

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL HELD ON MONDAY, FEBRUARY 3, 2020
AT 7:00 PM IN THE COUNCIL CHAMBER, CIVIC ADMINISTRATION BUILDING, BRANDON,
MANITOBA**

PRESENT: Mayor Rick Chrest In The Chair, Councillor Shawn Berry, Councillor Ron W. Brown, Councillor Shaun Cameron, Councillor Jan Chaboyer, Councillor Barry Cullen, Councillor Kris Desjarlais, Councillor Jeff Fawcett, Councillor John LoRegio, Councillor Bruce Luebke, Councillor Glen Parker

ABSENT: Nil

ADOPTION OF AGENDA:

Cullen-Luebke
616 That the Agenda for the Regular Meeting of City Council to be held Monday, February 3, 2020 be adopted as presented. CARRIED.

CONFIRMATION OF MINUTES:

Cameron-Parker
617 That the Minutes of the Regular Meeting of City Council held on January 20, 2020 be taken as read and so adopted, all statutory requirements having been fulfilled. CARRIED.

HEARING OF PRESENTATIONS:

(A) JOHN JACKSON, SAMARITAN HOUSE - SAFE AND WARM SHELTER UPDATE

John Jackson, Executive Director for Samaritan House Ministries appeared before City Council with respect to the Safe and Warm Shelter. Mr. Jackson provided an update on the extension of the shelter season from November to April. He provided some bed night statistics for the months of November and December which noted that with the weather conditions, there had been an increase in stays for the month of December. He highlighted key partnerships within the community working together to connect clients with other assistance and resources.

Mr. Jackson advised City Council of the efforts to obtain year round funding for the shelter. He indicated that Samaritan Ministries has made a request to the Province of Manitoba to consider funding the shelter from April 1st to October 31st at a per diem payment of \$17.70 per bed, per day for a total of \$94,695. This request was made through the local Members of the Legislative Assembly on December 19, 2019.

Luebke-Cameron

618 That the presentation by John Jackson of Samaritan House with respect to an update on the Safe and Warm Shelter be received. CARRIED.

COMMUNITY COMMENTS/FEEDBACK:

Nil

HEARING OF DELEGATIONS:

(A) ANDREA ALLINGHAM AND AMANDA HAMM, INCLUSION WESTMAN – CHANGES TO ACCESSIBILITY AT THE SPORTSPLEX

Andrea Allingham, President of Inclusion Westman, appeared before City Council with respect to accessibility at the Sportsplex. Ms. Allingham indicated that accessibility at the Sportsplex had been identified as an important issue by parents and concerned supporters in November, and a petition had been circulated to gather support for making changes at the Sportsplex, with primary concerns for the swimming area.

Amanda Hamm, Executive Director of Inclusion Westman, provided a summary of the Manitoba Human Rights Code obligations and duty to accommodate for service providers. She indicated the key to accommodation was listening to what the needs were so that solutions addressed the barriers identified. She thanked City Council for allocating funds to address issues at the Sportsplex in their 2020 budget deliberations.

Meridith Walker and Taja Longstrup spoke as a parents and advocates for the community, with the commitment to making social gathering places barrier free. Ms. Walker gave a personal account of the difficulties with the Sportsplex not being a fully inclusive building, with issues involving parking, doors, aisle ways, change tables, washrooms, and no family change rooms. Ms. Longstrup, indicated a gender neutral washroom and changeroom was needed at the Sportsplex. Ms. Longstrup read out a letter from Chris Brandon, an area resident, regarding the issues he faced at the Sportsplex as a person with mobility issues.

LoRegio-Luebke

619 That the presentation by Andrea Allingham and Amanda Hamm on behalf of Inclusion Westman with respect to changes to accessibility at the Sportsplex be received. CARRIED.

PUBLIC HEARINGS:

Nil

(99) GROOMING OF THE WHEAT CITY CROSS COUNTRY SKI TRAILS

Councillor Desjarlais shared concerns expressed by residents that the Wheat City Golf Course ski trails had not been groomed yet in the 2020 year and enquired as to when maintenance was expected for same.

At the request of His Worship the Mayor, the General Manager of Development Services responded that ski trails at the Wheat City Golf Course had been groomed in the last two weeks, with staff onsite three times a week to maintain the ski trails. Mr. Pulak advised that due to insufficient snowfall, staff had only recently started grooming the trails three times per week. He cautioned that the trails were icy and encouraged skiers to take note of these conditions and ski with caution.

Further to this issue, Councillor Desjarlais enquired if any advertising had taken place with respect to the winter activities available on the trails and further, whether or not increased signage was to be installed.

His Worship the Mayor agreed to take this matter under advisement.

