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**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL HELD ON MONDAY,  
DECEMBER 16, 2024 AT 7:00 PM IN THE COUNCIL CHAMBER, CIVIC ADMINISTRATION  
BUILDING, BRANDON, MANITOBA**

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**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

**ABSENT:** Councillor Tyson Tame

**ADOPTION OF AGENDA:**

Splett-Desjarlais  
1132 That the Agenda for the regular meeting of City Council to be held on Monday, December 16, 2024 be adopted as presented. CARRIED.

**CONFIRMATION OF MINUTES:**

Hildebrand-Karrouze  
1133 That the Minutes of the Special Meeting of City Council held Saturday, November 30, 2024 be taken as read and so adopted, all statutory requirements having been fulfilled. CARRIED.

Hildebrand-Karrouze  
1134 That the Minutes of the Special Meeting of City Council held Monday, December 2, 2024 be taken as read and so adopted, all statutory requirements having been fulfilled. CARRIED.

Parker-Cameron  
1135 That the Minutes of the Regular Meeting of City Council held Monday, December 2, 2024 be taken as read and so adopted, all statutory requirements having been fulfilled. CARRIED.

**HEARING OF PRESENTATIONS:**

(A) BRANDON RIVERBANK UPDATE

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Dean Hammond, Executive Director of Brandon Riverbank Inc., and Dan Robertson, President of the Board of Directors, appeared before City Council to provide an update on the Brandon Riverbank. Mr. Robertson provided an overview of the Board and the

strategic plan. Mr. Hammond highlighted key events held in 2024, feasibility study for a Brandon sign, and noted the Discovery Gardens project is expected to be completed in the spring of 2025. Mr. Hammond concluded by announcing the completion of the Peter Sawatzky Sculpture Gardens in 2025 and thanked the City and community partners for their support.

Karrouze-Cullen

1136 That the presentation by Dean Hammond and Dan Robertson with respect to an update on the Brandon Riverbank be received. CARRIED.

COMMUNITY COMMENTS/FEEDBACK:

Nil

HEARING OF DELEGATIONS:

Nil

PUBLIC HEARINGS:

(A) BY-LAW NO. 7397 - TO AMEND DEVELOPMENT CHARGES BY-LAW NO. 7175

City Council sat to hear representation on By-law No. 7397 to amend Development Charges By-law No. 7175 and establish new development charge rates for transportation and land drainage network infrastructure.

Mark Allard, General Manager of Development Services provided a brief overview of projections of population and growth to current capacity of the system.

Jennifer Coey, Manager of Strategic Infrastructure, appeared before City Council and provided a power point overview of the history, methodology, and Administration's recommendations to amend Development Charges By-law No. 7175 to establish new development charge rates for transportation and land drainage network infrastructure.

The City Clerk provided a summary of the one written submission received from Nancy & Craig Shanks in support of development charge increases with recovering costs associated with development and construction.

Shawn Wood, Executive Director Rural Manitoba Construction Association noted developers understand the need of development cost charges (DCC) to fund off-site improvements. He cited transportation cost concerns with all the intersections listed in

the capital plan. Land drainage costs in what is believed to be an already established area. The unfair split of costs with the City responsible for 10% and developers responsible for 90%. Mr. Wood concluded by asking City Council to consider a yearly review between the City and developers regarding contributions raised from DCC's and disbursements to capital projects.

Steve McMillan, VBJ Developments noted concerns with transparency in where development costs charges were going to, how they were derived, and what is being paid by the City's tax base. He cited a major concern with the 90% across the board for new or established areas. Mr. McMillan stated this significant increase of approximately 5x more in DCC will hurt multi-unit development.

Evan Keller, Keller Developments agreed with everything said by prior speakers, he spoke to concerns with original number presented to the media, the already expected increases construction companies face each year, and that the construction business is a tough business that is not always profitable. He noted his major concern with this significant increase in DCC is that it will make multi-family unit projects not feasible. Mr. Keller cited concerns that administration ignored most of the suggestions developers raised as they were not included, and that this will add another layer concern for developers to face.

Lois Rustan, President Brandon Chamber of Commerce, highlighted some of the concerns raised in the Chambers letter to the City in April of 2024. She noted the Chamber advocates for a comprehensive approach to infrastructure planning which considers future needs and development. She noted trust and confidence from the business community comes from clear and transparent policy definitions and policy statements to better understand process and costs of development cost charges (DCC). She concluded by stating Brandon needs to develop a phased incremental approach to DCC to ensure the city does not price itself out of the market.

Parker-Cameron

1137

That the Public Hearing for By-law No. 7397 to amend Development Charges By-law No. 7175 and establish new Development Charges rates be concluded. CARRIED.

