

TOWN OF LUMSDEN / R.M. OF LUMSDEN No. 189
MINUTES OF NOVEMBER 20th, 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, November 20, 2012 at 7:00 p.m. with Jim Hipkin as Chairman.

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

Chairman

Cogger/Matheson: "That Jim Hipkin be appointed as Chairman for the Joint Administration Committee."

CARRIED

Minutes:

Phillips/Matheson: "That the minutes of the October 16, 2012 Joint Administration Committee meeting be approved as circulated."

CARRIED

Reports:

Lumsden Library

Mayor Matheson provided a verbal report on the town's process in securing the Lumsden Legion to be the new home of the Lumsden Library. He inquired if the RM was willing to assist in the capital cost of the building. Jim Hipkin provided some basic estimates of where the RM may be able to contribute but indicated that Council has not decided on a value. The RM is looking for the Town to make a formal request on how much the Town requires to secure the building.

Councillor Tom Harrison arrived at the meeting.

Regional Sewage Partnership

Town Council members gave an overview of where they are at in looking at the pipeline option to Regina. The RM was asked to support the Town's project in principle as a regional solution in managing sanitary sewage in the region. The RM representatives indicated that they will put forward a resolution of support for the Town at their December meeting. Tom Harrison asked that it may be time to sit down with Regina Beach and Buena Vista to work out a memorandum of understanding on developing a long term regional solution.

Chief Administrative Officer Report:

Bank Time Payout

Matheson/Cogger: "That we recommend to each council approve the payout of joint administration staff having more than 70 hours of banked overtime or earned days off, on or near the end of the year be paid out the time above the 70 hours, as per the Human Resources Policy Manual."

CARRIED

K. Strong – SALIBO Committee

Matheson/Cogger: "That we recommend each council authorize Krystal Strong to use municipal time to attend meetings of the Saskatchewan Association of License Inspectors and Bylaw Officials special committee up to the spring of 2013, with travel expenses to be reimbursed by the municipalities."

CARRIED

Lumsden and District First Responders

Phillips/Cogger: "That we recommend each municipality contribute \$750 to the Lumsden First Responders for the purchase of a cabinet to store their supplies at the fire hall."

CARRIED

JRH/OC

External Review

Matheson/Harrison: "That we recommend each council direct administration prepare a report on potential consultants that the RM and Town could contract that specialize in external operational reviews."

CARRIED**Transfer to Reserve Fire Appreciation Net Proceeds**

Phillips/Harrison: "That we recommend each council approve the transfer of the net proceeds made for the Lumsden Fire Fighter Appreciation Event to the Fire Fighters Equipment Reserve."

CARRIED**NEW BUSINESS:****Administrative Staff 2012 Performance Review**

CAO Tumbach provided a written report of the Joint Administrative staff reviews. In the report he indicated the percentage used for the Committee to consider for the 2013 Salary grid use the same methodology put in place last year. That process used the UMAAS salary schedule, RMAAS salary schedule and the Consumer Price Index. In the committee discussion it was indicated that this was not the practise that was to be used every time.

After deliberating the Committee postponed a formal decision until next month's meeting.

2013 Administrative Five Year Capital

Administration brought forward the five year capital plan for office and the related computer assets. The plan as presented was for informational purposes only.

2013 Fire Five Year Capital

Fire Chief Jeff Carey brought forward an updated five year plan. The Committee requested clarification on one of the items and asked that it come back to the next month for more discussion.

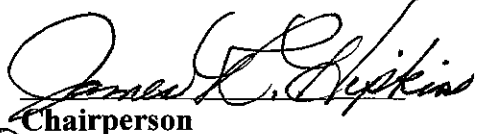
The Committee went into "in-camera" at 10:15 p.m. with Chief Administrative Officer not in attendance.

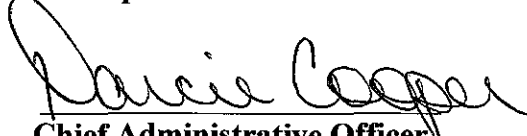
The meeting came out of "in-camera" at 10:40 p.m.

Adjournment:

Matheson: "That this meeting be adjourned at 10:40 p.m."

CARRIED


Chairperson


Chief Administrative Officer