



Rural Municipality of Lumsden No.189 and Town of Lumsden Meeting Minutes

Joint Administration Committee July 21, 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 Tuesday, July 21, 2026 at 6:30 pm.

Present:

Chairperson: RM Councillor Trent Catley

Reeve: Cody Garbutt

Mayor: Verne Barber

RM Councillor: Glenda Schlosser

Town Councillors: Ryan Schindelka, Adam Tropin

Chief Administrative Officer: Monica Merkosky

Assistant Chief Administrative Officer: Krystal Strong

Invited Guests:

Lumsden & District Fire Department:

Chief Jeff Carey (attended from 6:30 - 6:42 pm)

Deputy Chief Luke Sitter (attended via Zoom from 6:30 - 6:58 pm)

Dawn Hillrud: Knibbs HR Consulting (attended via Zoom from 6:58 - 8:00 pm)

Approval of Agenda

Moved by: Councillor, Town of Lumsden Tropin

Seconded by: Councillor, Town of Lumsden Schindelka

"That we approve the agenda as presented."

CARRIED

Declaration of Conflict of Interest

There were no Declarations of Conflict of Interest.

Adoption of Minutes

July 9, 2026 - Joint Administration Committee

Moved by: Reeve Garbutt

Seconded by: Councillor, Division No. 2 Schlosser

"That the minutes of the July 9, 2026, Joint Administration Committee Meeting be approved, as circulated."

CARRIED

Unfinished Business

Fire Hall

Moved by: Councillor, Town of Lumsden Schindelka

Seconded by: Councillor, Town of Lumsden Tropin

"That we recommend to our respective Councils that Altered Dimensions Drafting & Design be retained to prepare all architectural, structural, mechanical, electrical, energy, and civil engineering plans necessary for the tendering of a 50' x 60' pre-engineered building project for the Lumsden & District Fire Department, to be located adjacent to the existing fire hall, at a cost of **\$32,650**, plus applicable taxes."

CARRIED

Fire Chief Jeff Carey departed for the remainder of the meeting at 6:42 pm.

New Business

Service Awards

Moved by: Councillor, Town of Lumsden Tropin

Seconded by: Councillor, Town of Lumsden Schindelka

"That we recommend to our respective Councils that the following members of the Lumsden & District Volunteer Fire Department be nominated for the Canadian Volunteer Fire Services Association (CVFSA) awards in recognition of their dedicated service to our communities:

CVFSA Volunteer Fire Fighter Service Awards (10–29 Years of Service):

- Terrance Renkas, Deputy Chief – 23 years of service;
- Luke Sitter, Deputy Chief – 18 years of service;
- Kyle McKinnon, Firefighter – 17 years of service;
- Ryan Norton, Captain – 14 years of service;
- Andrew Steadman, Lieutenant – 14 years of service;
- Jason Cherney, Lieutenant – 12 years of service;
- Chris Whitteron, Firefighter – 10 years of service;
- Logan Burkholder, Firefighter – 10 years of service; and
- Brady Aulie, Firefighter – 10 years of service.

CVFSA Municipal Long Service Award (30+ Years of Service):

- Jeff Carey, Fire Chief – 35 years of service."

CARRIED

Committee Members' Forum

Deputy Fire Chief Luke Sitter departed for the remainder of the meeting at 6:58 pm.

Closed Session

Moved by: Reeve Garbutt

Seconded by: Councillor, Division No. 2 Schlosser

"That we move into Closed Session at 6:58 pm for the purpose of discussing strategic planning as allowed pursuant to Section 120 of *The Municipalities Act*, with staff to be included in the session." **CARRIED**

6:58 - 8:00 pm - Knibbs HR Consulting

Dawn Hillrud of Knibbs HR Consulting appeared via Zoom to present the Organizational Review and Recommendations Report for the Town and RM's Joint Administration structure.

The Chief Administrative Officer and Assistant Chief Administrative Officer temporarily left the meeting from 7:00 - 8:12 pm.

Rise from Closed Session

At 8:37 pm, the Committee left the Closed Session and returned to the open meeting.

Corporate Services Coordinator

Moved by: Councillor, Town of Lumsden Schindelka

Seconded by: Councillor, Town of Lumsden Tropin

"That we accept the recommendation of Knibbs HR Consulting, as outlined in the Joint Administration Organizational Review, and recommend to our respective Councils that Administration commence the process of creating a Corporate Services Coordinator position under the joint administration umbrella." **CARRIED**

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

Moved by: Mayor, Town of Lumsden Barber

Seconded by: Councillor, Town of Lumsden Tropin

"That we move into Closed Session at 8:38 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 staff to be included in the session." **CARRIED**

Rise from Closed Session

At 8:40 pm, the Committee left the Closed Session and returned to the open meeting.

Adjournment

Moved by: Mayor, Town of Lumsden Barber

"That we adjourn the meeting at 8:40 pm."

CARRIED

Chairperson

Chief Administrative Officer