THE REGULAR MINUTES OF THE COUNCIL OF THE TOWN OF BRUNO
HELD IN COUNCIL CHAMBERS
March 20th 2018 at 7:00 pm

PRESENT: Mayor Dale Glessman, Councillor's Daryl Lepage, Laurel Grayson, Anthony André, Jenna Hale, Debora Kramer, Acting Administrator Colette Radcliffe.
One Member of the Public in attendance.

ABSENT: none.

CALLED TO ORDER:
112/2018 Glessman/Hale motion that quorum being present, the Mayor calls the meeting to order at 7:03 PM.

CARRIED

ADDITIONS TO AGENDA: none

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

PUBLIC FORUM: none

DELEGATION: Public member in attendance had pre-registered as a speaker and so was given 10 minutes to speak on issues that he/she felt were important for the town to address. 7:04 pm to 7:09 pm.

ADOPTION OF THE MINUTES:
Feb. 20 Regular Meeting
113/2018 Kramer/Lepage: motion to approve and adopt the February 20th Regular Council meeting minutes as amended.

CARRIED

FINANCIAL INFORMATION:
Bank Reconciliations
114/2018 Lepage/Kramer: motion that the bank reconciliations for General Chequing Account January and February 2018 and Reserve Chequing Account, Expense Account, Volunteer Donation Account, and Town Donation Account for February 2018 are approved as presented and are to be filed with the minutes.

CARRIED

Financial Information
115/2018 Grayson/Hale: motion that the Income Statements for February 2018 and February 2017 comparison statements, the Tax and Utility arrears are approved as presented and are to be filed with the minutes.

CARRIED

ACCOUNTS FOR APPROVAL:

Mayor Dale Glessman and Councillor Jenna Hale leave at 7:20pm for pecuniary interest as the Bruno Lumber Yard payable is discussed.

Bruno Lumber

116/2018 Grayson/Lepage: motion that the statement provided regarding Bruno Lumber for $174.10 is approved for payment.

CARRIED

Mayor Dale Glessman and *Councillor Jenna Hale return to the meeting at 7:22 pm.*

Cheques Used for February Pre-Approvals

117/2018 Grayson/Lepage: motion to acknowledge cheques 16318 to 16344 used for payment of February 20th meeting pre-approvals.

CARRIED

Payments after February 20th meeting

118/2018 Lepage/Hale: motion to acknowledge use of cheques 16345 to 16328 totaling $33,448.96 for water testing, payroll and related benefit and government remittances, utilities and telephone, and water charges

CARRIED

March meeting Pre-approvals

119/2018 Grayson/Kramer: motion to approve March list of account for approval for payment in the amount of $$25,828.28.

CARRIED

MATTERS ARISING FROM THE MINUTES: None

REPORTS: Acting Administrator presents report
Daryl Lepage presents 1st responder report

Council Procedure Bylaw #04/2017

120/2018 Lepage/Hale: motion that the Acting Administrator prepare a draft revision to the Council Procedure Bylaw #04/2017 to reflect the new order of business at Council meetings, Subsection 15.1. New order being Public Forum and Delegation to be at the beginning of the meeting to allow public a chance to speak without having to remain through the whole meeting and Financial and Accounts for Approval Information to be moved to the beginning of the meeting in order to ensure these are dealt with in a timely manner and before any potential reconvene. Public Notice will be required to amend this Bylaw.

Administrator's Professional Day

121/2018 Grayson/Hale: motion that the Acting Administrator and Office Assistant each receive $50 in recognition of Administrator's Professional Day

CARRIED

Education Fund Advance

122/2018 Lepage/Hale: motion to allow the Acting Administrator to use the 2019 allotted amount under the Employee Education Fund in advance for the Fall of 2018 LG 206 Course. There will therefore be no 2019 Education Fund available to the Acting Administrator.

