

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE  
CITY OF BROOKS HELD IN COUNCIL CHAMBERS AT THE  
CITY OFFICE ON SEPTEMBER 20, 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, Administration  
Richard Mak, HR/Inclusion Advisor  
Alicia Bartlette, Manager, Planning and Engineering  
Don Saari, Manager, Works & Utilities  
Shelley Thomas, Manager, Finance  
Deanna Hickey, Accounting Supervisor  
Randi McPhillips, Manager, Recreation  
Kevin Swanson, Fire Chief  
Barry Yokoyama, Deputy Fire Chief  
Bruce Thiessen, IT Supervisor  
Jenny Wallace, Executive Assistant/Recording Secretary

**OTHERS IN  
ATTENDANCE:** S/Sgt. Gordon Yetman, Brooks RCMP  
Corporal Robert Harms, Brooks RCMP  
Kelly Rasmussen, Commanding Officer, Brooks Air Cadets  
Wade Hoffman, Deputy Commanding Officer, Brooks Air Cadets  
Rolf Bander, Council Remuneration Committee Member  
S. Stanway, Brooks Bulletin

**CALL TO  
ORDER:** Mayor Barry Morishita called the meeting to order at 4:30 p.m.

**AGENDA**

21/260 MOVED BY COUNCILLOR KLEIN that "the agenda be adopted as amended with the addition of Business Item 9.f) – Proclamation – Rail Safety Week; and by re-lettering the remaining Business Items as required".

MOTION CARRIED

A.M.  
P

**ACKNOWLEDGEMENT OF FIRST PEOPLES & TRADITIONAL TERRITORY**

Mayor Morishita acknowledged the First Peoples and Traditional Territory.

**MINUTES**

21/261

MOVED BY COUNCILLOR GOODNOUGH that “the Minutes from the Regular Council Meeting held September 7, 2021 be approved”.

MOTION CARRIED

**BROOKS FIRE DEPARTMENT INTRODUCTIONS**

Mayor Morishita noted that the Mayors Challenge Outhouse Race that was to be held in Cochrane yesterday was cancelled due to the new restrictions announced by the Province; and that Fire Chief Kevin Swanson is present to introduce the Firefighters that were to pull the Outhouse.

Fire Chief Swanson introduced Captain Brian Skanderup, Lieutenant Dustin Bartlette, and Firefighters Brian Reid and Callum Duncan.

Mayor Morishita noted that this is a testament to the Fire Department’s commitment to the community; and thanked the Fire Department for their dedicated service.

**BUSINESS ARISING OUT OF MINUTES**

There was no business arising out of the Minutes.

**RCMP REPORT – AUGUST 2021**

21/262

MOVED BY COUNCILLOR PETRIE that “the August 2021 RCMP Report be accepted as information”.

MOTION CARRIED

*S/Sgt. Yetman and Corporal Harms left at 4:50 p.m.*

**DELEGATION**

**Brooks Air Cadets Update**

*AM*  
*Q*

21/263 MOVED BY COUNCILLOR NESBITT that "Council accept the Brooks Air Cadets Presentation as information".

MOTION CARRIED

*K. Rasmussen and W. Hoffman left at 5:09 p.m.*

**CORRESPONDENCE AND INFORMATION**

21/264 MOVED BY COUNCILLOR KLEIN that "the following items of correspondence be received as information:

- a) Update - Council Conferences and/or Workshops
- a) Notes - Accounts Payable Listing
- Council Committee – September 14, 2021".

MOTION CARRIED

**ADMINISTRATIVE REPORTS**

**Administrative Report – Fire Department Update**

21/265 MOVED BY COUNCILLOR PRENTICE that "the Fire Department Update be accepted as information".

MOTION CARRIED

**BUSINESS**

**Proclamation – Neighbour Day**

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21/266 MOVED BY COUNCILLOR GERESTEIN that "September 28, 2021 be hereby proclaimed as "Neighbour Day" in the City of Brooks".

