



# **CITY OF BROOKS**

## **Council Committee**

### **February 9, 2021**

## **NOTES**

### **MEMBERS OF COUNCIL**

Present:

- Mayor Barry Morishita
- Deputy Mayor Dan Klein
- Councillor John Petrie
- Councillor Jon Nesbitt
- Councillor Bill Prentice
- Councillor Norm Gerestein
- Councillor Joel Goodnough

### **CITY STAFF**

Present:

- Alan Martens, CAO
- Amanda Peterson, Deputy CAO
- Amy Rommens, Manager of Administration/Recording Secretary
- Shelley Thomas, Manager of Finance
- Don Saari, Manager of Works and Utilities
- Phil Lunn, Parks Supervisor

**Deputy Mayor Dan Klein called the meeting to order at 9:00 a.m.**

**MOVED BY COUNCILLOR PETRIE that the agenda be adopted, as amended to include Brooks to Medicine Hat Regional Transportation Service.**

MOTION CARRIED

### **1. URBAN FORESTRY MANAGEMENT PLAN UPDATE**

- ✚ P. Lunn noted that for every tree removed there are two trees planted within the City. In total, 161 trees have been removed and 796 trees and shrubs have been planted.
- ✚ In 2020, 49 stumps were removed, 77 trees were removed, 300 trees were trimmed and 49 trees were planted.
- ✚ P. Lunn noted that wood chips will be used in various areas to try and prevent weeds.
- ✚ Discussion was held regarding the process for trees that are overhanging in alleys or other areas, and it was noted the if the tree is a City tree, staff and/or contractors will trim the tree back and if the tree is on private property, Municipal Enforcement contacts the owner(s) to have the tree(s) trimmed.
- ✚ P. Lunn stated that in 2021, trees will be planted at the Brooks & District Museum, Kiwanis Campground, Meadowbrook Pond and Duke of Sutherland Park. Deputy Mayor Klein noted that the Federal Government

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### NOTES

- ✚ has committed to planting two billion trees and that staff should inquire if the City of Brooks can receive trees from that program.

#### 2. SIDEWALK IMPROVEMENTS

- ✚ D. Saari noted that the City budgets \$88,000 per year for sidewalk repairs/replacements. Improvement and replacement decisions are based on safety, structure and ranking the sidewalks (from 1 – 5) each spring when they are inspected. The highest priority sidewalks are improved/replaced until the budget is depleted.
- ✚ Reasons for improving/replacing sidewalks include tripping hazards, poor drainage and structural issues (such as cracking or sinking). Tripping hazards can be remedied by grinding/cutting the lip. Tripping hazards and drainage issues can be remedied by mud jacking the concrete to create drainage and/or lift the sidewalk to remove the tripping/slipping hazard. If the sidewalk has a compromised structure, it is usually removed and replaced.
- ✚ Areas within the City without sidewalks were discussed, and D. Saari noted that when a street is scheduled for street improvements the design (i.e. lack of sidewalk) is reviewed, and at that time, a sidewalk may be added.
- ✚ D. Saari stated that the public can report complaints/concerns regarding sidewalks by calling the Public Works office or using See Click Fix/Newell Connect.

#### 3. REGIONAL ASSESSMENT REVIEW BOARD CLERK AGREEMENT

- ✚ S. Thomas noted that the City, County of Newell, Town of Bassano and Villages of Duchess and Rosemary have a current agreement that establishes a Regional Assessment Review Board; however, the clerk position is not addressed in it.
- ✚ This agreement will allow all participating municipalities to appoint the staff members that have received the Provincial training in order to be a qualified clerk. The City has two trained clerks and the County has one trained clerk.

**MOVED BY COUNCILLOR PRENTICE that the Regional Assessment Review Board Clerk Agreement be forwarded to Council for formal approval.**

MOTION CARRIED

#### 4. BROOKS TO MEDICINE HAT REGIONAL TRANSPORTATION SERVICE

- ✚ Councillor J. Petrie noted that the “Save the Shuttle” campaign has fundraised to operate the Brooks to Medicine Hat Regional Transportation

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Service trips for the 2021 year and into the early months of 2022.

- ✚ A. Peterson noted that the representatives from the City, County and FCSS have been meeting to determine how to make the service sustainable, including increasing one-way trips from \$10.00 to \$20.00 (\$40.00 round-trip), effective January 1, 2021.
- ✚ Councillor J. Petrie stated that Alberta Health Services (AHS) should be contacted to discuss funding the service, as most users of the shuttle go to Medicine Hat for medical appointments. A. Peterson stated that the Committee has been in contact with AHS.
- ✚ Deputy Mayor D. Klein noted that the service is a regional service and any resident within the County of Newell can utilize the shuttle. A. Peterson noted that the sustainability of the service will be brought to the Joint Services Committee in April or May to discuss its future.

### **ADJOURNMENT**

**MOVED BY COUNCILLOR NESBITT that the meeting adjourn at 9:25 a.m.**

**MOTION CARRIED**