

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL HELD ON MONDAY,  
JUNE 15, 2015 AT 7:00 PM IN THE COUNCIL CHAMBER, CIVIC ADMINISTRATION  
BUILDING, BRANDON, MANITOBA**

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PRESENT: Mayor Rick Chrest, Councillor Shawn Berry, Councillor Ron W. Brown, Councillor Jan Chaboyer, Councillor Barry Cullen, Councillor Kris Desjarlais, Councillor Jeff Fawcett, Councillor Vanessa Hamilton, Councillor Jeff Harwood, Councillor John LoRegio, Councillor Lonnie Patterson

ABSENT: Nil

ADOPTION OF AGENDA:

244 LoRegio-Desjarlais  
That the Agenda for the Regular Meeting of City Council to be held on Monday, June 15, 2015 be adopted as presented. CARRIED.

CONFIRMATION OF MINUTES:

245 Harwood-Patterson  
That the Minutes of the Regular Meeting of City Council held Monday, June 1, 2015 be taken as read and so adopted, all statutory requirements having been fulfilled. CARRIED.

HEARING OF DELEGATIONS:

(A) BLAINE FALLIS, PROVINCIAL ASSESSMENT SERVICES - IMPACT OF 2016  
REASSESSMENT

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Blaine Fallis, Assessment Officer for Provincial Assessment Services, appeared before City Council to provide information on the impact of the 2016 property reassessment. He reviewed a written report provided by Manitoba Municipal Government entitled: "Impact of Reassessment 2016 - City of Brandon", a copy of which was retained on file.

Mr. Fallis informed City Council that since the last assessment conducted in 2014, property values on average, had increased by 12% in Brandon compared to the Provincial average of 15%. Mr. Fallis noted that if a resident's property assessment increased by less than an 11.7% increase, they would likely see no impact on the amount of taxes they would pay due to the new valuation. He advised that residents who had questions regarding their property assessment could contact Provincial Assessment Services at 1-866-262-9867, or visit [www.gov.mb.ca/assessment](http://www.gov.mb.ca/assessment) and noted that the deadline for assessment appeal applications was September 21, 2015

246 Harwood-Cullen  
That the presentation by Blaine Fallis of Provincial Assessment Services with respect to the tax impact of the 2016 property reassessment on the City of Brandon be received. CARRIED.

(B) MIREILLE SAURETTE, MARQUIS PROJECT AND LINDSAY HARGREAVES,  
ENVIRONMENTAL INITIATIVES COORDINATOR - BRANDON FAIR TRADE  
TOWN

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Mireille Saurette of the Marquis Project, and Lindsay Hargreaves, Environmental Initiatives Coordinator, appeared before City Council with respect to the City of Brandon's status as a Fair Trade Town. Ms. Saurette provided information on the requirements to keep the designation that was renewed on an annual basis. She noted that the City of Brandon once again achieved all criteria required to be designated a Fair Trade Town in 2015, subject to a change to the City of Brandon's Purchasing Policy committing to the purchase of Fair Trade coffee and sugar for all meetings. Ms. Saurette encouraged City Council to approve the recommended amendment to the purchasing policy and congratulated the City of Brandon for being a leader on Fair Trade issues.

Patterson-Chaboyer

247 That the presentation by Mireille Saurette and Lindsay Hargreaves with respect to Brandon's designation as a Fair Trade Town be received. CARRIED.

Patterson-Chaboyer

248 That, in support of maintaining its status as a Fair Trade Town, the City of Brandon commit to purchasing only Fair Trade certified coffee and sugar for all meetings and in its offices. CARRIED.

PUBLIC HEARINGS:

Nil

COMMUNITY QUESTION PERIOD:

Nil

COMMITTEE REPORTS:

(A) ACCOMMODATION TAX REVIEW COMMITTEE JUNE 10, 2015

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June 10, 2015  
Brandon, Manitoba

Mayor and Councillors  
City of Brandon

Committee Members: Councillor Lonnie Patterson (Chairperson), Mayor Rick Chrest, Councillor Barry Cullen, Councillor Jeff Fawcett, Scott Hildebrand (City Manager), Heather Ewasiuk (City Clerk), Danniele Carriere (Recording Secretary).

Your Accommodation Tax Review Committee has met and wishes to report as follows and submit recommendations where deemed necessary and expedient:

The Committee was struck by Council on February 2, 2015 and was tasked with reviewing Accommodation Tax By-law No. 7014 in order to make recommendations at the June 15, 2015 meeting of City Council.

Eight meetings of the Committee were held, including individual meetings with representatives of Brandon First, the Westman Accommodations Group, and the Keystone Centre.

