

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL HELD ON MONDAY, APRIL 20, 2020 AT 6:00 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

It was noted that in accordance with Section of 109 of Procedure By-law No. 6634, Councillors K. Desjarlais and R. Brown participated in the meeting via conference call.

**ADOPTION OF AGENDA:**

Cullen-Luebke  
673 That the Agenda for the Regular Meeting of City Council to be held Monday, April 20, 2020 be adopted as presented. CARRIED.

**CONFIRMATION OF MINUTES:**

Cameron-Chaboyer  
674 That the Minutes of the Regular Meeting of City Council held on March 16, 2020 be taken as read and so adopted, all statutory requirements having been fulfilled. CARRIED.

Parker-Luebke  
675 That the Minutes of the Special Meeting of City Council held on April 6, 2020 be taken as read and so adopted, all statutory requirements having been fulfilled. CARRIED.

**HEARING OF PRESENTATIONS:**

Nil

**COMMUNITY COMMENTS/FEEDBACK:**

Nil

**HEARING OF DELEGATIONS:**

Nil

PUBLIC HEARINGS:

(A) 2020 FINANCIAL PLAN

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City Council sat to hear representation on the City's 2020 Financial Plan.

Dean Hammond, City Treasurer, appeared before City Council and provided a power point overview of the 2020 Financial Plan. Items highlighted included a review of the proposed operating and capital expenditures, how these expenses would be funded, and the services to be delivered. Mr. Hammond noted that the presentation and a copy of the 2020 Financial Plan were available for viewing on the City of Brandon's website at [www.brandon.ca](http://www.brandon.ca).

Mr. Hammond concluded by stating the tax inquires could be made by contacting the Tax Department by phone at 204-729-2228 or 204-729-2592 or by email at [taxes@brandon.ca](mailto:taxes@brandon.ca) as City Hall was still closed to the public due to COVID-19.

No further representation was received either in support of or in opposition to the Financial Plan.

LoRegio-Cameron

676 That the Public Hearing on the City of Brandon's 2020 Financial Plan be concluded.  
CARRIED.

COMMUNICATIONS & PETITIONS:

Nil

COMMITTEE REPORTS:

(A) WESTERN MANITOBA CENTENNIAL AUDITORIUM VERBAL APRIL 20, 2020

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Councillor Fawcett provided a verbal update on behalf of the Western Manitoba Centennial Auditorium (WMCA). He stated the WMCA was currently closed due to the COVID-19 pandemic. Councillor Fawcett reminded City Council of WMCA's capital plan for 2020 which included infrastructure repairs, equipment repairs and stage upgrade requirements for a total estimated cost of \$75,000 which will be shared between the Province and the City of Brandon.

Parker-Fawcett

677 That the report from the Western Manitoba Centennial Auditorium be received.  
CARRIED.

ENQUIRIES:

(106) GREEN CART PROGRAM

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Councillor Chaboyer requested an update on the Green Cart Program, inclusive of the expected start date for 2020 as well as any potential changes. She also enquired if citizens could be informed of what to put in the bins, and further, whether or not the compost collected was accessible to the public.

At the request of His Worship the Mayor, the Acting City Manager responded that the program was expected to begin May 5, 2020 and end around the first week of November. Mr. Hammond advised that the bins had been placed at the depots for yard and waste collection for residents unable to wait until the May 5 start date. The Acting City Manager stated that a public notice with respect to the program was expected to be released in the near future, and further, that the Sanitation Department link on the City of Brandon's website was very informative. He also confirmed that the compost was available to citizens now; however, he recommended they call (204) 729-2281 to ensure staff were available to assist them if needed.

(107) ALTERNATIVES TO PROVISION OF COUNCIL MEETINGS

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Councillor Fawcett, on behalf of Councillor Desjarlais, noted that many municipalities across Canada were moving their Council meetings online using various video conference tools and enquired if the City of Brandon was prepared to do the same.

At the request of His Worship the Mayor, the Acting City Manager responded that The Municipal Act framework established two formats for Council to meet - Council meetings and Public Hearings. Mr. Hammond explained that the Act required council meetings be open to the public to ensure a transparent decision-making process and allow the public to observe council's deliberations. He noted this could be achieved by livestreaming, teleconferences, and/or providing recordings of meetings. With respect to Public Hearings, the Acting City Manager explained the Act required the public be given an opportunity to provide feedback, ask questions or register an objection prior to Council's decisions on certain issues. Mr. Hammond confirmed that these requirements could be met through interactive technology or written submissions.

