

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, FEBRUARY 14, 2022, AT 3:30 PM.

Mayor

Andrew Prokop

Councillors

Garth Bekkering

Jack Brewin

Carly Firth (Via teleconference)

Monica McLean

Alf Rudd

Absent

Joanne Sorensen

Chief Administrative Officer

Derrin Thibault

Staff

Alaa Abdel Khaliq

Meghan Brennan

Chris Eagan

Emily Hembrough

Blake Hranac

Ramin Lahiji

Steve Munshaw

John Orwa

Gary Scherer

Kerry Van Ham

CALL TO ORDER

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

PUBLIC HEARINGS

None.

26/2022

Meeting Date
2/14/2022

ADOPTION OF THE AGENDA

RES. 33/2022 MOVED by Councillor McLean that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

1) Minutes of Regular Meeting of Council: January 24, 2022

RES. 34/2022 MOVED by Councillor Bekkering that Council adopts the minutes of the Regular Meeting of Council held on January 24, 2022, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

1) Follow-up to Media Inquiry to Council: January 24, 2022

D. Thibault, Chief Administrative Officer, stated at the Regular Meeting of Council held on January 24, 2022, the Taber Times inquired if Council was in support of a Provincial Police Force.

Council discussed the proposed Provincial Police Force.

Council made no motions at this time.

2) Downtown Sidewalk Improvements Survey

G. Scherer, Director of Engineering and Public Works, presented the Downtown Sidewalk Improvement Survey results to Council.

G. Scherer stated as there was no clear preference from downtown business owners between paving stones and colored sidewalk, therefore Administration is requesting direction from Council.

Council discussed sidewalk repairs in the downtown area, and associated costs.

27/2022

Meeting Date
2/14/2022

BUSINESS ARISING FROM THE MINUTES – CONT'D

2) Downtown Sidewalk Improvements Survey – CONT'D

MOVED by Councillor Bekkering that Council accepts the report for information, and directs Administration to bring forward to a meeting in the near future a capital works project regarding sidewalks.

Councillor Brewin suggested an amendment to include the costs of concrete compared to paving stones and the timeline expected.

Councillor Bekkering accepted the amendment.

RES. 35/2022 MOVED by Councillor Bekkering that Council accepts the report for information; and,

Directs Administration to bring forward to a meeting in the near future a capital works project regarding sidewalks, including the cost of concrete compared to paving stones, and the timeline expected.

CARRIED UNANIMOUSLY

3) Additional Costs in Street Lighting for the Downtown (48 Avenue between 50th Street and 54 Street)

R. Lahiji, Manager of Engineering and Public Works, stated at the Regular Meeting of Council held on November 22, 2021 Council directed Administration to investigate additional costs to improve street lighting downtown. He stated that Administration has received a quote from Fortis Alberta to replace and install new street lighting in the downtown core.

Council discussed the proposed street lighting changes for the downtown core, and the potential costs to use different lights, than what was presented by Administration.

28/2022

Meeting Date
2/14/2022

BUSINESS ARISING FROM THE MINUTES – CONT'D

2) Additional Costs in Street Lighting for the Downtown (48 Avenue between 50th Street and 54 Street) – CONT'D

RES. 36/2022 MOVED by Councillor Bekkering that Council directs Administration to do a cost comparative analysis for what has been presented and one that would provide better lighting instead of beautification, and includes underground wiring.

CARRIED UNANIMOUSLY

BYLAWS

None.

ACTION ITEMS

1) Recognition of Service: Canadian Volunteer Fire Service Association Medal Presentation to Robert Ducharme

Chief S. Munshaw, of the Taber Fire Department, introduced Captain Robert Ducharme, who is receiving his 30-Year Canadian Volunteer Fire Services Association Medal. He stated that Captain Ducharme has distinguished himself with a proven record of sustained exceptional service beyond his own community and demonstrated community impact.

Mayor Prokop presented Captain Ducharme with his medal.

RES. 37/2022 MOVED by Councillor Rudd that Council recognizes, commends, and congratulates Captain Robert Ducharme for his 30-Year Canadian Volunteer Fire Service Association Medal; and,

Council thanks Captain Robert Ducharme for his dedicated and long-standing service to the citizens of the Town of Taber.

