

TOWN OF LUMSDEN / R.M. OF LUMSDEN No. 189
MINUTES OF JUNE 19th, 2012
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, June 19, 2012 at 7:00 p.m. with Chairman Jim Hipkin presiding.

Present: Reeve: Jim Hipkin
 RM Councillor: Tom Harrison
 Mayor: Bryan Matheson
 Town Councillor: Rhonda Phillips
 Chief Administrative Officer: Byron M. Tumbach

Absent: RM Councillor: Kent Farago
 Town Councillor: Dan Kirby

Delegations:

HeadStart on a Home Program:

Wanda Hunchak, Vice President and Joel Wilde of Westcap Management Ltd. appeared before the committee to present the HeadStart on a Home Program. The HeadStart on a Home Program is a program provided by the Ministry of Social Services, through the Saskatchewan Housing Corporation to address the issue of entry-level housing in Saskatchewan. The province has put forward \$200 million with the objective to build 1,000 new entry-level homes across Saskatchewan in the next five years.

Minutes:

Matheson/Phillips: "That the minutes of the March 20, 2012 Joint Administration Committee meeting be approved as circulated."

CARRIED

Business arising for the Minutes:

Overtime/Time in Lieu:

The Committee discussed the administration practice of where senior staff is credited for time that they put in attending Council meetings, authorized overtime and other meetings. Administration put forward the amount of time in lieu that exists as of the end of May.

FOR THE YEAR	2,012				2012 Accumulated Banked Pay
	2011 hours Carry Fwd (NotAccrued)	2012 Banked Hours Earned	2012 Banked Hours (Taken/Pd)	2012 Banked Hours Owed	
JOINT ADMINISTRATION					
Agopsowicz, Joan	20.50	33.75	20.00	34.25	\$692.19
Boos, Brenda	63.00	23.25	35.00	51.25	\$1,035.76
Strong, Krystal	90.25	80.75	67.50	103.50	\$2,296.67
Cooper, Darcie	111.75	318.75	286.00	144.50	\$3,901.50
Lillejord, Marla	8.00	23.75	-	31.75	\$542.61
Tumbach, Byron	0.00	89.50	12.00	77.50	\$3,881.20
Sub Total	293.50	569.75	420.50	442.75	\$12,349.93

6,002.06 RM Share
 6,347.86 Town Share

The trend for high overtime and time in lieu hours will remain an issue due to the added complexity of municipal service, the number of meetings staff are required to attend and the change and training in staff.

Phillips/Harrison: "That the written report regarding Overtime & Time in Lieu provided by Assistant Administrator, Darcie Cooper be accepted as presented."

CARRIED

Chief Administrative Officer Report:

CAO, Byron Tumbach, provided a report on the LGA Support Services from January to May. He gave an overview of the audit for the 2011 year and the meetings with the Auditors in July.

JRH
 BMT

Harrison/Phillips: "That the Chief Administrative Officer's report be accepted as presented."

CARRIED

Long term Service Award – Lumsden and District Volunteer Fire Fighters:

Matheson/Phillips: "That the written report on service recognition for Lumsden and District Fire Fighters provided by Assistant Administrator, Krystal Strong be accepted as presented."

CARRIED

Reeve Hipkin, Mayor Matheson and Town Councillor Phillips are members of the Committee to recognize the Lumsden & District Volunteer Fire Department's volunteers. Mayor Matheson requested that the Committee host a recognition supper prior to the municipal elections.

OLD BUSINESS:

Library Relocation

Community Coordinator, Chris Exner provided a memo on the relocation options available for the Lumsden Library. Mayor Matheson provided additional information on the relocation of the library indicating that the Town is in negotiations with the Legion to utilize their building for the Library, as the Dew Drop In expressed their opposition to moving into the Legion. In the next few weeks there should be more information available regarding the availability of the Legion space for the Library.

Phillips/Harrison: "That the written report on the relocation of the library, provided by Community Coordinator, Chris Exner be accepted as presented."

CARRIED

Conceptual Design of Municipal Office

Byron Tumbach, Chief Administrative Officer provided a verbal report on the status of the conceptual design for the office space, once the library is moved out of the building. Based on the design of the building, administration requires additional direction on the future of municipal services for both the Town and the RM.

NEW BUSINESS:

Municipal Information Network:

Both municipalities were approached to subscribe to the national wide news clipping service, known as the Municipal Information Network. The cost for one municipality would be \$250 per year, however if both municipalities participate the cost would be \$475.00 per year. The committee discussed the service and felt that if the Town decided to subscribe the RM would consider sharing the cost.

Phillips/Harrison: "That we recommend the Town of Lumsden subscribe to the Municipal Information Network, at a total cost of \$250.00 per year, with costs to be shared by both municipalities, as the Town will share the information with the RM."

CARRIED

Smile and Wave Digital Aerial Photograph:

Administration was approached by a company to showcase both communities by Smile and Wave Digital Aerial Photography. Administration requested a recommendation from the Committee regarding the service. The Committee felt that the area has been showcased through other means and both municipalities do not require this service at the present time.

Regional Approach - Sanitary Sewage Management:

Mayor Matheson provided an update on the Town's sanitary sewage project. In meeting with the province, the message provided from them was the need for a regional approach to sanitary sewage management. The Town will be meeting with various urban and rural areas to discuss this issue.

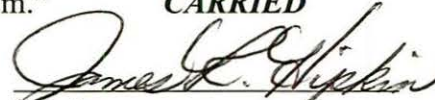
K + S Potash Ground Breaking Ceremony:

Mayor Matheson provided a report on the K + S Potash Ground Breaking ceremony he attended this morning. There were over 200 people in attendance. The mine should be in production by 2015.

Adjournment:

Harrison: "That this meeting be adjourned at 10:10 p.m."

CARRIED


Chairperson


Chief Administrative Officer