



## **AGENDA**

REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, JUNE 13, 2022 AT 3:30 PM.

	<b><u>MOTION</u></b>
<b>1. CALL TO ORDER</b>	
<b>2. ADOPTION OF THE AGENDA</b>	<b>X</b>
<b>3. PUBLIC HEARINGS</b>	
<b>4. ADOPTION OF THE MINUTES</b>	
ITEM No.4.1 Minutes of Special Meeting of Council: May 16, 2022	<b>X</b>
ITEM No.4.2 Minutes of Regular Meeting of Council: May 24, 2022	<b>X</b>
<b>5. BUSINESS ARISING FROM THE MINUTES</b>	
<b>6. BYLAWS</b>	
<b>7. ACTION ITEMS</b>	
ITEM No.7.1 Town of Taber Hermes Awards	<b>X</b>
ITEM No.7.2 Clean Energy Improvement Program	<b>X</b>
ITEM No.7.3 Standing Item - Council Requests	<b>X</b>
<b>8. DELEGATIONS</b>	
ITEM No.8.1 Alberta Conservation Association Delegation	<b>X</b>
<b>9. MEDIA INQUIRIES</b>	
<b>10. CLOSED SESSION</b>	<b>X</b>
ITEM No.10.1 Committee of the Whole Discussion That Council takes the meeting into Closed Session to prevent disclosure of analyses or policy options developed by or for a public body, in accordance with Section 24(1) of the Freedom of Information and Protection of Privacy Act (FOIPP).	



- ITEM No.10.2 Lease Renewal with All Fitness Gym  
Closed Session, to prevent disclosure of information related to criteria developed for the purpose of contractual or other negotiations, in accordance with Section 24 (c) of the Freedom of Information and Protection of Privacy Act.
- ITEM No.10.3 Carbon Credit Contract Review  
Closed Session to prevent the disclosure of advice from officials, in accordance with Section 24 of the Freedom of Information and Protection of Privacy Act.
- ITEM No.10.4 MD of Taber and Town of Taber Community Standards Unit Program  
Closed Session to discuss information relating to the management of personnel or the administration of a public body that have not yet been implemented, in accordance with Section 24(1)(d) of the Freedom of Information and Protection of Privacy Act.
- ITEM No.10.5 Meadows Investment Option  
Closed Session to prevent disclosure of plans relating to the management of personnel or the administration of a public body that have not yet been implemented, in accordance with Section 24(1) of the Freedom of Information and Protection of Privacy Act.
- ITEM No.10.6 2022 Alberta Municipalities Convention & Tradeshow  
Closed Session to prevent disclosure of plans relating to the management of personnel or the administration of a public body that have not yet been implemented, in accordance with Section 24(1) of the Freedom of Information and Protection of Privacy Act.

**11. OPEN SESSION** **X**

**12. CLOSE OF MEETING** **X**

## Council Request for Decision

**Meeting Date:** June 13, 2022

**Subject:**

Minutes of Special Meeting of Council: May 16, 2022

**Recommendation:**

Council adopts the minutes of the Special Meeting of Council held on May 16, 2022, as presented.

**Background:**

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.

**Legislation / Authority:**

Municipal Government Act, Section 208(1)(a)(c).

**Strategic Plan Alignment:**

N/A

**Financial Implication:**

N/A

**Service Level / Staff Resource Implication:**

N/A

**Justification:**

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.



**Alternative(s):**

Council adopts the minutes of the Special Meeting of Council held on May 16, 2022, as amended.

**Attachment(s):** Minutes

**APPROVALS:**

**Originated By:**  
Raeanne Keer

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, MAY 16, 2022, AT 5:00 PM.

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**Mayor**

Andrew Prokop

**Councillors**

Jack Brewin  
Carly Firth  
Monica McLean  
Alf Rudd  
Joanne Sorensen

**Absent**

Garth Bekkering

**Chief Administrative Officer**

Derrin Thibault

**Staff**

Jordan Florchinger  
John Orwa  
Kerry Van Ham

**CALL TO ORDER**

Mayor Prokop called the meeting to Order at 5:00 PM.

**ADOPTION OF THE AGENDA**

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

RES. 185/2022      MOVED by Councillor Brewin that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

111/2022

Meeting Date  
5/16/2022

## **PUBLIC HEARINGS**

None.

## **ADOPTION OF THE MINUTES**

None.

## **BUSINESS ARISING FROM THE MINUTES**

None.

## **BYLAWS**

### **1) Proposed 2022 Property Tax Rate Bylaw 12-2022**

J. Orwa, Director of Finance, presented proposed 2022 Property Tax Rate Bylaw 12-2022 to Council.

J. Orwa discussed the 2022 property assessment roll provided by the Town's Assessor, the proposed school tax rates, and the proposed senior tax rate.

Council discussed Section 5.0) Penalties of proposed 2022 Property Tax Rate Bylaw 12-2022 and Section 5.0) Penalties of proposed Supplementary Tax Rate Bylaw 13-2022.

Council made no motion at this time.

### **2) Proposed Supplementary Tax Rate Bylaw 13-2022**

J. Orwa presented proposed Supplementary Tax Rate Bylaw 13-2022 to Council.

J. Orwa discussed the proposed 2022 Amended Operating Budget and its relevance to proposed 2022 Property Tax Rate Bylaw 12-2022 and Supplementary Tax Rate Bylaw 13-2022.

**BYLAWS – CONT'D**

**2) Proposed Supplementary Tax Rate Bylaw 13-2022 – CONT'D**

RES. 186/2022      MOVED by Councillor Firth that Council gives First Reading to Bylaw 12-2022 being the 2022 Property Tax Rate Bylaw for the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

RES. 187/2022      MOVED by Councillor McLean that Council gives Second Reading to Bylaw 12-2022 being the 2022 Property Tax Rate Bylaw of the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

RES. 188/2022      MOVED by Councillor Rudd that Council unanimously agrees to proceed with Third and Final Reading to Bylaw 12-2022 being the 2022 Property Tax Rate Bylaw of the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

RES. 189/2022      MOVED by Councillor Brewin that Council gives Third and Final Reading to Bylaw 12-2022 being the 2022 Property Tax Rate Bylaw for the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

RES. 190/2022      MOVED by Councillor Sorensen that Council gives First Reading to Bylaw 13-2022 being the Supplementary Tax Rate Bylaw for the Town of Taber, as presented.

CARRIED UNANIMOUSLY

**BYLAWS – CONT'D**

**2) Proposed Supplementary Tax Rate Bylaw 13-2022 – CONT'D**

RES. 191/2022      MOVED by Councillor Rudd that Council gives Second Reading to Bylaw 13-2022 being the Supplementary Tax Rate Bylaw of the Town of Taber, as presented.

CARRIED UNANIMOUSLY

RES. 192/2022      MOVED by Councillor Firth that Council unanimously agrees to proceed with Third and Final Reading to Bylaw 13-2022 being the Supplementary Tax Rate Bylaw of the Town of Taber, as presented.

CARRIED UNANIMOUSLY

RES. 193/2022      MOVED by Councillor Brewin that Council gives Third and Final Reading to Bylaw 13-2022 being the Supplementary Tax Rate Bylaw for the Town of Taber, as presented.

CARRIED UNANIMOUSLY

**ACTION ITEMS**

**1) 2022 Amended Operating Budget**

J. Orwa presented the proposed 2022 Amended Operating Budget to Council.

RES. 194/2022      MOVED by Councillor Brewin that Council approves the Proposed 2022 Amended Operating Budget as presented.

CARRIED UNANIMOUSLY



**DELEGATIONS**

None.

**MEDIA INQUIRIES**

None.

**CLOSED SESSION**

None.

