

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, SEPTEMBER 13, 2021, AT 3:30 PM.

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**Mayor**

Andrew Prokop

**Councillors**

Garth Bekkering

Jack Brewin

Carly Firth

Mark Garner

Joe Strojwas

**Co-Chief Administrative Officers**

John Orwa

Gary Scherer

**Staff**

Amy Allred

Ramez Ibrahiem

Ramin Lahiji

Kerry Van Ham (Via teleconference)

**CALL TO ORDER**

Mayor Prokop called the meeting to Order at 3:30 PM.

**ADOPTION OF THE AGENDA**

Mayor Prokop inquired if there were any additions or deletions to the Agenda, and there were none.

RES. 386/2021      MOVED by Councillor Strojwas that Council adopts the Agenda, as amended, to allow for the opportunity to undertake Closed Session items prior to the timing of Delegations at 5:00 PM.

CARRIED UNANIMOUSLY

234/2021

Meeting Date  
9/13/2021

## **ADOPTION OF THE MINUTES**

### **1) Minutes of Regular Meeting of Council: August 16, 2021**

RES. 387/2021      MOVED by Councillor Garner that Council adopts the minutes of the Regular Meeting of Council held on August 16, 2021, as presented.

CARRIED UNANIMOUSLY

### **2) Minutes of Special Meeting of Council: August 20, 2021**

RES. 388/2021      MOVED by Councillor Brewin that Council adopts the minutes of the Special Meeting of Council held on August 20, 2021, as presented.

CARRIED UNANIMOUSLY

### **3) Minutes of Special Meeting of Council: August 31, 2021**

RES. 389/2021      MOVED by Councillor Firth that Council adopts the minutes of the Special Meeting of Council held on August 31, 2021, as presented.

CARRIED UNANIMOUSLY

## **BUSINESS ARISING FROM THE MINUTES**

### **1) Community Centre Parking Lot Plan – Cost Discussion**

G. Scherer stated that at the Regular Meeting of Council held on August 16, 2021 Council passed a resolution directing Administration to make necessary changes to the Traffic Control Bylaw and to bring it back to Council for approval to address the parking situation in the Community Centre parking lot.

Council discussed addressing Agenda Item 5.1) Proposed Traffic Control Bylaw 22-2021 prior to Agenda Item 4.1) Community Centre Parking Lot Plan – Cost Discussion.

235/2021

Meeting Date  
9/13/2021

**BUSINESS ARISING FROM THE MINUTES – CONT'D**

**1) Community Centre Parking Lot Plan – Cost Discussion – CONT'D**

Council moved forward with Agenda Item 5.1) Proposed Traffic Control Bylaw 22-2021.

**BYLAWS**

**1) Proposed Traffic Control Bylaw 22-2021**

G. Scherer presented proposed Traffic Control Bylaw 22-2021 to Council. He reviewed the proposed changes regarding event and patron parking only at the Community Centre, and placing permanent traffic control devices under Council's sole authority.

RES. 390/2021      MOVED by Councillor Brewin that Council gives First Reading to Traffic Control Bylaw 22-2021, at this meeting.

CARRIED UNANIMOUSLY

RES. 391/2021      MOVED by Councillor Garner that Council gives Second Reading to Traffic Control Bylaw 22-2021, at this meeting.

CARRIED UNANIMOUSLY

RES. 392/2021      MOVED by Councillor Firth that Council unanimously agrees to proceed to Third and Final Reading to Traffic Control Bylaw 22-2021, at this meeting.

CARRIED UNANIMOUSLY

RES. 393/2021      MOVED by Councillor Strojwas that Council gives Third and Final Reading to Traffic Control Bylaw 22-2021, at this meeting.

CARRIED UNANIMOUSLY

## **BYLAWS – CONT'D**

### **1) Proposed Traffic Control Bylaw 22-2021 – CONT'D**

Council returned to Agenda Item 4.1) Community Centre Parking Lot Plan – Cost Discussion.