The focus of the review was how to improve this successful program in order to enhance the City of Brandon's attractiveness as a destination for events. Recommendations keep funds in place for events that put heads in hotel beds and invests in the organizational and physical infrastructure that are the backbone of the City of Brandon's tourism industry.

#### Survey of Grant Recipients

A survey was sent to recipients of grants from the Accommodations Tax Fund; over half (20 out of 39) responded. Some highlights of the results are:

- The Accommodations Tax Grant was integral to most events occurring and has increased the likelihood that organizations will host new or different events in Brandon.
- Most organizations felt that information about the program, the application process, and the final event report form was easy to understand and complete. However, some organizations expressed frustration with verifying the number of actual hotel nights associated with their event. City staff continue to work with the hotel industry to improve the process.
- All respondents that sought assistance from the City of Brandon to complete their applications felt the assistance was helpful.
- All respondents that worked with Brandon First on their application felt the experience was positive and that the organization should remain part of the application process.

#### Manitoba Ombudsman's Report

Administration was asked to review a February, 2015 Manitoba Ombudsman report about an investigation into a similar program in another municipality where funds were not being used for the purpose outlined in the bylaw. Administration reviewed this report in relation to Brandon's program and confirmed that the City of Brandon has been spending funds in accordance with the bylaw and that policies are in place to ensure this remains the case.

#### RECOMMENDATIONS:

That the Report of the Accommodation Tax Review Committee dated June 10, 2015, be received.

That Accommodation Tax By-law No. 7014 be amended to allocate 15% to the Large Event Acquisition Fund and 85% to the Accommodation Tax Fund.

That \$500,000 of the funds currently in the Accommodation Tax Fund be earmarked for Large Event Acquisition.

That the current role of Brandon First in the Accommodation Tax Fund application process be formalized.

That Brandon First receive additional funds from the Accommodation Tax Fund for the sole purpose of proactive event recruitment in the form of \$2 for every \$1 raised by Brandon First through memberships to a maximum grant of \$100,000. The first payment will come from current reserves based on 2014 membership numbers.

That a portion of the Accommodation Tax Fund be used as part of the City of Brandon's annual contribution to maintaining existing capital assets at the Keystone Centre. Expenditures must be part of a 5-year capital plan approved by the Keystone Centre Board of Directors. In addition, a matching contribution from the Keystone Centre's other funding partner, the Province of Manitoba, should be sought.

That Council approve event and capital grants \$20,000 and over, and Administration approve grants below \$20,000, with Council acting as an appeal body. An internal review of grant criteria, including limiting the number of applications one organization can make to the Retaining an Existing Event program and eliminating the Destination Marketing Organization program, be made prior to implementation.

That approved changes take effect on October 1, 2015.

That the Accommodation Tax Review Ad Hoc Committee be dissolved.

Respectfully submitted,

L. Patterson  
Chairperson, Accommodation Tax Review Committee

Patterson-Desjarlais

249 That the report of the Accommodation Tax Review Committee dated June 10, 2015 be received.  
CARRIED.

Patterson-Cullen

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CARRIED.

AMENDMENT

Berry-LoRegio

251 That the motion be amended by deleting in the seventh paragraph, the figure: "\$20,000" and substituting therefor the figure: "\$10,000", and by deleting the word: "Administration" and substituting therefor the words: "Grants Review Committee". LOST.

Berry-LoRegio

252 That the recommendations of the Accommodation Tax Review Committee be referred to the July 20, 2015 meeting of City Council. LOST

(B) BRANDON MUNICIPAL HERITAGE ADVISORY COMMITTEE  
VERBAL

JUNE 15, 2015

June 15, 2015  
Brandon, Manitoba

Mayor and Councillors  
City of Brandon

Councillor Desjarlais provided a verbal report to City Council on the recent meeting of the Municipal Heritage Advisory Committee (MHAC). He advised that the MHAC continued to conduct their review of the Heritage Conservation By-law and Heritage Management Plan, with the intent to bring recommendations to City Council later this year. Councillor Desjarlais informed City Council that MHAC had approved the plans for the addition of a third floor balcony to the former Central Fire Hall No. 1 building, subject to several design and material standards to maintain the historical integrity of the building. He added that the MHAC would be presenting the Door Open event again on July 18 - 19, 2015. Additionally, Councillor Desjarlais was pleased to inform City Council that construction of the Veterans Memorial Wall had commenced

(F) POVERTY COMMITTEE  
VERBAL

JUNE 15, 2015

June 15, 2015  
Brandon, Manitoba

Mayor and Councillors  
City of Brandon

Councillor Chaboyer gave a report on the meeting of the Poverty Committee held June 9, 2015. Councillor Chaboyer informed City Council that the Poverty Committee held a special joint meeting with the Brandon Urban Aboriginal People's Council and the Age Friendly Committee to discuss affordable housing challenges in the City of Brandon. She noted that the meeting provided a chance for the group to receive an update on the status of affordable housing and it would likely result in a joint committee recommendation to City Council in the future.