**OPEN SESSION**

None.

**CLOSE OF MEETING**

RES. 195/2022

MOVED by Councillor McLean that this Special Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 5:16 PM

\_\_\_\_\_  
MAYOR

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



## Council Request for Decision

**Meeting Date:** June 13, 2022

**Subject:**

Minutes of Regular Meeting of Council: May 24, 2022

**Recommendation:**

Council adopts the minutes of the Regular Meeting of Council held on May 24, 2022, as presented.

**Background:**

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.

**Legislation / Authority:**

Municipal Government Act, Section 208(1)(a)(c).

**Strategic Plan Alignment:**

N/A

**Financial Implication:**

N/A

**Service Level / Staff Resource Implication:**

N/A

**Justification:**

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.



**Alternative(s):**

Council adopts the minutes of the Regular Meeting of Council held on May 24, 2022, as amended.

**Attachment(s):** Minutes

**APPROVALS:**

**Originated By:**  
Raeanne Keer

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

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 TUESDAY, MAY 24, 2022, AT 3:30 PM.

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**Mayor**

Andrew Prokop

**Councillors**

Garth Bekkering

Jack Brewin (Arrived at 5:00 PM via teleconference)

Carly Firth

Monica McLean

Alf Rudd

Joanne Sorensen

**Chief Administrative Officer**

Derrin Thibault

**Staff**

Amy Allred

Chris Eagan

Jordan Florchinger

Emily Hembrough

Ramin Lahiji

John Orwa

Gary Scherer

Megan Sushelnitski

Kerry Van Ham

Donna Weiss

**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.

Mayor Prokop noted that Administration has provided additional information in regards to Agenda Item 7.9) Proposed Municipal Twinning between the Town of Bondo, Siaya County, Kenya and the Town of Taber.

RES. 196/2022      MOVED by Councillor Firth that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

## **PUBLIC HEARINGS**

None.

## **ADOPTION OF THE MINUTES**

### **1) Minutes of Regular Meeting of Council: May 9, 2022**

RES. 197/2022      MOVED by Councillor Rudd that Council adopts the minutes of the Regular Meeting of Council held on May 9, 2022, as presented.

CARRIED UNANIMOUSLY

## **BUSINESS ARISING FROM THE MINUTES**

### **1) Review of 56th Avenue Seed Germination**

R. Lahiji, Engineering and Public Works Manager, stated that at the Regular Meeting of Council held on January 10, 2022, Council directed Administration to monitor the vacant land located on 56<sup>th</sup> Avenue and to ensure appropriate germination stabilizes the property in question, and that the property be checked by the end of May and by July 1, 2022.

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

### **1) Review of 56th Avenue Seed Germination – CONT'D**

R. Lahiji provided an update to Council on the status of the germination on the vacant land on 56<sup>th</sup> Avenue.

Council discussed the continued care and maintenance of the property.

Council made no motion at this time.

## **BYLAWS**

### **1) Proposed Bylaw 9-2022 - Long Term Borrowing - Wastewater Lagoons Solar Generation Project**

J. Orwa, Director of Finance, presented proposed Long Term Borrowing – Wastewater Lagoons Solar Generation Project Bylaw 9-2022 to Council.

J. Orwa stated that following First Reading at the Regular Meeting of Council held on March 28, 2022, Administration advertised the Bylaw in accordance with the *Municipal Government Act* and the appeal period has been completed with no appeals received.

RES. 198/2022      MOVED by Councillor Sorensen that Council gives Second Reading to Long Term Borrowing - Wastewater Lagoons Solar Generation Project Bylaw 9-2022, at this meeting.

CARRIED UNANIMOUSLY

RES. 199/2022      MOVED by Councillor McLean that Council gives Third and Final Reading to Long Term Borrowing - Wastewater Lagoons Solar Generation Project Bylaw 9-2022, at this meeting.

CARRIED UNANIMOUSLY

## **BYLAWS – CONT'D**

### **2) Proposed Business License Bylaw 08-2022 - Third Reading**

A. Allred, Economic Development Officer, presented proposed Business License Bylaw 8-2022 to Council.

A. Allred stated that at the Regular Meeting of Council held on May 9, 2022, Council requested additional information on the differences between business license fees for residential businesses and home occupation business. Ms. Allred presented the requested information to Council.

RES. 200/2022      MOVED by Councillor Rudd that Council gives Third and Final Reading to the proposed Business License Bylaw 8-2022, at this meeting.

CARRIED UNANIMOUSLY

## **ACTION ITEMS**

### **1) Alberta Advantage Immigration Program**

A. Allred stated at the Regular Meeting of Council held on April 11, 2022, Council directed Administration to investigate the Alberta Advantage Immigration Program and the Rural Entrepreneurship Program.

A. Allred presented information on the Alberta Advantage Immigration Program - Rural Renewal Program and the Alberta Advantage Immigration Program – Rural Entrepreneurship Program, and presented a proposal of a 2 year term position for an Economic Development Assistant to support the program for an amount of \$61,925.00 annually.

Council discussed the Alberta Advantage Immigration Program streams, and discussed the proposed term position.

## **ACTION ITEMS – CONT'D**

### **1) Alberta Advantage Immigration Program – CONT'D**

RES. 201/2022      MOVED by Councillor Sorensen that Council directs Administration to apply for the Rural Renewal Stream and Rural Entrepreneurship Stream through the Alberta Advantage Immigration Program.

CARRIED UNANIMOUSLY

MOVED by Councillor Firth that Council directs Administration to increase the 2022 and 2023 Operating Budgets to support the hiring of a 2-year term Economic Development Assistant in the amount of \$61,925.00 annually.

D. Thibault, Chief Administrative Officer, suggested that the proposed motion by Councillor Firth be amended to state that funding would be taken from Operating Reserves for 2022, instead of amending the 2022 Operating Budget.

Councillor Firth withdrew her previous motion.

RES. 202/2022      MOVED by Councillor Firth that Council directs Administration to draw from the 2022 Operating Reserves and increase the 2023 Operating Budget to support the hiring of a 2-year term Economic Development Assistant in the amount of \$61,925.00 annually.

CARRIED UNANIMOUSLY

### **2) Rubber Tire Excavator Award**

G. Scherer, Director of Engineering and Public Works, presented the Request for Purchase for the Rubber Tire Excavator, and stated that Administration recommends awarding the tender to Chinook Equipment for the amount of \$278,915.00, exclusive of GST.



## **ACTION ITEMS – CONT'D**

### **2) Rubber Tire Excavator Award – CONT'D**

RES. 203/2022      MOVED by Councillor Rudd that Council awards the purchase of a new Rubber Tire Excavator to Chinook Equipment (CEM) for the amount of \$278,915.00, exclusive of GST, with funds to come from the 2022 Capital budget.

CARRIED UNANIMOUSLY

### **3) Facilities - Electrical Power Supplies Project**

G. Scherer stated that Administration is recommending replacing the current power panels that are used to provide power for numerous outdoor community events in order to be in compliance with the current Electrical Code. Mr. Scherer stated that although this is an unbudgeted Capital Project, Administration has saved money on a number of recent Capital purchases resulting in additional funds being available.

G. Scherer stated that the electrical panel upgrade will allow the Town to continue to provide safe electrical equipment, and will allow Administration to provide safe and reliable services to the community.

RES. 204/2022      MOVED by Councillor Bekkering that Council directs Administration to add the Electrical Power Supplies project to the 2022 Capital Budget, at an estimated cost of \$60,000.00 with funds to come from the capital reserves.

