

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN  
OF ROSETOWN HELD ON THE 21<sup>st</sup> DAY OF JULY, 2025  
IN THE TOWN OF ROSETOWN COUNCIL CHAMBERS AT 7:00 P.M.**

**PRESENT:** Mayor Trevor Hay, Councillors Greg Carlson, Jadwiga Dolega-Cieszkowski, Janet Coffey-Olson, Art Garrett, Joseph Spratt, Kimiko Otterspoor, Superintendent of Public Works Bob Bors, Recreation Director Kelli Emmons, Chief Administrative Assistant Amanda Bors, Bylaw Officer Dennis Ogg and Chief Administrative Officer Darcy Olson.

**ABSENT:**

**CALL TO ORDER:**

A quorum being present, Mayor Trevor Hay called the meeting to order at 7:00 p.m.

**AGENDA:**

179/25 **Dolega-Cieszkowski:** That the agenda be accepted as presented.  
Carried.

**CONFLICT OF INTEREST:**

No Council member indicated any conflict of interest, at this time, regarding any items on the agenda.

**MINUTES:**

180/25 **Garrett:** That the minutes of the Regular Meeting of Council held on June 16, 2025 be accepted as presented.  
Carried.

181/25 **Spratt:** That the minutes of the Special Meeting of Council held on July 2, 2025 be accepted as presented.  
Carried.

**CORRESPONDENCE:**

182/25 **Coffey-Olson:** That the List of Correspondence be accepted as presented, a copy of the list to be attached to and to form part of these minutes.  
Carried.

**DELEGATIONS & PUBLIC FORUM:**

Bob and Bev Gardner met with Council from 7:07 to 7:24 p.m. to discuss the boulevard trees adjacent to their property at 1108 Herschel Place.

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**FINANCIAL STATEMENTS:**

183/25      **Carlson:**                      That the Town of Rosetown Statement of Financial Activities for the month ending June 30, 2025 be accepted as presented.  
Carried.

**BANK RECONCILIATION:**

184/25      **Garrett:**                      That the Town of Rosetown Bank Reconciliation for the month of June 2025 be accepted as presented.  
Carried.

**ACCOUNTS:**

185/25      **Spratt:**                      That the general accounts from cheque #41206 to #41358 in the amount of \$476,990.85, Bank Draft #69262 in the amount of \$86,100.00, Credit Card Payments from #2025-026 to #2025-044 in the amount of \$12,169.38 and on-line payments from #2025-089 to #2025-109 in the amount of \$598,127.40 are hereby approved, a list attached hereto and to form part of these minutes.  
Carried.

186/25      **Carlson:**                      That payroll accounts for Pay Period #12 and #13 (2025) in the amount of \$99,283.97 are hereby approved, a list attached hereto and to form part of these minutes.  
Carried.

**MANAGERS AND COMMITTEES REPORTS:**

Council reviewed the Managers Reports for the month of June from the Chief Administrative Assistant, Primary Care Clinic Manager, Recreation Director, Superintendent of Public Works, Treatment Plant Supervisor, Deputy Fire Chief and Bylaw Officer.

**UNFINISHED BUSINESS:**

**CO-OP SPONSOR SIGN – KINSMEN PARK:**

187/25      **Carlson:**                      That the Co-op sponsorship sign for the Kinsmen Park playground equipment be approved.  
Carried.

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**WHEELS FOR WHEELS DONATION REQUEST:**

- 188/25      **Garrett:**                      That the Town of Rosetown donate \$25,000 towards the purchase of a new Wheels for Wheels Van.  
Carried.

**NEW BUSINESS:**

**CLINIC LEASE AGREEMENT EXTENSION:**

- 189/25      **Otterspoor:**                      That the Mayor and CAO be authorized to sign an agreement with the Rural Municipality of St. Andrews No. 287 to extend the lease agreement for 109 – 1<sup>st</sup> Avenue West to December 31, 2025.  
Carried.

**AGE FRIENDLY ROSETOWN MINUTES JUNE 3, 2025 MEETING:**

- 190/25      **Otterspoor:**                      That the Age Friendly Rosetown Minutes of July 2, 2025 be hereby acknowledged as presented.  
Carried.

**TREE REMOVAL REQUEST – 1103 HERSCHEL PLACE:**

- 191/25      **Garrett:**                              That the request to remove a boulevard tree to accommodate an expanded driveway at 1103 Herschel Place be approved on the condition that all costs of removal are the responsibility of the applicant Kyle Dyok.  
Carried.