## **BUSINESS ARISING FROM THE MINUTES**

### **1) Community Centre Parking Lot Plan – Cost Discussion**

G. Scherer stated at the Regular Meeting held on August 16, 2021 the recommended action plan included providing additional garbage cans on the light standards, to place "No Littering" signs up, and to paint parking stalls. He stated that the parking stalls have been painted as a part of the Parking Lot Replacement Capital Project, but the garbage cans and signs are not included in the 2021 Operating Budget.

G. Scherer advised that Administration estimates the materials and installation will cost approximately \$8,500.00, and noted that these additions will make it easier for the Taber Police Service to enforce provincial legislation.

RES. 394/2021      MOVED by Councillor Bekkering that Council accepts the plan proposed for the Community Centre parking lot regarding signage and waste containers, and directs Administration to purchase the necessary items for a cost not to exceed \$8500.00, exclusive of GST, with funds to come from Operating Reserves.

CARRIED UNANIMOUSLY

## **ACTION ITEMS**

### **1) Destruction of Municipal Documents - Administrative Services**

K. Van Ham, Administrative Services Manager, presented the proposed destruction of documents as identified in the attached list in accordance with By-law No. 10-99 Retention of Municipal Documents.

RES. 395/2021      MOVED by Councillor Firth that Council approves the destruction of the documents identified in the attached list as per the retention period in years identified in Schedule A of the By-law No. 10-99 Retention of Municipal Documents.

CARRIED UNANIMOUSLY

### **2) Dissolution of the Internal Operations Committee**

K. Van Ham stated that in preparation of the 2021 Municipal Election Administration has reviewed Council's appointments to various boards, committees, and commissions. She stated that Administration has determined that the Internal Operations Committee was active from 2001-2004, and many of the topics discussed by the Committee are now addressed by the Audit Committee or Council.

K. Van Ham stated at this time Administration is recommending Council dissolve the Internal Operations Committee, which will allow Administration to remove it from the Boards, Committees, and Commissions listing and its dissolution will be captured in the minutes.

RES. 396/2021      MOVED by Councillor Bekkering that Council dissolves the Internal Operations Committee effective September 13, 2021.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **3) Forfeited Property Request**

J. Orwa, Interim Chief Administrative Officer and Director of Finance, stated that correspondence was received from the Taber Police Service requesting Council's consideration to dispose of a crown-forfeited exhibit of an Epiphone Masterbuilt acoustic/electric guitar and case by way of donation to the L.T. Westlake Fine Arts School.

RES. 397/2021      MOVED by Councillor Firth that Council, in accordance with the *Municipal Government Act*, directs that the item related to TPS file 2020-789708, which was subsequently forfeited by the Crown, specifically being an Epiphone Masterbuilt acoustic/electric guitar and case be donated to the L.T. Westlake Fine Arts School, benefiting the youth of our community by supporting a local school program.

CARRIED UNANIMOUSLY

### **4) 35 Westview Blvd Drainage**

R. Lahiji, Public Works and Engineering Manager, stated that at the Regular Meeting of Council held on July 16, 2018 Council directed Administration to spend up to \$25,000.00, plus GST, for drainage improvements to the Westview property owners affected by poor drainage with a common French drain, draining into the Westview Pond. He stated at the time the owner of 35 Westview Blvd had indicated that there were no draining issues at occurring at their property.

R. Lahiji stated that Administration has been contacted by the new property owner of 35 Westview Blvd who has advised that he is experiencing draining issues, similar to what was reported in 2018, and will require the weeping tile with an access point to the pond behind their property, similar to what was done to the neighbouring properties.

Council discussed the request, the property location, and the specifics of the draining connection.

**ACTION ITEMS – CONT'D**

**4) 35 Westview Blvd Drainage**

RES. 398/2021      MOVED by Councillor Garner that Council approves the proposed Westview drainage plan for \$6,200.00, excluding GST, to come from the Capital Reserves.

CARRIED UNANIMOUSLY

**5) Veteran's Banner Project**

A. Allred, Arts Culture and Events Coordinator, presented a new initiative to offer a Veteran's Banner Project as a way to honour all veterans, past or present, from any branch of service.