(100) SPORTSPLEX - HOCKEY SCOREBOARD AND PUBLIC ADDRESS SYSTEM

Councillor Brown advised that he had received a complaint from a resident with respect to the scoreboard and public address system at the Sportsplex having malfunctioned at a recent event. He enquired if same could be evaluated and repaired prior to the Tournament of Champions to be held in February.

His Worship the Mayor agreed to take this matter under advisement.

ANNOUNCEMENTS:

BRANDON FOOD COUNCIL - "FOOD IN THE CITY" SERIES

Councillor Luebke announced that the Brandon Food Council's first event in the "Food in the City" series was planned for February 11, 2020 starting at 6:30 p.m. at Helping Hands, 111 - 7th Street. He advised that the discussion topic for this event was "Creating a Food Secure Community" and invited everyone to come out and share their thoughts on same.

SCOTTIES TOURNAMENT OF HEARTS IN RIVERS

Councillor Fawcett congratulated the Town of Rivers and surrounding community on their successful hosting of the Provincial Scotties Tournament of Hearts. He advised that the event had been very well attended.

SIOUX VALLEY DAKOTA NATION WINTERFEST

His Worship Mayor Chrest congratulated Sioux Valley Dakota Nation on another successful Winterfest held recently at the Keystone Centre. He advised that the event had once again been a huge success and thanked the group for bringing so many people to Brandon to share in this meaningful cultural event.

GENERAL BUSINESS:

(A) AMENDMENT TO TENDERING AND PROCUREMENT POLICY

City Council considered a report from the Finance Department dated January 14, 2020 with respect to the above.

Fawcett-Luebke

621 That Tendering and Procurement Policy #1010 be amended by deleting Section 12 in its entirety, substituting the following therefor, and renumbering the remaining sections accordingly:

"12. Role of Council

- a. In accordance with best practices in municipal procurement, Council recognizes the need for clear separation of political and administrative functions in relation to the procurement process. It is the role of Council to establish policy and approve expenditures through the City's budget approval process. Through this policy, Council delegates to administration the authority to incur expenditures in accordance with the current year's Financial Plan through the processes set out in this Policy;
- b. To avoid the potential appearance of bias or political influence in the procurement process and procurement decisions, members of Council will not be involved in Bid Solicitations from the time a project has been initiated through the evaluation process until a project has been awarded, except where Council is required to approve the award in accordance with Section 13 of this Policy.

13. Council Approvals

a. Council approval is required when:

1. The contract value cannot be accommodated within the current year's Financial Plan;
2. The expenditure is equal to or greater than \$50,000 and not identified in the current year's Financial Plan;
3. The project is eligible for funding from a senior level of government and requires a Council resolution of approval;
4. The User Department is not recommending the Lowest Evaluated Bid for Tenders or Quotations;
5. The City Manager, Director of Finance, or Procurement Manager deems it in the City's best interest to obtain Council approval;
6. Council requests that the project come before Council for approval.

b. In all such instances a recommendation will be made by the Department Head and Director of Finance with a report sent to Council.

14. Reporting

On a monthly basis, Council will be provided with a report summarizing project awards for items contained in the annual capital budget. The report will contain at a minimum the following information:

1. Bid Opportunity
2. Award date
3. Number of bids received
4. Successful bidder
5. Award value
6. Estimated project cost
7. Approved budget."

CARRIED.

BY-LAWS:

NO. 7243 TO AMEND BY-LAW NO. 7079 – NORTH BRANDON GATEWAY SECONDARY PLAN

This by-law received first reading on September 3, 2019.

Fawcett-Parker

622 That By-law No. 7243 to amend By-law No. 7079 to incorporate updates to the Brandon North Gateway Secondary Plan, be read a second time. CARRIED.

Fawcett-Parker

623 That the by-law be read a third and final time. CARRIED.

In accordance with Section 137 of The Municipal Act, a recorded vote was taken on the motion to give By-law No. 7243 third reading.

FOR

Mayor Rick Chrest
Councillor Shawn Berry
Councillor Ron W. Brown
Councillor Shaun Cameron
Councillor Jan Chaboyer
Councillor Barry Cullen
Councillor Kris Desjarlais
Councillor Jeff Fawcett
Councillor John LoRegio
Councillor Bruce Luebke
Councillor Glen Parker

AGAINST

Nil

NO. 7254 TO REZONE PART OF 1501 MORELAND AVENUE FROM DEVELOPMENT RESERVE TO RESIDENTIAL MOBILE/MODULAR HOME AND PARKS AND RECREATION

Submitted for consideration was a report from Legislative Services dated January 20, 2020 with respect to the above.