**R.M. OF ST. ANDREWS NO. 287 – LAGOON ROAD UPGRADE PROPOSAL:**

- 192/25      **Spratt:**                              That the proposal be approved of the R.M. of St. Andrews to 50/50 cost share the building of Lagoon road at an estimated project cost of \$110,000 with the R.M. to commit to the ongoing annual maintenance of the road segment after construction.  
Carried.

**CAO RESIGNATION:**

- 193/25      **Otterspoor:**                      That the letter of resignation for the CAO position be accepted as presented.                      Carried.

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**RAIL SAFETY WEEK:**

- 194/25      **Hay:**                      That it is hereby resolved to support national Rail Safety Week to be held from September 15 to 21, 2025.  
Carried.

**BUILDING OFFICIAL APPOINTMENTS:**

- 195/25      **Otterspoor:**              That Town of Rosetown appoint: Clayton Meier, Ryan Thiessen, Shenah Cartier, Clint Vargo, Kelsey Rebryna, Matthew Stepp AND Amanda Kaufmann of MuniCode Services Ltd. as the Town of Rosetown Building Inspector, for 2025, regarding the inspections of all new and renovated commercial and residential buildings for compliance with The Uniform Building Accessibilities Standards.  
Carried.

**2025/2026 ICE RENTAL RATES:**

- 196/25      **Otterspoor:**              That a 1.5% increase in ice rental rates be approved for the 2025/2026 season as shown on the Rosetown AGT Centre Ice Rental Rates Policy attached to and to form part of these minutes.  
Carried.

**DEIBERT GARAGE PERMIT:**

- 197/25      **Carlson:**                      That Council approve Adam Deibert’s request to allow the current detached garage at 304 -3<sup>rd</sup> Avenue East to remain until after his new proposed detached garage is constructed on the condition that an agreement is signed by Mr. Deibert and that demolition of the current garage is completed no later than October 31, 2025.  
Carried.

**FAMILY COLUMBARIUM SECTION DESIGN:**

- 198/25      **Otterspoor:**              That the Family Columbarium Section design for the Cemetery be approved and a copy of the design attached to and to form part of these minutes.              Carried.

**ROSETOWN KID KARE 30 KM SPEED ZONE REQUEST:**

- 199/25      **Carlson:**                      That Administration be directed to make the necessary bylaw changes to have the maximum speed limit of the 600 block of 6<sup>th</sup> Avenue East changed to 30 kilometres per hour.  
Carried.

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BYLAW NO. 912-25 THE CEMETERY BYLAW:**

- 200/25      **Otterspoor:**            That Bylaw No. 912-25 the Cemetery Bylaw be introduced and read a first time.                            Carried.
- 201/25      **Carlson:**                    That Bylaw No. 912-25 be read a second time.                            Carried.
- 202/25      **Garrett:**                    That Bylaw No. 912-25 be given three readings at this meeting.                            Carried Unanimously.
- 203/25      **Dolega-Cieszkowski:** That Bylaw No. 912-25 the Cemetery Bylaw be read a third time and be adopted.                            Carried.

**BYLAW NO. 913-25 THE FAMILY COLUMBARIUM BYLAW:**

- 204/25      **Garrett:**                    That Bylaw No. 913-25 the Family Columbarium Bylaw be introduced and read a first time.                            Carried.
- 205/25      **Otterspoor:**                That Bylaw No. 913-25 be read a second time.                            Carried.
- 206/25      **Spratt:**                    That Bylaw No. 913-25 be given three readings at this meeting.                            Carried Unanimously.
- 207/25      **Otterspoor:**                That Bylaw No. 913-25 the Family Columbarium Bylaw be read a third time and be adopted.                            Carried.

**IN-CAMERA:**

- 208/25      **Dolega-Cieszkowski:** That Council moved to a session, closed to the public, to discuss Human Resources. The time being 9:17 p.m.                            Carried.

Councillor Otterspoor declared an interest and left the meeting at 9:23 pm.

Councillor Otterspoor returned to the meeting at 9:57 pm

- 209/25      **Coffey-Olson:**            That the Council rise from the closed session. The time being 9:57 p.m.                            Carried.

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ADJOURNMENT:**

210/25      **Garrett:**                      That we hereby adjourn. Time of adjournment at 10:00 p.m.  
Carried.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CAO