

MINUTES OF THE REGULAR MEETING OF CITY COUNCIL HELD ON MONDAY, DECEMBER 15, 2025 AT 7:00 PM IN THE COUNCIL CHAMBERS, CIVIC ADMINISTRATION BUILDING, BRANDON, MANITOBA

PRESENT: Mayor Jeff Fawcett In The Chair, Councillor Shawn Berry, Councillor Shaun Cameron, Councillor Barry Cullen, Councillor Kris Desjarlais, Councillor Greg Hildebrand, Councillor Heather Karrouze, Councillor Bruce Luebke, Councillor Glen Parker, Councillor Jason Splett, Councillor Tyson Tame

ABSENT: Nil

ADOPTION OF AGENDA:

1584 Cullen-Desjarlais
That the Agenda for the regular meeting of City Council to be held on Monday, December 15, 2025 be adopted as presented. CARRIED.

RECOGNITIONS:

(A) Thank you to Streets and Roads

Councillor Splett recognized and thanks the Streets and Roads department for the recent snow clearing efforts.

CONFIRMATION OF MINUTES:

1585 Karrouze-Cameron
That the Minutes of the Regular Meeting of City Council held Monday, December 1, 2025 be taken as read and so adopted, all statutory requirements having been fulfilled. CARRIED.

1586 Parker-Karrouze
That the Minutes of the Special Meeting of City Council held Monday, December 8, 2025 be taken as read and so adopted, all statutory requirements having been fulfilled. CARRIED.

COMMUNITY COMMENTS & FEEDBACK:

Nil

HEARING OF PRESENTATIONS:

(A) WESTERN MANITOBA CENTENNIAL AUDITORIUM

Kaitlyn Mitchell, General Manager, appeared before City Council with respect to an update on the Western Manitoba Centennial Auditorium (WMCA). She provided an overview of events and functions held throughout 2024-2025.

Cameron-Tame

1587 That the presentation from Kaitlyn Mitchell with respect to an update on the Western Manitoba Centennial Auditorium be received. CARRIED.

HEARING OF DELEGATIONS:

(A) HELPING HANDS BRANDON

Andrea Epp appeared before City Council to bring awareness to the rising need for food security in Brandon, an update with respect to the Helping Hands Soup Kitchen's operations and a request for a lump sum payment from the City in the amount of \$15,000.00, an increase in annual commitment from the City from \$30,000.00 to \$50,000.00 and an exemption from property taxes.

Desjarlais-Karrouze

1588 That the presentation from Andrea Epp with respect to an update on Helping Hands be received and the funding request be referred to 2026 budget deliberations. CARRIED.

PUBLIC HEARINGS:

Nil

COMMUNICATIONS & PETITIONS:

Nil

COMMITTEE REPORTS:

(A) WESTERN MANITOBA REGIONAL LIBRARY VERBAL DECEMBER 15,
2025

Councillor Cameron provided a verbal report from the recent meeting of the Western Manitoba Regional Library held on November 19, 2025. He advised that library registrations have reached nearly 10,000 patrons in the Brandon area. October door counts totaled approximately 14,000, reflecting a consistent level of usage. Programming attendance in October included over 2,000 children and nearly 1,000 adults. Additionally, the Board reported that a fundraiser was held in October in partnership with Section Six, to raise funds for future programming. He further noted that the 2026 operational budget had been passed.

(B) MUNICIPAL HERITAGE ADVISORY COMMITTEE VERBAL DECEMBER 15,
2025

Councillor Cameron provided a verbal report from the recent Municipal Heritage Advisory Committee held on December 10, 2025. He advised that during the meeting a comprehensive review of the Municipal Heritage Incentive program would be completed, and that proposed changes would go for public consultation before returning to City Council in the new year.

(C) BRANDON POLICE BOARD VERBAL DECEMBER 15,
2025

Councillor Splett provided a verbal report from the recent Brandon Police Board meeting held on December 5, 2025. He provided an overview of Chief Bates' report on activities within the Brandon Police Service (BPS) on a community and provincial level. He also provided an overview of the 2025 budget, with a current projected year end surplus of \$655,000.