(108) IMPACTS OF COVID-19 ON FINANCIAL PROJECTS

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Councillor LoRegio requested an update on the impacts of Covid-19 on financial projects, inclusive of the potential for reduced Provincial Government grants.

At the request of His Worship the Mayor, the Acting City Manager responded that the Finance Department was continually reviewing the state of the City's finances and acknowledged that revenue shortfalls were expected. He advised that the 2020 project lists had been reviewed and categorized into those that must proceed, those that may proceed if time and resources allowed, and those that will be cancelled for the year.

The Acting City Manager confirmed that approximately one-quarter of the City of Brandon's revenues came from other levels of government and there had been no indication from the Federal or Provincial Governments that funding dollars would be reduced. Mr. Hammond noted that 170 part-time, temporary or casual employees had been laid off or were not being recalled for the 2020 season with permanent staff being redeployed to fill the gaps in service delivery. He also noted that a hiring freeze had been implemented for any vacant positions.

The Acting City Manager advised that the April budget reviews were being conducted based on the projected duration and impact of the Covid-19 Pandemic on financial resources. Mr. Hammond advised that the results of those reviews would be presented to the Audit and Finance Committee following which a report would be provided to City Council.

Councillor LoRegio further enquired as to the financial impact of Brandon Transit operating without collecting fares and if same was expected to continue for the foreseeable future.

His Worship the Mayor responded that various options were being explored to allow for the collection of fares in a manner safe for both drivers and passengers. His Worship advised that personal protection equipment such as masks and shields were just a couple of options being explored.

Councillor Chaboyer stated that the future was expected to look much different after all this was over and suggested perhaps personal protective equipment such as masks and shields should be considered for all employees.

His Worship the Mayor thanked Councillor Chaboyer for her comments and agreed to take this matter under advisement for future discussion.

(109) SCHOOL ZONE SPEED LIMITS

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Councillor Cameron enquired if the speed limits in school zones were still being enforced given that the schools were closed.

At the request of His Worship the Mayor, the Acting City Manager responded that school zones were normally enforced between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday from September to June regardless of whether school was in session. He stated that Covid-19 had not changed these speed restrictions and same were still being enforced by Brandon Police Service.

(110) UPDATE ON MCDONALD AVENUE CONSTRUCTION

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Councillor Cameron requested an update on the construction along McDonald Avenue, inclusive of when the interim remediation work was expected to be completed.

At the request of His Worship the Mayor, the Acting City Manager responded that, weather and Covid-19 permitting, the contractor was expected to begin the final repair work the first week of May. Mr. Hammond confirmed that in the interim, the road would be maintained as best as possible during the spring melt and thaw. He further confirmed that the residents would be notified prior to the work resuming in May.

(111) BACK LANE REMEDIATION

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Councillor Cameron enquired when the back lane remediation was expected to begin for this year.

At the request of His Worship the Mayor, the Acting City Manager responded that the back lane remediation began in the East End on April 15 and equipment was working its way west by sections in coordination with the refuse cycle.

His Worship the Mayor reminded residents that street sweeping along with other regular spring maintenance duties had begun and, for the most part, it was business as usual for city services.

(112) PROPER DISPOSAL OF FLUORESCENT LIGHT BULBS

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Councillor Cameron enquired how fluorescent light bulbs were to be disposed of in the City of Brandon.

At the request of His Worship the Mayor, the Acting City Manager responded that fluorescent tubes/bulbs could be brought to the landfill site during regular hours, currently 8:00 a.m. to 5:00 p.m. Monday to Saturday. He advised residents to report to the scale attendant the type and quantity of bulbs being disposed, with the limit being up to 16 bulbs or tubes at one time for residents and one pallet (750 tubes, 1,200 bulbs or a combination of both) for businesses. Mr. Hammond reminded everyone that at no time should fluorescent bulbs of any kind be placed in the refuse or recycling bins.

(113) SECURITY OF FOOD SOURCES DURING COVID-19 - COMMUNITY GARDENS AND MARKETS

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Councillor Chaboyer advised that the Brandon Food Council had raised concerns with respect to the security of food sources during the Covid-19 Pandemic. She noted that the community gardens and markets were an important resource for food security and enquired if an update could be provided regarding the operation of same this year.

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

ANNOUNCEMENTS:

READINGS OF CHILDRENS BOOK ON CITY WEBSITE CHANNEL

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Mayor Rick Chrest announced due to the school closures he was unable to attend and read books to the young students. He has since released five (5) videos which featured him reading different children's books on the City of Brandon's YouTube channel and encouraged everyone to view the videos.

