



CITY OF BROOKS

REGULAR COUNCIL MEETING – MAY 11th, 2020 COUNCIL CHAMBERS 4:30 P.M.

A G E N D A

- 1. CALL TO ORDER**
- 2. AGENDA**
 - a) Items to add/delete from the agenda
 - b) Adoption of agenda
- 3. MINUTES**
 - a) Regular Council Meeting – May 4th, 2020
- 4. BUSINESS ARISING OUT OF MINUTES**
- 5. ACCOUNTS PAYABLE**
- 6. BUSINESS**
 - a) **Centennial Regional Arena - Replacement of the Domestic Hot Water Piping** (*See memo dated May 5, 2020 from Manager of Recreation and Facilities*)
 - b) **COVID-19 Updates and Initiatives and Other Updates**
- 7. QUESTIONS FROM THE MEDIA**
- 8. ADJOURNMENT**

RECOMMENDATIONS

May 11, 2020

REFER TO: RECOMMENDATION

6. (a) That “the Replacement of the Domestic Hot Water Piping for the Centennial Regional Arena be awarded to PadCar for the installation of Aquatechnik pipe in the amount of sixty-six thousand, sixty-one dollars (\$66,061.00) plus GST, and furthermore, that the project be funded from Operating Contingency Reserves”.

- (b) That “the COVID-19 Updates and Initiatives and Other Updates be accepted as information”.

MINUTES OF THE REGULAR COUNCIL MEETING OF THE CITY OF BROOKS HELD IN COUNCIL CHAMBERS AND VIA VIDEOCONFERENCE AT THE CITY OFFICE ON MAY 4, 2020 AT 4:30 P.M.

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

STAFF: Alan Martens, CAO
Amanda Peterson, Deputy CAO
Amy Rommens, Manager of Administration
Kalina Van Winssen, Executive Assistant/Recording Secretary
Shelley Thomas, Manager of Finance
Libin Joseph, HR Manager
Lisa Tiffin, Manager of Community Development
Don Saari, Manager of Public Works and Utilities
Alicia Bartlette, Manager of Planning and Development
Russ Tanner, Manager of Recreation and Facilities
Richard Mak, HR/Inclusion Advisor
Kelly Attwell, Facilities Supervisor
Bruce Thiessen, IT Supervisor

OTHERS IN ATTENDANCE: S. Stanway, Brooks Bulletin
M. Baldwin, ORRSC

CALL TO ORDER: Mayor Barry Morishita called the meeting to order at 4:31 p.m.

AGENDA

20/135 MOVED BY COUNCILLOR PETRIE that “the agenda be adopted”.

MOTION CARRIED

MINUTES

20/136 MOVED BY COUNCILLOR KLEIN that “the Minutes from the Regular Council Meeting held April 27th, 2020 be approved”.

MOTION CARRIED

BUSINESS ARISING OUT OF MINUTES

There was no business arising out of the Minutes.

ACCOUNTS PAYABLE

20/137 MOVED BY COUNCILLOR GERESTEIN that “the Accounts Payable listing presented in the amount of two hundred eighty-six thousand, one hundred twenty-eight dollars and ninety-three cents (\$286,128.93) be hereby approved”.

MOTION CARRIED

BUSINESS

Proclamation for National Public Works Week

20/138 MOVED BY COUNCILLOR GOODNOUGH that “May 17th – May 23rd, 2020 be proclaimed as “National Public Works Week” in the City of Brooks”.

MOTION CARRIED

Proclamation for Nurses Week

20/139 MOVED BY COUNCILLOR PETRIE that “May 11th – May 17th, 2020 be proclaimed as “Nurses Week” in the City of Brooks”.

MOTION CARRIED

Proclamation for Mental Health Week

20/140 MOVED BY COUNCILLOR NESBITT that “May 4th to May 10th, 2020 be proclaimed as “Mental Health Week” in the City of Brooks”.

MOTION CARRIED

EID Aquatic Centre Co-Gen Combined Heat & Power Unit – 2019 Performance Update

20/141 MOVED BY COUNCILLOR KLEIN that “the EID Aquatic Centre Co-Gen Combined Heat & Power Unit - 2019 Performance Update be accepted as information”.

