



## Rural Municipality of Lumsden No.189

### Meeting Minutes

Joint Administration Committee Meeting (in person) May 31, 2022 - 6:30 PM

#### Call to Order

The Joint Administration Committee of the Rural Municipality of Lumsden No. 189 and Town of Lumsden convened their meeting in Council Chambers and via Zoom on Tuesday, May 31, 2022 at 6:30 p.m.

#### **Present:**

Chairperson: RM Councillor Cody Garbutt

Reeve: Kent Farago (arrived at 7:04 p.m.)

Mayor: Bryan Matheson

RM Councillor: Glenda Schlosser

Town Councillors: Ashlee Longmoore (via Zoom, arrived at 6:44 p.m.), Verne Barber

Chief Administrative Officer: Monica M. Merkosky

#### **Library Tour 6:30 p.m. - 6:40 p.m.**

#### Additions to Agenda

**Moved by:** Mayor - Town of Lumsden Matheson

**Seconded by:** Councillor - Town of Lumsden Barber

"That we add the following item to the agenda:

New Business - Clarification in Human Resource Policy Manual."

**CARRIED**

#### Approval of Agenda

**Moved by:** Councillor Schlosser

**Seconded by:** Councillor - Town of Lumsden Barber

"That we approve the agenda as amended."

**CARRIED**

#### Declaration of Conflict of Interest

There were no Declarations of Conflict of Interest.

#### Adoption of Minutes

##### **March 22, 2022 - Committee Minutes**

**Moved by:** Councillor - Town of Lumsden Barber

**Seconded by:** Councillor Schlosser

"That the minutes of the March 22, 2022 Joint Administration Committee Meeting be approved, as circulated."

**CARRIED**

#### Unfinished Business

##### **Lumsden & District Fire Department - Bylaw**

**Moved by:** Mayor - Town of Lumsden Matheson

**Seconded by:** Councillor Schlosser

"That we recommend to both Councils, approval of the amended bylaw establishing the Lumsden & District Fire Department."

**CARRIED**

## New Business

### **Cost of Living Calculation**

**Moved by:** Mayor - Town of Lumsden Matheson

**Seconded by:** Reeve Farago

"That we recommend to both Councils, that when calculating annual cost of living adjustments (COLA) for staff wages, we continue to incorporate various consumer price indexes (CPI) while recognizing that inflation is causing our ratepayers financial hardship, and introduce the following method of determining cost of living adjustments:

- the base adjustment ranges from a low of 2% to a high of 3%;
- if the average consumer price indexes are lower than 2% or higher than 3%, a factor of .5 will be applied to the difference and either subtracted from the low of 2% or added to the high of 3%, to a maximum of 7% CPI (5% COLA);
- CPI exceeding 7% will have a factor of .25 applied to the amount exceeding 7% and then added to 7%. For example:

0% CPI = 1.0% cost of living adjustment

(low of 2% less 0% CPI = 2; 2 x .5 factor = 1; 0 + 1 = 1.0%)

1% CPI = 1.5% cost of living adjustment

(low of 2% less 1% CPI = 1; 1 x .5 factor = .5; 1 + .5 = 1.5%)

2% CPI = 2.0% cost of living adjustment

3% CPI = 3.0% cost of living adjustment

4% CPI = 3.5% cost of living adjustment

(4% CPI less high of 3% = 1; 1 x .5 factor = .5; high of 3 + .5 = 3.5%)

5% CPI = 4.0% cost of living adjustment

(5% CPI less high of 3% = 2; 2 x .5 factor = 1; high of 3 + 1 = 4.0%)

7% CPI = 5.0% cost of living adjustment

(7% CPI less high of 3% = 4; 4 x .5 factor = 2; high of 3 + 2 = 5.0%)

8% CPI = 5.25% cost of living adjustment

(8% CPI less max of 7% = 1; 1 x .25 factor = .25; COLA of 5+ .25 = 5.25%)"

**DEFEATED**

### **Cost of Living Calculation**

**Moved by:** Mayor - Town of Lumsden Matheson

**Seconded by:** Councillor - Town of Lumsden Barber

"That we recommend to both Councils, that when calculating annual cost of living adjustments (COLA) for staff wages, we continue to incorporate various consumer price indexes (CPI) while recognizing that inflation is causing our ratepayers financial hardship, and introduce the following method of determining cost of living adjustments:

- the base adjustment ranges from a low of 2% to a high of 3%;
- if the average consumer price indexes are lower than 2% or higher than 3%, a factor of .5 will be applied to the difference and either subtracted from the low of 2% or added to the high of 3%, to a maximum of 7% CPI (5% COLA). For example:

0% CPI = 1.0% cost of living adjustment

(low of 2% less 0% CPI = 2; 2 x .5 factor = 1; 0 + 1 = 1.0%)

1% CPI = 1.5% cost of living adjustment

(low of 2% less 1% CPI = 1; 1 x .5 factor = .5; 1 + .5 = 1.5%)

2% CPI = 2.0% cost of living adjustment

3% CPI = 3.0% cost of living adjustment

4% CPI = 3.5% cost of living adjustment

(4% CPI less high of 3% = 1; 1 x .5 factor = .5; high of 3 + .5 = 3.5%)

5% CPI = 4.0% cost of living adjustment

(5% CPI less high of 3% = 2; 2 x .5 factor = 1; high of 3 + 1 = 4.0%)

7% CPI = 5.0% cost of living adjustment (5% is the maximum)

(7% CPI less high of 3% = 4; 4 x .5 factor = 2; high of 3 + 2 = 5.0%)"

**CARRIED**

### **Municipal Office- Roof Repair**

**Moved by:** Reeve Farago

**Seconded by:** Councillor - Town of Lumsden Barber

"That we recommend to both Councils that Administration invite bids to have the municipal office roof repaired as the perimeter of the building is leaking."

**CARRIED**

### **Clarification in Human Resource Policy Manual**

**Moved by:** Reeve Farago

**Seconded by:** Councillor - Town of Lumsden Barber

"That we recommend to both Councils that the 'Hiring of Relatives' section of the Human Resource Policy Manual be amended as per Schedule 'A'. "

**CARRIED**



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

**Moved by:** Councillor Schlosser

**Seconded by:** Mayor - Town of Lumsden Matheson

"That we move into Closed Session at 8:37 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 the Chief Administrative Officer to be excluded from the session." **CARRIED**

**The Committee rose from the Closed Session at 8:52 p.m. and returned to the open meeting.**

**Next Meeting**

**Moved by:** Reeve Farago

**Seconded by:** Councillor Schlosser

"That the Committee meet next on Tuesday, August 23, 2022 at 6:30 p.m."

**CARRIED**

**Adjournment**

**Moved by:** Councillor - Town of Lumsden Barber

**Seconded by:** Town of Lumsden - Councillor Longmoore

"That we adjourn the meeting at 8:55 p.m."

**CARRIED**



Chairperson



Chief Administrative Officer