

MINUTES OF THE REGULAR MEETING OF THE COUNCIL
of the **TOWN OF BRUDERHEIM**
held Wednesday September 6, 2017
in the BRUDERHEIM FIRE HALL

Council Members Present:

Karl Hauch	Mayor
Judy Schueler	Deputy Mayor
George Campbell	Councillor
Pat Lee	Councillor
Shelley Ross	Councillor
Virginia Differenz	Councillor
Wayne Olechow	Councillor

Administration Present:

Patty Podoborzny	Chief Administrative Officer
Sherry Cote	Director of Planning and Legislative Services

1.0 CALL TO ORDER

Mayor, Karl Hauch, called the September 6, 2017, Regular Meeting of Council to order at 7:00 p.m.

2.0 ADDITIONS /DELETIONS /CHANGES TO AGENDA

Mayor Karl Hauch called for additions/deletions/changes to the agenda.

3.0 ADOPTION OF THE AGENDA

MOVED by Councillor Pat Lee

156/2017

THAT the Agenda is adopted with the following amendments:

7.0 New Business

Add 7.8: Budget Timelines

Add 11.0: In-Camera

MGA, Chapter M-26.1, Sec 197(2)

FOIP F-25- Section 24: Advice from Officials

CARRIED

4.0 DELEGATIONS

4.1 Dennis Tomuschat, Director of Public Works

MOVED by Deputy Mayor Judy Schueler

157/2017

THAT Town Council accepts the presentation from Dennis Tomuschat, Director of Public Works, as information.

CARRIED

5.0 CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF August 16, 2017 REGULAR MEETING MINUTES

MOVED by Deputy Mayor Judy Schueler

158/2017

THAT Council accept the August 16, 2017, Regular Council Meeting Minutes as presented.

CARRIED

6.0 BUSINESS ARISING FROM THE MINUTES

6.1 FOLLOW UP ACTION PLAN

6.1.1 PROCESS FOR TENDERING PROJECTS

Patty Podoborzny, Chief Administrative Officer, reported that the tendering process is laid out in the Municipal Government Act and that administration is working on Policies for Procurement and these will provide more clarity on tendering guidelines and practices.

6.1.2 FORTIS REVIEW OF LEANING LIGHT STANDARDS

Patty Podoborzny, Chief Administrative Officer, reported that administration confirmed that FORTIS will be in Bruderheim the week of September 18th to work on maintenance of their light standards. Additionally, they will complete an assessment of areas that are dark and may require additional lighting.

6.1.3 ASSISTING AND WELCOMING BUSINESSES IN BRUDERHEIM

Patty Podoborzny, Chief Administrative Officer, reported that new businesses coming into Bruderheim receive a framed print of the history of the Bruderheim Meteorite. Administration is working on developing a policy to recognize businesses in the community.

6.1.4 SOLICITATION FOR FUNDRAISING POLICY

Patty Podoborzny, Chief Administrative Officer, reported that administration is researching policies in other communities for solicitation, fundraising and advertising.

6.1.5 PLANS TO PURCHASE SCORE CLOCK FOR THE ARENA

Patty Podoborzny, Chief Administrative Officer, reported that a new score clock for the arena will be approximately \$15,000 and will take 4 to 6 weeks for delivery once the order is placed.

MOVED by Councillor Virginia Differenz

159/2017

THAT Town Council approves the transfer of up to \$15,000 from the Operating Contingency Reserve (4-00-710-00) for the purchase of a new score clock for the Karol Maschmeyer Arena.

CARRIED

7.0 NEW BUSINESS

7.1 SECOND QUARTER FINANCIAL UPDATE REPORT

MOVED by Councillor Pat Lee

160/2017

THAT Town Council accepts the second quarter financial update as information.

CARRIED

7.2 RECOGNITION OF SERVICE TO OFFICE

MOVED by Councillor George Campbell

161/2017

THAT Town Council accepts the Recognition of Service to Office Policy.

CARRIED

7.3 FLOWER AND GIFT PRESENTATION POLICY

MOVED by Deputy Mayor Judy Schueler

162/2017

THAT Town Council approves the revised Flower and Gift Presentation Policy as amended to include the statement "or donation to charity of the employee or Council members choice" under Section 3- Life Events.

CARRIED

7.4 EMPLOYEE RECOGNITION AND AWARDS PROGRAM POLICY

MOVED by Councillor Pat Lee

163/2017

THAT Town Council approves the revised Employee Recognition and Awards Program Policy.

CARRIED

7.5 ELECTED OFFICIAL BUSINESS EXPENSE POLICY

MOVED by Councillor Virginia Differenz

164/2017

THAT Town Council approves the Elected Officials Business Expense Policy.

CARRIED

7.6 PROCLAMATIONS POLICY

MOVED by Deputy Mayor Judy Schueler

165/2017

THAT Council approves the Proclamations Policy.