CARRIED UNANIMOUSLY

### **4) Taber Talks - Veteran Oral History Project**

E. Hembrough, Arts, Culture, and Events Coordinator, stated that in follow-up to the successful 2021 Veteran Banner Project, Administration is working to expand the project to include a Veterans Oral History project. Ms. Hembrough stated that Administration has successfully secured a majority of the project funds through grant funding and in-kind work/donations, and that Administration is requesting \$2,600.00 from Operating Reserves in order for the project to take place in 2022.

## **ACTION ITEMS – CONT'D**

### **4) Taber Talks - Veteran Oral History Project – CONT'D**

E. Hembrough stated that in addition Administration is continuing to develop a virtual walking tour and walking tour map the for Veteran Banner Project.

RES. 205/2022      MOVED by Councillor Rudd that Council directs Administration to move \$2,600.00 from the Operating Reserves to assist with the funding for the Veteran Oral History Project.

CARRIED UNANIMOUSLY

### **5) Procurement Policy CS-FIN-1**

M. Sushelnitski, Procurement Specialist, presented proposed Procurement Policy CS-FIN-1 to Council.

Council discussed the proposed changes to Procurement Policy CS-FIN-1.

MOVED by Councillor Rudd that Council approves the Procurement Policy CS-FIN-1, as presented.

Councillor Bekkering suggested a friendly amendment to amend "AUMA" to "Alberta Municipalities" throughout the Policy.

Councillor Rudd accepted the amendment.

RES. 206/2022      MOVED by Councillor Rudd that Council approves the Procurement Policy CS-FIN-1, as amended, to change "AUMA" to "Alberta Municipalities" throughout the policy document.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **6) Accounts Receivable Collections & Write Offs Policy CS-FIN-4**

D. Weiss, Finance Manager, presented Accounts Receivable Collections & Write Offs Policy CS-FIN-4 to Council.

RES. 207/2022      MOVED by Councillor McLean that Council approves the Accounts Receivable Collections & Write Offs Policy CS-FIN-4, as presented.

CARRIED UNANIMOUSLY

### **7) 1st Quarter Financial Statements**

J. Orwa presented the 1<sup>st</sup> Quarter Financial Statements to Council.

Council discussed the 1<sup>st</sup> Quarter Financial Statements.

Council made no motion at this time.

### **8) Taber Municipal Library Board - Board Appointment Adjustment**

K. Van Ham, Administrative Services Manager, stated that it was brought to Administration's attention that three Taber Municipal Library Board members were appointed one month over the 3 year limit stipulated in Section 4(5) of the *Libraries Act*. Ms. Van Ham stated that Administration recommends that Council amends the appointment expiry dates from December 31, 2024 to December 31, 2023 to be in alignment with the *Libraries Act* and Library Board Bylaw 5-2020.

RES. 208/2022      MOVED by Councillor McLean that Council amends the board appointment expiry date of Amanda Zsedely to the Taber Municipal Library Board to expire from December 31, 2024 to December 31, 2023.

CARRIED UNANIMOUSLY

**ACTION ITEMS – CONT'D**

**8) Taber Municipal Library Board - Board Appointment Adjustment – CONT'D**

RES. 209/2022      MOVED by Councillor Firth that Council amends the board appointment expiry date of Sh'Nell Torrie to the Taber Municipal Library Board to expire from December 31, 2024 to December 31, 2023.

CARRIED UNANIMOUSLY

RES. 210/2022      MOVED by Councillor Sorensen that Council amends the board appointment expiry date of Jim Tallman to the Taber Municipal Library Board to expire from December 31, 2024 to December 31, 2023.

CARRIED UNANIMOUSLY

**9) Proposed Municipal Twinning between the Town of Bondo, Siaya County, Kenya and the Town of Taber**

D. Thibault presented the proposed Memorandum of Collaboration between the Town of Bondo, Siaya County, Kenya, and the Town of Taber.

Council discussed the proposed Memorandum of Collaboration.

RES. 211/2022      MOVED by Councillor Rudd that Council authorizes the Memorandum of Collaboration document between the Town of Bondo, Siaya County, Kenya, and the Town of Taber, for subsequent approval by the required officials representing the Town of Bondo, Siaya County, Kenya; and,

Once approved by both parties, Council of the Town of Taber authorizes Mayor Prokop to sign the agreement on behalf of the Town of Taber.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **10) Department Reports**

D. Thibault presented the Department Reports to Council.

Council discussed the Human Resources Department Report, the Planning and Economic Development Department Report, and the Taber Fire Department Report.

Council made no motion at this time.

### **11) Mayor and Councillor Reports (Verbal)**

Council provided there verbal reports.

Council made no motion at this time.

### **12) Standing Item - Council Requests**

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

Council inquired if there were any master plans available on various Town buildings and recreation facilities.

D. Thibault advised that following discussions at the Council Strategic Session a number of master plans would be provided to Council in the near future, and advised that the Town operates an asset management program to track the lifespan of capital assets.

Council made no motions at this time.

## **ACTION ITEMS – CONT'D**

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

RES. 212/2022      MOVED by Councillor McLean that Council takes a 30 minute break, and moves into Closed Session to prevent disclosure of:

- Positions or instructions developed for the purpose of other negotiations by a public body, in accordance with Section 24(1) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

Councillor Brewin arrived via teleconference for Closed Session at 5:00 PM.

### **DELEGATIONS**

None.

### **MEDIA INQUIRIES**

None.

### **CLOSED SESSION**

#### **1) Joint Meeting**

**Closed Session to prevent disclosure of positions or instructions developed for the purpose of other negotiations by a public body, in accordance with Section 24(1) of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there was the following member of Administration in attendance for Agenda Item 10.1) Joint Meeting: D. Thibault, Chief Administrative Officer.

**OPEN SESSION**

RES. 213/2022      MOVED by Councillor Firth that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 5:23 PM

**CLOSE OF MEETING**

RES. 214/2022      MOVED by Councillor McLean that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 5:24 PM

\_\_\_\_\_  
MAYOR

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

## Council Request for Decision

**Meeting Date: June 13, 2022**

**Subject:**

Town of Taber Hermes Awards

**Recommendation:**

No motion required.

**Background:**

It is with great excitement and humility that the Town of Taber Administrative Services Department has been awarded 11 international Hermes Awards for design work created in 2020 and 2021. Besides breaking a record for the most awards won by a single department at one time (in known memory), the Administrative Services Department has also garnered the Town's first three Platinum level awards, the highest level allotted by the judges.

The Hermes Creative Awards is one of the oldest and largest creative competitions in the world and is administered by the Association of Marketing and Communications Professionals (AMCP). The award honours those creative and communications professionals who create the industry's best publications, branding, collateral, websites, videos, advertising, marketing, and communications programs. The submissions are judged on their own merit and creativity. Individuals, organizations, and even Fortune 500 companies can submit. In 2022, there were over 6,500 entries from over 26 countries. The name of the awards derives from the Greek God Hermes, the Olympian God of literature, orators, and poets and the "herald of the Gods", and the trophy is indicative of the wings Hermes is often portrayed as having on his sandals.

The Town's Communications Coordinator (Meghan Brennan) designed all the works that were submitted to the Hermes Awards, save for the Veterans Banners (credit is given to Moonlite Graphics for the design of the banners themselves), though she did design the poster used to ultimately communicate the project itself and worked together with the ACE Coordinator to make the project a success.

The winning projects belonged primarily to the 2021 Municipal Election, and the awards are particularly meaningful given the election's importance and the requirements to make the election cycle accessible to the community. The awards also recognize the first time the Town of Taber undertook communications directly related to encouraging women and people of different ethnic backgrounds to consider running for election, following in the footsteps of the Provincial and Federal governments. The Administrative Services Department also knew the value of breaking the





election down into smaller, more palatable pieces of information over a broader period, as showcased by the winning entries for new voters and election topic ads.