Chaboyer-Cullen

- 253 That the reports of the Brandon Municipal Heritage Advisory Committee and the Poverty Committee be received. CARRIED.

ENQUIRIES:

(85) REPLACEMENT OF CONCRETE JERSEY BARRIERS ON 9TH STREET

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Councillor Desjarlais noted that the concrete barriers located on 9th Street continued to be an eyesore and enquired when same were expected to be replaced.

At the request of His Worship the Mayor, the City Manager responded that the surveying was completed, the work with Renaissance Brandon was close to being finalized, and the concrete barriers were expected to be replaced this summer.

(86) BOARDED PROPERTY ON PACIFIC AVENUE

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Councillor Desjarlais requested an update on the status of the proposed demolition of the property located at 15th Street and Pacific Avenue.

At the request of His Worship the Mayor, the City Manager responded that the property had been boarded up following the passing of the original owner and the Planning and Building Safety Department continued to work through the legal process. He advised that there was a new owner of the property which further delayed the process however, all efforts were being made to have the building brought into compliance with the Building Safety and Property Standards By-law No. 6060.

(87) UNSIGHTLY, OVERGROWN PROPERTIES

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Councillor Desjarlais advised that there were a number of unsightly and overgrown properties in the Rosser Ward. He enquired as to the process for these properties to be reported and the owners requested to clean them up.

At the request of His Worship the Mayor, the City Manager responded that these issues should be reported to the Brandon Police Service at (204) 729-2345. He advised that when a complaint was received, the property owners would be requested to clean up the property, the issue was tracked and a ticket was issued if the owner failed to comply.

(88) REVIEW AND UPDATE ON KIRKCALDY DRAINAGE PROJECT

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Councillor Fawcett requested a review of and update on the Kirkcaldy Drive construction.

At the request of His Worship the Mayor, the Director of Engineering Services and Water Resources responded that the preparation work for the installation of the storm sewer and the relocation of the water mains along Kirkcaldy from 4th Street to Knowlton Drive was completed with the final phase expected to begin in early July. The Director advised that the work had begun on the construction of the Retention Pond in the area of the Riverbank Discovery Centre and the portion of the south dike had been removed for relocation following the installation of the box culverts. The Director confirmed that the work was to be completed and the road paved prior to the start of the new school year.

(89) OPENING OF 8TH STREET BRIDGE

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Councillor Desjarlais requested an update on the re-opening of the 8th Street Bridge.

At the request of His Worship the Mayor, the Director of Engineering Services and Water Resources responded that the timeline for re-opening the bridge was dependent on the scope of the work needed to make any repairs. He agreed to keep City Council updated on the progress of this project.

ANNOUNCEMENTS:

LAUNCH OF CITY COUNCIL'S STRATEGIC PLAN

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Councillor LoRegio announced that the launch of City Council's 2014-2018 Strategic Plan was to take place on Tuesday, June 16, 2015 from 5:30 to 7:00 p.m. in the Main Foyer of City Hall and encouraged everyone to attend.

WORLD ELDER ABUSE AWARENESS DAY

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Councillor Hamilton announced that today was World Elder Abuse Awareness Day and City Council had been provided purple ribbons to wear at the meeting to show their support.

RELAY FOR LIFE

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Councillor Berry announced that he had been pleased to represent City Council at the Relay for Life held Saturday, June 13, 2015 at the Riverbank Discovery Centre. He advised that event had been a great success and congratulated City of Brandon staff member Jeff Elliott whose team had raised over \$12,000.

ATTENDANCE AT SEVERAL COMMUNITY EVENTS

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Councillor Chaboyer announced that she had been pleased to attend several community events recently, including the Child and Family Services of Western Manitoba Annual General Meeting, Lobsterfest at Canadian Forces Base Shilo, the Brandon Summer Fair Kick-off Breakfast and many others.

## ROYAL CANADIAN AIR CADETS' SQUADRON INSPECTION AND APPOINTMENT OF NEW COMMANDER

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Councillor Patterson announced that she had been pleased to represent City Council at the Royal Canadian Air Cadets' Squadron inspection held recently. She further announced that the Business Development Specialist with Economic Development Brandon, Mr. Dan Fontaine, had been appointed the new Commander of the Squadron.