CARRIED UNANIMOUSLY

29/2022

Meeting Date
2/14/2022

ACTION ITEMS – CONT'D

2) RFP Award of Self Contained Breathing Apparatus

Chief S. Munshaw presented the Request for Proposal for the Self-Contained Breathing Apparatus with the tender recommended to be awarded to Rocky Mountain Phoenix.

RES. 38/2022 MOVED by Councillor Rudd that Council awards the Request for Proposal for the Self Contained Breathing Apparatus to Rocky Mountain Phoenix in the amount of \$259,227.56.

CARRIED UNANIMOUSLY

3) Canada Post Lease Extension

Chief S. Munshaw presented the proposed lease extension with Canada Post at 5207 49th Avenue, Taber. He stated that Canada Post has been at their current location since 1953 and have requested a lease extension of 5 years with the Town, including an annual rate increase beginning in 2023.

RES. 39/2021 MOVED by Councillor McLean that Council authorizes the CAO to sign the 5-year extension of lease with Canada Post for 5207 49th Ave Taber.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

4) Veteran Banner Project

E. Hembrough, Arts, Culture and Events Coordinator, stated the Veteran Banner project had a very successful first year and the Town will be continuing to expand the project into 2022 and future years. She stated that Administration is requesting a motion from Council to donate proceeds from the program in 2022 and future years to the Royal Canadian Legion Branch #20.

RES. 40/2022 MOVED by Councillor Bekkering that Council authorizes the donation of proceeds from the 2022 and future Veteran Banner Projects to the Royal Canadian Legion Branch #20.

CARRIED UNANIMOUSLY

5) Taber Trout Pond Irrigation

C. Eagan, Director of Planning and Community Services, presented a proposal to update the irrigation at the Taber Trout Pond. He stated that the proposed changes to the irrigation system will help the plants thrive during the hot summer months, and will remove the current bubbler irrigation heads, which have been prone to damage from vandalism and machinery.

Council discussed the proposed project and the Taber Trout Pond.

RES. 41/2022
recinded by
RES. 42/2022
on February
14, 2022.

~~RES. 41/2022~~ MOVED by Councillor Brewin that Council directs Administration to proceed with the Trout Pond Park Irrigation/Landscaping project with total cost not exceeding \$100,000.00 with funds allocated from the Trout Pond Project Fund.

CARRIED UNANIMOUSLY

J. Orwa, Director of Finance, stated that Administration is recommending that the previous resolution be amended to state that the project be added to the 2022 Capital Project list. He stated that the project is not funded from the Trout Pond Project Fund, and instead would be funded from Capital Reserves.

31/2022

Meeting Date
2/14/2022

ACTION ITEMS – CONT'D

5) Taber Trout Pond Irrigation – CONT'D

RES. 42/2022 MOVED by Councillor Brewin that Council rescinds the previous motion which stated:

That Council directs Administration to proceed with the Trout Pond Park Irrigation/Landscaping project with total cost not exceeding \$100,000.00 with funds allocated from the Trout Pond Project Fund.

CARRIED UNANIMOUSLY

RES. 43/2022 MOVED by Councillor Brewin that Council directs Administration to proceed with the Trout Pond Project Irrigation/Landscaping Project, with funds to be taken from the 2022 Capital Projects with a total cost not exceeding \$100,000.00.

CARRIED UNANIMOUSLY

6) Electric Vehicle Charging Program Grant Application

B. Hranac, Municipal Energy Manager, stated Administration is interested in joining the Zero Emission Infrastructure Program (ZEIP) in partnership with SouthGrow Regional Initiative, and the Municipal Climate Change Action Centre (MCCAC) to install electric vehicle charging stations in Taber for no cost through the Electric Vehicle Charging Program Grant. He stated that the funding model requires the Town to provide the up front construction costs, and the MCCAC will provide a rebate cheque to the full amount after the project is complete.

B. Hranac stated that funding by the MCCAC is intended for municipalities to install both public and fleet charging stations. He stated that Administration is requesting to sole source the FLO charging stations by AddEnergie Technologies Inc. and that Administration will solicit three quotes from qualified contractors to install the charging stations.

