



**Rural Municipality of Lumsden No.189
Town of Lumsden
Meeting Minutes
Joint Administration Committee February 15, 2023 - 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 Wednesday, February 15, 2023 at 6:30 pm.

Present:

Reeve: Kent Farago
Mayor: Bryan Matheson
RM Councillors: Cody Garbutt, Glenda Schlosser
Town Councillor: Verne Barber
Chief Administrative Officer: Monica M. Merkosky
Non-Committee Member: RM Councillor Marlise Nordstrom (via Zoom)

Absent:

Town Councillor: Jenelle Brennan

Appoint a Chairperson

Moved by: Councillor - Town of Lumsden Barber
Seconded by: Councillor Garbutt

"That we appoint Mayor Bryan Matheson to act as Chairperson of the Joint Administration Committee until further notice."

CARRIED

Approval of Agenda

Moved by: Councillor Garbutt
Seconded by: Councillor - Town of Lumsden Barber

"That we approve the agenda as presented."

CARRIED

Declaration of Conflict of Interest

There were no declarations of Conflict of Interest.

Adoption of Minutes

November 2, 2022 - Joint Administration Committee Meeting

Moved by: Councillor Schlosser
Seconded by: Councillor - Town of Lumsden Barber

"That the minutes of the November 2, 2022 - Joint Administration Committee Meeting be approved, as circulated."

CARRIED

New Business

Wireless Internet - Dew Drop In

Moved by: Councillor - Town of Lumsden Barber
Seconded by: Reeve Farago

"That the Joint Administration Committee recommend to their respective Councils, that each municipality share the monthly cost (\$69.95) to install Business InterNet 50 in the Dew Drop In, with a 5-year contract and the understanding that SaskTel will not charge a penalty if we choose to upgrade the service in the future."

CARRIED

February 15, 2023

New Phone System

Moved by: Councillor Garbutt

Seconded by: Councillor Schlosser

"That the Joint Administration Committee recommend to their respective Councils, that the Chief Administrative Officer be given authority to enter into a 5-year rental contract with SaskTel for a new phone system in the Lumsden Municipal Office." **CARRIED**

Emergency Measures Organization - Coordinator

Administration was tasked to arrange a meeting with a Provincial representative and both Councils to gather information pertaining to the role of an Emergency Measures Coordinator. More conversation will occur to determine if the municipalities should each appoint their own Coordinator or share a joint Coordinator.

Additional Work Space

The Chief Administrative Officer explained the design of a work space needed in the lower level of the Municipal Office. Multiple contractors have been contacted to bid on the project.

Lumsden Sports Association

The Joint Administration Committee members discussed a funding request that the Lumsden Sports Association presented to both Councils.

Municipal Districts

Moved by: Reeve Farago

Seconded by: Councillor - Town of Lumsden Barber

"That Administration invite representatives from Government Relations to make a presentation related to the structure and governance of Municipal Districts; and further that the following municipalities be invited to attend the presentation: Craven, Regina Beach, Disley, Buena Vista and Lumsden Beach."

CARRIED

Committee Members' Forum

The Town of Lumsden informed the RM of Lumsden that the Town was approved for an ICIP grant for the purpose of decommissioning the landfill. A transfer station is likely to be constructed in its place. The RM of Lumsden inquired about the status of planning for a potential office relocation.

Closed Session

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

Closed Session

Moved by: Councillor Schlosser

Seconded by: Councillor Garbutt

"That we move into Closed Session at 8:02 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**

Rise from Closed Session

At 8:31 pm, the Committee left the Closed Session and returned to the open meeting.

Policy - Remote Work

Moved by: Councillor Garbutt

Seconded by: Councillor - Town of Lumsden Barber

"That the Joint Administration Committee recommend to their respective Councils, that the Remote Work Policy be adopted and appended to the Human Resource Policy." **CARRIED**

Policy - Substance Use and the Workplace

Moved by: Councillor - Town of Lumsden Barber

Seconded by: Councillor Schlosser

"That the Joint Administration Committee recommend to their respective Councils, that the Substance Use and the Workplace Policy be adopted and appended to the Human Resource Policy." **CARRIED**



Request for Leave of Absence Without Pay

Moved by: Councillor Schlosser

Seconded by: Councillor - Town of Lumsden Barber

"That the Joint Administration Committee approve an application for a Leave of Absence Without Pay submitted by Alyssa Riemer for the period April 12-19, 2023, inclusive, pending staff availability for coverage during the requested period." **CARRIED**

Human Resource Policy Amendment - Leave of Absence Without Pay

Moved by: Councillor - Town of Lumsden Barber

Seconded by: Reeve Farago

"That the Joint Administration Committee recommend to their respective Councils, that the Human Resource Policy, Section 24.14, Leave of Absence with Pay, be amended as per Schedule 'A'." **CARRIED**

Adjournment

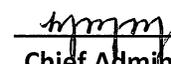
Moved by: Councillor Garbutt

Seconded by: Reeve Farago

"That we adjourn the meeting at 8:33 pm." **CARRIED**



Chairperson



Chief Administrative Officer