## OPENING OF SAMARITAN HOUSE

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Councillor Brown announced that he had represented City Council at the grand opening of the new Samaritan House on Pacific Avenue. He advised that Samaritan House was in need of volunteers and encouraged everyone to contact them directly if they had time available.

## ATTENDANCE AT THE FEDERATION OF CANADIAN MUNICIPALITIES (FCM) CONVENTION

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Councillor Brown announced that he and His Worship the Mayor had attended the Federation of Canadian Municipalities (FCM) Annual Conference held June 4-8, 2015 in Edmonton, Alberta. Councillor Brown advised that he had learned that transportation, housing and infrastructure were issues in all cities across Canada, regardless of size.

## DECORATION DAY CEREMONY IN THE VETERANS' SECTION OF BRANDON MUNICIPAL CEMETERY

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Councillor Harwood announced that he had been pleased to represent City Council at the Decoration Day Ceremony held recently in the Veterans' Section of the Brandon Municipal Cemetery. Councillor Harwood commended the Royal Canadian Legion on a job well done.

## GENERAL BUSINESS:

### (A) DISCHARGE OF DEVELOPMENT AGREEMENT - 456 MCDIARMID DRIVE

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City Council considered a report from Planning and Building Safety dated May 12, 2015 with respect to the above.

#### Harwood-Berry

254 That the request to discharge the existing Development Agreement dated August 25, 1983 between Joan Parker Realty LTD. and the City of Brandon for the site located at 2741 Victoria Avenue (Lot 27, Block 15, Plan 899 BLTO) be approved.

That the request to discharge the existing Development Agreement dated August 25, 1983 between Joan Parker Realty LTD. and the City of Brandon for the site located at 2741 Victoria Avenue (Lot 27, Block 15, Plan 899 BLTO) be approved.

That the request to discharge the existing Development Agreement dated August 25, 1983 between Reginald Victor Eamer and the City of Brandon for the site located at 2835 Victoria Avenue (Lot 28, Block 16, Plan 899 BLTO) be approved. CARRIED.



(B) QUOTATION - ENGINE REBUILD OR REPLACEMENT FOR TRANSIT BUSES

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Submitted for consideration was a report from the Director of Transportation dated June 4, 2015 with respect to the above.

Desjarlais-Patterson

255 That the submission from Mississauga Bus, Coach and Truck Repairs Inc. for Engine Rebuild or Replacement for Eight (8) Transit Buses as per quotation, for a maximum total price of \$388,800 (net of GST) be accepted. CARRIED.

(C) QUOTATION - COLUMN HOISTS - GARAGE

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Considered was a report from the Director of Transportation dated June 4, 2015 with respect to the above.

Hamilton-LoRegio

256 That the submission from Keller Equipment Supply Ltd. for the purchase of Column Hoists as per quotation, at a cost of \$11,848.67 per hoist (net of GST), be accepted. CARRIED.

(D) PROPOSAL – RECREATION FEASIBILITY STUDY OUTDOOR SPORTS FIELD COMPLEX

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City Council considered a report from the Manager of Parks Operations dated June 4, 2015 with respect to the above.

Fawcett-Berry

257 That the proposal of MNP LLP for consulting services for the Recreation Feasibility Study – Outdoor Sports Field Complex in the amount of \$57,480 (net of GST) be accepted;

and further, that the City's portion of the project costs (\$32,480) be funded from the Professional Fees Reserve. CARRIED.

(E) TENDER - SPORTSPLEX POOL REDEVELOPMENT

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Submitted for consideration was a report from the Sportsplex Manager dated June 8, 2015 with respect to the above.

Fawcett-Patterson

258 That the low bid from Canotech Consultants Ltd for the Sportsplex Pool Redevelopment as per tender and specifications, at a cost of \$3,474,753.16 (net of GST) be accepted;

and further, that the additional funding of \$328,715 be expended from the Gas Tax Reserve. CARRIED.

BY-LAWS:

NO. 7122 TO CLOSE AND CONVEY THE NORTH/SOUTH PORTION OF THE PUBLIC LANE  
SOUTH OF ABERDEEN AVENUE IN PLAN 977 BLTO

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Considered was a report from Development Services dated June 1, 2015 with respect to the above.

259 Chaboyer-Desjarlais  
That By-law No. 7122, to close and convey the North/South public lane located south of Aberdeen Avenue (Plan 977 BLTO) to the property owner of 706 Aberdeen Avenue (Lots 5 & 6, Block 2, Plan 977 BLTO) at a total purchase price of \$1.00 plus G.S.T. be read a first time. CARRIED.

GIVING OF NOTICE:

Nil

ADJOURN:

Berry-Chaboyer  
That the meeting do now adjourn. (9:36 p.m.) CARRIED.

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MAYOR

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CITY CLERK