A. Allred stated that the banner will be printed with the veteran's photo, name, and branch of service, and would be hung on light standards around Town from November 1<sup>st</sup> to 15<sup>th</sup>, 2021. She stated that Administration is recommending a charge of \$50.00 per banner, with profits of the program to be donated to the Taber Branch of the Royal Canadian Legion.

Council discussed the proposed Veteran's Banner Project, the opportunity for business sponsorship, and the donation of funds to support the Royal Canadian Legion.

RES. 399/2021      MOVED by Councillor Firth that Council endorses the Veteran's Banner Project.

CARRIED UNANIMOUSLY

**ACTION ITEMS – CONT'D**

**6) 2nd Quarter Financial Statements**

J. Orwa presented the 2<sup>nd</sup> Quarter Financial Statements to Council.

RES. 400/2021      MOVED by Councillor Strojwas that Council accepts the unaudited financial statements for the six months ending June 30, 2021 for information purposes.

CARRIED UNANIMOUSLY

RES. 401/2021      MOVED by Councillor Strojwas that Council cancels the Tower Theatre Assessment project in the amount of \$7,000.

CARRIED UNANIMOUSLY

**7) Proposed Special Budget Meeting of Council**

J. Orwa stated that Administration is recommending a Special Budget Meeting of Council to be held on September 16, 2021 at 5:00 PM.

Council discussed holding the Special Budget Meeting of Council on Monday, September 20, 2021 at 5:00 PM.

RES. 402/2021      MOVED by Councillor Bekkering that Council authorizes a Special Budget Meeting to be held on September 20, 2021 at 5:00 PM.

CARRIED UNANIMOUSLY

**8) Standing Item - Council Requests**

J. Orwa presented the Standing Item – Council Request Action Item listing to Council.

Council introduced and welcomed Mr. Derrin Thibault as the new Chief Administrative Officer of the Town of Taber, with an official start date of Wednesday, September 15, 2021.



## **ACTION ITEMS – CONT'D**

### **8) Standing Item - Council Requests – CONT'D**

Council discussed the condition of the paving stones in the downtown area and the difficulties they create for those using mobility aids.

MOVED by Councillor Brewin that Council directs Administration to investigate the cost for replacing paving stones on Main Street and wherever else they are used to be replaced by coloured cement, and to bring back for Council's further consideration.

Council discussed the proposed motion, and the cost of using colored concrete.

Mayor Prokop suggested a friendly amendment to include that Administration complete additional research to bring back more options.

Councillor Brewin accepted the friendly amendment.

Councillor Bekkering suggested a friendly amendment to have Administration investigate options and possibilities.

Councillor Brewin accepted the friendly amendment.

RES. 403/2021      MOVED by Councillor Brewin that Council directs Administration to investigate the options and possibilities to address the paving stones on Main Street, and wherever else they are used, to be replaced by coloured cement or other options, and to bring back for Council's further consideration.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **8) Standing Item - Council Requests – CONT'D**

RES. 404/2021      MOVED by Councillor Bekkering that Council takes a 15 minute recess and moves into Closed Session prior to Delegations to prevent the disclosure of:

- Information related to criteria developed for the purpose of contractual negotiations by a public body, in accordance with Section 24; and,
- Criteria developed for the purpose of contractual negotiations on behalf of a public body, and considerations that relate to those negotiations, in accordance with Section 24: Advice from officials, of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY AT 4:15 PM

Council reconvened into Closed Session at 4:35 PM.

## **CLOSED SESSION**

### **1) Proposed Lease Renewal: Orban Holdings Ltd.**

**Closed Session to prevent disclosure of information related to criteria developed for the purpose of contractual negotiations by a public body, in accordance with Section 24 of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.1) Proposed Lease Renewal: Orban Holdings Ltd.: J. Orwa, Interim Chief Administrative Officer and Director of Finance, G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works, and K. Van Ham, Administrative Services Manager.

