THE REGULAR MINUTES OF THE COUNCIL
OF THE TOWN OF BRUNO
HELD IN COUNCIL CHAMBERS
November 21st, 2017 at 7:00 pm

PRESENT: Mayor Dale Glessman, Deputy Mayor Daryl Lepage, Councillor's, Laurel Grayson, Anthony André, Jenna Hale, Administrator Lorna Beaton, and Assistant Administrator Colette Radcliffe.

ABSENT: Councillor Wendy Thiel

LATE ARRIVAL: Councillor Deb Kramer 8:15pm

CALLED TO ORDER:

444/2017 Glessman/Hale: motion that there is a quorum present, the Mayor calls the regular council meeting of November 21st 2017 at 7:00pm to order.

CARRIED

ADDITION TO AGENDA:

Mayor Dale Glessman adds Water & Sewer Rates letter under Communications.

ADOPTION OF THE MINUTES:

Oct. 17th Regular meeting

445/2017 Hale/Lepage: motion to approve and adopt the October 17th 2017 Regular Council meeting minutes as amended.

CARRIED

Reconvened Council Meeting of Oct. 17th On Oct. 25th 2017

446/2017 Grayson/Lepage: motion to approve and adopt the reconvened council meeting minutes of October 25th 2017, reconvened from the regular meeting of October 17th 2017 as amended.

CARRIED

November 8th Special Council meeting

447/2017 Lepage/Grayson: motion to approve and adopt the November 8th 2017 Special Council meeting minutes as presented.

CARRIED

PRECUNINARY INTEREST:

Mayor Dale Glessman and Councillor Jenna Hale for Bruno Lumber Yard payment.

PUBLIC HEARINGS/BYLAWS & POLICIES:

Draft Bylaw 12/2017
A Bylaw of the Establishment
Of the Bruno Rink Committee

Draft to be tabled and amended for next meeting.

1st Reading of Bylaw 13/2017 A bylaw to License and Regulate Animals

448/2017 Hale/Lepage: motion that the first reading of bylaw number 13/2017; A Bylaw to License and Regulate Animals is approved.

CARRIED

2nd Reading of Bylaw 13/2017 A bylaw to License and Regulate Animals

449/2017 Grayson/Kramer: motion that the second reading of bylaw number 13/2017; A Bylaw to License and Regulate Animals is approved.

CARRIED

Go to 3rd reading

450/2017 Lepage/Grayson: motion that Council is to proceed to the third reading of bylaw number 13/2017; A Bylaw to License and Regulate Animals is approved.

CARRIED UNANIMOUSLY

3rd Reading of Bylaw 13/2017 A bylaw to License and Regulate Animals

451/2017 Kramer/Hale: motion that the third reading of bylaw number 13/2017; A Bylaw to License and Regulate Animals is approved and is filed with the minutes.

CARRIED

Mutual Aid Agreement

To be tabled until next meeting. Further information is required. Who are the groups and committees, how often do they meet, who keeps the books and records? Check the 2008 agreement and compare.

DELEGATION:

[redacted] arrive at 7:25pm on behalf of the Bruno Rink Committee. Discussed the applicant for the part time seasonal position, conflict of interest regarding the applicant being on committee, addition to job description was presented, discussed billing and wage administration. Rink committee presented Town with donation cheques. Delegates leave at 7:50 pm.

Andria Lepage 1st Responder, Jerome Pulvermacher 1st Responder and Fire Department, Hugh Corbett Fire Chief and Danny Picouye Reeve of R. M. of Bayne arrive at 8:00 pm. Discussed budgets, spending and future planning, 1st Responders expenditures and requirements for training. Andria is to source oxygen tank bags and forward information on Moose Jaw training workshop. 6 month report to be done to ascertain correct funding. Jerome to report to Town Office after call outs and a spreadsheet to be created to track all calls. Discussed having a register of snowmobile and water tank/truck owners. Fire department budget presented by Fire Chief. Andria Lepage leaves at 8:42 pm. Discussion continues regarding Bender Fire. Jerome, Hugh and Danny leave 8:53pm

1st Responder Policy

452/2017 Lepage/Kramer motion that a 1st Responder policy is created and presented at next meeting.

CARRIED

MATTERS ARISING FROM THE MINUTES: none

COMMUNICATION:

Fr. Joe Park Sign

453/2017 Lepage/Grayson: Motion that no alteration of park sign will occur. All future and current funding to be used for further park enhancements.

CARRIED

File Correspondence

454/2017 Hale/Kramer: motion that the following correspondence having been read is to be filed

1. Thank-you letter – Friendship Centre
2. Thank-you card – Graphic Ad
3. Funding Approval MCIP/MAMP
4. Formal Complaint – [redacted] reply has been made, issue has corrected itself
5. Inquiry Email regarding Park signage
6. Approval of Water & Sewer Rates Letter

CARRIED

REPORTS:

Administrators Report

Correction to Administrator report – Jenna pointed out that there is no artificial ice committee as stated, should be Rink committee. Also single family fee for rink is $90

Discussed Transit system, Tables and Chairs for Library and Volunteer appreciation night

Staff Meeting and OH&S

Items requiring attention were discussed: washroom facility for shop workmen, boot allowance to be budgeted for, plug-in at the Library, and Town Office sign.

File reports

455/2017 Hale/Kramer: motion that the following written reports having been read are filed.

1. Administrators Report
2. Staff Meeting & OH&S Meeting
3. Town Foreman Report
4. Bruno Wheatland Library Minutes Sept 12, 2017

CARRIED

FINANCIAL INFORMATION:

Bank Reconciliations

456/2017 Grayson/Lepage: motion that the bank reconciliations for General Chequing Account, Reserve Chequing Account, Expense Account and Volunteer Donation Account, Town Donation Account for October 2017 are approved as presented and to be filed with the minutes.

