the homeland of the Métis."

Approval of Agenda

Moved by: Mayor Matheson
Seconded by: Councillor Brennan

"That we approve the agenda as presented."

CARRIED

Declaration of Conflict of Interest

There were no Declarations of Conflict of Interest.

Adoption of Minutes

December 5, 2022 - Employee Committee Meeting

Moved by: Councillor Rawlings
Seconded by: Mayor Matheson

"That the minutes of the December 5, 2022, Employee Committee Meeting be approved, as circulated."

CARRIED

Reports of Administration

Code of Conduct

The Committee was provided excerpts from the Human Resource Policy specific to the staff's Code of Conduct. The Policy was updated in 2018 with the assistance of Spark People Solutions. Staff will be asked to reacquaint themselves with the document.

Staff Training

The Committee was provided with a brief listing to the training opportunities engaged in by staff.

Closed Session - LAFOIP S. 16(1)(b) Employee-Related Matters

Moved by: Mayor Matheson
Seconded by: Councillor Rawlings

"That we move into Closed Session at 4:25 pm for the purpose of discussing employee-related matters as allowed pursuant to Section 120 of *The Municipalities Act* (LAFOIP S. 6(1)(b)), with staff to be included in the session." **CARRIED**

Rise from Closed Session

At 4:35 pm, the Committee left the Closed Session and returned to the open meeting.

2024 Public Works and Utility Department Salary Grids

Moved by: Councillor Rawlings

Seconded by: Mayor Matheson

"That we recommend Council approve the 2024 Public Works and Utility Department Salary Grid as per Schedule 'A'." **CARRIED**

2024 Swim Instructor Wage Grid

Moved by: Councillor Brennan

Seconded by: Councillor Rawlings

"That we recommend Council approve the 2024 Swim Instructor Wage Grid, as per Schedule 'B'." **CARRIED**

2024 Community Coordinator Salary Grid

Moved by: Mayor Matheson

Seconded by: Councillor Brennan

"That we recommend Council approve the 2024 Salary Grid of the Community Coordinator, as per Schedule 'C'." **CARRIED**

Adjournment

Moved by: Councillor Brennan

"That we adjourn the meeting at 4:43 pm." **CARRIED**



Chairperson



Chief Administrative Officer