

THE REGULAR MINUTES OF THE COUNCIL OF THE TOWN OF BRUNO Held at the Town Office December 13th, 2021, at 7:00 pm

PRESENT IN CHAMBER: Mayor Dale Glessman, Councilors Debbie Kramer, Kayla Shaw, Michael Sorokoski & CAO Colette Radcliffe

PRESENT ELECTRONICALLY: Councilors Daryl Lepage & Kurtis Ellis

LATE ARRIVAL: Councilor Karen Tegenkamp in Chamber at 7:09 PM

CALLED TO ORDER:

330/2021 Glessman/Shaw: call meeting to order at 7:00 PM.

CARRIED

PECUNIARY INTEREST:

Mayor Dale Glessman – Bruno Lumber statement
Councilor Debbie Kramer – Staff evaluation for Chris Kramer

DELEGATION:

7:00 PM Fire Chief Hugh Corbett and 1st Responder Lead Andria Lepage
- Discussed policies and procedures as well as upcoming budget

7:30 PM Jodi Tremel and Michael Kane
- Discussed proposal for daycare services
- Town meeting to be held December 20th at the Community Hall

ADOPTION OF THE MINUTES:

331/2021 Lepage/Kramer: November 16th Council meeting minutes adopted as presented.

CARRIED

FINANCIAL INFORMATION:

Bank Reconciliations

332/2021 Lepage/Sorokoski: Bank reconciliations for November 2021 approved as presented.

CARRIED

Financial Statement

333/2021 Sorokoski/Shaw: Financial statement for November 2021 approved as presented.

CARRIED

ACCOUNTS FOR APPROVAL:

Mayor Dale Glessman leaves meeting at 8:19 PM.

Bruno Lumber

334/2021 Lepage/Sorokoski: Approve payment to Bruno Lumber for \$543.17 for Town expenses. **CARRIED**

Mayor Dale Glessman returns to meeting at 8:20 PM

November meeting

Payables

335/2021 Kramer/Glessman: Acknowledge Cheques 19796 -19830 for \$36,449.14 used for payment of November meeting payables. Cheques #19796 and 19806 void during printing.

CARRIED

COUNCIL MEETING MINUTES

12/13/2021

Payments made since
November Meeting

336/2021

Shaw/Kramer: Acknowledge Cheques 19831-19884, totaling \$120,436.54 used for approved expenses and payroll.

CARRIED

December Meeting
Payables

337/2021

Shaw/Kramer: Approve payment for invoices as listed for \$6,864.28.

CARRIED

Acknowledge Council
Remuneration 2021

338/2021

Shaw/Glessman: Acknowledge Remuneration paid to Council for 2021 total \$14,090.05. **CARRIED**

Acknowledge Payout of
Unused vacation days to CAO

339/2021

Kramer/Sorokoski: Acknowledge payout of \$553.08 to the CAO for unused vacation days. This amount is recorded as wage above the annual contracted agreement.

CARRIED

Acknowledge Expenses
And payment to Mastercard

340/2021

Lepage/Ellis: Acknowledge \$2,318.37 paid to Mastercard for November expenses.

CARRIED

Transfer Pledge Amounts
to Artificial Ice Donation
Account

341/2021

Kramer/Shaw: Approve transfer of \$8,000.00 from Town of Bruno general Account to Artificial Ice Donation Account for pledges received.

CARRIED

Transfer to 1st Responders
Donation Account

342/2021

Shaw/Lepage: Approve transfer of \$240.00 from Town of Bruno general Account to 1st Responders Donation Account for honorarium received from HCAA.

CARRIED

Transfer Expenses amount
From Artificial Ice Acct

343/2021

Sorokoski/Glessman: Approve the transfer for expenses, to the Town of Bruno General account from the Artificial Ice Donation Account as listed \$8,873.26.

CARRIED

REPORTS:

Hall Roof invoice

344/2021

Sorokoski/Tegenkamp: Approve invoice for Hall roofing supplies as presented. Tin Roof Construction \$3487.16 plus taxes. Installation in Spring 2022 when weather permits.

CARRIED

Artificial Ice Expenses

345/2021

Ellis/Tegenkamp: Approve payment to Carla Jule for items purchased from Artificial Ice Donation Account. \$

CARRIED

File Reports

346/2021

Shaw/Kramer: File reports with Minutes

CARRIED

COUNCIL MEETING MINUTES

12/13/2021

COMMUNICATIONS

File Communications

347/2021

Kramer/Glessman: File communications with the minutes.

CARRIED

NEW BUSINESS

1st Responder Request

348/2021

Lepage/Sorokoski: Request for extra compensation by 1st Responder denied.

CARRIED

Safe Communities Humboldt

349/2021

Shaw/Tegenkamp: Increase membership to \$100.00 for 2022. Request a positive ticketing Campaign or informational sessions to be held in Bruno.

CARRIED

Bylaw Enforcement

350/2021

Lepage/Shaw: Approve Bylaw Enforcement change to every second week throughout the winter.