GENERAL BUSINESS:

(A) 2020 FINANCIAL PLAN

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City Council considered a report from the Director of Finance dated April 6, 2020 with respect to the above.

Luebke-LoRegio

678 That the 2020 Financial Plan of The City of Brandon dated April 20, 2020, as set out in the form approved by the Minister of Municipal Relations, a copy of which is attached to the report of the Director of Finance dated April 6, 2020, be so adopted;

and further, that the operating and capital estimates outlined in said plan be incorporated in and form part of the 2020 Tax Levy By-law. CARRIED.

(B) INCENTIVE GRANT - REDEVELOPMENT OF 3409 VICTORIA AVENUE (WEST-VIC COMMONS)

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His Worship Mayor R. Chrest declared a conflict of interest due to his business being situated next to the property in question, and left the Council Chamber without further discussion.

Submitted for consideration was a report from the Director of Economic Development dated April 8, 2020 with respect to the above.

Cullen-Cameron

679 That a ten (10) year Municipal Tax Incremental Financing be provided to 6825738 Manitoba Ltd. for redevelopment of the vacant portion of 3409 Victoria Avenue, Roll No. 423301, comprised of approximately 83,000 square feet of commercial space, with said ten years commencing in the first year in which the Community Revitalization Levy is paid to the property owner. CARRIED.

Following the vote on the above motion, Mayor Chrest re-entered the Council Chamber.

(C) AMENDMENT TO AFFORDABLE HOUSING GRANT FOR 19-13TH STREET  
(COMMUNITY HEALTH AND HOUSING ASSOCIATION)

Considered was a report from the Director of Economic Development dated April 2, 2020 with respect to the above.

Cameron-Luebke

680 That the City of Brandon amend the Affordable Housing grant approved on September 4, 2018 in the amount of \$126,000 for Community Health and Housing Association Westman Region (formerly known as Company 697720 Manitoba Association Inc. and Western Canadian Mental Health Association Westman Region) to permit the approved grant to be used for the construction of nine (9) self-contained bachelor suites;

and further that the City of Brandon commit to an annual tax off-setting grant equal to 50% of the general municipal portion of the annual taxes for the second floor of 19 - 13th Street for a period of 20 years, once project construction is complete. CARRIED.

(D) CITIZEN APPOINTMENTS TO THE BRANDON DOWNTOWN DEVELOPMENT  
CORPORATION

City Council considered a report from the Legislative Services Department dated April 8, 2020 with respect to the above.

Fawcett-Chaboyer

681 That the following citizens be appointed to the Brandon Downtown Development Corporation board of Directors for terms of office to begin April 1, 2020 and end March 31, 2023:

Carly Gasparini  
Ryan Shields CARRIED.

(E) TENDER - PHASE 2 OF WEEPING TILE SYSTEM UPGRADE FOR A.R. MCDIARMID CIVIC COMPLEX

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Submitted for consideration was a report from the Public Works Department dated April 9, 2020 with respect to the above.

Parker-Cullen

682 That the bid from Ben Wiebe Construction (1985) Ltd. to carry out the A.R. McDiarmid Civic Complex Weeping Tile System Upgrade – Phase 2 as per tender and specifications at a cost of \$117,721.00 (net of GST) be approved;

and further, that the expected total cost be expended from reserves as follows: \$88,000 from the Municipal Building Maintenance Reserve; \$35,000 from the Municipal Building Reserve; and \$47,000 from the A.R. McDiarmid Reserve. CARRIED.

(F) FUNDING FOR 42ND STREET ROAD PROJECT

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Considered was a report from the Engineering Services Department dated April 9, 2020 with respect to the above.

Cullen-LoRegio

683 That an additional \$89,100 be expended from the Capital Development Reserve for the City's contribution towards the 42nd Street Road Project as per the Development Agreement for 507 - 42nd Street. CARRIED.

(G) ELECTRONIC MEETINGS OF CITY COUNCIL

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City Council considered a report from the Director of Legislative Services dated April 16, 2020 with respect to the above.

Luebke-Parker

684 That a hybrid model of conducting future City Council Meetings be employed which meets the requirements of The Municipal Act and allows councillors and staff to participate electronically or in person via a collaborative platform. CARRIED.

BY-LAWS:

NO. 7262 TO REPEAL BY-LAW NO. 6917- MULTI-FAMILY AFFORDABLE HOUSING PROGRAM

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Considered was a report from the Director of Economic Development dated December 11, 2019 with respect to the above.



