

**TOWN OF LUMSDEN / R.M. OF LUMSDEN No. 189**  
**MINUTES OF FEBRUARY 15<sup>TH</sup>, 2011**  
**JOINT ADMINISTRATION COMMITTEE MEETING**

The members of the Joint Administration Committee met in the Council Chambers of the Municipal Office, on the evening of Tuesday, February 15, 2010 at 7:09 p.m. with Chairman Jim Hipkin presiding.

**Present:** Reeve: Jim Hipkin, Tom Harrison  
 RM Councillor: Bill Marquardt  
 Mayor: Bryan Matheson  
 Town Councillors: Sid Sikorski  
 Administrator: Wayne Zerff  
 Assistant Administrator: Darcie Cooper

**Absent:** RM Councillor: Dale Srochenski  
 Town Councillor: Dan Kirby

**Minutes:**

Matheson/Sikorski: "That we approve the minutes of the November 16<sup>th</sup>, 2010 Joint Administration Committee meeting, as circulated." **CARRIED**

Sikorski/Harrison: "That we approve the minutes of the Joint Council supper meeting of January 18th, 2011, as circulated." **CARRIED**

**Assistant Administrator's Report:**

Assistant Administrator Darcie Cooper provided a verbal report pertaining to the Joint Administration shared services.

Sikorski/Harrison: "That we accept the Asst. Administrator's verbal report as presented."

**CARRIED**

**New Business:**

**2011 Shared Services related to Potential Flood Situation:**

Matheson/Harrison: "That we recommend each council approve the municipalities cooperate in providing emergency services related to sandbags required for private or public property protection throughout the Town and RM; with the Town to fill sandbags through a system that has been devised in house and that these shared services be subject to the following:

- Purchase of sandbags with bags and sand at separate cost recovery points that may be rounded up for ease of money handling
- Sandbag system constructed by the Town to be utilized by both Town/RM residents, with RM staff to assist if required
- Shared services for other items at the discretion of the public works committee and as feasible, since both public works departments will be taxed in the event of a flood (melt will likely affect private property before river/waterways peak)
- Public works committee be granted authority by each Council to react and spend money for the preparedness in the event the situation warrants."

**CARRIED**

The committee discussed the need for timely Fire Department Response Incident Reports for Highway and Fire call outs. It was agreed that these reports should be dropped off regularly at the municipal office for billing. If the Fire Chief is unable to complete this, then perhaps the Deputy Chief could complete paperwork on fire or emergency call outs each week, and Jeff Carey (Fire Chief) could drop paperwork off each Thursday to office for billing.

**2011 Fire Department Capital Costs:**

Matheson/Sikorski: "That we recommend each council approve the following list of fire department capital items for the 2011 budget:

- Capital budget of \$8,525 from each Council for the purchase of turnout gear, winch and bumper."

**CARRIED**

**2011 Fire Department Training Costs**

Sikorski/Harrison: "That we recommend each council share the operating cost of \$6,000 for training fire fighting members in the 2011 budget." **CARRIED**

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**2011 Joint Administration Capital Costs**

Sikorski/Matheson: "That we recommend each council approve the following list of Joint Administration capital items for the 2011 budget:

- Computer and Software upgrades for 2011 of \$2,000 for each Council
- Backup site in Community Hall for 2011 at a cost of \$2,000 each (2010 Carry Fwd), and

That the RM to fund the purchase of a building to store gopher, rat and mice control products at an estimated cost of \$2,000.00 (carry fwd from 2010 RM budget)."

**CARRIED**

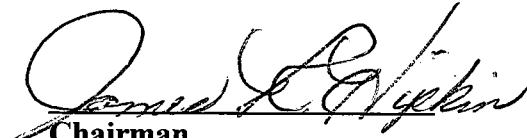
**Next Meeting:**

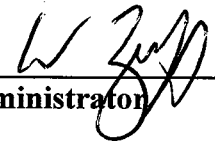
The next Joint Administration committee meeting is April 19<sup>th</sup>, 2011 at 7:00 pm, in the Council Chambers of the municipal office.

**Adjournment:**

Mathison/Harrison: "That we adjourn this meeting at 8:09 p.m."

**CARRIED**

  
Chairman

  
Administrator