

Rural Municipality of Lumsden No.189 and Town of Lumsden

Meeting Minutes

Joint Administration Committee May 23, 2024 - 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 electronic means (Zoom) on Thursday, May 23, 2024 at 6:30 pm.

Present:

Chairperson: RM Councillor Glenda Schlosser

Mayor: Bryan Matheson

RM Councillor: Cody Garbutt

Town Councillors: Jenelle Brennan, Verne Barber

Chief Administrative Officer: Monica M. Merkosky

Assistant Chief Administrative Officer: Krystal Strong (via Zoom, attended from 6:30 pm - 7:19 pm)

Invited Guests: EMO Coordinator: Nancy Cherney

Deputy EMO Coordinator: Thomas McCord

Absent: Reeve Kent Farago

Declaration of Conflict of Interest

There were no Declarations of Conflict of Interest.

Approval of Agenda

Moved by: Councillor - Town of Lumsden Barber

Seconded by: Councillor - Town of Lumsden Brennan

"That we approve the agenda as presented."

CARRIED

Adoption of Minutes

December 6, 2023 and March 6, 2024 - Occupational Health Committee

Moved by: Councillor Division No. 3 Garbutt

Seconded by: Mayor - Town of Lumsden Matheson

"That the minutes of the December 6, 2023 and March 6, 2024 - Occupational Health Committee be acknowledged, as circulated."

CARRIED

January 25, 2024 - Joint Administration Committee

Moved by: Councillor - Town of Lumsden Brennan

Seconded by: Councillor - Town of Lumsden Barber

"That the minutes of the January 25, 2024 - Joint Administration Committee Meeting be approved, as circulated."

CARRIED

Delegations

Lumsden & District Emergency Management Organization - 6:33 pm - 7:18 pm

EMO Coordinator Nancy Cherney and Deputy EMO Coordinator Thomas McCord attended the meeting to inform Committee members that the EMO has been working on:

- reorganizing both municipalities' EMO plans and looking for feedback. They are hoping to have an updated version by this fall.
- planning a table top exercise this fall.
- Nancy and Thomas are taking more SPSA training this fall.

Unfinished Business

Fire Hall Expansion

Moved by: Mayor - Town of Lumsden Matheson

Seconded by: Councillor Division No. 3 Garbutt

"That we recommend to our respective Councils to amend the Fire Department's Capital Plan to transfer the Fire Hall Expansion project, originally scheduled for 2024, into 2025." **CARRIED**

Rapid Response Truck

Moved by: Councillor Division No. 3 Garbutt

Seconded by: Councillor - Town of Lumsden Brennan

"That we recommend to our respective Councils that Administration work with the Lumsden & District Fire Department to order the Rapid Response Truck, for which the Department has been fundraising for some time; if additional funds are required, the municipalities will provide the funding in the form of an interest-free loan." **CARRIED**

New Business

Municipal Office Server

Moved by: Mayor - Town of Lumsden Matheson

Seconded by: Councillor - Town of Lumsden Brennan

"That we recommend to our respective Councils to purchase a Lenovo server for the municipal office from Horizon at the installed price of \$34,732.40 plus taxes with the cost to be shared equally by both municipalities." **CARRIED**

Building Officials Policy

Moved by: Councillor - Town of Lumsden Barber

Seconded by: Councillor Division No. 3 Garbutt

"That we recommend to our respective Councils to draft policy in which the Town and RM jointly issue a Request for Proposals for Building Official Services every five years." **CARRIED**

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

Moved by: Councillor - Town of Lumsden Brennan

Seconded by: Mayor - Town of Lumsden Matheson

"That we move into Closed Session at 7:50 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 the Chief Administrative Officer included in the session." **CARRIED**

The Chief Administrative Officer left the meeting from 8:01 pm - 8:14 pm.

Rise from Closed Session

At 8:21 pm, the Committee left the Closed Session and returned to the open meeting.

Continuing Education Request - Riemer

Moved by: Councillor - Town of Lumsden Barber

Seconded by: Councillor Division No. 3 Garbutt


"That we recommend to our respective Councils to approve a Continuing Education Agreement with Alyssa Riemer specific to the Local Government Authority Program as per Schedule "A"." **CARRIED**

Adjournment

Moved by: Mayor - Town of Lumsden Matheson

Seconded by: Councillor - Town of Lumsden Brennan

"That we adjourn the meeting at 8:22 pm." **CARRIED**



Chairperson



Chief Administrative Officer