CARRIED

File reports

123/2018 Grayson/Hale: motion that the following written reports having been read and are to be filed;

1. Administrators Report.
2. 1st Responders Meeting Report

CARRIED

COMMUNICATION:

File Correspondence

124/2018 Lepage/Grayson: motion to acknowledge that the following correspondence is read and is to be filed.

1. Resident complaint 2018-01

CARRIED

MAYOR AND COUNCILLOR FORUM:

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

Member of Public leaves meeting at 8:10 pm
Councillor Anthony Andre leaves meeting at 8:15pm

UNFINISHED BUSINESS:

Neptune Warranty Quote

125/2018 Lepage/Hale: motion to proceed with purchasing the software portion of the warranty and not the hardware portion at this time with the understanding that the hardware portion would be available next year if we wish to purchase it then.

CARRIED

2018 Summer Student

126/2018 Lepage/Kramer: motion that the Acting Administrator proceed with advertising the summer student position as soon as possible

CARRIED

NEW BUSINESS AND PROCLAMATIONS:

Trade Scholarship

127/2018 Glessman/Lepage: motion that the Town of Bruno provide to Bruno Central School a $250 trade scholarship to be presented by Mayor Dale Glessman at the graduation ceremonies.

CARRIED

Employee Service Awards

128/2018 Kramer/Lepage: motion to clarify the wording of resolution 458/2017. Service awards are to be confined to permanent and part time employees but does not extend to seasonal summer student employment.

CARRIED

Sponsorship Request

129/2018 Kramer/Lepage: motion to become a media sponsor at a cost of $100, for the Creative Expressions Event to be held on July 7th, 2018.

CARRIED

Military Service Recognition Book

130/2018 Lepage/Hale: motion to proceed with business card size ad at a cost of $205.00.

CARRIED

Crime Stoppers Donation Request

131/2018 Grayson/Hale: motion to donate $100 to the Crime Stopper Program.

CARRIED

Crow Shooters

132/2018 Kramer/Grayson: motion to permit Jerome Pulvermacher and Rick Vetter to shoot crows and ravens within town limits using only a high-powered pellet gun; the RCMP is to be notified.

CARRIED

HR Manual

133/2018 Lepage/Grayson: motion to proceed immediately with Sagehill's quotation to update the employee HR manual

CARRIED

Councillor Anthony Andre returns to meeting at 9:15pm

Webinars

134/2018 Hale/Lepage: motion to allow the Acting Administrator to attend the Munisoft Levy and Tax Webinar at a cost of $100 and the PubWorks Webinar at a cost of $200.

CARRIED

Workshops

135/2018 Grayson/Lepage: motion to allow the Acting Administrator to attend the Asset Management Requirements Workshop at a cost of $30 plus associated expenses and the Cannabis in the Workplace Workshop at a cost of $85 plus associated expenses

CARRIED

PUBLIC HEARINGS/BYLAWS & POLICIES:

Draft Purchasing Policy — Draft reviewed and Tabled to April meeting

CLOSED SESSION:

Closed Session

136/201 Glessman/Hale motion: That council moves into Closed Session to discuss Legal Matter as per subsection 14(d) & section 21, The Local Freedom of Information and Protection of Privacy Act.

CARRIED

Closed session commences at 9:30 pm
Closed session ends at 11:04 pm

Resume Open Session

137/201 Glessman/Hale motion: That council return to Open Public Meeting

CARRIED

Utility Account 176-0060

138/201 Hale/Kramer: motion that the charges for utility account 176-0060 be written off as requested.

CARRIED

Legal Advice

139/201 Grayson/Andre: motion to proceed with option 3 as recommended by Jonathon Adams of Behiel Will and Biemans.

CARRIED

OTHER:

ADOURNMENT OF MEETING:

140/2018 Grayson/Lepage: motion that this regular meeting is adjourned at 11:10 pm and the next regular meeting will be on Tuesday 17th April 2018 at 7:00pm in Council Chambers.

CARRIED

MAYOR

ACTING ADMINISTRATOR