The Veterans Banner project was adjudicated as a whole, so its design, output, creativity and ultimately communications was judged as one unit. Therefore, the award is shared by the Administrative Services Department (who designed the poster, communicated the project, and submitted the award), as well as the Arts, Culture, and Events Coordinator who envisioned the project.

Ultimately, these awards showcase the ability of the Administrative Services Department to communicate various Town projects and information effectively and creatively when given enough time and resources.

Including these 11 awards, the Administrative Services Department has won 17 Hermes Awards since 2017.

**Legislation / Authority:**

MGA Section 3

**Strategic Plan Alignment:**

Improve internal and external communications  
Define and practice good governance  
Enhance sense of community

**Financial Implication:**

None.

**Service Level / Staff Resource Implication:**

None for presenting the awards.

The Administrative Services Department is comprised of 3 individuals whose mandate includes legislative services as per the Municipal Government, leases, FOIP, Council assistance, cemetery administration, and communications and branding. The Communications Coordinator often serves as the Town's ad-hoc graphic designer when requested by various departments, as evidenced by these awards.

**Justification:**

These awards are international recognition brought to the Town of Taber by dedicated staff members. Their efforts have put the Town's name on a world-class stage and should be celebrated as such.



**Alternative(s):**

1. Council can request further information.

**Attachment(s):** 2022 Hermes Award Projects  
2022 Hermes Awards Certificates

**APPROVALS:**

**Originated By:**  
Meghan Brennan

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

# New Voters Election Ad



## NEW VOTERS WELCOME



**Voice**  
your  
**Choice**  
WWW.TABER.CA/  
ELECTION

NEWLY 18, NEW CANADIAN CITIZEN, OR NEW VOTER: WE WANT YOU TO VOICE YOUR CHOICE!  
TOWN COUNCIL MAKES DECISIONS THAT IMPACT YOU.  
NEVER VOTED IN MUNICIPAL ELECTIONS BEFORE? WE MAKE IT EASY!

## NEVER VOTED BEFORE? DON'T WORRY, IT'S EASY!

- 1 Make sure you're eligible to vote:**
  - At least 18 years old
  - Canadian Citizen
  - Are a resident of the Town of Taber on Election Day
  - Can provide authorized ID
- 2 Research the candidate platforms.**
  - We provide a list of candidate names on our website with their contact info so you can research them directly
- 3 Get your ID ready. It needs your name and address.**
  - Authorized ID is listed on the Town's website
- 4 Come to the polls on either an Advanced Vote or Election Day (full dates and location on our website).**
- 5 Present your ID to our election staff and sign the form declaring you are eligible to vote.**
- 6 Receive your ballot and voice your choice!**

FULL STEP-BY-STEP ELECTION INFO FOR VOTERS:

**WWW.TABER.CA/ELECTION**



# Fire Department Lights Ablaze Poster



TABER FIRE DEPARTMENT'S

# Lights Ablaze

HOLIDAY DRIVE-BY



SATURDAY, DECEMBER 18TH

SANTA TRADED IN HIS SLEIGH  
FOR ONE NIGHT TO TOUR TABER  
IN OUR FIRE ENGINES!

ROUTE MAP COMING SOON! WATCH [WWW.TABER.CA/NEWS](http://WWW.TABER.CA/NEWS)  
OR ON FACEBOOK: @TABERFIRE



The poster features a dark red background. At the top, a circular inset shows a silhouette of Santa Claus in a fire engine, pulled by four reindeer, against a light, textured background. The text is centered and uses a mix of white and gold colors. At the bottom left is the Taber Fire Department logo, and at the bottom right are stylized Christmas lights.

# Veterans Banner Project (in conjunction with the ACE Coordinator)



**WE WILL  
REMEMBER  
THEM**

Veterans  
Banner  
Program

The Town of Taber is partnering with the Royal Canadian Legion Branch #20 (Taber) to help honour the sacrifice of those who have served in the name of peace, and commemorate them throughout our community with large banners, as seen in numerous communities around Canada.



Each banner will honour a specific veteran and will be displayed on light posts throughout Taber from November 1st to 15th.

The Project is funded through the sponsorship of individuals, and all proceeds will go to the Royal Canadian Legion Branch #20 (Taber). For full information on the project and how to sponsor a banner, please visit:

[WWW.TABER.CA/VETERANS](http://WWW.TABER.CA/VETERANS)



TOWN OF  
TABER



Credit for this award was also given to Moonlite Graphics Printing and Promotional Products for their assistance in printing and designing the banners themselves.

# Women in Politics Ad

## CHOOSE TO LEAD

Women belong wherever and whenever leadership decisions are being made. That includes Council Chambers.

Run for Council and shape the community where 3,598 fellow women live.



RESOURCES FOR WOMEN: [WWW.TABER.CA/ELECTION](http://WWW.TABER.CA/ELECTION)

# Beyond Barriers Election Ad



## BEYOND BARRIERS

We have 8,711 citizens with different backgrounds, histories, identities, and stories.

Are you one of those eligible citizens with a vision for Taber's future?  
Then consider running for Council!

We have resources available for people of all backgrounds who are considering running to lead our diverse and amazing community.



**RESOURCES FOR  
CANDIDATES:**

**WWW.TABER.CA/  
ELECTION**

# Voice Your Choice Election Topic Ads (various; these are samples)



It's time to prepare for the 2021 Town of Taber municipal election

### Candidates:

- ▶ The Nomination Period is now open. Nomination Day is Monday, September 20th, 2021.
- ▶ Candidate's Nomination Package is available on our website or at the Town Administration Building
- ▶ Full details on eligibility, campaign sign rules, advertising, and more is available on our website

### Voters:

- ▶ Election Day is Monday, October 18th, 2021. Polls will be open from 10 AM - 8 PM
- ▶ A listing of current candidates is available on the Town's election website
- ▶ Full details for voting in the 2021 election will be made available on our website

### More info:

[www.taber.ca/election](http://www.taber.ca/election)



It's time to prepare for the 2021 Town of Taber municipal election.

### Here are the important dates you need to know:

- ▶ Nomination Day: September 20th from 10 AM - 12 PM
- ▶ Election Day: October 18th from 10 AM - 8 PM
- ▶ All polling stations will be at the Community Centre Auditorium
- ▶ Unofficial Results of the Election Posted: October 18th after 8 PM
- ▶ Official Results of the Election Declared: October 22nd
- ▶ New Council-elect members sworn in: Monday, October 25th at 3:30 PM
- ▶ Advanced Poll #1: Thursday, October 7th: 4 PM - 8 PM
- ▶ Advanced Poll #2: Saturday, October 9th: 1 PM - 5 PM
- ▶ Advanced Poll #3: Tuesday, October 12th: 4 PM - 8 PM
- ▶ Advanced Poll #4: Thursday, October 14th: 4 PM - 8 PM

### Full election info:

[www.taber.ca/election](http://www.taber.ca/election)



It's time to prepare for the 2021 Town of Taber municipal election.

### Here's what you need to know about keeping safe while voting:

- ▶ We will have numerous staff disinfecting polling stations between each use for your safety
- ▶ There will be one entrance and one exit to the polling station, both wheelchair accessible
- ▶ Masks are mandatory for all voters. Masks will be available if you forget to bring your own
- ▶ Each voter will be given their own pen to mark ballots in order to reduce shared touchpoints
- ▶ Election workers will be wearing masks (booth attendants will wear masks with transparent inserts for those who are hard of hearing)
- ▶ If you are diagnosed with COVID-19 and have to isolate, please see our website for your voting options on Election Day

### More info:

[www.taber.ca/election](http://www.taber.ca/election)



It's time to prepare for the 2021 Town of Taber municipal election.