(D) BRANDON GENERAL MUSEUMS AND ARCHIVES VERBAL DECEMBER 15,
2025

Councillor Splett provided a verbal report from the recent meeting of the Brandon General Museums and Archives held on December 2, 2025. He reported that the board discussed staff reports for various tours and events that were held. Additionally, he noted that the board reviewed the five-year strategic plan. He noted that the board discussed information from the subcommittees for archives, financial, exhibits and fundraising. Councillor Splett advised that the Brandon General Museum and Archives show and tell program would start on January 6, 2026 and the next meeting was to be determined.

Berry-Desjarlais

1589 That the verbal reports from the Western Manitoba Regional Library, Municipal Heritage Advisory Committee, Brandon Police Board and Brandon General Museums and Archives be received. CARRIED.

ENQUIRIES:

(289) FALL STREET SWEEPING SCHEDULE

Councillor Cameron enquired about whether fall street sweeping had been completed.

On behalf of his Worship the Mayor, the City Manager advised that due to equipment break downs, only a portion of the street sweeping was completed. He noted the areas of the city that were completed and indicated that additional rental sweepers will be used in the spring to ensure the street sweeping program is completed on time.

(290) CROSSINGS ON 26TH STREET

Councillor Berry enquired about the construction of marked crossings at the corners of 26th Street and Hummingbird Lane and 26th Street and Ottawa Avenue. Councillor Hildebrand added that the Ottawa Avenue intersection has a shrub that he's requested be removed.

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

(291) J.R. REID PARKING LOT TRAFFIC

Councillor Hildebrand enquired about improving the exit to the parking lot at J.R. Reid school as drivers are ignoring street signs and exiting illegally.

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

ANNOUNCEMENTS:

KEYSTONE FAMILY FUN DAY

Councilor Luebke announced that the Keystone Centre Foundation's family fun day would be held Saturday, December 20, 2025 from 11:00 a.m. to 3:30 p.m. and activities included a kids fun zone, mighty machines, photos with Santa, and other activities. He noted that there would be a free public skate and movie in the amphitheater.

WINNIPEG SYMPHONY ORCHESTRA

His Worship the Mayor advised that the Winnipeg Symphony Orchestra would be performing their Christmas concert on Wednesday, December 17, 2025.

GENERAL BUSINESS:

(A) ORGANIC DIVERSION PILOT PROGRAM

Submitted for consideration was a report from the Environmental Initiatives Department dated November 19, 2025 with respect to the above.

1590 Desjarlais-Tame
That the order of items under General Business be altered whereby Organic Diversion Pilot Program be discussed immediately. CARRIED.

1591 Desjarlais-Cameron
That the presentation from Lindsay Hargreaves be received and that the Organic Diversion Pilot Program for Multi Unit Dwellings be referred to 2026 budget deliberations. CARRIED.

(B) MEMORIALS RIGHT-OF-WAY POLICY

Considered was a report from the Engineering Department dated December 15, 2025 with respect to the above.

Cameron-Splett

1592 That the Memorials in the Right-of-Way Policy be adopted by Council. CARRIED.

(C) 2026 FEE SCHEDULE

Council considered a report from the Finance Department dated November 24, 2025, deferred from the December 1, 2025 regular meeting.

Hildebrand-Cameron

1593 That effective January 1, 2026 FEESCHREG-006, being a schedule of fees for services, activities or things provided by the City of Brandon for the year 2026, shall replace existing FEESCHREG-005. CARRIED.

Luebke-Splett

1594 The adjusted fees to match the Keystone Centres rates and proposed rates for 2025-2026 and 2026-2027:

Arena Rental (as of Jan 1) = \$300.00 (currently \$280.00 in Fee Schedule)

Arena Rental (as of Sept 1) = \$320.00 (currently \$300.00 in Fee Schedule)

Local Minor Sports (as of Jan 1) = \$240.00 (currently \$224.00 in Fee Schedule)

Local Minor Sports (as of Sept 1) = \$255.00 (currently \$240.00 in Fee Schedule). LOST.

