

TOWN OF LUMSDEN / R.M. OF LUMSDEN No. 189

MINUTES OF THE NOVEMBER 17TH, 2008 JOINT ADMINISTRATION COMMITTEE MEETING

The members of the Joint Administration Committee met in the Council Chambers of the Municipal Office, on the evening of Monday, November 17th, 2008 at 8:24 p.m. with Chairman Verne Barber presiding.

Present: Mayor: Verne Barber
Councillor: Gerry Tomkins (arrived at 9:05 pm), Dan Kirby
Reeve: Jim Hipkin (left at 9:10pm)
Councillor: Tom Harrison, Bill Marquardt

Administrator: Wayne Zerff
Fire Chief/: Jeff Carey
PW Forman

Minutes:

Hipkin/Marquardt: "That we approve the minutes of the October 20th, 2008 meeting of the Joint Administration Committee, as circulated." **CARRIED**

Fire Dept.:

Fire Chief, Jeff Carey provided a written report on the 2008 activity of the Lumsden & District Fire Department and verbally presented details on the proposed 2009 Capital Plan. The 2009 Capital Plan calls for the standard \$8,500 contribution from each municipality for fire department equipment upgrades, as well, as, a fire truck upgrade to newer vehicle which would be no more than 10 years old.

The committee indicated a 10 year capital plan should be developed by the Fire Chief, for the replacement of major fire response vehicles, with the goal to eventually have all vehicles within the 10 year age requirement which will ensure that future insurance problems do not arise. The committee also discussed the need for the Administrator to report on the 2007 Fire Department Income Statement to each council, to assist with their decision on the 2009 Capital Plan and any financing plan required.

New Business:

Fire Dept. - Activity Report:

Hipkin/Harrison: "That we recommend the Fire Department report be forwarded to each council for discussion, with comments to be brought back at the next Joint Administration Committee meeting." **CARRIED**

Joint Town/RM Christmas Party:

Kirby/Marquardt: "That we recommend each council participate in the Lions Community Christmas Party on December 6th with the municipalities to pay the ticket cost of \$30.00 per ticket for interested Council members, employees and spouses." **CARRIED**

Joint Administration Staff – Salary Grid Increase:

Kirby/Marquardt: "That we recommend each council approve a 2.5% increase to the 2009 Joint Administration Salary Grid to reflect cost of living changes during 2008." **CARRIED**

Joint Administration Staff – Step Increase:

Kirby/Harrison: "That in consideration of the Joint Administration employee performance evaluations completed by the Administrator, we recommend each Council approve the following Joint Administration employee 2009 salary step changes:

Darcie Cooper	Asst. Administrator	Step 10	(9 to 10 points)	(\$39,987/yr)
Joan Agopsowicz	Office Services Clerk	Step 11	(10 to 11 points)	(\$14.24/hr)
Brenda Boos	Office Services Clerk (PT)	Step 10	(9 to 10 points)	(\$14.03 /hr)
Lorrie Farago	Office Services Clerk (PT)	Step 10	(8 to 10 points)	(\$14.03 /hr)
Wayne Zerff	Administrator	Step 17	(17 to 17 points)	(\$85,000/yr)."

CARRIED



2009 Capital Budget:

Marquardt/Barber: "That we recommend the following expenditures for the 2009 Joint Administration Capital Budget totaling \$4,700.00 for each council:


- \$2,000 for Computer upgrades
- \$2,700 for Tangible Asset Software." **CARRIED**

Next Meeting:

The RM Council will host the Annual supper meeting on January 19, 2009 at 6 pm, at a location to be announced after consideration at their November Council Meeting.

Adjournment:

Marquardt/Kirby: "That we adjourn this meeting at 10:20 p.m." **CARRIED**



Chairman



Administrator