

Administration Committee Meeting – June 15, 2021

PRESENT: Chairman Blair Wingert, Mayor Trevor Hay, Councillor Roxan Foursha, Jadwiga Dolega-Cieszkowski, Greg Carlson, Dale Arsenault and Acting CAO Angelika Walker.

PRESENT VIA PHONE:

ABSENT:

Called to Order: Chairman Wingert called the meeting to order at 7:04 pm

Councillor Greg Carlson joined the meeting at 7:05 pm

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 10, 2021 – minutes reviewed by Committee.
Business Arising: No Business arising.
4. Financial Statement – Committee reviewed the Town of Rosetown Financial Statement for May 2021.
Business Arising: No Business arising.
5. Administration Department Report – June 2021 was reviewed by Committee.
Business Arising: No Business arising.
6. Correspondence:
Recommendations:
That the following correspondence, having been read, be filed:
 - Eckhard Wiebe – Drainage issues at Orange Memories.
7. Hugh Lees Report:
Recommendations:
That we hereby acknowledge receipt of Hugh Lees report regarding the Harvest Family Festival, Hospital Foundation and Age Friendly and that this report shall be filed.
8. Age Friendly Minutes:
Recommendations:
That we hereby acknowledge receipt of the Age Friendly minutes of June 2, 2021 and that these minutes shall be filed.
9. West Central Mun. Govn. Committee Minutes:
Recommendations:
That we hereby acknowledge receipt of the West Central Municipal Government Committee minutes of April 22 and May 27, 2021 and that these minutes shall be filed.

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10. Rosetown Centennial Library – Librarian Appointment:
Recommendations:
That we recommend that Brooklyn Yurchuk hereby be appointed as the Rosetown Centennial Library Librarian, effective May 25, 2021.
11. Town of Rosetown Procedure Bylaw - Amendments:
Recommendations:
That we hereby recommend that the amendments presented regarding the Town of Rosetown Procedure Bylaw be presented to Council for final review and adoption.
12. Saskatoon Community Foundation – Roy & Delma Elliott Fund:
Recommendations:
 - a. That we hereby acknowledge receipt of the Saskatoon Community Foundation gift on behalf of Roy and Delma Elliott in the amount of \$6,457.36.
 - b. That we hereby recommend that the Town of Rosetown hereby designate the Roy & Delma Elliott Fund to the Rosetown Cemetery regarding the development of a Cemetery Master Plan and the purchase of the next columbarium.
13. Town of Rosetown – Audit Proposals:
Recommendations:
That we hereby recommend that the Town of Rosetown accept Stark & Marsh audit services proposal, to perform the Town of Rosetown and Orange Memories Financial Audit for the fiscal year of 2022 to 2026 inclusive.
14. Town of Rosetown – June 2021 Quarterly Status Report:
Recommendations:
That we hereby acknowledge receipt of the Town of Rosetown Business Plan & Quarterly Status Report dated June 2021 as prepared and presented by the Town of Rosetown Management Team.
15. Closed Session:

Chairman Wingert moved the Administration Committee meeting of the Town of Rosetown into an in-camera (closed session) in accordance with the Town of Rosetown Council Procedure Bylaw No. 831-20, Section 12 Closed Session, s. 120 of *The Municipalities Act* and ss. 15(1)(b)(ii), 16(1)(a), 16(1)(c), and 28(1) of *The Local Authority Freedom of Information and Protection of Privacy Act* the Administration Committee of the Town of Rosetown hereby move into an in-camera (closed session) for presentation and discussion for the following, at 7:27 p.m.:

- Long-range and strategic planning – Land Acquisition.

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PRESENT FOR IN-CAMERA:

Chairman Blair Wingert, Mayor Trevor Hay, Councillor Roxan Foursha, Councillor Greg Carlson, Jadwiga Dolega-Cieszkowski, Dale Arsenault, Acting CAO Angelika Walker.

Chairman Wingert that we rise and report from the in-camera (closed session) session at 7:53 p.m.

16. Adjournment: Chairman Wingert adjourned the meeting 7:54 p.m.

Blair Wingert, Chairman

Michele A. Schmidt, CAO