

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE
CITY OF BROOKS HELD IN COUNCIL CHAMBERS AT CITY
HALL ON APRIL 17, 2023 AT 4:30 P.M.**

PRESENT: Mayor John Petrie
Councillor Joel Goodnough
Councillor Mohammed Idriss
Councillor Ray Juska
Councillor Jon Nesbitt
Councillor Bill Prentice
Councillor Marissa Wardrop

STAFF: Alan Martens, CAO
Amanda Peterson, Deputy CAO
Amy Rommens, Manager, Administration
Shelley Thomas, Manager, Finance
Don Saari, Manager, Public Works & Utilities
Alicia Bartlette, Manager, Planning and Engineering
Randi McPhillips, Manager, Recreation Services
Lisa Tiffin Manager, Community Development
Mitchell Iwaasa, Economic Development Officer
Jourdan Jones, Communications Officer
Kourtney Hiebert, Workforce Development Officer
Phil Lunn, Parks Supervisor
Deanna Hickey, Accounting Supervisor
Kevin Swanson, Fire Chief
Kelly Sanford, Alberta 55+ Summer Games Coordinator
Larry Helm, Finance Clerk
Jenny Wallace, Executive Assistant/Recording Secretary

**OTHERS IN
ATTENDANCE:** Sgt. David Searle, Brooks RCMP
Tom Krahn, Communities in Bloom
Bev Signarowiski, Communities in Bloom
Roy Wilson, Communities in Bloom
Gavin Scott, ORRSC
Sandra Stanway, Brooks Bulletin

**CALL TO
ORDER:** Mayor Petrie called the meeting to order at 4:30 p.m.

**ACKNOWLEDGEMENT OF FIRST PEOPLES & TRADITIONAL
TERRITORY**

Mayor Petrie acknowledged the First Peoples and Traditional Territory.

Mayor Petrie extended congratulations to the following on behalf of the City of Brooks:

- Brooks Newell Region Economic Development - EDA 2023 Community Awards of Excellence – Innovative Approach to Economic Development (Workforce Development Strategy).
- Reg Radke, recipient of a Stars of Alberta Volunteer Award.
- Ross Annett, Grasslands Regional FCSS 2023 Citizen of the Year.
- Selma Abdulkadir, Grasslands Regional FCSS 2023 Junior Citizen of the Year.

K. Hiebert left at 4:32 p.m.

AGENDA

23/108 MOVED BY COUNCILLOR WARDROP that “the agenda be adopted”.

MOTION CARRIED

MINUTES

23/109 MOVED BY COUNCILLOR GOODNOUGH that “the Minutes from the Regular Council Meeting held April 3, 2023 be approved”.

MOTION CARRIED

BUSINESS ARISING OUT OF MINUTES

There was no business arising out of the Minutes.

RCMP REPORT – MARCH 2023 AND 2023 RCMP COMMUNITY CONSULTATION REPORT

23/110 MOVED BY COUNCILLOR IDRISSE that “the March 2023 RCMP Report and Community Consultation Report be accepted as information”.

MOTION CARRIED

Sgt. Searle left at 5:05 p.m.

PUBLIC HEARING – BYLAW 22/17

- Mayor Petrie called the hearing to order at 5:05 p.m.
- A. Rommens advised that Bylaw No. 23/07 sets a rate for the business tax on businesses located in the Brooks Town Centre Revitalization Zone, and that notice was provided to the affected businesses. No comments have been received.

23/114 MOVED BY COUNCILLOR WARDROP that “April 21, 2023 be hereby proclaimed as “Lights On Afterschool Alberta Day” in the City of Brooks”.

MOTION CARRIED

Proclamation – Day of Mourning

23/115 MOVED BY COUNCILLOR IDRIS that “April 28, 2023 be hereby proclaimed as “Day of Mourning” in the City of Brooks”.

MOTION CARRIED

Proclamation – Fibromyalgia Awareness Day

23/116 MOVED BY COUNCILLOR JUSKA that “May 12, 2023 be hereby proclaimed as “Fibromyalgia Awareness Day” in the City of Brooks”.

MOTION CARRIED

Proclamation – National Public Works Week

23/117 MOVED BY COUNCILLOR GOODNOUGH that “the week of May 21 – 27, 2023 be hereby proclaimed as “National Public Works Week” in the City of Brooks”.

