



CITY OF BROOKS
Council Committee
February 15, 2022
NOTES

MEMBERS OF COUNCIL

Present:

- Mayor John Petrie
- Councillor Joel Goodnough
- Councillor Mohammed Idriss
- Councillor Ray Juska
- Councillor Jon Nesbitt
- Councillor Bill Prentice
- Councillor Marissa Wardrop

CITY STAFF

Present:

- Alan Martens, CAO
- Amanda Peterson, Deputy CAO
- Amy Rommens, Manager, Administration
- Shelley Thomas, Manager, Finance
- Randi McPhillips, Manager, Recreation
- Don Saari, Manager, Works and Utilities
- Alicia Bartlette, Manager, Planning and Engineering
- Lisa Tiffin, Manager, Community Development
- Phil Lunn, Parks Supervisor
- Bruce Thiessen, IT Supervisor
- Jenny Wallace, Executive Assistant/Recording Secretary

Other:

- S/Sgt. Gordon Yetman
- Logan Grant, CPO
- Pete Thompson, CPO

Mayor Petrie called the meeting to order at 4:30 p.m. Mayor Petrie acknowledged the First Peoples and Traditional Territory.

Mayor Petrie advised that agenda item 1. Downtown Event with Brooks Hotel be deleted from the agenda; and re-number the balance of the agenda accordingly. Alan Martens added Agenda Item 7. Closed Session – Law Enforcement, held confidential pursuant to Section 20 of FOIP.

1. **CORPORATE SAFETY PERFORMANCE OVERVIEW & COUNCIL'S STATEMENT OF COMMITMENT**

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- ✚ S. Christensen provided an overview of Corporate Safety Performance including the following areas and reviewed Council's Statement of Commitment:
 - Partnerships Overview;
 - Key Performance Indicators – Partnerships;
 - Workers' Compensation System Overview; and,
 - Key Performance Indicators – Workers' Compensation System.
- ✚ S. Christensen noted the following options with regards to Council's Statement of Commitment:
 - Adopt the Current Statement of Commitment;
 - Adopt the Current Statement of Commitment with Minor Revision;
 - Create a new Statement of Commitment; or,
 - Rescind the Current Statement and decline writing of a new Statement of Commitment.
- ✚ A. Martens recommended that Council accept the Corporate Safety Performance Overview and confirm its commitment to the Health and Safety Management System by approving the modified Statement of Commitment as presented in Option 2.
- ✚ Mayor Petrie thanked S. Christensen for her presentation.

MOVED BY COUNCILLOR JUSKA that "Council accept the Corporate Safety Performance Overview and furthermore confirms its commitment to the Health and Safety Management System by approving the modified Statement of Commitment as presented in Option 2.

MOTION CARRIED

S. Christensen left at 4:55 p.m.

2. PARKING ON CITY PROPERTY

- ✚ A. Rommens advised that Administration received a complaint regarding residents parking trailers and other vehicles on City property. She noted that current practice is to not require the trailers/vehicles to be moved, unless they are causing traffic issues (i.e. garbage/emergency vehicles cannot pass, line of sight obstructed). The complainant noted that parking vehicles in tall grass that is not mowed could become a fire hazard and makes the area look unattractive.
- ✚ A. Rommens noted that Municipal Enforcement visited the area, and that the trailers/vehicles from this particular complaint were not in an unsightly condition and are not causing traffic issues. L. Grant spoke to the current practice in allowing trailers/vehicles to remain if it is not causing an issue (impeding traffic, unsightly, abandoned or is an unregistered vehicle).
- ✚ Council discussed the following options in relation to residents parking trailers/vehicles on private property and/or public roadways:
 - Maintain the current practice that the City does not require trailers/vehicles to be moved unless they are causing issues (develop guidelines or revisit periodically);

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- Deal with trailer/vehicle issues on a complaint by complaint basis; or,
 - Enforce the Bylaw across the City where these type of parking issues exist.
- ✚ Councillor Prentice suggested the City advertise that they are going to enforce the Bylaw, and that Brooks residents have six months to comply with the Bylaw.

Council directed Administration to advertise the Bylaw and give Brooks citizens until October 31, 2022 to comply with the Bylaw.

3. COMMUNITIES IN BLOOM DELEGATION

- ✚ Tom Krahn, on behalf of Communities in Bloom Committee, introduced the following members who were present from the Committee:
- Gail Anderson, Chair
 - Darlene Healy
 - Karen Nagy
 - Councillor Ray Juska
- ✚ T. Krahn provided background information about the Communities in Bloom Committee and then spoke to the following items:
- Projects they have been involved in over the years. He noted that the Committee would like to see a couple of wind sculptures at City Hall;
 - Their annual responsibilities;
 - The Committee's current state of flux;
 - The Terms of Reference have changed a couple of times; however, the Terms of Reference have not gone beyond the draft stage;
 - Believes the Rose Garden is an attraction to the City and needs a vision/plan for the future. He asked that the City's Parks Department take over the Rose Garden, and that Communities in Bloom could provide the training to volunteers/City staff as relates to pruning and other maintenance;
 - Need to expand opportunities to compete internationally. He noted that if they moved towards regionalization of Communities in Bloom in the Brooks Region it would provide the avenue to compete. He asked that Council provide support/direction on this concept;
 - Suggested that Council/senior staff join the Committee in touring the Communities in Bloom projects in Brooks to familiarize themselves with the projects; and,
 - The Committee is going to register with Communities in Bloom this year under the category of "Circle of Excellence"; and then next year he believes they could compete internationally.

