

TOWN OF ROULEAU

Minutes of the Regular Meeting of Council

Date	August 11, 2025
Location	Rouleau Community Hall, 111 Main Street, Rouleau, SK
Time	7:00 PM
Attendees	Mayor: Aaron Brown Councillor: Michael Faris Councillor: Colin Jones Councillor: DellAnn Perkin Councillor: Linda Rumford Councillor: Jeffrey Weafer (via Zoom) CAO: Candice Zinn
Regrets	Councillor: Mitch Singleton

Call to Order

Mayor Brown called the meeting to order at 7:10 PM

Conflicts of Interest Declarations

None

- 103-2025

Previous Minutes

Jones:

That the minutes from the Regular Meeting of Council held July 14, 2025 be accepted and approved as presented.

CARRIED
- 104-2025

Previous Minutes

Rumford:

That the minutes from the Budget Meeting of Council held July 22, 2025 be accepted and approved as presented.

CARRIED
- 105-2025

Financial Report

Weafer:

That the Statement of Financial Activities for the period ending July 31, 2025 and the July Bank Statement be accepted and approved.

CARRIED
- 106-2025

Accounts for Approval

Perkin:

That the List of Accounts for Approval, as attached hereto and forming part of these minutes from cheque #10706 to 10728 totalling \$59,273.51 and all EFT and direct deposit payments including payroll, Ceridian service fees and CRA remittances totalling \$26,838.12 be approved for payment.

CARRIED
- 107-2025

Environmental Services Analysis

Faris:

That we acknowledge the Environmental Services Analysis Reports received for the months of June and July 2025 with no detectables reported.

CARRIED
- Delegate

7:35 - 7:50 Delegate Ashley Horan had the floor to discuss her continued interest in purchasing municipal land to expand their business.
- Delegate

7:50 - 8:06 Delegate Brenda Sherring had the floor to discuss the following concerns: effects of the revaluations performed by SAMA, tax notice delivery date, municipal infrastructure maintenance and an updated website.
- Delegate

8:25 – 8:49 Blaine McLeod, MLA had the floor to discuss economic support to municipalities from the Saskatchewan government as well as an explanation of how Municipal Revenue Sharing works.
- 108-2025

Tax Incentive Policy For Community Growth

Perkin:

That, in an effort to encourage residential population and economic growth, the Town of Rouleau adopt and implement Policy No. 2025-1 Tax Incentive for New Construction of Single-Family Residential Buildings effective September 1, 2025, with the following discounts to only the municipal portion of taxes:  
Year One: 100% of the Municipal portion of the property taxes including any Municipal base or minimum tax levy  
Year Two: 100% of the Municipal portion of the property taxes including any Municipal base or minimum tax levy  
Year Three: 75% of the Municipal portion of the property taxes including any Municipal base or minimum tax levy  
Year Four: 50% of the Municipal portion of the property taxes including any Municipal base or minimum tax levy  
Year Five: 25% of the Municipal portion of the property taxes including any Municipal base or minimum tax levy

CARRIED

PW Foreman Report

-reported on equipment maintenance and daily tasks (Corner Gas sign has been reinstalled)  
-PW staff completed Confined Space and WHMIS training and acquired certifications  
-collected quotes for polyurethane jacking to streets, tire chains for Case tractor, generator for the lift station and changing the hall fluorescent lights to LEDs  
-scheduling the trimming of the shrubs at the spray park and cold mix street patching  
-requested holidays August 18, September 12 & 15, October 3 & 6

109-2025 PW Foreman Report

**Jones:**  
That the PW Foreman report be accepted as presented.

CARRIED

110-2025 List of Municipal Lands for Disposal

**Perkin:**  
That the following List of Municipal Lands for Disposal be posted for 2 weeks and that the lands be sold for \$50 / frontage street foot and that Administration move ahead with sales beginning at 8:30 AM the morning of Tuesday, September 2, 2025:

Legal Address	Civic Address	Property Class	Frontage Street	Frontage Feet	Price
Lot 20 Block 8 Plan E1420	118 Ansley Street	Residential	Ansley Street	50	\$ 2,500.00
Lot 18 Block 20 Plan T1958	206 Manson Street	Residential	Manson Street	50.03	\$ 2,501.50
Lot 13 Block 19 Plan T1958	304 Manson Street	Residential	Manson Street	50.03	\$ 2,501.50
Lot 6 Block A Plan U463	208 Wetmore Street	Commercial	Wetmore Street	50.03	\$ 2,501.50
Lot 5 Block A Plan U463	206 Wetmore Street	Commercial	Wetmore Street	41.86	\$ 2,093.00
Lot 1 Block 18 Plan T3933	501 1st Avenue	Residential	1st Avenue	52	\$ 2,600.00
Lot 2 Block 18 Plan T3933	503 1st Avenue	Residential	1st Avenue	51.96	\$ 2,598.00
Lot 3 Block 18 Plan T3933	505 1st Avenue	Residential	1st Avenue	52	\$ 2,600.00
Lot 4 Block 29 Plan 83R44037	Unknown	Commercial	Sears Drive	124.5	\$ 10,000.00
Lot 1 Block 30 Plan 83R44037	Unknown	Commercial	Sears Drive	188.77	\$ 10,000.00
Lot 16 Block 17 Plan T3933	110 Rouleau Street N	Residential	Rouleau Street N	50	\$ 2,500.00
Lot 23 Block 13 Plan M5721	110 Brownlee Street	Residential	Brownlee Street	50.03	\$ 2,501.50
Lot 11 Block 8 Plan E1420	101 Brownlee Street	Residential	Brownlee Street	50	\$ 2,500.00
Lot 12 Block 8 Plan E1420	103 Brownlee Street	Residential	Brownlee Street	50	\$ 2,500.00
Lot 24 Block 22 Plan 102273779	114 D'arcy Street	Residential	D'arcy Street	75.03	\$ 3,751.50
Lot 25 Block 22 Plan 102273779	112 D'arcy Street	Residential	D'arcy Street	75.03	\$ 3,751.50
Lot 18 Block 15 Plan T3933	106 Main St N	Residential	Main Street	50	\$ 2,500.00
Lot 1 Block 17 Plan T3933	601 1st Avenue	Residential	1st Avenue	52	\$ 2,600.00

CARRIED

111-2025 Recess Regular Meeting

**Perkin:**  
That the regular meeting recess at 10:35 PM.

CARRIED

112-2025 Reconvene Regular Meeting

**Rumford:**  
That the meeting reconvene at 10:40 PM.

CARRIED

113-2025 Budget

**Jones:**  
That the 2025 Cash Budget be accepted as presented with a surplus of \$380.00.

CARRIED

114-2025 Mill Rate

**Rumford:**  
That the 2025 Mill Rate be set at 1.50 and that the Commercial / Industrial Class have a Mill Rate Factor set at 3.50 and that the Town of Rouleau implement a Base Tax Bylaw with the following values:

Property Class	Type of Property	
	Land	Improvements
Agriculture	775.00	
Residential	1,800.00	1,800.00
Commercial & Industrial	800.00	800.00