MOTION CARRIED

COVID-19 Updates and Initiatives and Other Updates

20/142

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

MOTION CARRIED

PUBLIC HEARINGS

City of Brooks Bylaw 20/08

Re: To set a rate for the business tax levy on businesses located in the Business Revitalization Zone

- Hearing called to order at 4:56 p.m.
- A. Rommens explained that Bylaw 20/08 sets a rate for the business tax levy on businesses located in the Brooks Town Centre Revitalization Zone (BRZ). Once the taxes have been levied, they will be cancelled; however, the BRZ will still receive funding for their 2020 budget.
- One person spoke in favour of the proposed Bylaw.
- No one spoke in opposition to the proposed Bylaw.
- No final comments.
- Hearing adjourned at 4:59 p.m.

City of Brooks Bylaw 20/09

Re: To amend Land Use Bylaw 14/12

- Hearing called to order at 4:59 p.m.
- M. Baldwin explained that the proposed updates to the administration section of Land Use Bylaw 14/12 will improve its functionality and make it easier to understand for all users of the document, including developers and decision makers.
- No one spoke in favour of the proposed Bylaw.
- No one spoke in opposition to the proposed Bylaw.
- No final comments.
- Hearing Adjourned at 5:03 p.m.

BYLAWS

Bylaw 20/08 - BRZ Mill Rate Bylaw

20/143

MOVED BY COUNCILLOR KLEIN that “Bylaw No. 20/08 be read a second time”.

MOTION CARRIED

20/144 MOVED BY COUNCILLOR GOODNOUGH that “Bylaw No. 20/08, 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 Business Revitalization Zone, be read a third time and adopted”.

MOTION CARRIED

20/145 MOVED BY COUNCILLOR PRENTICE that “the 2020 BRZ taxes be cancelled once they have been levied”.

MOTION CARRIED

Bylaw 20/09 – Land Use Bylaw Amendment

20/146 MOVED BY COUNCILLOR NESBITT that “Bylaw No. 20/09 be read a second time”.

MOTION CARRIED

20/147 MOVED BY COUNCILLOR KLEIN that “Bylaw No. 20/09, being a Bylaw of the City of Brooks, in the Province of Alberta, to amend Land Use Bylaw 14/02, be read a third time and adopted”.

MOTION CARRIED

ADJOURNMENT

20/148 MOVED BY COUNCILLOR GOODNOUGH that “the meeting adjourn at 5:12 p.m.”

MOTION CARRIED

Mayor

Chief Administrative Officer

CITY OF BROOKS
 ACCOUNTS PAYABLE CHEQUE REGISTER
 May 11 2020 Council Meeting

<u>CHEQUE#</u>	<u>SUPPLIER NAME</u>	<u>AMOUNT</u>	<u>INVOICE#</u>	<u>DESCRIPTION</u>
870.0001	Canada Revenue Agency	<u>85,483.14</u>	PP#9 2020 CRA	PP#9 April 11 - April 24 2020
00874-0001	County of Newell	<u>54,751.13</u>	IVC008175	Corporate Safety Services Jan 1 - Mar 31 2020
00874-0002	Newell Regional Solid Waste Authority	<u>617,635.74</u>	202003	Cost Sharing Of Municipal Solid Waste 2020
	Grand Total Payments	<u><u>757,870.01</u></u>		



Cheque Register by Bank - Summary by Cheque

Date: May 5 - May 11, 2020

Bank Name	Pay Medium Code	Pay Medium Description	Total Paid
CHINOOK CREDIT UNION - BROOKS GENERAL	C	Computer Cheque	\$11,381.06
CHINOOK CREDIT UNION - BROOKS GENERAL	E	EFT - PAP	\$146,129.89
CHINOOK CREDIT UNION - BROOKS GENERAL	T	EFT - File Transfer	\$738,580.78
			\$896,091.73

