



Rural Municipality of Lumsden No.189 and Town of Lumsden

Meeting Minutes

Joint Administration Committee Meeting April 29, 2026 - 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 as well as via electronic means (Zoom) on Wednesday, April 29, 2026 at 6:30 pm.

Present:

Chairperson: RM Councillor Trent Catley
Reeve: Cody Garbutt (attended via Zoom)
Mayor: Verne Barber
RM Councillor: Glenda Schlosser
Town Councillors: Ryan Schindelka, Adam Tropin
Chief Administrative Officer: Monica Merkosky

Invited Guest:

Lumsden and District Fire Chief: Jeff Carey (attended from 6:30 - 6:49 pm)
Lumsden and District Deputy Chief: Luke Sitter (attended via Zoom from 6:30 - 6:49 pm)

Additions to Agenda

Moved by: Mayor, Town of Lumsden Barber
Seconded by: Councillor, Town of Lumsden Schindelka

"That we add the following item to the agenda:
11.2 - Office Services Clerk - Accounting 1"

CARRIED

Approval of Agenda

Moved by: Councillor, Town of Lumsden Tropin
Seconded by: Councillor, Division No. 2 Schlosser

"That we approve the agenda as amended."

CARRIED

Declaration of Conflict of Interest

There were no Declarations of Conflict of Interest.

Delegation - Lumsden and District Fire Department

Fire Chief Jeff Carey and Deputy Chief Luke Sitter appeared before the committee to discuss Lumsden and District Fire Department matters.

RFP - 2027 Pumper Truck

Moved by: Councillor, Town of Lumsden Schindelka
Seconded by: Councillor, Town of Lumsden Tropin

"That we post a Request For Proposals for a 2027 Pumper Fire Apparatus as per the five-year capital plan."

CARRIED

RFP - 2026 Rescue Truck

Moved by: Mayor, Town of Lumsden Barber
Seconded by: Reeve Garbutt

"That we post a Request For Proposals for a 2026 Fire Department Rescue Truck, resulting from the Lumsden and District Fire Department's multi-year fundraising efforts aimed at replacing the existing unit."

CARRIED

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Fire Hall

The code analysis for the 50' x 60' stand alone fire hall is still being completed, then details for the RFP will be determined. Administration will communicate with the engineer for a progress report.

RM Water Truck to be Parked at Town Shop/Fire Department

2009 Freightliner - 3000 Litres - RM Unit 142

The RM is willing to park their water hauling truck at the Town Shop so that it is conveniently available for the Fire Department's use. The Fire Chief will discuss this proposal with the RM of Lumsden's Public Works Foreman.

Fire Department - Responding Rates

Moved by: Councillor, Division No. 2 Schlosser

Seconded by: Councillor, Town of Lumsden Tropin

"That, in order to adjust fire response rates, we recommend to our respective Councils to repeal and replace bylaws dated in 2022, that relate to the District Fire Department."

CARRIED

Fire Chief Jeff Carey and Deputy Chief Luke Sitter left for the remainder of the meeting at 6:49 pm.

Adoption of Minutes

February 2, 2026 - Joint Administration Committee Meeting

Moved by: Mayor, Town of Lumsden Barber

Seconded by: Councillor, Town of Lumsden Tropin

"That the minutes of the February 2, 2026, Joint Administration Committee Meeting be approved, as circulated."

CARRIED

March 31, 2026 - Occupational Health Committee Meeting

Moved by: Councillor, Town of Lumsden Schindelka

Seconded by: Councillor, Town of Lumsden Tropin

"That the minutes of the March 31, 2026, Occupational Health Committee Meeting be approved, as circulated."

CARRIED

April 1, 2026 - Joint Council Supper Meeting

Moved by: Reeve Garbutt

Seconded by: Councillor, Town of Lumsden Schindelka

"That the minutes of the April 1, 2026, Joint Council Supper Meeting be approved, as circulated."

CARRIED

Committee Members' Forum

Mayor Barber:

Discussed Fire Department training with the Minister at the SUMA Convention.

Pilot Butte conducted a tour of their water and sewer infrastructure during the SUMA Convention. The lagoon discharges into Boggy Creek. Their WTP is an RO system; they lose 15-17% during backwash. They can supply a population of 10,000.

The SUMA Convention keynote address was given by a Calgary researcher. 'Canadian Municipal Barometer' focuses on Councils with at least 5,000 population. 50% of all Canadian municipalities are located in SK and Quebec.

Attended the K+S Public Meeting in Bethune to view information regarding their expansion. They have a large solar facility that includes net metering with SaskPower.

Grade 2s toured the municipal office yesterday.

Councillor Tropin:

Park Clean Up is this Saturday, as is Ball Diamond Clean Up.

Councillor Schindelka:

LHS Emergency Services students participated in a training session today with the help of the Lumsden and District Fire Department.

SUMA Convention - had discussions with MoH regarding Grid 734. They are willing to discuss, but a long-term partnership will be needed. South Central Transportation Planning Committee (SCTPC) meetings are attended by the Mayor. Consider developing a Regional Transportation Plan.

Councillor Schlosser:

The RM passed its budget last week with a 0% increase.

Mayor Barber:

The Town passed its budget last night with a 1.5% increase.

Closed Session

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

Moved by: Mayor, Town of Lumsden Barber

Seconded by: Councillor, Division No. 2 Schlosser

"That we move into Closed Session at 7:02 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 included in the session."

CARRIED

Rise from Closed Session

At 7:50 pm, the Committee left the Closed Session and returned to the open meeting.

CAO Evaluation

The Committee and the Chief Administrative Officer will gather examples of other CAO evaluation formats as the current document is cumbersome. The next evaluation is due in February 2028.

Office Services Clerk - Accounting 1

Moved by: Reeve Garbutt

Seconded by: Councillor, Town of Lumsden Schindelka

"That we recommend to our respective Councils to elevate Crystal Lovelace, Office Services Clerk - Accounting 1, to Step 7 on May 24, 2026."

CARRIED

Assistant Chief Administrative Officer

Moved by: Councillor, Division No. 2 Schlosser

Seconded by: Mayor, Town of Lumsden Barber

"That we recommend to our respective Councils to temporarily increase the salary of Krystal Strong, Assistant Chief Administrative Officer, by 10% for the period January 5 - August 15, 2026, in recognition of increased responsibilities and workload resulting from staffing absences in the Planning Department."

CARRIED

Planning Office Renovation

Moved by: Councillor, Town of Lumsden Schindelka

Seconded by: Councillor, Town of Lumsden Tropin

"That we recommend to our respective Councils to invest in a renovation of the former Director of Planning and Development's office in order to expand the number of workspaces from one to two as the municipal office is expected to face a shortage of suitable workspaces."

CARRIED

Adjournment

Moved by: Councillor, Town of Lumsden Tropin

"That we adjourn the meeting at 7:53 pm."

CARRIED

Chairperson

Chief Administrative Officer