CARRIED

115-2025 Base Tax Bylaw First Read

**Weafer:**  
That the Town of Rouleau Bylaw No. 01-2025, A Bylaw to Provide For a Base Tax be read a first time.

CARRIED

116-2025	Base Tax Bylaw Second Read	<b>Faris:</b> That the Town of Rouleau Bylaw No. 01-2025, A Bylaw to Provide For a Base Tax be read a second time.	CARRIED
117-2025	Base Tax Bylaw Approval for Third	<b>Jones:</b> That the Town of Rouleau Bylaw No. 01-2025, A Bylaw to Provide For a Base Tax be approved to be read a third time.	CARRIED UNANIMOUSLY
118-2025	Base Tax Bylaw Third Read	<b>Perkin:</b> That the Town of Rouleau Bylaw No. 01-2025, A Bylaw to Provide For a Base Tax be read for a third time.	CARRIED
119-2025	Abatement Adjustments	<b>Rumford:</b> That Administration, while preparing the 2025 Tax Notices, apply the full \$1,800.00 Residential Class Base Tax to only one lot on multi-lot yards and apply \$1,600.00 abatements to the Municipal Base Tax associated with Bylaw No. 01-2025, A Bylaw to Provide For a Base Tax, to every additional lot directly adjacent to the lot with the full Base Tax levy, with no impediments such as roads, streets, alleys or unowned properties. Furthermore, that multi lot Commercial properties, only be levied one Commercial & Industrial base tax of \$800.00 and receive full abatements for the base tax on all commercially classed lots that are directly adjacent.	CARRIED
120-2025	TAXervice Tax Enforcement	<b>Perkin:</b> That TAXervice be authorized under s22(1) of The Tax Enforcement Act on or after July 30, 2025 to commence proceedings to request title with respect to the following described lands: <div> <div>Roll 1</div> <div> LOT 1-BLK/PAR 1-PLAN 47866 EXT 0  LOT 2-BLK/PAR 1-PLAN 47866 EXT 0  LOT 3-BLK/PAR 1-PLAN 47866 EXT 0  LOT 4-BLK/PAR 1-PLAN 47866 EXT 0  LOT 5-BLK/PAR 1-PLAN 47866 EXT 0  LOT 6-BLK/PAR 1-PLAN 47866 EXT 0 </div> </div> <div> <div>Roll 22</div> <div> LOT 5-BLK/PAR 2-PLAN 47866 EXT 0  LOT 6-BLK/PAR 2-PLAN 47866 EXT 0  LOT 7-BLK/PAR 2-PLAN 47866 EXT 0  LOT 8-BLK/PAR 2-PLAN 47866 EXT 0  LOT 9-BLK/PAR 2-PLAN 47866 EXT 0  LOT 10-BLK/PAR 2-PLAN 47866 EXT 0 </div> </div> <div> <div>Roll 288</div> <div> LOT 13-BLK/PAR 17-PLAN T3933 EXT 0 </div> </div> <div> <div>Roll 302</div> <div> BLK/PAR 19-PLAN AF2462 EXT 0 </div> </div> <div> <div>Roll 67</div> <div> LOT 9-BLK/PAR 5-PLAN 58411  LOT10-BLK/PAR 5-PLAN 58411 </div> </div> <div> <div>Roll 290</div> <div> LOT 17-BLK/PAR 17-PLAN T3933 </div> </div>	CARRIED
121-2025	TAXervice Tax Enforcement	<b>Jones:</b> That Council accept the following List of Lands in Arrears as presented; and that the list exclude properties on which the amount of taxes in arrears does not exceed one half of the immediately preceding year's tax levy; and that TAXervice be authorized to manage tax enforcement proceedings on behalf of the municipality. Furthermore, that TAXervice arrange for the list of lands in arrears to be published in the Moose Jaw Express.	CARRIED
Council Reports		Councillor Perkin -no concerns at this time Councillor Rumford -discussed the tree fungus at the orchard -discussed the sharps containers to be installed at the Rouleau Community Hall Councillor Jones -no concerns at this time Councillor Faris -discussed the rate payer with drainage concerns Councillor Weafer -no concerns at this time Mayor Brown -discussed the Mayor's blog -reported on the Wilcox/Rouleau joint water treatment plant meeting	
CAO Report		-discussed Administration's upcoming calendar with RM of Redburn and family commitments -reported on additional hours worked -discussed 2026 Gopher control -reported on PW Foreman training -discussed the Budget Meeting -reported on the Commissionaires' weekly monitoring and reports -reported on the Wilcox/Rouleau joint water treatment plant meeting -discussed the compensation for the Water Distribution and Waste Water Level 1 Operator -presented the Water Treatment Plant Operator's report	

WTP Operator Report		-reported on Delco’s July 15 & 16 visit – RO filters were cleaned, Probes and sensors were cleaned and calibrated, replaced a PH probe on the Bio filter, fixed the chlorine pump and looked over some software issues -reported that Comairco was out and fixed the leaking air compressor under warranty -requested signature on testing results	
122-2025	C.A.O. Report	<b>Faris:</b> That the C.A.O. Report, including the upcoming calendar be accepted as presented.	CARRIED
123-2025	WTP Operator Report	<b>Rumford:</b> That the WTP Operator report be accepted as presented and that the requested.	CARRIED
124-2025	WTP Servicing Agreement	<b>Jones:</b> That we approve the Rouleau Wilcox joint Water Treatment Plant Committee’s recommendations to terminate Delco’s extended warranty and to proceed with drOPs extended warranty service for a 1-year term at a cost of \$11,175.48	CARRIED
125-2025	2024 Audited Financial Statement	<b>Weafer:</b> That the Town of Rouleau acknowledge and accept the 2024 Audited Financial Statements as performed and presented by Dudley & Company LLP, Chartered Professional Accountants.	CARRIED
126-2025	Development Permit Application	<b>Weafer:</b> That we acknowledge the Development Permit submitted for a project to construct a new home on lots 20 & 21, Block 19, Plan 102299801 and that we support the CAO in approving and that the project has met the criteria to continue and apply for a Building Permit.	CARRIED
127-2025	Meet in Camera	<b>Rumford:</b> That the meeting move to in-camera at 11:43 PM to discuss HR matters.  11:55 PM Councillors Perkin declared a conflict of interest and left the meeting.	CARRIED
128-2025	Reconvene Meeting	<b>Faris:</b> That the meeting reconvene at 12:05 AM.	CARRIED
129-2025	Meeting Adjourn	<b>Jones:</b> That this meeting now be adjourned at 12:07 AM.	CARRIED

Next Regular Meeting: Monday, September 8 2025

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Aaron Brown, Mayor

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Candice Zinn, C.A.O.