### Here's how to vote if you are physically unable to attend a polling station:

- ▶ If you are physically unable to attend a voting station, you can arrange to vote in your residence
- ▶ Bookings can be made by contacting the Returning Officer at 403-331-7105
- ▶ This service is also available to individuals dependent on accessible transportation
- ▶ This service must be booked in advance no later than October 11th, 2021
- ▶ All COVID-19 protocols will be followed by our trained election staff when they attend your residence to take your vote
- ▶ This service is provided on Election Day (October 18th), and a certified election worker will come to your residence directly

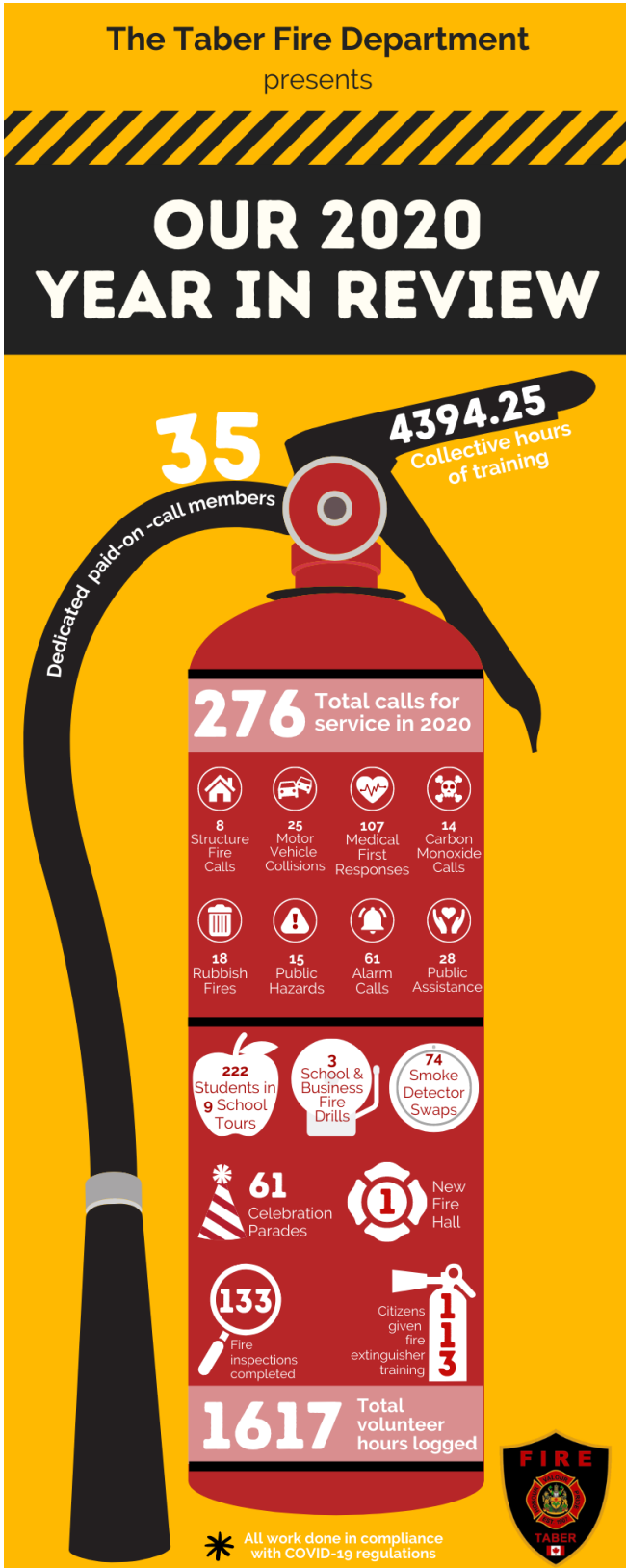
### More info:

[www.taber.ca/election](http://www.taber.ca/election)





# Fire Department 2020 Infographic





## HONOURABLE MENTION

# 2021 MUNICIPAL ELECTION MAILER



## TOWN OF TABER 2021 MUNICIPAL ELECTION

### Advance Votes:

Thursday, October 7: 4 PM - 8 PM

Saturday, October 9: 1 PM - 5 PM

Tuesday, October 12: 4 PM - 8 PM

Thursday, October 14: 4 PM - 8 PM

**Location:** Community Centre Auditorium

**Election Day:** Monday, October 18, 2021

**Polls are Open:** 10:00 AM - 8:00 PM

**Location:** Community Centre Auditorium  
B - 4720 50th Street, Taber

### FULL ELECTION INFO:

[WWW.TABER.CA/ELECTION](http://WWW.TABER.CA/ELECTION)  
**RETURNING OFFICER: 403-331-7105**



TOWN OF TABER  
403-223-5500  
A 4900 50TH STREET, TABER, AB, T1G 1T1

## ELECTION INFO



EACH VOTER MUST PRODUCE ONE PIECE OF ID THAT HAS BOTH YOUR NAME & CURRENT ADDRESS (PHOTO ID IS NOT REQUIRED). FULL LIST IS ON OUR WEBSITE.



YOU ARE ELIGIBLE TO VOTE IF YOU ARE ABOVE 18 YEARS OLD, ARE A CANADIAN CITIZEN, HAVE RESIDED IN ALBERTA FOR THE SIX MONTHS PRECEDING THE ELECTION, AND ARE A RESIDENT OF THE TOWN OF TABER ON ELECTION DAY.



RENTERS & NEW CANADIANS ARE ELIGIBLE TO VOTE IF THEY MEET THE REQUIREMENTS ABOVE AND PROVIDE THE NECESSARY IDENTIFICATION.



LOOKING FOR CANDIDATE PLATFORMS? THE TOWN DOES NOT ADVERTISE PLATFORMS (TO REMAIN NEUTRAL) BUT WE DO PROVIDE CONTACT INFO FOR ALL CANDIDATES ON OUR WEBSITE FOR THE PUBLIC.



IF YOU ARE PHYSICALLY UNABLE TO ATTEND A VOTING STATION, YOU MAY ARRANGE TO VOTE AT HOME. PLEASE CONTACT OUR RETURNING OFFICER JEANNE RUDOLF AT 403-331-7105 TO BOOK. DEADLINE TO BOOK THIS SERVICE IS OCTOBER 11.



FOR RESIDENTS OF CLEARVIEW LODGE, LINDENVIEW, & THE TABER HOSPITAL, WE WILL HAVE VOTING STATIONS AT THESE FACILITIES ON ELECTION DAY. ONLY RESIDENTS ARE ABLE TO VOTE AT THESE POLLS.



CAMPAIGN SIGN RULES ARE OUTLINED IN THE TOWN'S LAND USE BYLAW. SEE THE FULL REGULATIONS ON OUR WEBSITE OR CONTACT US AT 403-223-5500.



A LISTING OF CANDIDATES IS ON OUR WEBSITE. THE TOWN DOESN'T LIST OR ADVERTISE CANDIDATE PLATFORMS (IN ORDER TO REMAIN NEUTRAL), BUT YOU CAN CONTACT CANDIDATES DIRECTLY, SEE LOCAL MEDIA COVERAGE, OR VIEW SOCIAL MEDIA.



THE TOWN DOESN'T CONDUCT ANY FORUMS OR DEBATES IN ORDER TO REMAIN A NEUTRAL PARTY DURING THE ELECTION, BUT WE DO POST THE DETAILS FOR ANY BEING HELD ON OUR WEBSITE.



THE UNOFFICIAL RESULTS OF THE ELECTION WILL BE ANNOUNCED ON OUR TOWN WEBSITE AND SOCIAL MEDIA ONCE ALL THE VOTES HAVE BEEN COUNTED.