(B) BY-LAW NO. 7406 - TO AMEND DEVELOPMENT CHARGES BY-LAW NO. 7175

City Council sat to hear representation on By-law No. 7406 to amend Development Charges By-law No. 7175 and establish new development charge rates for water and wastewater treatment and network infrastructure.

Shawn Wood, Executive Director Construction Association of Rural Manitoba, spoke of concerns with the Development Charges (DC) for water and wastewater and Public Utilities Board (PUB). He enquired into current capacity of infrastructure in the established areas, classification of emerging area, and how to change from an emerging to an existing area. Mr. Wood spoke to transparency, economic impact, forecasts, balance budget and the concern if development slows or even stops. He concluded by asking that the recommendation to the PUB be to phase in over time.

Steve McMillan, VBJ Developments identified concerns over the significant increase which is almost quadruple the rates of 2019. He wanted background information on how these costs were derived, and raised concerns over the delay in infrastructure has contributed to increased costs. Mr. McMillan enquired if the DC payment could be split between the building permit and occupancy, as well as if grandfathering. He concluded wanting to move the review from 3 years to 5 years, with an annual review of infrastructure.

Evan Keller, Keller Developments spoke to his concerns over existing versus emerging areas and highlighted similar projects done in each area, with emerging area having additional off-site infrastructure costs as well as higher development charges (DC). He noted this change to the by-law will create a 400% to 500% increase in DC expenses. Mr. Keller stated the city needs to grow in population size, and to leverage Provincial and Federal grant funds. He concluded by stating he is not against DC costs, but for them to only increase by 100% as our current fees are significantly higher than other communities. He also enquired into splitting up the times for payment of DC to building permit and occupancy.

Cullen-Cameron

1138 That the Public Hearing for By-law No. 7406 to amend Development Charges By-law No. 7175 and establish new Development Charges rates be concluded. CARRIED.

(C) BY-LAW NO. 7401 - TO CLOSE PART OF PUBLIC LANE LOCATED IN BLOCK 6, PLAN 16 BLTO

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City Council sat to hear representation with respect to By-law No. 7401 to close and convey a portion of public lane located in Block 6, Plan 16 BLTO.

Luebke-Splett

1139 That the Public Hearing to close and convey a portion of public lane lying in Block 6, Plan 16 BLTO, located south of Park Avenue and west of 16th Street be concluded. CARRIED.

COMMUNICATIONS & PETITIONS:

Nil

COMMITTEE REPORTS:

(A) BRANDON DOWNTOWN DEVELOPMENT CORPORATION VERBAL  
DECEMBER 16, 2024

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Councillor Desjarlais provided a verbal report from the Brandon Downtown Corporation (BDDC) meeting held on December 16, 2024. He noted the main topic discussed were approved business improvement programs and that BDDC was on track to expense all of the approved funds by April 2025.

(B) PERSONNEL COMMITTEE VERBAL DECEMBER 16, 2024

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Councillor Cullen provided a verbal report from the recent meeting of the Personnel Committee held on December 13, 2024. He noted the main topic discussed was proposed staffing changes for 2025 with proposals to be reviewed in detail at 2025 budget deliberations.

(C) AUDIT & FINANCE VERBAL DECEMBER 16, 2024

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Councillor Splett provided a verbal report from the Audit & Finance Committee meeting held on December 10, 2024. He advised that the October review showed the General Operating Fund as projecting a surplus of \$1.6M, and the Utility Operating Fund projecting a year end surplus of \$630,000.

(D) POLICE BOARD VERBAL DECEMBER 16, 2024

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Councillor Berry provided a verbal report from the Brandon Police Board meeting held on December 13, 2024. He provided an overview of Chief Bates' report on activities within the Brandon Police Service (BPS) on a community and provincial level. He noted calls for service as of November 30, 2024 is 34,639.

Councillor Berry provided an overview of the 2024 budget, with a current projected year end surplus of \$806,000.

(E) CENTRAL ASSINIBOINE WATERSHED DISTRICT CONFERENCE

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Councillor Berry provided a verbal report from the Central Assiniboine Watershed District conference held on November 2nd & 3rd, 2024. He provided an overview of the conference, local presenters and provided members of council a copy of the conference agenda.

Cullen-Berry

- 1140 That the verbal reports from the Brandon Downtown Development Corporation, Personnel, Audit & Finance Committee, Brandon Police Board and the Central Assiniboine Watershed District Conference be received. CARRIED.

(F) COMMITTEE OF THE WHOLE

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The City Clerk advised that City Council had met in a Committee of the Whole meeting on December 16, 2024 closed to the public to consider a real estate matter.