CARRIED

Revenue Sharing Declaration

351/2021

Kramer/Lepage: The Council of the Town of Bruno confirms the municipality now meets the following eligibility requirements to receive the Municipal Revenue Sharing

- Submission of the 2020 Audited Financial Statement to the Ministry of Government Relations;
 - Submission of the 2020 Public Report on Municipal Waterworks to the Ministry of Government Relations;
 - In Good Standing with respect to the reporting and remittance of Education Property Taxes;
 - Adoption of a Council Procedures Bylaw;
 - Adoption of an Employee Code of Conduct;
 - All members of council have filed their Public Disclosure Statements, as required; and
- That we authorize the administrator to send a letter to the Ministry of Government Relations acknowledging the municipality now meets all eligibility requirements to receive their Municipal Revenue Sharing Grant.

CARRIED

2021 Service Awards

352/2021

Glessman/Sorokoski: Acknowledge 2021 Service awards presented. Colette Radcliffe 5 years, Andria Lepage 10 years, Hugh Corbett 15 years.

CARRIED

Active911 Fire

Dispatch

353/2021

Sorokoski/Glessman: Approve addition of CAO and 1st Responder Lead as users of the Active 911 dispatch system.

CARRIED

SHA Vaccine Clinic

354/2021

Kramer/Shaw: Approve request to waive hall rental fee to SHA for vaccine clinic to be held December 14th.

CARRIED

BYLAWS & POLICIES

1st reading Bylaw #13/2021

355/2021

Sorokoski/Tegenkamp: That Bylaw #13/2021, A Bylaw to Provide for the Establishment of the duties and powers of the Administrator and Designated Officers, be given first reading.

CARRIED



COUNCIL MEETING MINUTES

12/13/2021

2nd reading Bylaw #13/2021

356/2021

Shaw/Kramer: That Bylaw #13/2021, A Bylaw to Provide for the Establishment of the duties and powers of the Administrator and Designated Officers, be given second reading. **CARRIED**

Go to 3rd reading

357/2020

Lepage /Glessman: That Bylaw #13/2021, A Bylaw to Provide for the Establishment of the duties and powers of the Administrator and Designated Officers be given 3 readings at this meeting. **CARRIED**

3rd reading Bylaw #13/2021

358/2020

Ellis/Sorokoski: That Bylaw #13/2021, A Bylaw to Provide for the Establishment of the duties and powers of the Administrator and Designated Officers, be read a 3rd time, adopted, signed and sealed. **CARRIED**

1st reading Bylaw #11/2021

359/2021

Kramer/Ellis: That Bylaw #11/2021, Water & Sewer Rates Bylaw, be given first reading. **CARRIED**

2nd reading Bylaw #13/2021

360/2021

Sorokoski/Tegenkamp: That Bylaw #11/2021, Water & Sewer Rates Bylaw, be given second reading. **CARRIED**

Go to 3rd reading

51/2020

Shaw/Ellis: That Bylaw #11/2021, Water & Sewer Rates Bylaw be given 3 readings at this meeting. **CARRIED**

3rd reading Bylaw #13/2021

362/2020

Glessman/Kramer: That Bylaw #11/2021, Water & Sewer Rates Bylaw, be read a 3rd time, adopted, signed and sealed. **CARRIED**

Fire Department Attendance

Policy 04/2021

363/2021

Sorokoski/Tegenkamp: Approve Policy 04/2021 Fire Department Attendance Policy, to be implemented January 1st, 2022. **CARRIED**

CLOSED SESSION:

Closed Session

364/2021

Shaw/Sorokoski: motion that council moves into Closed Session to discuss Employee Evaluation Reviews. **CARRIED**

Closed session commences at 9:54 PM

*Councilor Debbie Kramer exits Chamber closed session at 10:04 PM when Chris Kramer's review is discussed, she re-enters closed session at 10:07 PM
All other attendees remained the same*

Closed session ends at 10:20 PM

Resume Open Session

365/2021

Glessman/Sorokoski: motion that council return to Open Public Meeting **CARRIED**



COUNCIL MEETING MINUTES

12/13/2021

2022 Wage Increases

366/2021

Glessman/Shaw: motion that pay increases effective January 1st, 2022 which include a 2% cost of living increase be as follows:

Employee #3 - \$32.00/hour
Employee #7 - \$16.95/hour
Employee #8 - \$12.35/hour
Employee #9 - \$15.85/hour
Employee #58 - \$18.65/hour
Employee #69 - \$26.60/hour
Employee #79 - \$27.60/hour
Employee # 44 - \$74,100.00/annual

CARRIED

ADJOURNMENT OF MEETING:


367/2021

Glessman/Sorokoski: This regular meeting is adjourned at 10:27 PM.
Next meeting will be on Wednesday January 12th, 2022 at 7:30 PM.
Public Notice to be given for date change.

CARRIED



MAYOR - Dale Glessman



CAO – Colette Radcliffe