ACTION ITEMS – CONT'D

**6) Electric Vehicle Charging Program Grant Application –
CONT'D**

Council discussed the proposed Electric Vehicle Charging Program Grant.

RES. 44/2022 **MOVED** by Councillor Firth that Council directs Administration to add the Electric Vehicle Charging Program to the 2022 Capital Budget for the amount of \$200,000.00, not including GST, to be funded by the Municipal Climate Change Action Centre (MCCAC); and,

Council directs Administration to sole source the FLO charging stations by AddEnergie Technologies Inc. for the estimated amount of \$75,000.00, not including GST; and,

Council directs Administration to solicit three quotes from local qualified contractors to install the charging stations for the estimated amount of \$125,000.00, not including GST.

CARRIED UNANIMOUSLY

7) Alberta One-Call Trade Name Change and New Agreement

G. Scherer, presented the proposed agreement between the Town of Taber and the Utility Safety Partners, formally called Alberta One-Call, Alberta Common Ground Alliance, and the Joint Safety Team.

G. Scherer reviewed the proposed changes to the agreement.

RES. 45/2022 **MOVED** by Councillor Brewin that Council approves the Town of Taber remain a member of the program, and directs the Mayor and CAO to sign the new agreement with Utility Safety Partners.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

8) Uncollectable Accounts Receivable

J. Orwa stated that in accordance with Accounts Receivable Collections and Write Offs Policy and Procedure CS-FIN-4, Administration has prepared a list of accounts receivable with a value of \$500.00 and over that Administration considers uncollectable as of December 31, 2021 to be written off.

RES. 46/2022 MOVED by Councillor Rudd that Council approves the uncollectable accounts receivable in the amount of \$1,469.25 to be written off as of December 31, 2021; and,

That Council accepts the list of uncollectable accounts under \$500.00 that have been written off, for information.

CARRIED UNANIMOUSLY

9) Commission Secretary Position

J. MacDonald, Chair of the Taber Municipal Police Commission, stated that the Police Commission is requesting an increase of \$6,000.00 to the Police Commission Contracted Services Operating Budget to allow the Commission to increase the hours of the Commission Secretary position. He stated that the Commission would like to increase the position's available hours to allow several requested projects to be completed.

RES. 47/2022 MOVED by Councillor McLean that Council approves a 2022 budget increase of \$6,000.00 to the contracted services budget line of the Taber Police Commissions Budget to pay for increased professional services for Commission business.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

10) Taber Food Bank Coldest Night of the Year Event

Mayor Prokop presented information on the Taber Food Bank Coldest Night of the Year event, and requested that Council to make a donation to the event from the Council Discretionary Fund.

Council discussed the request and discussed donating tax dollars to charities.

RES. 48/2022 MOVED by Councillor Bekkering that Council donates \$1,000.00 from the Council Discretionary Fund to the Taber Food Bank in support of their 2022 Coldest Night of the year event.

CARRIED UNANIMOUSLY

11) Resignation: Taber Municipal Library Board

K. Van Ham, Administrative Services Manager, presented the resignation by Ms. Kayla Kinniburgh from the Taber Municipal Library Board.

RES. 49/2022 MOVED by Councillor McLean that Council accepts the resignation of Ms. Kayla Kinniburgh from the Taber Municipal Library Board, with regret; and,

Council wishes Ms. Kinniburgh the best in her future endeavours.

CARRIED UNANIMOUSLY

12) Standing Item - Council Requests

D. Thibault presented the Standing Item – Council Requests Action Item listing to Council.

Council discussed the broadcasting of Open Session following the Closed Session portion of the meeting, and for information to be provided to the public on the process of entering Closed Session.

ACTION ITEMS – CONT'D

12) Standing Item - Council Requests – CONT'D

Council discussed changing the message on the livestream broadcast regarding Closed Session.

MOVED by Councillor Rudd that Council directs Administration to prepare a statement to appear on the broadcast describing the process of being in Closed Session and that we have a proper statement read in that transition from Closed Session to Open for community clarification.

Council further discussed the motion proposed by Councillor Rudd and the current practices regarding moving into Closed Session.

Councillor Rudd amended his motion to include that the livestream broadcast continues when Council moves into Open Session following Closed Session.