Cullen-Berry

- 1141 That the acquisition of a property (land and building) for an additional Brandon Police Service facility be approved;

That Administration proceed with a debenture by-law to borrow the remaining funds not covered through reserves;

That the location and purchase price be made public following the fulfillment of conditions of sale and through the debenture process;

And further, that Administration be authorized to execute the associated agreements required to protect the City's interests in accordance with any procedures policies, by-laws and Acts. CARRIED.

(G) MUNICIPAL HERITAGE ADVISORY COMMITTEE WRITTEN DECEMBER 11, 2024

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City Council considered a report from the Municipal Heritage Advisory Committee dated December 11, 2024. Councillor Cameron provided a summary in regards to municipal heritage sites, commemorative plaques and new heritage walking tour brochures for consideration in 2025 budget deliberations.

The Municipal Heritage Advisory Committee recommend the following be submitted to 2025 budget deliberations:

That City Council provide funding annually beginning with the 2025 operating budget for the provision of premium plaques for eligible Municipal Heritage Sites at no cost to the owners of such sites.

That City Council provide funding in the 2025 operating budget for the production of new heritage walking tour brochures to replace ones by the former Assiniboine Historical Society.

Cameron-Splett

1142 That the request that City Council provide funding annually beginning with the 2025 operating budget for the provision of premium plaques for eligible Municipal Heritage Sites at no cost to the owners of such sites be referred to 2025 Budget Deliberations.

And further, that City Council provide funding in the 2025 operating budget for the production of new heritage walking tour brochures to replace ones by the former Assiniboine Historical Society be referred to 2025 Budget Deliberations. CARRIED.

ENQUIRIES:

(196) UPDATE ON SNOW CLEARING

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Councillor Berry requested an update on the snow clearing that was happening now and what was planned for the near future given that there was another storm coming.

At the request of His Worship the Mayor, the General Manager of Operations responded that crews had moved into the residential areas 2 days prior and it was his understanding that they were in the west end. He advised that they planned to continue in the residential areas until such time as more significant snow forced them back to the priority streets.

Councillor Berry thanked the crews for all their hard work and stated that he knew they were doing the best they could to clear the city in a timely manner. He encouraged residents who had questions or concerns regarding snow removal to contact Public Works at (204) 729-2285.

ANNOUNCEMENTS:

Nil

GENERAL BUSINESS:

(A) 2025 CITIZEN APPOINTMENTS TO THE WESTERN MANITOBA REGIONAL LIBRARY

City Council considered a report from the Legislative Services Department dated October 23, 2024 with respect to the above.

Cameron-Splett

1143 That the following citizen appointments be and are hereby made to Western Manitoba Regional Library Board for two-year terms of office to begin January 1, 2025 and expire December 31, 2026:

Glenn Ball

Cyndall Lougheed CARRIED.

(B) 2025 CITIZEN APPOINTMENTS TO THE BRANDON URBAN ABORIGINAL PEOPLES' COUNCIL

Submitted for consideration was a report from the Legislative Services Department dated October 23, 2024 with respect to the above.

Luebke-Desjarlais

1144 That the following citizens be and are hereby appointed to the Brandon Urban Aboriginal Peoples' Council with Terms of Office to commence January 1, 2025 and expire December 31, 2026:

Jeanine Pelletier

Ricki Woods CARRIED.

(C) 2025 CITIZEN APPOINTMENTS TO THE BRANDON GENERAL MUSEUM AND ARCHIVES

Considered was a report from the Legislative Services Department dated October 23, 2024 with respect to the above.

Splett-Karrouze

1145 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, 2025 and expire December 31, 2026:

Betty Braaksma

Katrina Casulla

Rustam Dow

Donna Hogeland CARRIED.



(D) 2025 CITIZEN APPOINTMENTS TO THE BRANDON MUNICIPAL HERITAGE

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City Council considered a report from the Legislative Services Department dated October 23, 2024 with respect to the above.

Desjarlais-Cameron

1146 That the following citizen appointments be and are hereby made to the Brandon Municipal Heritage Advisory Committee, with terms of office beginning January 1, 2025 and expiring December 31, 2026:

Bankole Abejide

Matthew May

Amy McClocklin

Sajjad Rao CARRIED.

(E) 2025 CITIZEN APPOINTMENTS TO BOARD OF REVISION

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Submitted for consideration was a report from the Legislative Services Department dated October 23, 2024 with respect to the above.

Splett-Cullen

1147 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, 2025 and expire December 31, 2025:

Matthew May (Chair)

Wally Geiler

Colleen Anderson

Ken Dzogan CARRIED.