## CLOSED SESSION – CONT'D

- 2) **Proposed Lease Renewal: Randy Sparks o/a Bodymasters Gym**  
Closed Session to prevent disclosure of criteria developed for the purpose of contractual negotiations on behalf of a public body, and considerations that relate to those negotiations, in accordance with Section 24: Advice from officials, of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.2) Proposed Lease Renewal: Randy Sparks O/A Bodymasters Gym: J. Orwa, Interim Chief Administrative Officer and Director of Finance, G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works, and K. Van Ham, Administrative Services Manager.

## OPEN SESSION

RES. 405/2021      MOVED by Councillor Bekkering that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 4:52 PM

## DELEGATIONS

### 1) **Raccoon Issues**

C. Hansen presented her correspondence to Council regarding issues with raccoons on her property. She reviewed her actions to help alleviate the issue, such as contacting the Community Standards Unit, her own efforts to trap and relocate, and the various animal trapping contacts she has spoken with regarding the issue.

Council discussed the concerns brought forwards and discussed investigating how other municipalities handle nuisance animals within their communities.

## **DELEGATIONS – CONT'D**

### **1) Raccoon Issues – CONT'D**

MOVED by Councillor Garner that Council directs Administration to investigate the cost of hiring a professional exterminator to tackle and end this problem as soon as possible.

Council discussed alternative methods to address the raccoon concern, and future discussions with the Taber Police Service and the Community Standards Unit regarding applicable bylaws and their ability for action on the concerns.

Mayor Prokop suggested a friendly amendment to include a cost of \$2,500.00 at this stage with funding to come from the Council Discretionary Fund.

Councillor Garner accepted the friendly amendment.

RES. 406/2021      MOVED by Councillor Garner that Council directs Administration to investigate the cost of hiring a professional exterminator to tackle and end this problem as soon as possible, for a maximum cost of \$2,500.00 at this stage from the Council Discretionary Fund.

CARRIED UNANIMOUSLY

## **MEDIA INQUIRIES**

None.

## DELEGATIONS – CONT'D

### 1) Raccoon Issues – CONT'D

Council further discussed Agenda Item 7.1) Raccoon Issues.

MOVED by Councillor Bekkering that Council directs Administration to review all applicable bylaws to determine if amendments are needed to address the racoon issues in the community, and to bring back further information to a future meeting.

Mayor Prokop suggested a friendly amendment to include all rodent related mammals, not just raccoons specifically.

Councillor Bekkering accepted the friendly amendment.

RES. 407/2021      MOVED by Councillor Bekkering that Council directs Administration to review all applicable bylaws to determine if amendments are needed to address the issued all rodent-related mammals in the community, and to bring back further information to a future meeting.

CARRIED UNANIMOUSLY

RES. 408/2021      MOVED by Councillor Brewin that Council moves to Closed Session to prevent the disclosure:

- Of third party business information, in accordance with Section 16(1)(a)(ii) to prevent the disclosure of commercial, financial, and technical information of a third party, (b) the information was supplied in confidence, and (c) the disclosure could reasonably be expected to harm significantly with the negotiating position of the third party;

**CONT'D**

- Of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1)
- That could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1): Advice from officials;
- That could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1)(c);
- That could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1): Advice from officials;and,
- Of information which could reasonably be expected to result in disclosure of a pending budgetary decision, in accordance with Section 24: Advice from officials of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY AT 5:28 PM

## CLOSED SESSION

### 3) Economic Development Opportunity

Closed Session to prevent disclosure of third party business information, in accordance with Section 16(1)(a)(ii) to prevent the disclosure of commercial, financial, and technical information of a third party, (b) the information was supplied in confidence, and (c) the disclosure could reasonably be expected to harm significantly with the negotiating position of the third party of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.3) Economic Development Opportunity: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.

### 4) Offer to Purchase Land

Council takes the meeting into Closed Session to prevent disclosure of third party business information, in accordance with Section 16(1)(a)(ii) to prevent the disclosure of commercial, financial, and technical information of a third party, (b) the information was supplied in confidence, and (c) the disclosure could reasonably be expected to harm significantly with the negotiating position of the third party of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.4) Offer to Purchase Land: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.