MOTION CARRIED

**Proclamation – National Day for Truth and Reconciliation**

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21/267 MOVED BY COUNCILLOR GOODNOUGH that "September 30, 2021 be hereby proclaimed as "National Day for Truth and Reconciliation" in the City of Brooks".

MOTION CARRIED

**Proclamation – National Fire Prevention Week**

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21/268            MOVED BY COUNCILLOR NESBITT that “October 3 – 9, 2021 be hereby proclaimed as “National Fire Prevention Week” in the City of Brooks”.

MOTION CARRIED

**Proclamation – World Cerebral Palsy Day**

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21/269            MOVED BY COUNCILLOR GERESTEIN that “October 6, 2021 be hereby proclaimed as “World Cerebral Palsy Day” in the City of Brooks”.

MOTION CARRIED

**Proclamation – Women’s History Month**

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21/270            MOVED BY COUNCILLOR KLEIN that “October 1 – 31, 2021 be hereby proclaimed as “Women’s History Month” in the City of Brooks”.

MOTION CARRIED

**Proclamation – Rail Safety Week**

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21/271            MOVED BY COUNCILLOR PRENTICE that “September 20 – 26, 2021 be hereby proclaimed as “Rail Safety Week” in the City of Brooks”.

MOTION CARRIED

**Cardboard Collection**

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21/272            MOVED BY COUNCILLOR PRENTICE that “the City tender the commercial cardboard collection and commercial garbage collection based on the transition schedule and that the tender require that the cardboard be transferred to Newell Recycling for processing”.

MOTION CARRIED

*Q Am*

**Financial Variance Report**

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21/273                    MOVED BY COUNCILLOR GOODNOUGH that “the September 2021 Financial Variance Report be accepted as information”.

MOTION CARRIED

**Council Remuneration Report**

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21/274                    MOVED BY COUNCILLOR PETRIE that “Council accept the 2021 Citizen’s Committee Report on Council Remuneration”.

MOTION CARRIED

*Rolf Bander left at 6:10 p.m..*

**Media Releases Policy L-001-028(A)**

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21/275                    MOVED BY COUNCILLOR NESBITT that “Policy L-001-028(A), entitled Media Releases Policy, be adopted”.

MOTION CARRIED

**Credit Card Policy L-001-024(A)**

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21/276                    MOVED BY COUNCILLOR PRENTICE that “Policy L-001-024(A), entitled Credit Card Policy, be adopted”.

MOTION CARRIED

**City Crest and Logo Policy L-001-013(C)**

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21/277                    MOVED BY COUNCILLOR KLEIN that “Policy L-001-013(C), entitled City Crest and Logo Policy, be adopted”.

MOTION CARRIED

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

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21/278                    MOVED BY COUNCILLOR GERESTEIN that “the COVID-19 Updates and Initiatives and Other Updates be accepted as information”.

MOTION CARRIED

**BYLAWS**

**Bylaw 21/16 – Community Standards Bylaw**

21/279                    MOVED BY COUNCILLOR PETRIE that “Bylaw No. 21/16, being a Bylaw of the City of Brooks, in the Province of Alberta, respecting community standards, be introduced and read a first time”.

MOTION CARRIED

21/280                    MOVED BY COUNCILLOR GOODNOUGH that “Bylaw 21/16 be read a second time”.

MOTION CARRIED

21/281                    MOVED BY COUNCILLOR PETRIE that “Bylaw 21/16 be given three readings at this meeting”.

MOTION CARRIED UNANIMOUSLY

21/282                    MOVED BY COUNCILLOR NESBITT that “Bylaw No. 21/16, being a Bylaw of the City of Brooks, in the Province of Alberta, respecting community standards, be read a third time and adopted”.

MOTION CARRIED

**ADJOURNMENT**

21/283                    MOVED BY COUNCILLOR GERESTEIN that “the meeting adjourn at 6:36 p.m.”

MOTION CARRIED



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Mayor

  
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Chief Administrative Officer