

Administration Committee Meeting – October 8, 2019

Present: Chairman Rome Molsberry, Mayor Subhas Maharaj, Councillor Rick Bell and Blair Wingert, CAO Michele A. Schmidt.

Absent: CAA Amanda Bors.

Called to Order: Chairman Rome Molsberry called the meeting to order a 7:03 p.m.

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 – September 10, 2019 – reviewed minutes.
No business or concerns raised.
4. Financial Statement – Committee reviewed the Town of Rosetown Financial Statement for the month of September 2019.
5. Hugh Lees report – Hospital Foundation, Harvest Festival, Age Friendly – Committee reviewed and this report shall be filed.
6. Town of Rosetown 2020 Salary Grid:
Recommendations:
That we hereby table the Town of Rosetown 2020 Salary Grid to November Administration Committee meeting.
7. Pam Copeland – 209 Main Street – Assessment Review request – Committee reviewed the correspondence received and Administration has forwarded the request for a re-assessment to SAMA.
8. Rosetown & District Primary Care Centre & Wheatland Regional Library Board – Staff Clarification:
Recommendations:
That we hereby provide the following clarification regarding Town of Rosetown Employees:
Rosetown & District Primary Care Centre Staff – Town of Rosetown
Wheatland Regional Library Staff – Rosetown Library Board
9. Gary F. Groves – Liability Claim – The Committee reviewed Mr. Groves correspondence, which Administration has forwarded to SUMAssure.
10. Wheatland Regional Centre Inc. – Property Tax Cancellation/abatement:
Recommendations:
That we hereby recommend that Michele A. Schmidt, CAO contact Wheatland Regional Centre Inc. for additional information regarding their request for property tax cancellation/abatement.

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Councillor Darcy Olson entered the Council Chambers at 7:25 p.m.

11. Town of Rosetown Bylaw No. 721-16 – Tax Incentives and Penalties – the Committee reviewed Bylaw No. 721-16 and following the review no changes were recommended.

12. Medical Clinic Manager – Resignation:

Recommendations:

That we hereby accept, with regret, Catherine Morrill's letter of resignation as the Rosetown & District Primary Health Centre Medical Clinic Manager, effective November 1, 2019.

13. Medical Clinic Manager:

Recommendations:

That we hereby recommend that Tina Dolan hereby be reclassified as the Rosetown & District Primary Health Centre Medical Clinic Manager, effective November 2, 2019.

Councillor Trevor Hay entered the Council Chambers at 7:55 p.m.

14. Infill Residential Construction Incentive:

Recommendations:

That we hereby recommend that Heath & Danielle Pearce's application for the Infill Residential Construction Incentive be approved as follows, as construction was not completed until April 2019 and the Infill Residential Construction Incentive policy was approved May 22, 2018:

Year 1 – 2020 100% abatement of all property tax (excluding special levies)

Year 2 – 2021 66% abatement of all property tax (excluding special levies)

Year 3 – 2022 33% abatement of all property tax (excluding special levies)

Year 4 – 2023 Full Taxation rates shall apply

School tax abatement is subject to Provincial government approval. If Provincial Government approval is not received the above noted property tax abatement shall only apply to the Municipal property taxes.

Unfortunately; as the demolition of an existing improvement was completed June 5, 2017 prior to the implementation of the Infill Residential Construction Incentive policy; the demolition of the existing improvement does not qualify under the Infill Residential Construction Incentive program.

15. Joint Municipal Meeting – November 20, 2019 – Agenda Items:

Recommendations:

That we hereby recommend the following agenda items for the Joint Municipal meeting which will be held at the Civic Centre on November 20, 2019 at 7:00 p.m.

- Recreation Funding
- CommuniPlex
- Rosetown & District Primary Care Centre
- Doctor Recruitment
- Co-location of Health Care Professionals

Mayor Subhas Maharaj left the Council Chambers at 8:23 p.m.

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16. Public Meeting – November 27, 2019 – Develop agenda and format:

Recommendations:

That we hereby recommend the following agenda items for the Public meeting which will be held at the Elks Hall on November 27, 2019 at 7:00 p.m.:

Format:

Chairman: Councillor Trevor Hay

Council shall be at the front

Council will provide a 5-minute presentation on the following topics:

- Strategic Plan and Asset Management (Councillor Wingert)
- Paving and Paving Maintenance (Councillor Olson)
- Orange Memories (Councillor Wickett)
- Transfer Station/waste collection (Councillor Olson)
- Lift Station/Lagoon (Councillor Bell)
- Development - West Industrial Park/East Neighborhood/Residential Infill Incentive (Councillor Hay)

Floor will be open for questions – Time frames will be utilized for questions and answers.

That the above format and agenda be circulated to Council for review, recommendations, additional etc. prior to finalizing the agenda.

Council members making a presentation shall review their presentation through their Committee.

17. Adjournment: Chairman Rome Molsberry adjourned the meeting at 9:17 p.m.

Rome Molsberry, Chairman

Michele A. Schmidt, CAO