

**Rural Municipality of Lumsden No.189 and Town of Lumsden**  
**Meeting Minutes**  
**Joint Administration / Fire Committee January 25, 2024 - 2:00 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, January 25, 2024 at 2:02 pm.

**Present:**

Reeve: Kent Farago

Mayor: Bryan Matheson

RM Councillors: Cody Garbutt, Glenda Schlosser

Town Councillors: Jenelle Brennan (attended from 2:02 pm to 3:15 pm), Verne Barber

Chief Administrative Officer: Monica M. Merkosky

Assistant Chief Administrative Officer: Krystal Strong (attended from 2:02 pm to 3:25 pm)

Fire Chief: Jeff Carey (attended from 2:02 pm to 2:51 pm)

Non-Committee Member:

RM Councillor: Cody Jordison (attended from 2:05 pm to 3:25 pm)

*"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 Nation."*

**Appoint a Chairperson**

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

**Seconded by:** Reeve Farago

"That we appoint Glenda Schlosser as the Chairperson of the Joint Administration Committee until further notice." **CARRIED**

**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**

**November 27, 2023 - Joint Administration Committee Meeting**

**Moved by:** Reeve Farago

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

"That the minutes of the November 27, 2023 - Joint Administration Committee Meeting be approved, as circulated." **CARRIED**

**2:04 pm - 2:51 pm - Delegation - Jeff Carey, Fire Chief**

Lumsden & District Fire Department Fire Chief, Jeff Carey, appeared before the Committee to present the 2023 Annual Fire Department Report, and to discuss the proposed Fire Hall expansion and the Fire Service Minimum Standards Guide.

**Minimum Fire Standards - Lumsden Fire Department**

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

**Seconded by:** Councillor Division No. 3 Garbutt

"That we recommend to our respective Councils to, at this time, opt out of the Fire Service Minimum Standards of the Saskatchewan Public Safety Agency (SPSA), pursuant to Section 17 of The Fire Safety Act, with respect to the Lumsden & District Fire Department as there is no clear benefit to participating in the program."

**CARRIED**

**2023 Annual Fire Department Report**

**Moved by:** Councillor Division No. 3 Garbutt

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

"That we accept the 2023 Annual Report of the Lumsden & District Fire Department as presented by Fire Chief, Jeff Carey."

**CARRIED**

**Fire Hall Expansion**

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

**Seconded by:** Councillor Division No. 3 Garbutt

"That we recommend to our respective Councils to suggest that the Town of Lumsden (the authority having jurisdiction) exempt the proposed Fire Hall addition from being constructed to a "post-disaster building" specification as per Section 1.4.1.2 of Part 4 of the National Building Code of Canada 2020 Volume 1."

**CARRIED**

**Unfinished Business**

**Emergency Management Organization - Deputy EMO Coordinator**

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

**Seconded by:** Councillor Division No. 3 Garbutt

"That we recommend to our respective Councils to approve an advertising campaign to fill a Deputy Emergency Management Organization (EMO) Coordinator position."

**CARRIED**

**Deputy Chief, Jeff Carey left for the remainder of the meeting at 2:51 pm.**

**Lumsden Municipal Office**

**Moved by:** Councillor Division No. 3 Garbutt

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

"That we recommend to our respective Councils to approve an engineering study to determine if adding a second level to the Lumsden Municipal Office is feasible; and further, that the cost be shared by each municipality and funded by their respective reserves."

**CARRIED**

**Councillor Jenelle Brennan left for the remainder of the meeting at 3:15 pm.**

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

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

**Seconded by:** Reeve Farago

"That we move into Closed Session at 3:25 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 the Chief Administrative Officer to be included in the session."

**CARRIED**

**Councillor Cody Jordison, left for the remainder of the meeting at 3:25 pm.**

**Assistant CAO, Krystal Strong, left for the remainder of the meeting at 3:25 pm.**

**Rise from Closed Session**

At 3:41 pm, the Committee left the Closed Session and returned to the open meeting.



**Draft Social Media Policy**

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

**Seconded by:** Reeve Farago

"That we recommend to our respective Councils to approve the Social Media Policy, attached as Schedule 'A'."

**CARRIED**

**Human Resource Policy Amendment**

**Moved by:** Councillor Division No. 3 Garbutt

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

"That we recommend to our respective Councils to approve the following amendments to the Human Resource Policy Manual:

Group One Offences (minor) - Add: *Viewing or participating on social media, when not authorized to do so, during work hours (excluding breaks).*

Group Three Offences (major) - Add: *"Engaging on social media in a manner defined as 'Inappropriate Use' within the Social Media Policy."*

**CARRIED**

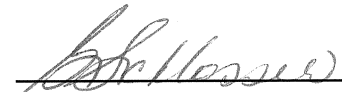
**Adjournment**

**Moved by:** Reeve Farago

**Seconded by:** Councillor Division No. 3 Garbutt

"That we adjourn the meeting at 3:42 pm."

**CARRIED**

  
\_\_\_\_\_  
Chairperson

  
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Chief Administrative Officer