Cheque/EFT Number	Pay Date	Client Name	Amount
00864-0001	2020-04-29	ATB FINANCIAL - MASTERCARD	\$8,597.80
00865-0001	2020-05-05	HERITAGE INN - BROOKS	\$5,000.00
00866-0001	2020-03-23	SHAW CABLESYSTEMS	\$168.00
00867-0001	2020-04-30	ATB FINANCIAL - MASTERCARD	\$840.21
00868-0001	2020-05-06	BROOKS INN LTD.	\$2,500.00
00869-0001	2020-05-06	LOCAL AUTHORITIES PENSION	\$47,932.74
00870-0001	2020-05-06	CANADA REVENUE AGENCY	\$85,483.14
00871-0001	2020-03-31	PITNEYWORKS	\$2,940.00
00872-0001	2020-03-31	SHAW CABLESYSTEMS	\$168.00
00873-0001	2020-05-11	A TO ZED PLUMBING HEATING & FIRE PROTECTION	\$3,429.92
00873-0002	2020-05-11	ALCOCK, AMANDA	\$62.00
00873-0003	2020-05-11	ALLIED DISTRIBUTORS BROOKS LTD	\$966.89
00873-0004	2020-05-11	AMSC INSURANCE SERVICES LTD	\$2,211.72
00873-0005	2020-05-11	APEX SUPPLEMENTARY PENSION TRUST	\$2,448.54
00873-0006	2020-05-11	BASELINE EARTHWORKS LTD.	\$261.66
00873-0007	2020-05-11	BIG S OILFIELD SERVICES LTD	\$8,058.75
00873-0008	2020-05-11	BRK EQUIPMENT RENTALS LTD.	\$21.00
00873-0009	2020-05-11	BROOKS ASPHALT & AGGREGATE LTD	\$1,402.28
00873-0010	2020-05-11	BROOKS INDUSTRIAL METALS LTD.	\$775.53
00873-0011	2020-05-11	CANADIAN UNION OF PUBLIC EMPLOYEES	\$2,256.59
00873-0012	2020-05-11	CDW CANADA INC	\$90.53
00873-0013	2020-05-11	COMMERCIAL AQUATIC SUPPLIES	\$601.70
00873-0014	2020-05-11	DAYS INN BROOKS	\$584.24
00873-0015	2020-05-11	DODSON, LEONARD	\$1,318.80

Cheque/EFT Number	Pay Date	Client Name	Amount
00873-0016	2020-05-11	FRONTIER SAFETY	\$194.19
00873-0017	2020-05-11	GLANTS, KONSTANTIN	\$65.00
00873-0018	2020-05-11	GRANIC, IVAN	\$127.00
00873-0019	2020-05-11	GREEN, PAULA	\$46.00
00873-0020	2020-05-11	GREEN, TODD	\$46.00
00873-0021	2020-05-11	GUARDIAN CHEMICALS INC.	\$585.90
00873-0022	2020-05-11	HANF, JENNIFER	\$56.00
00873-0023	2020-05-11	HARTY, PAM	\$112.00
00873-0024	2020-05-11	HI-WAY 9 EXPRESS LTD.	\$2,434.74
00873-0025	2020-05-11	HODDER, TAMMY MARIA	\$46.00
00873-0026	2020-05-11	IRWIN, TARA	\$183.00
00873-0027	2020-05-11	JEPSON PETROLEUM (ALBERTA) LTD.	\$1,147.06
00873-0028	2020-05-11	KALO, COLETTE	\$50.00
00873-0029	2020-05-11	KING, YVONNE	\$56.00
00873-0030	2020-05-11	KIRK'S TIRE (BROOKS) LTD.	\$2,424.45
00873-0031	2020-05-11	KOST FIRE EQUIPMENT LTD.	\$222.08
00873-0032	2020-05-11	KOZA, LINDSEY	\$112.00
00873-0033	2020-05-11	LOOMIS EXPRESS	\$81.40
00873-0034	2020-05-11	LUTES BUILDING CENTRE LTD.	\$591.54
00873-0035	2020-05-11	MASSICK, JAMES	\$72.00
00873-0036	2020-05-11	NESBITT PUBLISHING COMPANY	\$1,611.75
00873-0037	2020-05-11	POULIN'S PEST CONTROL	\$68.04
00873-0038	2020-05-11	R & A PATTON SALES/ CANADIAN TIRE	\$319.60
00873-0039	2020-05-11	SAFETY CODES COUNCIL	\$64.50
00873-0040	2020-05-11	SANIWORKS LTD.	\$227.43
00873-0041	2020-05-11	SOUTH COUNTRY CO-OP LTD.	\$16,877.11
00873-0042	2020-05-11	SUMMIT MOTORS	\$2,690.54
00873-0043	2020-05-11	SUNLEY HOME BUILDING CENTRE	\$339.74
00873-0044	2020-05-11	VARY, JACOB	\$46.00
00873-0045	2020-05-11	W.R. MEADOWS OF WESTERN CANADA	\$2,264.42
00873-0046	2020-05-11	WIELER, ANN	\$86.00
00873-0047	2020-05-11	WORK N PLAY CLOTHING	\$146.14
00873-0048	2020-05-11	WURTH CANADA LIMITED	\$810.13
00874-0001	2020-05-15	COUNTY OF NEWELL	\$54,751.13
00874-0002	2020-05-15	NEWELL REGIONAL SOLID WASTE AUTHORITY	\$617,635.74
67724	2020-05-05	ABBOTT, LAURIE	\$50.00
67725	2020-05-05	ACADEMY SERVICES 2012 INC.	\$76.23
67726	2020-05-05	AED SOLUTIONS	\$187.94
67727	2020-05-05	ALLAIN, KIM	\$96.00
67728	2020-05-05	ALVARADO, DIANA	\$65.00
67729	2020-05-05	BAERG, JENN	\$72.00

