

# Administration Committee Meeting – June 11, 2019

Present: Councillor Blair Wingert, CAO Michele A. Schmidt and CAA Amanda Bors.

Absent: Chairman Rome Molsberry and Councillor Rick Bell.

Vacancy: Mayor seat.

Quorum: Quorum not present – a review of the agenda items was completed.

1. Action Items: Action Items were reviewed.
2. Pecuniary Interest – No Committee members indicated any pecuniary interest, at this time, regarding any items on the agenda.
3. Minutes:  
Administration Committee – May 14, 2019 – reviewed minutes.  
**No business or concerns raised.**
4. Financial Statement - Reviewed the Town of Rosetown and Primary Care Centre Financial Statement for the month of May 2019.
5. Rosetown & District Primary Care Centre – 2019 Rental Increase:  
**Recommendations:**  
That the 2019 rental increase be waived regarding Dr. Franklin and Dr. Narang at the Rosetown & District Primary Care Centre and that Council shall review at their June 17, 2019 Regular meeting of Council.
6. Orange Memories – Operating Grant:  
**Recommendations:**  
That it hereby be recommend that the Town of Rosetown hereby issue Orange Memories Care Home Inc. a portion of their 2019 Operation Grant in the amount of \$35,000.00.
7. Town of Rosetown – Youth Council Member:  
**Recommendations:**  
That the Town of Rosetown Youth Council member be reviewed at the August 2019 Administration Committee meeting.
8. CBD Manager position Review:  
**Recommendations:**  
That the Town of Rosetown review the CBD Manager position in September 2019.
9. Hospital Foundation, Harvest Family Festival, Age Friendly:  
**Recommendations:**  
That we hereby acknowledge receipt of Hugh Lees submitted report regarding the Hospital Foundation, Harvest Family Festival and Age Friendly and that this report shall be filed.

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10. Bylaw No. 811-19 – Council Procedure Bylaw – review:  
**Recommendations:**  
That the Administration Committee review Bylaw No. 811-19 at their August 2019 Committee meeting.
11. Ministry of Government Relations – Municipal Revenue Sharing:  
**Recommendations:**  
That we hereby acknowledge receipt of the correspondence from the Ministry of Government Relations stating that the Town of Rosetown Municipal Revenue Sharing is \$502,124.00.
12. Recreation Director – Car Allowance Review:  
**Recommendations:**  
That the Administration Committee review the Recreation Director Car Allowance at their August 2019 meeting.
13. Roy & Delma Elliott Memorial:  
**Recommendations:**  
That the Administration Committee review and designation of Roy and Delma Elliott memorial donation at their August 2019 meeting.
14. Discussion and review of the agenda items was completed at 7:52 p.m.

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Acting Chairman

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Michele A. Schmidt, CAO