QUESTIONS? CONTACT THE TOWN OF TABER: 403-223-5500



HONOURABLE MENTION

# MORE THAN A NAME ELECTION AD



[WWW.TABER.CA/ELECTION](http://WWW.TABER.CA/ELECTION)



## GET THE FACTS BEFORE YOU VOTE.

Want to make an informed decision about your elected officials before Election Day? Want to know more about the candidates than just their names? Here's how to get started:

- Reach out to candidates directly, using the contact info provided in the candidate's listing on our website.
- Read local media for interviews and campaign ads.
- Find a candidate's public social media pages (if they have any) and ask them questions there.
- Read any election mail-outs you may receive.
- Research where candidates stand on issues important to you.
- Weigh your options and choose the people you believe in.
- Voice your choice for your preferred leaders on Election Day.

The Town's listing of candidates is available at [www.taber.ca/election](http://www.taber.ca/election)

# 2022 RECREATION LEISURE MAILER



### January

- **Live Leisure Guide**
  - January 5th; Community Centre; 6 - 8:30 PM
  - Everyone looks forward to our online leisure guides, so we are taking it to the next level and making it an in-person event. The evening will be an opportunity for youth and adults alike to sign up for activities ranging from sports, art classes, and even volunteer opportunities!

### April

- **Autism Awareness Month**
  - April is World Autism Month, watch our channels for more details on what we're planning!
- **Home & Rec Show**
  - April 8th & 9th; Arena
  - Get ready for summer with options for your home, gardening, and recreation!

### January

- **Annual Fitness Challenge**
  - Starts January 3rd
  - Is your resolution to get fit? Join us for our 12-week-long fitness challenge!

### May

- **National Life Jacket Day**
  - May 19th
  - Learn the importance of wearing a life jacket when out on the water!

### February

- **Valentine's Day Cookie Delivery**
  - February 14th
  - Purchase a cookie and a message for that special someone and we will deliver!

### May

- **3rd Annual Backyard BBQ Competition**
  - May 14th; Confederation Park
  - Smoke the competition to win prizes or come for a good time. All are welcome!

### February

- **Heart Month at the Aquafun**
  - Come for heart-healthy events and activities all month long!
  - Full calendar available on our website or by contacting the Aquafun Centre: 403-223-5544
- **Family Dive-In Movie**
  - February 22nd: 6-8 PM
  - Watch for your chance to vote on the movie on our Town Recreation Facebook Page!

### June

- **Summer Swimming Lesson Registration**
  - Date TBA
  - Get your family registered for swimming lessons while enjoying the summer! Make sure your online account is set up and ready by calling the Aquafun Centre prior to registration day.
- **Water Safety Week Info Booklet Contest**
  - June 4th - 11th
  - Watch our Recreation Facebook Page at the end of May for more information as we roll out some fun along with safety!
- **School's Out Celebration**
  - June 24th: 7-9 PM
  - Celebrate the start of summer holidays at a pool party!

### March

- **Snow Pitch Tournament**
  - March 12th; Ken McDonald Sportsfield
  - Adults, get your pitching arms and teams ready for a tournament in the snow!
- **Gord Bamford "Kick COVID in the A\*\* Tour**
  - March 19th; Community Centre
  - Tickets are now on sale, including VIP Table options. Hurry before they sell out!
  - Full details: [gordbamford.com](http://gordbamford.com)

### June

- **ParticipACTION Month**
  - Get the ParticipACTION App and get moving to help Taber win the most hours of activity!
- **Alberta Seniors Week**
  - June 6th - 10th
  - Celebrate our seniors with a week of events!
- **Health & Wellness Expo**
  - June 11th; Confederation Park
  - Learn about the different activities and business centered around wellness in town!
- **Farmers' Market**
  - Thursdays starting June 16th; Confederation Park
  - Shop local and enjoy the bounty of our region!
- **Kids Can Catch**
  - June 18th; Taber Trout Pond
  - Bring the family and learn to fish!
- **Live Leisure Guide**
  - June 30th; Confederation Park @ the Farmers Market
  - All your summer options for leisure and volunteering in Taber, all in one place!

### March

- **Spring Tune Up Winter Boot Camp**
  - Starts March 1st; Tuesdays at 8:30 PM
  - Join us for 8 weeks for an intense interval workout that will challenge you and help you reach your fitness goals.

### April

- **Advanced Courses**
  - Starts at the end of the month and runs until the end of August
  - Want to become a lifeguard? We'll train you! We're offering advanced courses at the Aquafun Centre. Contact us to see the courses and pricing.

Events are proposed only, and subject to changes. Watch our official channels and publications for the most up-to-date information! Contact the Aquafun Centre at 403-223-5544 (3) for details and pricing for any of our programming!

### Live Leisure Guide

There is so much more to do in Taber, and we can't list it all here! Come to our **Live Leisure Guide** on Wednesday, January 5th to learn about the different recreation events, activities, and volunteer opportunities our community has to offer, from all sorts of different groups. Everyone is welcome, and it's free to come! **January 5th: 6-8:30 PM at the Community Centre**

Looking for more info?



[www.taber.ca/events](http://www.taber.ca/events)

Looking for more info?



[www.taber.ca/swimschedule](http://www.taber.ca/swimschedule)

## COUNCIL DELEGATIONS & PRESENTATIONS PAMPHLET

### About Council Meetings

#### When are Council meetings held?

Council meetings are held on the second and fourth Mondays of each month, except for the months of July, August, and December in which meetings are held on the third Monday of the month. When a Statutory Holiday falls on a Monday, the Council meeting will be moved to the following Tuesday.

Meetings are held in the Administration Building at A 4900 50th Street in Taber.

Dates and times of all Council meetings can be found on our website at [www.taber.ca](http://www.taber.ca)

#### Are Council meetings open to the public?

Yes, the public is welcome to attend all Council meetings. When attending a meeting, please use the customer parking in front of the Administration Building and enter through the main East doors.

#### Are Council meetings live streamed?

All meetings of Council are now live-streamed and recorded. To view the live-stream or previous recordings, visit [www.taber.ca/livestream](http://www.taber.ca/livestream).

#### Where can I find agendas and minutes?

All agendas can be found on [www.taber.ca](http://www.taber.ca) under "Your Government." Minutes are approved by Council at a subsequent meeting, and all approved meeting minutes are available at [www.taber.ca](http://www.taber.ca) under "Your Government" as well.



### About Council Delegations

#### What types of issues does Council consider?

Items brought to Council vary, but common issues considered are bylaws, tenders, communications from Administration, funding requests, and public issues requiring a Council policy decision.

#### What is the purpose of a delegation?

Delegations provide information to Council. You are there to make a presentation to Council and bring information, request funds, or provide an update on Committee activities.

#### How do I request to be a delegation?

Please complete a Council Presentation Submission Form, which can be found at [www.taber.ca/delegations](http://www.taber.ca/delegations). For questions about delegations at Council meetings, please contact: **Administrative Services Manager 403-223-5500 ext 5519 A 4900 50th Street, Taber, AB, T1G 1T1 [admin@taber.ca](mailto:admin@taber.ca)**

#### What should be included in my request?

Requests to Council should include:

- The date, your first and last name, your mailing address, daytime phone number, and email address (if applicable)
- An outline of the details of your request, including any background information or any details you feel will be helpful in Council's decision-making process
- Any documents that may assist Council in their decision
- An indication of what you would like Council to do (ie: support a request, approve funding, or file as information)

### About Council Delegations Continued...

#### Can groups attend as a delegation?

A group or organization can request to attend as a delegation. The time limit for presentations applies to the group as a whole as well as individuals.

#### What is the deadline for submissions?

The deadline for submissions is no later than seven (7) working days prior to the Council meeting you wish to attend.