Cheque/EFT Number	Pay Date	Client Name	Amount
67730	2020-05-05	BREZINSKI, KYLE	\$65.00
67731	2020-05-05	BROOKS GARAGE DOORS	\$157.50
67732	2020-05-05	BUSZ, MARY	\$177.00
67733	2020-05-05	CARBON, LIZA	\$122.00
67734	2020-05-05	COLLINGWOOD, JULIET	\$46.00
67735	2020-05-05	CYR, KEELEY BRANNE M	\$121.00
67736	2020-05-05	ENNS, LAURA-LEE	\$130.00
67737	2020-05-05	DOERKSEN, KATIE	\$50.00
67738	2020-05-05	ELLIOT, TANYA	\$118.00
67739	2020-05-05	FRIESEN, NICOLE	\$96.00
67740	2020-05-05	GILBERT, CANDACE	\$106.00
67741	2020-05-05	GILBERT, ROWAN	\$62.00
67742	2020-05-05	GRASSLANDS REGISTRY	\$345.00
67743	2020-05-05	GRASSLANDS REGISTRY	\$275.00
67744	2020-05-05	HAMRE, CHRISTINE	\$134.00
67745	2020-05-05	HERYFORD, SHELLY	\$24.50
67746	2020-05-05	IRWIN, ILONA	\$108.00
67747	2020-05-05	LANDRY, CHANTELE	\$50.00
67748	2020-05-05	MARTIN, DALLAS LEE	\$72.00
67749	2020-05-05	MCIVOR, AMANDA	\$86.00
67750	2020-05-05	MITCHELL, JADE	\$56.00
67751	2020-05-05	MOISSON, TIFFANY	\$118.00
67752	2020-05-05	MOSIG, GINA	\$30.13
67753	2020-05-05	MOTION CANADA	\$755.93
67754	2020-05-05	O'FARRELL, JULIE	\$72.00
67755	2020-05-05	PERRY, CODY	\$56.00
67756	2020-05-05	PETERSON, JACQUELINE	\$46.00
67757	2020-05-05	PRINS, SHELLEY	\$200.00
67758	2020-05-05	RAMER, NATHAN	\$118.00
67759	2020-05-05	ROBERTSHAW, AMANDA	\$56.00
67760	2020-05-05	ROPP, ANNA	\$121.00
67761	2020-05-05	SKANDERUP, DARA	\$112.00
67762	2020-05-05	SEARLE, HEATHER	\$112.00
67763	2020-05-05	SIAD, SALADS	\$128.00
67764	2020-05-05	THE SLIDE GUY LTD.	\$4,828.95
67765	2020-05-05	SNIDER, MEL	\$171.00
67766	2020-05-05	STURCH, NATALIE	\$50.00
67767	2020-05-05	SYVRET, ALEXIS	\$46.00
67768	2020-05-05	TCB WELDING & CONSTRUCTION LTD.	\$472.48
67769	2020-05-05	THIESSEN, LISA	\$92.00
67770	2020-05-05	TOUKEM HUGUES, SONNA	\$236.00