CARRIED

Financial Information

457/2017 Lepage/Kramer: motion that the Balance and Income Statements for September 2017 and the September 2016 comparison statements, the Tax and Utility arrears are approved as presented and to be filed with the minutes.

CARRIED

Wage Reviews — Tabled.

Service Awards

458/2017 Hale/Lepage: motion that The Town of Bruno create a Long Service Award Program. Initial recognition will be given for the level that each employee has currently passed as of November 21st, 2017. Future acknowledge will be in the following manner: every 5 years at $25.00 increments (eg:5 years, $25 gift certificate; 10 years, $50 gift certificate; 15 years, $75 gift certificate). Gift certificate is to be from a Bruno Business of the recipient's choice.

CARRIED

ACCOUNTS FOR APPROVAL:

Quotation

459/2017 Lepage/Hale: motion that the quotation from Rocky Mountain Phoenix QT0027343 for fire department masks, harness and kits be approved for $17,613.01. Half of equipment on the quotation to be purchased for 2017 and the other half for 2018.

CARRIED

Catterall & Wright Invoice O-398

460/2017 Grayson/Lepage: motion that the payment of Catterall & Wrights invoice O-398 for the 2nd St and Mayer Street drainage engineering services for $18,931.82 which includes applicable taxes is approved.

CARRIED

Mayor Dale Glessman and Councillor Jenna Hale leave at 10:10pm for pecuniary interest whilst the Bruno Lumber Yard payable is discussed.

Bruno Lumber

461/2017 Grayson/André: motion that the Bruno Lumber Payment of $70.35 is approved.

CARRIED

Mayer Dale Glessman and *Councillor Jenna Hale return to the meeting at 10.12 pm.*

November Pre-approval

462/2017 Kramer/Lepage: motion that the pre-approval payments for November 2017 from vendors 102000540(Fine Foods) to vendor dzinhaus for $21,153.41 is approved as presented and to be filed with the minutes.

CARRIED

Payments after October 17th meeting

463/2017 Lepage/Kramer: motion that cheques 16000 to 16061 totaling $152,443.13 for payroll and related benefit remittances, bruno lumber approved payment, drainage project invoices, engineering invoices, photocopier usage, bowling alley and hall janitor wages, water testing, workshop fees, utilities, petty cash, PDAP Invoices, Fire chief honorarium, playground concrete, school division remittance, sewer flushing, drainage project signage, cold mix is approved.

CARRIED

Acknowledge Cheque numbers for September Pre-approvals

464/2017 Hale/Lepage: motion that the following cheque numbers 15978 to 15999 totaling $42,398.69 were used for October 2017 pre-approvals is acknowledged and is to be filed with the minutes.

CARRIED

Valley Trenching Payment

465/2017 Kramer/Hale: motion that the payment of cheque 16086 to Valley Trenching for the 2nd St and Mayer Street drainage project for $384,909.31 which includes applicable taxes is approved.

CARRIED

PDAP Project

466/2017 Lepage/André: motion that the payment of cheques 16087/16088 to Colleen Niebrugge for PDAP invoices for clay for $1496.25/$124.69 are approved.

CARRIED

MAYOR AND COUNCILLOR FORUM:

Items and updates from various committees and discussion groups, discussed by council are not recorded in the minutes.

UNFINISHED BUSINESS:

Bender Fire

467/2017 Lepage/Hale: motion that the Town of Bruno accept the R. M. of Bayne's gracious offer of paying the $120 towards [redacted] fire invoice and remove the amount [redacted]

CARRIED

Rink Part time Position

468/2017 Hale/Lepage: motion the Clinton Doetzel be hired as part time casual rink seasonal caretaker at an hourly wage of $18/hr, from November 2017 to March 31st, 2018 or the expiration of ice surface for the season.

CARRIED

Toboggan Hill — Tabled to next meeting, possibly do a survey of residents in that area.

Water & Lagoon Compliance Reports — Discussed regulations and legal requirements of associated reporting.

Asset Management Information

469/2017 Grayson/Hale: motion that the Administrator and the Mayor are to sign the Agreement to obtain Asset Management funding from FCM to be filed with the minutes.

CARRIED

NEW BUSINESS AND ANY PROCLAMATIONS:

Quotation Moritz Construction for Office celling — File for use with next years budget.

Donation Request Legion Military Service Book

470/2017 Lepage/Kramer: motion that Administration proceed with business card advertisement in Military Service Book for $205.00.

CARRIED

Membership Safe Communities Humboldt & Area

471/2017 Grayson/Hale: motion that Administration proceed with basic membership Safe Communities Humboldt & Area of $25.00.

CARRIED

Staff Christmas Gifts

472/2017 Lepage/Hale: motion that $50 be given to each employee and contracted staff member as a Christmas present.

CARRIED

SUMA 2018

Reminder to Councillor Grayson that early registration is due December 21, 2017.

WHIMIS eCourse

473/2017 Kramer/Hale: motion that Administration proceed with registering all employees for WHIMIS eCourse at a cost of $10 per employee

CARRIED

PUBLIC FORUM: No public in attendance.

OTHER:

Winter Fun Day

474/2017 Lepage/Hale: motion that Winter Fun Day to be held December 29th, 2017 be declared a town event.

CARRIED

ADOURNMENT OF MEETING:

475/2017 Glessman/Hale: motion that this regular meeting of November 21st, 2017 is adjourned at 10:40pm and the next regular meeting will be on Tuesday 19th December 2017 at 7:00pm in Council Chambers.

CARRIED

MAYOR

ADMINISTRATOR