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- ✚ Mayor Petrie commended the Communities in Bloom Committee for the work they do in the community. Council discussed the Terms of Reference, Communities in Bloom attending the next Joint Shared Services Committee meeting to present the concept of Communities in Bloom regionalization, maintaining the Rose Garden, recruitment of volunteers, and the idea of opening the tour to the community and/or school field trips
- ✚ Mayor Petrie advised that the City will proceed with the following action:
 - Terms of Reference – The City and the Communities in Bloom Committee to pick up where they left off with the changes to the Terms of Reference;
 - A. Martens to talk to the Parks Department about maintaining the Rose Garden; and,
 - Invite the Communities in Bloom Committee to the Joint Shared Services Committee meeting on March 8, 2022 to present the Communities in Bloom regionalization concept.
- ✚ Mayor Petrie thanked T. Krahn for his presentation to Council.

The Communities in Bloom Committee delegation left at 6:04 p.m.

4. **2021 Q4 MUNICIPAL ENFORCEMENT REPORT**

- ✚ A. Rommens provided an overview of the Q4 Municipal Enforcement Statistics, which covered the following areas:
 - Outreach and Education;
 - Collaboration with External Departments;
 - Traffic Safety Program; and,
 - Animal Control/BAPS.
- ✚ A. Rommens spoke about licence revenue generated so far in 2022 through the new online animal licence system. L. Grant spoke about the methods of advertising the car seat clinics, the frequency and participation in the clinics.

Pete Thompson left at 6:13 p.m.

5. **ECOLE LE RUISSEAU SOCCER FIELD**

- ✚ A. Bartlette advised that City staff met with representatives from the Ecole Le Ruisseau and the Francophone School Board to discuss their needs for a soccer field for the new school location at 500 Meadowbrook Drive East. They indicated to staff that they would like a full-sized soccer field adjacent to the new school and they requested that the field be constructed and operational by September of 2022.
- ✚ A. Bartlette noted that it was indicated that the Province had not provided any funding for the soccer field and they requested the City pay for and construct the soccer field. The School Board agreed that they would take

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- over ownership of the property and maintain the field as done with other schools in Brooks. She added that staff estimate a cost of approximately \$191,200 to construct the soccer field at that location.
- ✚ A. Bartlette advised that the City, in the past, has contributed \$65,000 to the Uplands School park structure and \$40,113.93 for irrigation; and \$60,000 to the Eastbrook Playground. She added that in 2021, the City earmarked \$61,000 to the Environmental Surplus Reserve to supply irrigation to the Francophone School. She noted that this could be used towards the irrigation portion of the project. The City's Cash-in-Lieu of Municipal Reserve could also be used for any additional funding that Council wishes to contribute to the project.
 - ✚ A. Martens noted that Council will need to set a level of funding and suggested that it could be \$105,000 (hydro seed versus sodding). Council discussed what level of funding to contribute to the construction of the soccer field and the need for the School Board to fundraise. Council recommended the City contribute \$105,000 to the construction of the soccer field and that the School Board then fundraise for the balance of the funds.

Council directed Administration to bring forward the recommendation to a future Council Meeting.

6. HANDIBUS PURCHASE – UNIT HB4

- ✚ D. Saari advised that the City of Brooks Handibus Specialized Transit Service Unit HB4 is due for replacement this year, and that the budget for the unit is \$105,000. He added that five proposals were received, and that all the proposals were evaluated and scored very well. It left price as the deciding factor, which was Western Canada Bus at \$109,875.25.
- ✚ D. Saari advised that the lowest proposal from Western Canada Bus is \$4,875.00 over the budgeted amount. He added that the overage could be funded from the Handibus Reserve. He recommended that the City of Brooks Handibus Specialized Transit Service Unit Request for Tender be awarded to Western Canada Bus in the amount of \$109,875.25 excluding GST and furthermore, an additional \$4,875.00 be funded from the Handibus Reserve.

Council directed Administration to bring forward the recommendation to the February 22, 2022 Regular Council meeting.

7. CLOSED SESSION

MOVED BY COUNCILLOR NESBITT that Council close the meeting to the public for agenda item 7. Law Enforcement as per Section 20, FOIP at 6:26 p.m.

MOTION CARRIED

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MOVED BY COUNCILLOR PRENTICE that the meeting move out of Closed Session at 7:20 p.m.

MOTION CARRIED

7. ADJOURNMENT

MOVED BY COUNCILLOR NESBITT that the meeting adjourn at 7:21 p.m.

MOTION CARRIED