



**CITY OF BROOKS**  
**Council Committee**  
**January 14, 2020**  
**NOTES**

**MEMBERS OF COUNCIL**

Present:

- Mayor Barry Morishita
- Councillor John Petrie
- Councillor Jon Nesbitt
- Councillor Dan Klein
- Councillor Joel Goodnough
- Councillor Bill Prentice

**CITY STAFF**

Present:

- Alan Martens, CAO
- Amanda Peterson, Deputy Chief Administrative Officer
- Amy Rommens, Manager of Administration
- Kalina Van Winssen, Executive Assistant/Recording Secretary
- Lisa Tiffin, Manager of Community Development
- Alicia Bartlette, Manager of Planning and Engineering
- Don Saari, Manager of Public Works and Utilities
- Nova Sekhon, Communications and Economic Development
- Russ Tanner, Manager of Recreation
- Randi McPhillips, Recreation Supervisor
- Natacha Entz, Development Officer

Others:

- S. Stanway, Brooks Bulletin
- Andrew Kleisinger, MPE Engineering
- Zac Kostek, MPE Engineering
- Madeleine Baldwin, ORRSC
- Diane Horvath, ORRSC

**Mayor Barry Morishita called the meeting to order at 9:33 a.m.**

✚ There were no additions and/or deletions to the agenda.

**MOVED BY COUNCILLOR PRENTICE that the agenda be adopted.**

MOTION CARRIED

**1. MPE STORMWATER STUDY PRESENTATION**

- ✚ A. Kleisinger presented information on the Wastewater Treatment Planning Study, and reviewed the previous studies and work completed in

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2008, 2014 and 2017. The scope of the job was to determine disposal methods, review disposal locations, and develop a design criteria for the proposed Wastewater Treatment Plant.

- ✚ The results of the Effluent Discharge Study that was used to determine background concentrations of several parameters of interest (BOD, TSS, total ammonia, phosphorous and fecal coliforms). From this analysis end of pipe limits for the parameters of interest were completed.
- ✚ The Wastewater Treatment Technology Review was completed to determine the available treatment technologies, develop operational costs and develop a design concept for the proposed system. From this analysis it was determined that a Membrane Bioreactor (MBR) is the recommended treatment process, which has an estimated capital cost of \$23,680,000, with a timeline of four years to completion. The other option is a Sequencing Batch Reactor (SBR) at an estimated cost of \$24,720,000.
- ✚ Key recommendations for the study include determining funding sources (provincial and federal grants), soliciting the support of MPs and MLAs, and review of the design concepts with Alberta Environment and parks.
- ✚ Discussion was held on staffing requirements for the new infrastructure, Alberta Environment and Parks discharge requirements, settlement ponds, present value analysis, and the costs for staffing.

*Z. Kostek and A. Kleisinger left at 10:11 a.m.*

## 2. LAND USE BYLAW AMENDMENTS

- ✚ D. Horvath noted that the current LUB was adopted in July 2014, and has since been amended 23 times. Staff have been updating the LUB to correct errors, provide more clear direction for staff, and streamline the process for development permits.
- ✚ D. Horvath noted that the current LUB does not require notification to adjacent landowners and affected persons when an application for a variance of up to 25% for each of the yard setbacks and 10% for one other measurable standard for new construction; and up to 50% for each of the yard setbacks and 10% for one other measurable standard for existing development. Any variance greater than the above currently requires notification to adjacent landowners and business owners prior to the MPC making a decision. The proposed changes would remove this requirement.
- ✚ Discussion was held on the amount of applications that are forwarded to MPC that could be handled by the Development Officer.
- ✚ **Council recommended that the variance percentages be increased and that the Development Officer has the discretion to forward variances to MPC.**
- ✚ D. Horvath noted that she is seeking Council feedback on if the Development Department should give notice of a development application prior to the MPC decision.

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- ✚ **Council recommended that notification for discretionary development permits prior to a decision being rendered by MPC should be done on a case by case basis, and a list of instances when notice is required should be created.**
- ✚ D. Horvath inquired about how notice should be given when a decision is reached on a development permit application.
- ✚ It was noted that the minimum requirements of notice is to post on the website or social media; however, this has been challenged in court.
- ✚ **Council recommended that notices will be mailed to adjacent landowners after the decision, and that “adjacent landowners” will include a definition in the LUB.**
- ✚ D. Horvath noted that there is a provision in the LUB that gives Development Officers the power to make decisions on discretionary application, this use is called Development Officer Discretionary. Since notices are no longer required when applications are first made, the category of uses in the LUB no longer serves a purpose.
- ✚ **Council recommended that this section be removed.**
- ✚ D. Horvath noted that how and when temporary permits are issued should be determined by Council. The two ways to approach this would be to either define temporary uses as certain uses that are always temporary, such as mobile and food vendors, or to define temporary uses as any use that is done for a shorter defined period of time.
- ✚ Discussion was held on development permits for food trucks, non-profit events, and fairness for businesses.
- ✚ Council recommended that staff bring back suggestions to define temporary uses and determine which businesses will require development permits.
- ✚ Discussion was held on parking for secondary suites locations.
- ✚ **Council recommended that staff bring back possible conditions for secondary suites.**

*D. Horvath, N. Entz and M. Baldwin left at 11:52 a.m.*

### 3. MEETING WITH GRASSLANDS

- ✚ Discussion was held and it was decided that March 2<sup>nd</sup>, March 9<sup>th</sup>. or April 20<sup>th</sup> at 6:30 p.m. would work for meeting dates.

### 4. CRTC LETTER OF SUPPORT

- ✚ A. Martens noted that in order to increase competition in broadband internet, the Canadian Radio-Television and Telecommunications Commission (CRTC) required network owners to open their networks to third party resellers. The CRTC set interim rates in 2017, however in 2019, the CRTC set up wholesale rates up to 77% less than the interim

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rates and additionally made the rate applicable to all download speeds. The resellers do not have an investment in the network itself and there is no provision in the proposed new rate for resellers to invest in network infrastructure. This will hurt Canada's ability to provide 5G networks and high speed internet, and we will struggle to compete globally.

**It was recommended that the City of Brooks send a letter to the Director General, Telecommunications and Internet Policy Branch of Innovations, Science and Economic Development Canada to support the network operators in their petition to cabinet to direct the CRTC to review its decision.**

MOTION CARRIED

**MOVED BY COUNCILLOR KLEIN that the meeting move In Camera at 11:52 a.m.**

MOTION CARRIED

**MOVED BY COUNCILLOR KLEIN that the meeting move out of In Camera at 12:23 p.m.**

MOTION CARRIED

### **ADJOURNMENT**

**MOVED BY COUNCILLOR GOODNOUGH that the meeting adjourn at 12:23 p.m.**

MOTION CARRIED