CARRIED

7.7 FIRST READING OF BYLAW 04-2017, PRE-AUTHORIZED TAX INSTALLMENT PAYMENT PLAN

MOVED by Councillor George Campbell

166/2017

THAT Council gives first reading to Bylaw 04-2017, a Bylaw to set up a Pre-Authorized Tax Installment Payment Plan. (TIPP)

CARRIED

7.8 2018 BUDGET TIMELINE

MOVED by Councillor Pat Lee

167/2017

THAT Council accept the 2018 budget timelines as proposed.

CARRIED

8.0 REPORTS

8.1 COUNCIL COMMITTEE REPORTS

Councillor George Campbell attended the following meetings and activities:

- September 5, 2017, Bruderheim Agricultural Society meeting

Councillor Pat Lee attended the following meetings and activities:

- August 19, 2017, Redwater Discovery Days Parade
- September 5, 2017, Bruderheim Parent Advisory Committee meeting

Councillor Shelley Ross attended the following meetings and activities

- No meetings or activities to report

Councillor Virginia Differenz attended the following meetings and activities:

- August 17, 2017, Photo taken for Fort Saskatchewan Home Hardware shed donation to the Town of Bruderheim
- August 18 – 20, 2017, Heartland Ag Days

Councillor Wayne Olechow attended the following meetings and activities:

- August 21, 2017, Bruderheim Minor Sports meeting

Deputy Mayor Judy Schueler attended the following meetings and activities:

- September 1, 2017, United Conservative Party barbecue in Bruderheim

8.2 MAYORS REPORT

Mayor Karl Hauch attended the following meetings and activities:

- August 17, 2017, Photo taken for Fort Saskatchewan Home Hardware shed donation to the Town of Bruderheim
- August 19, 2017, Bruderheim Fire District pancake breakfast
- August 19, 2017, Heartland Ag Days
- August 24, 2017, Lamont County CEO/CAO meeting with Municipalities
- August 30, 2017, St Michael Landfill Commission meeting
- September 1, 2017, United Conservative Party barbecue in Bruderheim

8.3 CHIEF ADMINISTRATIVE OFFICER REPORT

Patty Podoborzny, Chief Administrative Officer, provided Town Council with her report as information.

Mayor Karl Hauch convened the meeting for a comfort break at 8:17 p.m.

Mayor Karl Hauch reconvened the meeting at 8:27 p.m.

9.0 CORRESPONDENCE

9.1 CORRESPONDENCE AUGUST 16, 2017 – SEPTEMBER 6, 2017

- a) E-mail from resident, Jeff Corradetti, requesting a Bylaw to permit ATV, Dirt Bikes, UTV and XUT 's to use highways (roads) within town limits.
- b) Thank you card and letter from Bruderheim Agricultural Society
- c) Fort Saskatchewan Chamber of Commerce Business Awards Invitation
- d) North Saskatchewan Watershed Alliance Membership and Annual Report
- e) St. Michael Solid Waste Landfill Commission letter
- f) Community Adult Living Council minutes

10.0 INFORMATION REQUESTS

Councillor Wayne Olechow requested that administration contact FORTIS and ensure they notify residents of power outages when they are completing their maintenance.

Councillor Wayne Olechow requested that administration see if there is any way that our dog licensing information can be shared with Strathcona Bylaw Enforcement staff so they do not have to drive out to Bruderheim to deal with dogs that have a license and are wandering around the community.

Deputy Mayor Judy Schueler requested that administration provide council with a list of grants, when and who applied for the grant, the deadline for finalizing the grant, and when the grant was officially closed with all reporting complete.

Mayor Karl Hauch requested that administration review the utility invoice due date to determine if they can be aligned with other utilities from other service providers, of which the majority give 21 days for payment before late charges are applied.

11.0 IN-CAMERA INFORMATION

MOVED by Councillor Pat Lee

168/2017 *THAT Council go in camera at 8:47 p.m. per*

MGA, Chapter M-26.1, Sec. 197 (2):
FOIP F-25 Section 24- Advice from Officials

MOVED by Councillor Deputy Mayor Judy Schueler

169/2017 *THAT Council resume the public session of the Regular Meeting of Council at 9:34 p.m.*

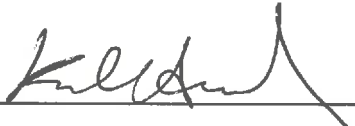
CARRIED

12.0 ADJOURNMENT

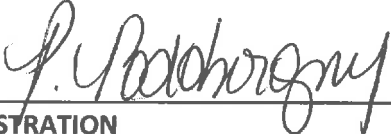
MOVED by Councillor Wayne Olechow

170/2017 *THAT the meeting be adjourned at 9:35 p.m.*

CARRIED



MAYOR



ADMINISTRATION