



## Township of Brudenell, Lyndoch and Raglan

### Meeting Minutes

#### Special Meeting July 19, 2022 - 01:00 PM

Present Were:	Mayor,	Sheldon Keller
	Councillor,	Wayne Banks
	Councillor,	Valerie Jahn
	Councillor,	Iris Kauffeldt
	Councillor,	John Rutledge
Also Present:	Deputy Clerk-Treasurer,	Virginia Phanenhour
	Deputy Clerk,	Tammy Thompson
	Fire Chief/Facility Manager,	Jordan Genrick
	Working Foreman	Delmar Phanenhour
Public Attending:	Via Zoom/Telephone	

**1 Call to Order and Roll Call**

Call to order this Special Council Meeting for the Corporation of Brudenell Lyndoch and Raglan this 19th day of July 2022 at 1:03 pm.

Roll Call:

Councillor Banks

Councillor Jahn

Councillor Kauffeldt

Councillor Rutledge

**2 Adoption of the Agenda**

**Resolution No:** 2022-07-19-01

**Moved By:** John Rutledge

**Seconded By:** Valerie Jahn

"THAT the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan adopt the agenda as amended to include Section 239 (3) (a) in closed session and item 4.3."

**CARRIED**

**3 Disclosure of Pecuniary Interest**

**4 Purpose**

**4.1 Website Presentation - DRAFT**

**Resolution No:** 2022-07-19-02

**Moved By:** Wayne Banks

**Seconded By:** Valerie Jahn

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan approves the draft website as presented."

**CARRIED**

**4.2 Staff Restructuring Presentation**

Staff presented a sustainable employee restructuring plan.

**4.3 Roll-Off Truck Containers**

**Resolution No:** 2022-07-19-03

**Moved By:** Valerie Jahn

**Seconded By:** Wayne Banks

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan approve the purchase of 1 x 22-yard dump box for \$12,250 plus HST & 3 x 40-yard bear proof waste containers for \$51,750 plus HST from S&L Waste tech Inc. Further allow the Deputy Clerk-Treasurer to use \$12,250 plus HST from modernization funding and \$51,750 plus HST from the roll off truck budget."

**CARRIED**

**5 To go into Closed**

**Resolution No:** 2022-07-19-04

**Moved By:** Valerie Jahn

**Seconded By:** Iris Kauffeldt

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan go into closed session pursuant to the Municipal Act, 2001, Section 239 (2) for the purposes of subsection;

(b) 5- personal matters about an identifiable individual, including municipal or local board employees - scrutiny of an individual's performance or conduct, including municipal staff, and candidates for a job

(d) 3 - labour relations or employees negotiations - staff performance, conduct, discipline, hiring and firing, changes to workload or roles of specific employees.

(e) 1 - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - litigation that is a real prospect, against or by the municipality

AND Section 239 (3)(a) - The consideration of a request under the Municipal Freedom of Information and Protection of Privacy Act, if the council, board, commission or body is the head of an institution of the purposes of that Act.

**CARRIED**

**6 To come out of Closed**

**Resolution No:** 2022-07-19-05

**Moved By:** Valerie Jahn

**Seconded By:** John Rutledge

"THAT the Council for the Corporation of the Township of Brudenell Lyndoch and Raglan come out of closed session at 3:45 pm."

**CARRIED**

**6.1 Resolution #1 - From Closed**

**Resolution No:** 2022-07-19-06

**Moved By:** Wayne Banks

**Seconded By:** John Rutledge

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby direct staff to extend an offer of employment for the position of General Employee."

**CARRIED**

**6.2 Resolution #2 - From Closed**

**Resolution No:** 2022-07-19-07

**Moved By:** Iris Kauffeldt

**Seconded By:** Valerie Jahn

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby direct staff to extend an offer of employment for the position of Grader Operator."

**CARRIED**

- 6.3 Resolution #3 - From Closed**  
**Resolution No:** 2022-07-19-08  
**Moved By:** Wayne Banks  
**Seconded By:** John Rutledge

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby direct staff to contact the lawyer for the purpose of obtaining a development agreement and to send a letter to Landowner."

**CARRIED**

- 6.4 Resolution #4 - From Closed**  
**Resolution No:** 2022-07-19-09  
**Moved By:** Valerie Jahn  
**Seconded By:** Wayne Banks

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan adopt the internal restructuring plan as presented including the additions discussed in closed."

**CARRIED**

- 6.5 Resolution #5 - From Closed**  
**Resolution No:** 2022-07-19-10  
**Moved By:** Wayne Banks  
**Seconded By:** Valerie Jahn

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan directs staff to a develop a job description and proceed to advertise for the position of Office and Operations Assistant."

**CARRIED**

- 6.6 Resolution #6 - From Closed**  
**Resolution No:** 2022-07-19-11  
**Moved By:** Iris Kauffeldt  
**Seconded By:** Wayne Banks

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan accepts the Treasurer report on wages and directs staff to bring the wage bylaw to a future meeting of council."

**CARRIED**

- 6.7 Resolution #7 - From Closed**  
**Resolution No:** 2022-07-19-12  
**Moved By:** Wayne Banks  
**Seconded By:** Iris Kauffeldt

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan directs staff to retain legal counsel regarding matters discussed in closed."

**CARRIED**

- 6.8 Resolution #8 - From Closed**  
**Resolution No:** 2022-07-19-13  
**Moved By:** Wayne Banks  
**Seconded By:** John Rutledge

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan authorizes the Mayor to send a letter to E4m regarding outstanding items to be addressed."

**CARRIED**

- 6.9 Resolution #10 - From Closed**  
**Resolution No:** 2022-07-19-14  
**Moved By:** Valerie Jahn  
**Seconded By:** Iris Kauffeldt

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby agree to procure the IT services of JMT Solutions for the Township."

**CARRIED**

- 6.10 Resolution #9 - From Closed**  
**Resolution No:** 2022-07-19-15  
**Moved By:** Valerie Jahn  
**Seconded By:** Wayne Banks

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby agree to proceed with the tax sales as discussed in closed session."

**CARRIED**

- 6.11 Resolution #11 - From Closed**  
**Resolution No:** 2022-07-19-16  
**Moved By:** Valerie Jahn  
**Seconded By:** Wayne Banks

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan hereby appoints Virginia Phanenhour as Clerk Treasurer and will present the Bylaw at the next meeting."

**CARRIED**

- 6.12 Resolution #12 - From Closed**  
**Resolution No:** 2022-07-19-17  
**Moved By:** Wayne Banks  
**Seconded By:** Valerie Jahn

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan hereby appoints Jordan Genrick as Operations Manager."

- 7**      **Confirmatory By-Law**  
**Resolution No:** 2022-07-19-18  
**Moved By:** Wayne Banks  
**Seconded By:** Valerie Jahn

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan hereby adopts Bylaw 2022-37 being a Bylaw to confirm the proceedings of the July 19th, 2022 Special Meeting of Council."

- 8**      **Adjournment**  
**Resolution No:** 2022-07-19-19  
**Moved By:** Iris Kauffeldt

That this meeting adjourn at 3:50 pm.

**CARRIED**

---

Mayor,

Sheldon Keller

---

Deputy Clerk-Treasurer,

Virginia Phanenhour