

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE CITY OF BROOKS HELD IN COUNCIL CHAMBERS AND VIA VIDEOCONFERENCE AT THE CITY OFFICE ON MARCH 15, 2021 AT 4:30 P.M.**

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**PRESENT:** Mayor Barry Morishita  
Councillor Dan Klein  
Councillor Bill Prentice  
Councillor Norm Gerestein  
Councillor Joel Goodnough  
Councillor Jon Nesbitt  
Councillor John Petrie

**STAFF:** Alan Martens, CAO  
Amanda Peterson, Deputy CAO  
Amy Rommens, Manager of Administration/Recording Secretary  
Shelley Thomas, Manager of Finance  
Bruce Thiessen, IT Supervisor  
Don Saari, Manager of Works & Utilities  
Alicia Bartlette, Manager of Planning and Engineering  
Libin Joseph, HR Manager  
Richard Mak, HR/Inclusion Advisor  
Kelly Attwell, Facilities Supervisor  
Jody Attwell, Protective Services Clerk  
Keith Lubbers, Recreation Foreman  
Les Prentice, Public Works Maintenance Operator III

**OTHERS IN ATTENDANCE:**

Madeleine Baldwin, ORRSC  
Acting S/Sgt Gord Yetman, Brooks RCMP  
S. Stanway, Brooks Bulletin

**CALL TO ORDER:**

Mayor Barry Morishita called the meeting to order at 4:33 p.m.

L. Joseph noted that K. Attwell will be retiring April 27, J. Attwell will be retiring May 17 and L. Prentice will be retiring April 1.

R. Mak noted that K. Lubbers was recently promoted to Recreation Foreman and assumed his new duties on February 18.

*K. Attwell, J. Attwell, L. Prentice and K. Lubbers left at 4:40 p.m.*

**AGENDA**

21/083

MOVED BY COUNCILLOR GOODNOUGH that "the agenda be adopted".

MOTION CARRIED

A.M.  
Q

**MINUTES**

21/084 MOVED BY COUNCILLOR NESBITT that “the Minutes from the Regular Council Meeting held March 1, 2021 be approved”.

MOTION CARRIED

**BUSINESS ARISING OUT OF MINUTES**

There was no business arising out of the Minutes.

**RCMP REPORT – FEBRUARY 2021**

21/085 MOVED BY COUNCILLOR PRENTICE that “the February 2021 RCMP Report be accepted as information”.

MOTION CARRIED

*Acting S/Sgt. Yetman left at 4:57 p.m.*

**ACCOUNTS PAYABLE**

21/086 MOVED BY COUNCILLOR GOODNOUGH that “the Accounts Payable listing presented in the amount of one million, one hundred seventy-three thousand, five hundred fifty dollars and ninety-one cents (\$1,173,550.91) be hereby approved”.

MOTION CARRIED

**BUSINESS**

**Appointments to the Business Revitalization Zone Board**

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21/087 MOVED BY COUNCILLOR GERESTEIN that “Council appoint Sandy Haberman-Melvill, Marcus Anstey, Murray Denoudsten, Christie Waldner, Debbie Smith, Karen Harris, Julie Jenkins and Madonna Tanael to the Business Revitalization Zone Board, effective March 1, 2021 to March 1, 2022”.

MOTION CARRIED

**PUBLIC HEARING – BYLAW 21/07**

- Mayor Morishita called the hearing to order at 5:00 p.m.
- M. Baldwin explained that the Bylaw is an amendment to the Land Use Bylaw to redesignate 59 Queens Way East to Residential – Single Detached (R-SD) to accommodate the development of a secondary suite within an existing single detached house. M. Baldwin noted that no comments were received either in favour or opposition of the Bylaw.

*Am*  
*e*

- Persons speaking in favour of the proposed Bylaw – None present
- Persons speaking in opposition of the proposed Bylaw – None present
- Mayor Morishita adjourned the hearing at 5:04 p.m.

**CORRESPONDENCE AND INFORMATION**

21/088

MOVED BY COUNCILLOR KLEIN that “the following items of correspondence be received as information:

- a) Update - Council Conference and/or Workshops
- b) Annual Report - Business Revitalization Zone

MOTION CARRIED

**BUSINESS**

**Proclamation for the International Day for the Elimination of Racial Discrimination**

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21/089

MOVED BY COUNCILLOR PETRIE that “March 21, 2021 be hereby proclaimed as the “International Day of the Elimination of Racial Discrimination” in the City of Brooks”.

MOTION CARRIED

**Old Rodeo Grounds Mixed-Use Development Project Request for Proposal**

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21/090

MOVED BY COUNCILLOR GERESTEIN that “Council not accept the submitted proposals as relates to the Old Rodeo Grounds Mixed-Use Development Project and furthermore, that Council direct Administration to request an estimate from the Old Man River Regional Services Corporation (ORRSC) for the facilitation of community engagement and input as to the future of the property and further, to use this input to develop a high-level, phased development plan”.

MOTION CARRIED

**Workplace Violence/Harassment/Abuse/Sexual Harassment/Bullying Policy**

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21/091

MOVED BY COUNCILLOR NESBITT that “Policy F-002-004(C) entitled Workplace Violence/Harassment/Abuse/Sexual

*A.M.  
Q*

Harassment/Bullying Policy be hereby approved”

MOTION CARRIED

**2021 Street Improvement Project Tender**

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21/092 MOVED BY COUNCILLOR PETRIE that “Council award the tender for the 2021 Street Improvement Project to Brooks Asphalt and Aggregate Ltd., in the amount of \$1,652,197.60, excluding GST”.

MOTION CARRIED

**March 2021 Financial Variance Report**

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21/093 MOVED BY COUNCILLOR PRENTICE that “the March 2021 Financial Variance Report be accepted as information”.

MOTION CARRIED

**COVID-19 Updates and Initiatives and Other Updates**

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21/094 MOVED BY COUNCILLOR PETRIE that “the COVID-19 Updates and Initiatives and Other Updates be accepted as information”.

MOTION CARRIED

**BYLAWS**

**Bylaw 21/07 – Amendment to the Land Use Bylaw**

21/095 MOVED BY COUNCILLOR GERESTEIN that “Bylaw No. 21/07 be read a second time”.

MOTION CARRIED

21/096 MOVED BY COUNCILLOR KLEIN that “Bylaw No. 21/07, being a Bylaw of the City of Brooks in the Province of Alberta, to amend Bylaw 14/12, being the Land Use Bylaw be read a third time and adopted”.

MOTION CARRIED

**Bylaw 21/08 – BRZ Mill Rate Bylaw**

21/097 MOVED BY COUNCILLOR NESBITT that “Bylaw No. 21/07, being a Bylaw of the City of Brooks in the Province of Alberta, to set a rate for the business tax levy on businesses located in the Brooks Town Centre Revitalization Zone be introduced and read a first

A.M.  
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time”.

MOTION CARRIED

21/098                    MOVED BY COUNCILLOR PETRIE that “a Public Hearing be held on April 5, 2021 at 5:00 p.m. to gather public input regarding Bylaw 21/08”.

MOTION CARRIED

**ADJOURNMENT**

21/099                    MOVED BY COUNCILLOR KLEIN that “the meeting adjourn at 5:42 p.m.”

MOTION CARRIED



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**Mayor**

  
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**Chief Administrative Officer**