MOTION CARRIED

Subdivision 2023-0-024 Direct Control

23/118 MOVED BY COUNCILLOR NESBITT that “the Direct Control subdivision of NE1/4 30-18-14-W4M (Certificate of Title No. 131214731), to subdivide a 156.07 acres (63.16 ha) parcel of land into two development blocks being a 74.45 acre (30.13 ha) lot and a 81.61 acre (33.03 ha) respectively; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes shall be paid to the City of Brooks.
2. That, pursuant to Section 655(1)(b) of the *Municipal Government Act*, the applicant or owner or both enter into and comply with a Development Agreement with the City of Brooks which shall be registered concurrently with the final plan against the title(s) being created.

3. That the Utility Right of Way plan and agreement as required by ATCO gas shall be established prior to finalization of the application”.

MOTION CARRIED

Library Budget Request

- 23/119 MOVED BY COUNCILLOR PRENTICE that “the Brooks Public Library receive an additional \$9,872 in 2023 to be funded from the Operating Contingency Reserve, and that this amount will be added to the base budget in 2024 and future years”.

MOTION CARRIED

City of Brooks 2022 Financial Statements

- 23/120 MOVED BY COUNCILLOR WARDROP that “Council adopt the City of Brooks Financial Statements for the year ending December 31, 2022”.

MOTION CARRIED

Financial Variance Report

- 23/121 MOVED BY COUNCILLOR JUSKA that “the April 2023 Financial Variance Report be accepted as presented”.

MOTION CARRIED

Policy F-001-014(A) – Collection Procedure Policy

- 23/122 MOVED BY COUNCILLOR NESBITT that “Council approve Collection Procedure Policy F-001-014(A)”.

MOTION CARRIED

Old Rodeo Grounds – Award of Proposal

- 23/123 MOVED BY COUNCILLOR PRENTICE that “the Old Rodeo Grounds Sports Field Design Request for Proposal be awarded to R.F. Binnie & Associates in the amount of \$279,753.00 excluding GST”.

MOTION CARRIED

P. Lunn left at 6:35 p.m.

Brooks and District Chamber of Commerce – Trade Show Request

23/124 MOVED BY COUNCILLOR NESBITT that “Council waive the rental fees for the Brooks and District Chamber of Commerce 2023 Spring Trade Show”.

MOTION CARRIED

BYLAWS

Bylaw 23/01 – Transportation Services Bylaw

23/125 MOVED BY COUNCILLOR WARDROP that “the following motion be lifted from the table:

MOVED BY COUNCILLOR GOODNOUGH that “Bylaw No. 23/01, being a Bylaw of the City of Brooks, in the Province of Alberta, to licence, regulate and control the operation of limousines, shuttle buses, taxi cabs, transportation network vehicles and related businesses, be introduced and read a first time”.

MOTION CARRIED

Vote on Motion for first reading.

MOTION CARRIED

23/126 MOVED BY COUNCILLOR IDRISSE that “Bylaw No. 23/01 be read a second time”.

MOTION CARRIED

23/127 MOVED BY COUNCILLOR GOODNOUGH that “Bylaw No. 23/01 be given three readings at this meeting”.

MOTION DEFEATED

Bylaw 23/07 – BRZ Mill Rate Bylaw

23/128 MOVED BY COUNCILLOR JUSKA that “Bylaw No. 23/07 be read a second time”.

MOTION CARRIED

23/129 MOVED BY COUNCILLOR NESBITT that “Bylaw No. 23/07, 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 Brooks Town Centre Revitalization Zone, be read a third time and adopted”

MOTION CARRIED

Bylaw 23/08 – Utility Rates Bylaw

23/130 MOVED BY COUNCILLOR PRENTICE that “Bylaw No. 23/08, being a Bylaw of the City of Brooks, in the Province of Alberta, to establish utility rates charged to customers, be introduced and read a first time”.

MOTION CARRIED

23/131 MOVED BY COUNCILLOR IDRIS that “Bylaw No. 23/08 be read a second time”.

MOTION CARRIED

23/132 MOVED BY COUNCILLOR GOODNOUGH that “Bylaw No. 23/08 be given three readings at this meeting”.

MOTION CARRIED UNANIMOUSLY


23/133 MOVED BY COUNCILLOR PRENTICE that “Bylaw No. 23/08, being a Bylaw of the City of Brooks, in the Province of Alberta, to establish utility rates charged to customers, be read a third time and adopted”.

MOTION CARRIED

ADJOURNMENT

23/134 MOVED BY COUNCILLOR IDRIS that “the meeting adjourn at 7:15 p.m.”.

MOTION CARRIED



Mayor



Chief Administrative Officer