Splett-Berry

1595 That all Brandon School Division or its affiliates and/or teams, be charged the local minor sports organization fee during the hours of 9AM - 4PM for the following:

Sportsplex Track - Hourly rate is \$66.50 or \$532 daily

Sportsplex Pool - Hourly rate for full pool is \$170, half pool is \$119

Sportsplex Ice Rink - Hourly rate is \$224/hour and will increase to \$240 on Sept 1, 2026. LOST.

(D) AMEND REGULATION - GOVERNING AUGER INSTALLED STEEL PILES

City Council considered a report from the Legislative Services Department dated November 26, 2025 with respect to the above.

Hildebrand-Cullen

1596 That the Residential Auger-Installed Steel Piles Regulation 003 under Building By-law No. 7258 be amended to include exceptions to engineer requirements as attached. CARRIED.

(E) QUOTATION REGARDING RAPID RESPONSE TRUCKS

Submitted for consideration was a report from the Transportation Services Department dated November 26, 2025, with respect to the above.

Desjarlais-Hildebrand

1597 That the bid from Acres Industries Inc. for the supply and delivery of Rapid Response trucks as per quotation and specifications be accepted for the total bid price of \$942,086.70 (net of GST).

And that \$102,086.70 be expended from the Fire Vehicle Reserve to accommodate the overage. CARRIED.

(F) COMMUNITY CANOPIES FUND APPLICATION

Considered was a report from the Environmental Initiatives Department dated November 19, 2025, with respect to the above.

Desjarlais-Cameron

1598 That city council support an application for funding to the Growing Canada's Community Canopies- Urban Forestry Plans and Studies submitted under the Federation of Canadian Municipalities (FCM) Green Municipal Fund. CARRIED.

(G) BRANDON EMERGENCY PLAN ANNUAL REVIEW - 2025

City Council considered a report from the Emergency Management Department dated December 5, 2025 with respect to the above.

Parker-Desjarlais

1599 That the attached Brandon Emergency Plan dated December 2025 be adopted. CARRIED.

(H) MCTAVISH AVENUE CLOSURE

City Council considered a report from the Engineering Services Department dated December 5, 2025, with respect to the above.

Luebke-Berry

1600 That City Council approve the Brandon Police Service's partial road closure parking lot plan for the 1000 block of McTavish Avenue (Attachment A) and instruct Administration to initiate a road closure by-law. CARRIED.

(I) UNDERGROUND UTILITY DIG RESTORATION STATUS - END OF 2025 SEASON

Submitted for consideration was a report from the Public Works Department dated December 8, 2025, with respect to the above.

Parker-Berry

1601 That the update on underground utility dig restorations be received and administration continue with the expanded restoration work for 2026. CARRIED.

(J) NOTICE OF MOTION - BRANDON SCHOOL DIVISION AGREEMENTS

Submitted for consideration was a report from Council, with respect to the above.

Splett-Tame

1602 That City Council direct administration to review the Agreement to Conduct Elections Municipal Council and School Board with the Brandon School Division;

And that Administration also pursue a funding agreement on the School Resource Officer position with the Brandon School Division;

And that Administration review the joint use agreement and return recommendations on the above to council that ensures a fair and equitable agreement to both parties no later than January 19, 2026. CARRIED.

(K) 2026 CITY OF BRANDON BORROWING

Submitted for consideration was a report from the Finance Department dated December 8, 2025 with respect to the above.

Parker-Hildebrand

1603 That pursuant to Section 173(1) of the Municipal Act, the borrowing of funds from the Bank of Montreal, for general operating expenses, not exceeding \$15,350,000 be authorized; And further, that these funds only be used for general operating expenses in the 2026 fiscal year and the sums borrowed pursuant to this resolution be supported by a charge upon the whole of the revenues of the municipality. CARRIED.