Fawcett-Desjarlais

624 That By-law No. 7254 to rezone part of the property at 1501 Moreland Avenue (Parcels 1/2, Plan 1694 BLTO) be amended as follows:

1. Section 1, by adding immediately after the words "RMH Mobile/Modular Home" the words "and PR Parks and Recreation"; and

2. Section 2, by revising Schedule B, Map 2 to include the identified PR Parks and Recreation area. CARRIED.

Fawcett-Chaboyer

625 That By-law No. 7254, as amended, be read a second time. CARRIED.

Fawcett-Chaboyer

626 That third reading of this by-law be held in abeyance pending the owner or successor entering into a development agreement with the City of Brandon subject to the following conditions:

1. The Developer agrees that the neighbourhood shall be developed in general consistency with the Council adopted Northridge Neighbourhood Plan, including but not limited to phasing, lot layout, public reserve dedications, land uses, density and roadway layout. The Developer agrees to construct modular home units in Phases 1 through 4 as identified within the Northridge Neighbourhood plan.
2. The Developer agrees to submit a land use application for the future subdivision of the lands to the City of Brandon for approval. Upon approval, the Developer agrees to register the subdivision of the lands, including the dedication of public right-of-ways and public reserve lands prior to the issuance of any development and/ or building permits for this development.
3. The Developer agrees to construct a temporary secondary access to the satisfaction of Brandon Fire and Emergency Services.
4. The Developer agrees to design and construct the extension of Moreland Avenue, to a full urban cross-section, from the intersection of Mockingbird Drive and Clare Avenue to the northern limit of the Phase 1 access, approximately 130m north of Clare Avenue.
5. The Developer agrees to install a meter pit at all connections and future connections to the public water system for servicing the mobile home park.
6. The Developer agrees to design and construct a 3.0m wide asphalt pathway within the Moreland Avenue right-of-way and along the north side of Clare Avenue in accordance with the Northridge Neighbourhood Plan.
7. The Developer agrees to design and construct improvements on the Public Reserve lands including but not limited to sodding and tree planting upon completion of Phase 3.

8. The Developer agrees to enter into an easement agreement for sanitary sewer purposes between the lands and 1 Mockingbird Drive and register the agreement on both titles in series with the plan of subdivision. The developer agrees to provide written confirmation of registration prior to the issuance of any development and/or building permits for this development.
9. The Developer agrees to provide written confirmation that necessary arrangements have been made for postal service and that the pick-up / drop off location of the community mail box has been determined between the Developer and Canada Post, to the approval of Canada Post.
10. The Developer agrees prior to issuance of a development permit, to contribute \$283.50 per unit to the Brandon School Division.
11. The Developer agrees that development charges of \$89,982.30, representing the development charge for Phase 1 as identified in the Northridge Neighbourhood Plan, are due at the time of execution of this development agreement. Development charges for Phases 2 through 4 are due prior to development permit issuance for each phase of development in accordance with the current fee schedule at the time of application. Additional development charges will be charged against any future buildings and will be applied at the time of issuance of a building permit.
12. The Developer agrees to complete a Heritage Resources Impact Assessment through a qualified archaeological consultant to the satisfaction of Manitoba Historic Resources Branch.
13. The Developer agrees to pay a contribution towards boulevard trees for Moreland Avenue and Clare Avenue. The amount of trees and payment for such trees will be determined upon the Developer's submission of engineered drawings prior to the registration of subdivision of the lands and based upon the City's tree contract pricing for the current year.
14. The Developer agrees to provide the City with a Detailed Cost Estimate for all work proposed to be completed within the City's right-of-way. The Detailed Cost Estimate is to be prepared by the Developer's Consulting Engineer and is submit to review and acceptance by the City Engineer.
15. The Developer will be responsible to submit an Irrevocable Letter of Credit totaling 15% of the Detailed Cost Estimate. Submission of the Letter of Credit is required prior to the execution of a development agreement.

And that Administration be authorized to prepare a Development Agreement containing all conditions and requirements to protect the City's interests in accordance with any procedures, policies, by-laws and Acts. CARRIED.

NO. 7266 TO AMEND FEE SCHEDULE BY-LAW NO. 7260 – GOLF COURSE GREEN FEES, SANITATION FEES AND RECREATION PROGRAM PRICING POLICY

Considered was a report from the Director of Legislative Services dated January 28, 2020 with respect to the above.

Fawcett-Cameron

627 That By-law No. 7266 to amend Fee Schedule By-law No. 7260 with respect to golf course green fees, sanitation fees and the recreation program pricing policy be read a first time. CARRIED.

GIVING OF NOTICE:

Nil

ADJOURN:

Berry-Chaboyer

That the meeting do now adjourn (8:34 p.m.) CARRIED.

MAYOR

CITY CLERK