685 Chaboyer-Luebke  
That By-law No. 7262, to repeal By-law No. 6917 to establish the Multi-family Affordable Housing Program to provide financial assistance for affordable housing projects in the City of Brandon, be read a first time. CARRIED.

NO. 7263 TO IMPOSE AND LEVY PROPERTY TAXES FOR THE FISCAL YEAR 2020

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Submitted for consideration was a report from the Finance Department dated January 16, 2020 with respect to the above.

686 Parker-Cameron  
That By-law No. 7263 to impose and levy property taxes for the fiscal year 2020 be read a first time. CARRIED.

NO. 7268 TO OPEN THE "H" SHAPED PARCEL (LANE BLOCK 79, PLAN 15) LOCATED BETWEEN PRINCESS AND ROSSER AVENUES AND 28TH AND 29TH STREETS

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City Council considered a report from the Planning and Buildings Department dated March 12, 2020 with respect to the above.

687 Cameron-Chaboyer  
That By-Law No. 7268, to legally open the "H" shaped parcel (Lane Block 79 Plan 15) located between Princess and Rosser Avenues and 28th and 29th Streets, be read a first time. CARRIED.

NO. 7269 TO REZONE A PORTION OF 1501 MORELAND AVENUE FROM DEVELOPMENT RESERVE ZONE TO RESIDENTIAL MODERATE DENSITY AND PARKS & RECREATION ZONES

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City Council considered a report from the Planning and Buildings Department dated April 9, 2020 with respect to the above.

688 Fawcett-Chaboyer  
That By-law No. 7269 to rezone part of property located at 1501 Moreland Avenue (Parcel 2, Plan 1694 BLTO) from Development Reserve (DR) zone to Residential Moderate Density (RMD) zone and Parks and Recreation (PR) zone, be read a first time. CARRIED.

NO. 7270 TO REZONE PROPERTY LOCATED AT 1230 – 18TH STREET NORTH FROM RESIDENTIAL LARGE LOT ZONE TO RESIDENTIAL SINGLE DETACHED ZONE, RESIDENTIAL LOW DENSITY CITY ZONE, AND OPEN SPACE ZONE

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Considered was a report from the Planning and Buildings Department dated March 26, 2020 with respect to the above.

Fawcett-Luebke

689 That By-law No. 7270 to rezone property located at 1230 - 18th Street North (Parcel One: Lot 29, Plan 20556 BLTO in NE ¼ 27-10-19 WPM) from Residential Large Lot (RLL) zone to Residential Single Detached (RSD) zone, Residential Low Density (RLD) zone, and Open Space (OS) zone, be read a first time. CARRIED.

NO. 7271 TO REZONE PART OF 400-17TH STREET NORTH FROM OPEN SPACE ZONE TO COMMERCIAL ARTERIAL ZONE

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City Council considered a report from the Planning and Buildings Department dated April 9, 2020 with respect to the above.

Fawcett-Cameron

690 That By-law No. 7271 to rezone property located at 400 17th Street North (Part of SW ¼ 26-10-19 WPM) from Open Space (OS) zone to Commercial Arterial (CAR) zone, be read a first time. CARRIED.

NO. 7272 TO REPEAL BY-LAW NO. 6873 - HOME RENOVATION TAX ASSISTANCE PROGRAM

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Considered was a report from the Director of Economic Development dated April 3, 2020 with respect to the above.

Luebke-Chaboyer

691 That By-law No. 7272, to repeal By-law 6873 Home Renovation Assistance Program to incentivize renovations and repairs by middle to low income households in the City of Brandon, be read a first time. CARRIED.

NO. 7273 TO CREATE A MUNICIPAL TAX INCENTIVE FINANCING PROGRAM FOR 3409 VICTORIA AVENUE

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His Worship Mayor R. Chrest declared a conflict of interest in this matter and left the Council Chamber without further discussion.

Submitted for consideration was a report from the Director of Economic Development dated April 8, 2020 with respect to the above.

Cullen-Cameron

692 That By-law No. 7273, to create a municipal tax increment financing program for 3409 Victoria Avenue be read a first time. CARRIED.

Following the vote on the above motion, Mayor Chrest re-entered the Council Chamber.

GIVING OF NOTICE:

Nil

ADJOURN:

Berry-Chaboyer

That the meeting do now adjourn (7:43 p.m.) CARRIED.

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MAYOR

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CITY CLERK