#### Is there a time limit for delegations?

Each delegation is given ten (10) minutes to make their presentation to Council. Members of Council may then ask the delegation questions or have a discussion regarding the request following the presentation.

#### Are all requests to Council granted?

All items are reviewed by the Agenda Review Committee. If this committee deems that an issue could be resolved by Administration, they may refer it to staff and your request may not need to go to Council. You will be advised if this occurs. If your request does go before Council, they will deliberate on the request and make their decision accordingly. Council may or may not make a decision on the matter at the time of the delegation, or may ask staff to bring back a report so they can have the necessary information to make an informed decision.

### Presenting at a Council Meeting

#### When will I present to Council?

The Delegations portion of Council meetings are held at 5:00 PM on Council meeting dates. Delegations will present in the order in which they appear on the agenda.

#### Where do I go to present to Council?

Please enter Council Chambers through the Town Office Lobby. You can have a seat in the gallery until the Mayor asks you to come forward to the delegates desk in the middle of the room.

#### Can I use audio-visual equipment?

Yes. Please provide your presentation material to the Administrative Services Office who will load your presentation on our equipment prior to your presentation. Materials must be provided no less than seven (7) working days prior to your presentation.

#### How do I begin?

Begin by stating your name. You can address the Mayor as "Mr. Mayor" or "Your Worship," and Councillors as "Councillor [Last Name]."

#### Your presentation will be public record.

If you submit written comments or make a presentation to Council, they, together with your provided information will form part of the public record. This record is made available on our website. Additionally, your presentation will be captured on our live stream and made public as well.



HONORING THE MESSENGERS & CREATORS OF TRADITIONAL & EMERGING MEDIA

# PLATINUM AWARD LEVEL

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## 2022

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Town of Taber

Print Media: Banner/Sign

Taber Veterans Banner Program



JUDGED AND CERTIFIED





HONORING THE MESSENGERS & CREATORS OF TRADITIONAL & EMERGING MEDIA

# PLATINUM AWARD LEVEL

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## 2022

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Administrative Services Department

Town of Taber

Print Media: Newspaper Ad

New Voters Election Ad



JUDGED AND CERTIFIED





HONORING THE MESSENGERS & CREATORS OF TRADITIONAL & EMERGING MEDIA

# PLATINUM AWARD LEVEL

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## 2022

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Administrative Services Department

Town of Taber

Print Media: Poster

Fire Department Lights Ablaze Poster



JUDGED AND CERTIFIED







HONORING THE MESSENGERS & CREATORS OF TRADITIONAL & EMERGING MEDIA

# GOLD AWARD LEVEL

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## 2022

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Administrative Services Department

Town of Taber

Print Media: Newspaper Ad

Women in Politics Ad



JUDGED AND CERTIFIED





HONORING THE MESSENGERS & CREATORS OF TRADITIONAL & EMERGING MEDIA

# GOLD AWARD LEVEL

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## 2022

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Administrative Services Department

Town of Taber

Print Media: Newspaper Ad

Beyond Barriers Ad



JUDGED AND CERTIFIED





HONORING THE MESSENGERS & CREATORS OF TRADITIONAL & EMERGING MEDIA

# GOLD AWARD LEVEL

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## 2022

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Administrative Services Department

Town of Taber

Print Media: Infographic

Fire Department 2020 Infographic



JUDGED AND CERTIFIED





HONORING THE MESSENGERS & CREATORS OF TRADITIONAL & EMERGING MEDIA

# GOLD AWARD LEVEL

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## 2022

---

Administrative Services Department

Town of Taber

Print Media: Print Advertising Campaign

Voice Your Choice Election Topic Ads



JUDGED AND CERTIFIED





HONORING THE MESSENGERS & CREATORS OF TRADITIONAL & EMERGING MEDIA

# HONORABLE MENTION AWARD LEVEL

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## 2022

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Administrative Services Department

Town of Taber

Print Media: Brochure

Council Delegations & Presentations Pamphlet



JUDGED AND CERTIFIED





HONORING THE MESSENGERS & CREATORS OF TRADITIONAL & EMERGING MEDIA

# HONORABLE MENTION AWARD LEVEL

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## 2022

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Administrative Services Department

Town of Taber

Print Media: Direct Mail Piece

Winter/Spring 2022 Leisure Mailer



JUDGED AND CERTIFIED





HONORING THE MESSENGERS & CREATORS OF TRADITIONAL & EMERGING MEDIA

# HONORABLE MENTION AWARD LEVEL

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## 2022

---

Administrative Services Department

Town of Taber

Print Media: Direct Mail Piece

2021 Municipal Election Mailer



JUDGED AND CERTIFIED





HONORING THE MESSENGERS & CREATORS OF TRADITIONAL & EMERGING MEDIA

# HONORABLE MENTION AWARD LEVEL

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## 2022

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Administrative Services Department

Town of Taber

Print Media: Newspaper Ad

More Than a Name Ad



JUDGED AND CERTIFIED





## Council Request for Decision

**Meeting Date: June 13, 2022**

**Subject:**

Clean Energy Improvement Program

**Recommendation:**

Council directs administration to develop a Clean Energy Improvement bylaw and start the funding application process.

**Background:**

The Clean Energy Improvement Program (CEIP) is Alberta's approach to Property Assessed Clean Energy (PACE) financing. PACE is an innovative financing tool for residents and commercial property owners to pay for energy efficiency upgrades and renewable energy installations. With CEIP, property owners can access flexible, long-term financing through their municipality, with repayment facilitated through an added charge to the participant's regular property tax bill. This type of financing encourages property owners to make multiple upgrades at once (for example, furnace or boiler replacement, hot water tank, solar and insulation), creating more projects for local contractors, upgrading building stock, and decreasing utility bills. Although legislative framework is in place to allow the program to exist in the province, local participation is made possible when a municipality decides to "opt-in" to the program by adopting a clean energy improvement bylaw.

In 2020, the Federation of Canadian Municipalities (FCM) launched the Community Efficiency Financing (CEF) program. This program provides funding for municipalities to develop and implement efficiency financing programs, such as CEIP. The Program Capitalization Stream offering provides a loan for the financing requirements of the program of up to \$10M at a low-interest rate (approximately 2%).

As part of this stream, a grant is also available to cover program administration costs for up to four years (includes municipal staff time, program administrator costs, marketing costs, etc.). The grant value is up to 50% of the total program financing provided by FCM (e.g., if the loan requirement is \$4M, a grant of up to \$2M is available to cover administration costs).

The Alberta Municipalities Services Corporation (AMSC) is the provincial CEIP program administrator. As program administrator, the AMSC serves as the central hub for municipalities, Qualified Contractors, and property owners participating in CEIP. The AMSC supports municipalities in the program and bylaw development and manages the majority of the program administration responsibilities (e.g., application processing, Qualified Contractor onboarding and marketing support).



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**Legislation / Authority:**

Municipal Government Act, R.S.A., 2000, c.M-26

**Strategic Plan Alignment:**

Initiative - Develop Community & Promote Growth

Goal – Explore and implement viable opportunities to capture the benefit of energy efficient technologies.

**Financial Implication:**

No cost to the Town of Taber.

Staff time and overhead is covered by the grant.

FCM loan costs are recouped by the finance department through property taxes.

**Service Level / Staff Resource Implication:**

Administration to manage the program to implementation. Tasks include; bylaw development, grant application, capital sourcing, program design and program launch. Staffing levels to be determined.

Alberta Municipal Services Corporation (AMSC) to manage the program after program implementation. Tasks include; application and payment processing, website management, participant and contractor customer service, contractor onboarding, marketing, engagement, quality assurance and program reporting.