RES. 50/2022 MOVED by Councillor Rudd that Council directs Administration to prepare a statement to appear on the broadcast describing the process of being in Closed Session and that we have a proper statement read in that transition from Closed Session to Open for community clarification; and,

That the Council livestream broadcast continues when Council moves into Open Session following Closed Session.

CARRIED UNANIMOUSLY

Council discussed The Meadows project and discussed inviting Mr. D. Bergen and the Director of Finance to present to Council on the project at the future meeting.

D. Thibault stated that Administration is already in discussions with Mr. Bergen to arrange a presentation for the first Regular Meeting of Council in March 2022.

ACTION ITEMS – CONT'D

12) Standing Item - Council Requests – CONT'D

Council discussed safety concerns regarding angle parking on Main Street, and discussed submitting the concern to the Traffic Committee for review at their quarterly meeting.

DELEGATIONS

1) Oldman Watershed Council Funding Request

S. Frank, Executive Director of the Oldman Watershed Council, presented on the organization's recent and upcoming projects, and presented a request for funding to continue supporting the organization.

Council discussed the presentation and funding request.

RES. 51/2022
rescinded by
RES. 52/2022
on February
14, 2022.

~~RES. 51/2022~~ MOVED by Councillor Brewin that Council makes a donation of \$1,500.00 to the Oldman Watershed Council and it comes from the Council Discretionary Fund.

CARRIED UNANIMOUSLY

RES. 52/2022 MOVED by Councillor Brewin that Council rescinds the previous motion which states:

That Council makes a donation of \$1,500.00 to the Oldman Watershed Council and it comes from the Council Discretionary Fund.

CARRIED UNANIMOUSLY

RES. 53/2022 MOVED by Councillor Brewin that Council donates \$1,500.00 for the year 2022 to the Oldman Watershed Council from the Council Discretionary Fund.

CARRIED UNANIMOUSLY

MEDIA INQUIRIES

None.

RES. 54/2022

MOVED by Councillor Bekkering that Council takes a 10 minute recess and moves into 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 information that could reasonably be expected to harm relations between the municipality and another government or one of its agencies in accordance with Section 21;
- 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; and,
- 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*.

CARRIED UNANIMOUSLY AT 5:26 PM

CLOSED SESSION

1) Medical First Responders Program

Closed session to prevent the disclosure of information that could reasonably be expected to harm relations between the municipality and another government or one of its agencies in accordance with Section 21 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 10.1) Medical First Responders Program: D. Thibault, Chief Administrative Officer, Chief S. Munshaw, of the Taber Fire Department, G. Scherer, Director of Engineering and Public Works, C. Eagan, Director of Planning and Community Services, and K. Van Ham, Administrative Services Manager.

2) Proposed Lease Addendum: ATM

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 10.2) Proposed Lease Addendum: ATM: D. Thibault, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

3) Board Appointment – Subdivision and Development Appeal 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 10.3) Board Appointment – Subdivision and Development Appeal Board: D. Thibault, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

39/2022

Meeting Date
2/14/2022

CLOSED SESSION – CONT'D

- 4) **Proposed Council Code of Conduct Bylaw Review 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 10.4) Proposed Council Code of Conduct Bylaw Review: D. Thibault, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

OPEN SESSION

RES. 55/2022 MOVED by Councillor Brewin that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 6:21 PM

RES. 56/2022 MOVED by Councillor Bekkering that Council authorizes the Addendum to the ATM Lease Agreement with R. Zalesak and B. Finlayson for a term to expire March 31, 2023, as presented; and,

Authorizes the Mayor and the CAO to sign the Addendum to the ATM Lease Agreement.

CARRIED UNANIMOUSLY

RES. 57/2022 MOVED by Councillor Rudd that Council appoints Debbie Sargeant to the Subdivision and Development Appeal Board for a two (2) year term to expire December 31, 2023.

CARRIED UNANIMOUSLY

OPEN SESSION – CONT'D

RES. 58/2022 MOVED by Councillor McLean that Council
accepts the revised Code of Conduct Bylaw.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

RES. 59/2022 MOVED by Councillor Firth that this Regular
Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 6:23 PM



MAYOR



CHIEF ADMINISTRATIVE OFFICER