(L) 2026 CITY OF BRANDON INTERIM BUDGET

Considered was a report from the Finance Department dated December 5, 2025 with respect to the above.

Hildebrand-Splett

1604 That pursuant to Section 163 of the Municipal Act, the following interim operating budget to provide for City of Brandon expenditures, revenues and transfers for the year 2026 be adopted:

General Fund Expenditures	\$113,391,637
General Fund Revenues & Transfers	\$113,391,637
Utility Fund Expenditures	\$37,471,884
Utility Fund Revenues & Transfers	\$37,471,884. CARRIED.

(M) 2026 CITIZEN APPOINTMENTS TO THE BOARD OF REVISION

City Council considered a report from the Legislative Services Department dated December 4, 2025 with respect to the above.

Hildebrand-Splett

1605 That the following citizen appointments be and are hereby made to the Board of Revision for a one-year term of office to commence January 1, 2026 and expire December 31, 2026:

Wally Geiler;
Colleen Anderson; and
Ken Dzogan. CARRIED.

(N) 2026 CITIZEN APPOINTMENTS TO THE ENVIRONMENT AND CLIMATE CHANGE COMMITTEE

Submitted for consideration was a report from the Legislative Services Department dated December 3, 2025, with respect to the above.

Desjarlais-Cameron

1606 That the following citizen appointment be and are hereby made to the Environment and Climate Change Committee for a two (2) year term of office beginning January 1, 2026 and expiring December 31, 2027:

Jennifer Mateer. CARRIED.

(O) 2026 CITIZEN APPOINTMENTS TO THE BRANDON GENERAL MUSEUM & ARCHIVES INC.

Submitted for consideration was a report from the Legislative Services Department dated December 3, 2025 with respect to the above.

Splett-Karrouze

1607 That the following citizens be and are hereby appointed to the Brandon General Museum & Archives Inc. Board with a term of office to commence January 1, 2026 and expire December 31, 2027:

Tony Reid;
Renee Cronley;
Lawrence Donald;
Brent Chamberlain; and
Lynn Whidden. CARRIED.

(P) 2026 CITIZEN APPOINTMENTS TO THE BRANDON MUNICIPAL HERITAGE
ADVISORY COMMITTEE

Considered was a report from the Legislative Services Department dated December 3, 2025 with respect to the above.

Desjarlais-Cameron

1608 That the following citizens be appointed to the Brandon Municipal Heritage Advisory Committee for a term of office to begin January 1, 2026 and expiring December 31, 2027:

Gerald Korzeniowski;
Alyssa Wowchuk;
Julia Teichroeb; and
Reginald Hildebrand. CARRIED.

BY-LAWS:

NO. 7441 TO REZONE PROPERTY LOCATED AT 1445 - 8TH STREET
1ST READING

Submitted for consideration was a report from the Planning & Buildings Department dated December 4, 2025 with respect to the above.

Luebke-Berry

1609 That By-law No. 7441 to rezone property located at 1445 – 8th Street (Lots 27/28 and S½ Lot 26, Block 2, Plan 7 BLTO) from RLD Residential Low Density to RMD Residential Moderate Density be read a first time. CARRIED.

NO. 7442 TO AMEND BYLAW 7331 TO BORROW FUNDS FOR STORMWATER INFRASTRUCTURE
1ST READING

City Council considered a report from the Finance Department dated December 5, 2025 with respect to the above.

Hildebrand-Tame

1610 That By-law No. 7442 – to amend By-law No. 7331 to provide for the borrowing and expenditure of funds for the purpose of constructing new stormwater infrastructure in the southeast area of Brandon be read a first time. CARRIED.

GIVING OF NOTICE:

Nil

ADJOURN:

Berry-Luebke

That the meeting do now adjourn. (9:20 p.m.). CARRIED.

MAYOR

CITY CLERK