

Administration Committee Meeting – October 2, 2023

PRESENT: Chairman Roxan Foursha, Mayor Trevor Hay, Councillors Janet Coffey-Olson, Greg Carlson, Jadwiga Dolega-Cieszkowski, CAO Darcy Olson and CAA Amanda Bors.

ABSENT:

1. Called to Order: Chairman Foursha called the meeting to order at 12:00 p.m.
 2. In-Camera (Closed Session): Will be held at the end of the meeting.
 3. Conflict of Interest: No Conflict of Interest was noted.
 4. Minutes:
Committee reviewed the Administration Committee Minutes of September 5, 2023.
 5. Financial Statement:
Committee reviewed the Town of Rosetown Financial Statement for September 2023.
 6. Administration Report:
Committee reviewed the Administration Report for September 2023.
 7. Utility Administration – Rental Properties:
Two more property owners had responded to the Town letter concerning renter vs owner water billing. Both responses were opposed to the water billing being in the owner's name. Committee discussed whether the change to a monthly billing would help with water collection from rental properties.
- A-23-018 Recommendation:** That the status quo be maintained for water billing of rental property for the next year until such time as Town can evaluate the effect of a monthly billing on the collection of water arrears on rental properties.
8. Cyber Securities and Email Domain:
Councillor Jason Hunter received information requested on the Cyber Security and Email Domain questions. Councillor Hunter will check to and see if he has got all the information required and if so, place it on the agenda for the Council meeting.
 9. Cost Recovery for Emergency Services/Extrication Bylaw:
The Committee was informed of a situation where SGI will not pay for a Fire Department call out to a vehicular accident by the Fire Department, where the driver of the vehicle is a Town resident, unless the Town has a bylaw in place to charge residents for the call. If a residence has a fire the Town does not bill as the property has been paying taxes to support the emergency services being provided. The same can not be said about a vehicle as it pays no tax to the Town for these services. Committee directed the CAO to draft the bylaw and take it to Council for their consideration.
 10. In-Camera (Closed Session): An In-Camera session was held from 12:20 to 12:30 p.m. to discuss Long Range Planning.

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11. Adjournment: Councillor Carlson adjourned the meeting at 12:30 p.m.

Roxan Foursha, Chairman

Darcy Olson, CAO