(F) 2025 CITIZEN APPOINTMENTS TO AGE FRIENDLY

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Considered was a report from the Legislative Services Department dated October 23, 2024 with respect to the above.

Hildebrand-Karrouze

1148 That the following citizen appointments be and are hereby made to the Age Friendly Committee for a two (2) year term of office beginning January 1, 2024 and expiring December 31, 2026:

Donald Kostaskey

Rana Wilkinson CARRIED.

(G) BRANDON EMERGENCY PLAN ANNUAL REVIEW

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City Council considered a report from the Fire and Emergency Services Department dated December 5, 2024 with respect to the above.

Luebke-Parker

1149 That the attached Brandon Emergency Plan dated December 2024 be adopted. CARRIED.

(H) 2024/2025 BOARD OF REVISION REPORT

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Submitted for consideration was a report from the Legislative Services Department dated December 5, 2024 with respect to the above

Parker-Cameron

1150 That the report of the Board of Revision dated December 5, 2024 with respect to the 2025 Real Property Assessment Roll and 2023/2024 Supplementary Tax Statements be received. CARRIED.

(I) 2025 FEE SCHEDULE

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Considered was a report from the Finance Department dated December 11, 2024, with respect to the above.

Luebke-Berry

1151 That 2025 FEESCHREG-005, be amended by deleting from Page 4 under the heading REFUSE / OTHER WASTE the words ", per tonne" immediately following the words, "Residential General Refuse (up to 200kg)". CARRIED.

Splett-Cullen

1152 That 2025 FEESCHREG-005, be amended by deleting from Page 4 under the heading REFUSE / OTHER WASTE line Residential General Refuse (up to 200kg) the 2025 rate of "10.00" and substituting therefor the rate of "\$7.00". CARRIED.

Luebke-Berry

1153 That effective January 1, 2025 FEESCHREG-005, being a schedule of fees for services, activities or things provided by the City of Brandon for the year 2025, shall replace existing FEESCHREG-004. CARRIED.

BY-LAWS:

NO. 7385      TO AMEND CEMETERY BY-LAW NO. 7151

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City Council considered a report from the Parks & Recreation Department dated November 18, 2024 with respect to the above.

Splett-Berry

- 1154      That By-law No. 7385 to amend Cemetery By-law No. 7151 be further amended by deleting Section 1. (b) through (t) in its entirety and substituting with Section 1. (b) through (u) as indicated in "Attachment A" Report. CARRIED.

Splett-Cullen

- 1155      That By-law No. 7385 as amended, be read a second time. CARRIED.

NO. 7401      TO CLOSE AND CONVEY A PORTION OF PUBLIC LANE IN BLOCK 6 PLAN 16 BLTO

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Submitted for consideration was a report from Legislative Services dated November 21, 2024 with respect to the above.

Luebke-Parker

- 1156      That By-law No. 7401 to close and convey a portion of public lane lying in Block 6, Plan 16 BLTO, located south of Park Avenue and west of 16th Street be read a second time. CARRIED.

Luebke-Parker

- 1157      That the by-law be read a third and final time. CARRIED.

In accordance with Section 137 of *The Municipal Act*, a recorded vote was taken on the motion to give By-law No. 7401 third reading.

FOR

AGAINST

Mayor Jeff Fawcett  
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

NO. 7403

TO REZONE PROPERTY LOCATED AT 2637 & 2641 PRINCESS AVENUE

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Submitted for consideration was a report from the Legislative Services Department dated December 5, 2024 with respect to the above.

Cameron-Splett

1158

That By-law No. 7403 to rezone part of property located at 2637 & 2641 Princess Avenue (Lots 8/10, both inclusive, Block 81, Plan 15 BLTO) from RLD Residential Low Density Zone to RMD Residential Moderate Density Zone, subject to the owner or successor entering into a development agreement "Attachment E" with the City of Brandon, and that Administration be authorized to prepare a Development Agreement containing all conditions and requirements to protect the City's interests in accordance with any procedures, policies, by-laws and Act, be read a second time. CARRIED.

Cameron-Splett

1159

That the by-law be read a third and final time. CARRIED.

In accordance with Section 137 of *The Municipal Act*, a recorded vote was taken on the motion to give By-law No. 7403 third reading.

FOR

AGAINST

Mayor Jeff Fawcett  
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

GIVING OF NOTICE:

(A) Councillor Berry - Residential Snow Clearing Guidelines

In accordance with Rule 60 of Procedure By-law No. 6334, Councillor Berry gave notice of his intent to introduce a motion with respect to residential snow clearing guidelines.

ADJOURN:

Berry-Luebke

That the meeting do now adjourn. (9:10 p.m.) CARRIED.

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MAYOR

\_\_\_\_\_  
CITY CLERK