Cheque/EFT Number	Pay Date	Client Name	Amount
67771	2020-05-05	TURGEON, CHRISTY	\$130.00
67772	2020-05-05	VORRA, LISA	\$108.12
67773	2020-05-05	WATER PURE & SIMPLE	\$138.00
67774	2020-05-05	WEICH, MEGHAN	\$62.00
67775	2020-05-05	WENZEL, JACLYN	\$122.00
67776	2020-05-05	YOUNG, NATIKA	\$51.28
138		Total	\$896,091.73

TITLE: Centennial Regional Arena – Replacement of the Domestic Hot Water Piping		AGENDA ITEM: Council - May 11, 2020	
PRESENTER: Russ Tanner		ATTACHMENTS:	
DEPARTMENT: Manager of Recreation & Facility Services			
SUBMITTED BY: Russ Tanner NAME			
		DATE May 5, 2020	
REVIEW APPROVALS:			
_____	_____	_____	_____
Department Director	Date	City Manager	Date

Recently, staff have noted operational concerns at the Centennial Regional Arena (CRA) relating to the domestic hot water piping system.

Unfortunately, the system is experiencing leaks in multiple locations far ahead of the system’s projected material life span. The most recent leak took place on March 27th, 2020 and at that time staff were informed by PadCar (installer) that the soft pipe is deteriorating and to expect more leaks in the near future. Product failure could be caused by high hot water temperatures; however, the water temperatures set at the CRA are well below the maximum temperature setting standard.

Staff have attempted to work with both the supplier (Aquatherm) and the installer to understand the leak issues to aid staff in plan development for fixing the issues. According to the installer’s report, there are no abnormal factors noted in either the installation or operation of the system; therefore, this report provides no information on product failure ahead of its expected life span. However, the installer has informed staff of other similar pipe leak claims that have been submitted to the supplier. To date, staff have received no response from the supplier relating to product failure.

Although past leak repairs have been covered under warranty, staff have been notified by the supplier that no other warranty work will be completed. The supplier has advised staff that they would be willing to supply replacement domestic hot water piping, exclusive of labour costs for old piping removal and new piping installation. In addition, the supplier would not discuss with staff what product improvements (if any) have been made to remedy product failure.

This gives staff the feeling that potential product failure may again be experienced within the next ten (10) years.

The installer has provided a quote for labour costs for old piping removal and new piping installation of the supplier's product. The installer has also provided staff with another option of installing a similar product made by another vendor (Aquatechnik) which provides a thirty (30) year warranty (this option is more expensive; however, it does provide less risk). Options for domestic hot water piping replacement at the Centennial Regional Arena are as follows:

Option 1: Aquatherm (no warranty) pipe replacement

Total = **\$55,719.00** + GST

Option 2: Aquatechnik (30-year warranty) pipe replacement

Total = **\$66,061.00** + GST

Administration is concerned about potential detrimental damage to surrounding equipment/property should another leak take place. The proposed replacement would take approximately thirty-five (35) working days to complete and due to the facility currently being closed, the work could be done as soon as possible.

RECOMMENDATION

Therefore, staff recommends that the Replacement of the Domestic Hot Water Piping for the Centennial Regional Arena be awarded to PadCar for the installation of Aquatechnik pipe in the amount of sixty-six thousand, sixty-one dollars (\$66,061.00) plus GST, and furthermore, that the project be funded from Operating Contingency Reserves.

Respectfully submitted,

Russ Tanner _____

Russ Tanner
Manager, Recreation & Facility Services