



Rural Municipality of Lumsden No.189
Meeting Minutes

JADM Committee Meeting November 2, 2021 - 7:00 PM



RURAL MUNICIPALITY OF
L U M S D E N
NO. 189

Call to Order

The Joint Administration Committee of the Rural Municipality of Lumsden No. 189 and Town of Lumsden convened their meeting via electronic means (Zoom) on Tuesday, November 2, 2021 at 7:03 p.m.

Present:

Reeve: Kent Farago
Mayor: Bryan Matheson
RM Councillors: Cody Garbutt, Glenda Schlosser
Town Councillors: Ashlee Longmoore, Verne Barber
Chief Administrative Officer: Monica M. Merkosky

Appoint Chairperson

Moved by: Mayor - Town of Lumsden Matheson

Seconded by: Reeve Farago

"That we appoint Cody Garbutt as Chairperson of the Joint Administration Committee." **CARRIED**

Approval of Agenda

Moved by: Reeve Farago

Seconded by: Town of Lumsden - Councillor Longmoore

"That we approve the agenda as presented." **CARRIED**

Adoption of Minutes

December 9, 2020 - Joint Administration Committee Minutes

Moved by: Councillor - Town of Lumsden Barber

Seconded by: Town of Lumsden - Councillor Longmoore

"That the minutes of the December 9, 2020 - Joint Administration Committee be approved, as circulated." **CARRIED**

New Business

Review Inter-Municipal Grants

Moved by: Reeve Farago

Seconded by: Town of Lumsden - Councillor Longmoore

"That we recommend each Council review the 2001 Bylaw (and 2003 amendment) that established the Lumsden Fire Protection District; the Joint Administration Committee will meet again to review specifics including false alarms, firefighting costs, etc." **CARRIED**

Fire Department - 5-Year Capital Plan

Moved by: Councillor Schlosser

Seconded by: Town of Lumsden - Councillor Longmoore

"That we table the Lumsden & District Fire Department's 5-year Capital Plan pending the Fire Chief appearing as a delegation at an upcoming RM of Lumsden meeting." **CARRIED**

Junior Planner Position

Moved by: Reeve Farago

Seconded by: Councillor - Town of Lumsden Barber

"That we recommend each Council accept the Director of Planning and Development's recommendation to change Jessica Russell's title to "Planner" with the understanding that the salary grid under which Ms. Russell was hired, remains the same; and further that we enter into a Professional Development Agreement with Ms. Russell as per Schedule "A"." **CARRIED**

2022 Joint Administration Salary/Wage - Cost of Living Adjustment

Moved by: Mayor - Town of Lumsden Matheson

Seconded by: Councillor Schlosser

"That we recommend each Council approve an increase to the 2021 salary grids of 3.50% as it relates to the 2022 salary/wages for staff who fall under the Joint Administration umbrella; noting that this figure is achieved annually by averaging a variety of Consumer Price Indexes." **CARRIED**

2022 Joint Administration - Salary/Wage Steps

Moved by: Reeve Farago

Seconded by: Councillor - Town of Lumsden Barber

"That we recommend each Council approve the following Joint Administration employee 2022 steps:

Aimee Bryck	Director of Planning and Development	Step 10	Effective January 23, 2022
Melissa Lenuik	Office Services Clerk (Acct 2)	Step 3	Effective May 29, 2022
Alyssa Riemer	Office Services Clerk (Comm)	Step 10	Effective January 23, 2022
Jessica Russell	Planner	Step 4	Effective May 1, 2022." CARRIED

Sick Time

Moved by: Councillor Schlosser

Seconded by: Mayor - Town of Lumsden Matheson

"That we recommend each Council approve an amendment to the Human Resource Policy to reduce accrued sick banks from 20 days to 15 days as a result of the Short-Term Disability Waiting Period being reduced from 14 calendar days to 7 calendar days." **CARRIED**

CAO Mentoring

Moved by: Councillor - Town of Lumsden Barber

Seconded by: Reeve Farago

"That we recommend Administration research the possibility of providing a mentorship opportunity with relation to the Local Government Administration Program offered through the University of Regina." **CARRIED**

Closed Session - Employee-Related Matters

Moved by: Reeve Farago

Seconded by: Town of Lumsden - Councillor Longmoore

"That we move into Closed Session at 8:27 p.m. for the purpose of discussing employee-related matters as allowed pursuant to Section 120 of *The Municipalities Act* (LAFOIP S. 16(1)(b)), with staff to be included in the session." **CARRIED**

Monica Merkosky left the meeting, at the Committee's request, from 8:30 p.m. until 8:33 p.m.

At 8:33 p.m. the Committee left the Closed Session and returned the open meeting.

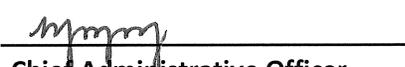
Adjournment

Moved by: Reeve Farago

"That we adjourn the meeting at 8:35 pm." **CARRIED**



Chairperson



Chief Administrative Officer