## CLOSED SESSION – CONT'D

**5) Council Code of Conduct Bylaw 1-2018: Due Process Discussion**

**Closed Session to prevent disclosure that could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1): Advice from officials, of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.5) Council Code of Conduct Bylaw 1-2018: Due Process Discussion: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.

**6) Discussion with Council - Employee Feedback**

**Closed Session to prevent disclosure that could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1)(c): advice, proposals, recommendations, analyses or policy options developed by or for a public body or a member of the Executive Council, of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.6) Discussion with Council – Employee Feedback: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.



## CLOSED SESSION – CONT'D

### **7) Council Code of Conduct Bylaw 1-2018: Disciplinary Action Discussion**

**Closed Session to prevent disclosure that could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1): Advice from officials, of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.7) Council Code of Conduct Bylaw 1-2018: Disciplinary Action Discussion: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.

### **8) Purchasing Discussion**

**Council takes the meeting into Closed Session to prevent disclosure of information which could reasonably be expected to result in disclosure of a pending budgetary decision, in accordance with Section 24: Advice from officials of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.8) Purchasing Discussion: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.

### **9) Resignation: Taber Municipal Library Board Closed Session to prevent disclosure of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1) of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.9) Resignation: Taber Municipal Library Board: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.

**CLOSED SESSION – CONT'D**

**10) Resignation: Taber Municipal Library Board Closed Session to prevent disclosure of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1) of the Freedom of Information and Protection of Privacy Act.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.10) Resignation: Taber Municipal Library Board: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.

**11) Discussion with Council Closed Session to prevent disclosure that could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1): Advice from officials, of the Freedom of Information and Protection of Privacy Act.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.11) Discussion with Council: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.

**OPEN SESSION**

RES. 409/2021      MOVED by Councillor Bekkering that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 6:48 PM

RES. 410/2021      MOVED by Councillor Bekkering that Council authorizes the payment of invoice #518 in the amount of \$67.50 to James Molnar from the Council Discretionary Fund.

CARRIED UNANIMOUSLY

**OPEN SESSION – CONT'D**

RES. 411/2021      MOVED by Councillor Firth that Council accepts the resignation of Mr. Tyler Robinson from the Taber Municipal Library Board, with regret; and,

Council thanks Mr. Robinson for his numerous contributions to the Town of Taber during his tenure on the Library Board.

CARRIED UNANIMOUSLY

RES. 412/2021      MOVED by Councillor Firth that Council accepts the resignation of Ms. Cat Champagne from the Taber Municipal Library Board, with regret; and,

Council thanks Ms. Champagne for her numerous contributions to the Town of Taber during her tenure on the Library Board.

CARRIED UNANIMOUSLY

RES. 413/2021      MOVED by Councillor Brewin that Council authorizes the lease renewal of the property located at the Community Centre, specifically a room immediately south of the large ice arena main entrance, located at 4700 50 Street, to Orban Holdings Ltd.; and,

Directs the Mayor and Chief Administrative Officer to sign the lease renewal documents.

CARRIED UNANIMOUSLY

**OPEN SESSION – CONT'D**

RES. 414/2021      MOVED by Councillor Brewin that Council authorizes the lease renewal of the property located at Community Centre, Blocks C-D, Plan 7282JK, 4700 50 Street to Randy Sparks operating as Bodymasters Gym, for a 5 year term to expire December 31, 2026; and,

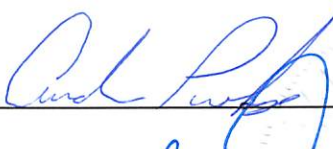
Directs the Mayor and Chief Administrative Officer to sign the lease renewal documents.


CARRIED UNANIMOUSLY

**CLOSE OF MEETING**

RES. 415/2021      MOVED by Councillor Bekkering that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 6:54 PM

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