**Justification:**

Provide the community with an innovative financing tool to pay for energy efficiency upgrades and renewable energy installations.

**Alternative(s):**

Council directs administration to provide additional information.

Council directs administration to stop work on CEIP.

**Attachment(s):** Presentation

**APPROVALS:**

**Originated By:**

Blake Hranac

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

# Clean Energy Improvement Program

# What is the Clean Energy Improvement Program (CEIP)?



Clean Energy Improvement Program

**A different kind of financing for renovations that make a difference**

Residential Property

Commercial Property

For Contractors

For Municipalities



# What Projects are Eligible?



## **Solar PV**

Solar photovoltaic (PV) panels generate electricity with sunlight. Alberta's big, clear skies mean you have big potential to use solar power, even in winter.



## **Attic Insulation**

Heat rises, which means keeping a tight lid on your house can transform your utility bill. Attic insulation can cut 10-50% off your utility bill.



## **Heat Pump**

Replacements for both furnaces and AC units, heat pumps use electricity to heat and cool year-round.

# What Happens if the Homeowner Sells the Property?



# CEIP Programs in Alberta

## CEIP development in Alberta

- The [Town of Devon](#) passed a CEIP bylaw on November 25, 2019.
- The [Town of Rocky Mountain House](#) passed a CEIP bylaw on December 3, 2019.
- The [Town of Canmore](#) passed a CEIP bylaw on December 4, 2020.
- The [City of Leduc](#) passed a CEIP bylaw on April 12, 2021.
- The [Town of Okotoks](#) passed a CEIP bylaw on May 10, 2021.
- The [City of St. Albert](#) passed a CEIP bylaw on May 17, 2021.
- The [City of Lethbridge](#) passed a CEIP bylaw on August 11, 2021.
- The [City of Edmonton](#) passed a CEIP bylaw on August 19, 2021.
- The [City of Grande Prairie](#) passed a CEIP bylaw on August 23, 2021.
- The Town of Drayton Valley passed a CEIP bylaw on September 15, 2021.
- The [City of Calgary](#) passed a CEIP bylaw on December 6, 2021.
- The Village of Stirling passed a CEIP bylaw on April 6, 2022.
- Sturgeon County passed a CEIP bylaw on April 12, 2022.
- The Town of Westlock passed a CEIP bylaw on April 28, 2022.
- The City of Leduc plans to launch their CEIP program in late spring 2022.

## Active CEIPs in Alberta

- The [Town of Rocky Mountain House](#) launched their CEIP program on November 4, 2021.
- The [Town of Devon](#) launched their CEIP program on January 19, 2022.
- The [City of Edmonton](#) launched their residential CEIP program on March 29, 2022. The commercial program is expected to launch later in 2022.

# How is the Program Funded?

- In 2020, the Federation of Canadian Municipalities (FCM) launched the Community Efficiency Financing (CEF) program.
- 300 million in financing to support the program across Canada by the Federation of Canadian Municipalities (FCM).



# Is There a Grant Available?



GREEN  
MUNICIPAL  
FUND

FONDS  
MUNICIPAL  
VERT

# Community Efficiency Financing

APPLICATION  
GUIDE



# FCM & CEIP Relationship



**CLEAN ENERGY  
IMPROVEMENT  
PROGRAM**

**Administered by the Alberta Municipal Services Corporation.**

# Taber Deliverables

- Administration to manage the program to implementation.
- Tasks include; bylaw development, grant application, capital sourcing, program design and program launch.
- Town of Taber overhead covered by FCM grant.

# AMSC Deliverables

- AMSC to manage the program after program implementation.
- Tasks include; application and payment processing, website management, participant and contractor customer service, contractor onboarding, marketing, engagement, quality assurance and program reporting.
- AMSC overhead covered by FCM Grant.

# Clean Energy Improvement Program Next Steps

- Step 1: Program meeting with AMSC to discuss deliverables.
- Step 2: Develop and pass a CEIP bylaw
- Step 3: Work with AMSC to apply for the FCM Community Efficiency Financing and grant.
- Step 4: Create a CEIP program that is best suited for Taber.
- Step 5: Launch the CEIP program.

# Additional Benefits

- Early indications show that the municipality would be eligible to retain all of the carbon credits generated from homeowner upgrades such as solar installations.

# Questions



## Council Request for Decision

**Meeting Date: June 13, 2022**

**Subject:**

Standing Item - Council Requests

**Recommendation:**

That Council uses this standing agenda item opportunity to provide policy or governance direction to Administration.

**Background:**

The Municipal Government Act only allows Mayor and Council to act by resolution or bylaw, not separately through individual direction to administration. If one member wishes to see action on a certain item that requires the deployment or diversion of municipal resources, that does not mean all or even a majority of the other six members want Town resources used in that manner. Also, it is likely that all of Council and the public want to know about issues of concern and interest in Taber, so this conversation should be shared for better governance.

To assist in this information sharing and ensure agreement on the relative importance of activities, and to facilitate a common understanding, Council established a standing item on Council agendas that would allow the Mayor and Councilors to raise issues of individual concern. This allows discussion amongst Council and with administration on how best to deal with these concerns. It is an opportunity for Council to provide suggestions or direction to administration as to how best to proceed.

The intention of this RFD is for policy or governance items to be brought forward from the floor at the meeting.

**Legislation / Authority:**

*Municipal Government Act*, Section 153, Section 154, Section 180, and Section 249.

**Strategic Plan Alignment:**

Improve Internal & External Communications

Establish appropriate communication protocols between Council and Administration.





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**Financial Implication:**

The financial implication will vary depending on the discussion outcomes but should consider the alignment of Town facility and service provision with the approved budget.

**Service Level / Staff Resource Implication:**

Having a regular Council discussion about service levels will improve the ability of administration to meet the expectations of Council rather than dealing with the requests of individuals on an ad hoc basis.

**Justification:**

This will bring administration efficiencies and the better alignment of services and expenditures with the budget. It will also help improve communication protocols and adherence to the *Municipal Government Act*.

**Alternative(s):**

Alternatives will vary based on the discussion.

**Attachment(s):** Action Item Listing

**APPROVALS:**

**Originated By:**  
Raeanne Keer

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

<b>Council Date</b>	<b>Resolution #</b>	<b>Resolution</b>	<b>Assigned To</b>	<b>Completed?</b>
Jan 10, 2022	8/2022	MOVED Councillor Rudd that Council directs Administration to monitor the current situation of the land located on 56 <sup>th</sup> Avenue, and to be further investigated by Public Works to ensure appropriate germination that would stabilize the property in question and be checked on in the spring, by the end of May, and by July 1 <sup>st</sup> in the growing season.	Public Works	<i>In Progress</i> – <b>First update provided in May 24, 2022 Council Agenda Package.</b>
May 9, 2022	179/2022	MOVED by Councillor Rudd that Council directs Administration to review the future utilization of the Chamber of Commerce space, once available, and to bring back information to Council within 3 months.	Planning and Community Services	<i>In Progress</i>

*\* Once items have been designated completed, they will be removed from this listed at the next Council meeting*

## Council Request for Decision

**Meeting Date: June 13, 2022**

**Subject:**

Alberta Conservation Association Delegation

**Recommendation:**

That Council approves the request of \$5,000 per year, for 5 years, totaling \$25,000 to come from the operating reserves, as requested by the Alberta Conservation Association.

**Background:**

Diana Rung, a biologist with the Red Deer office of the Alberta Conservation Association, will provide a presentation on the background and status of the annual fish stocking of the Trout Pond.

**Legislation / Authority:**

Municipal Government Act Section 364.2

Alberta, R.S.A 2000, Chapter M-26 and amendments thereto.

**Strategic Plan Alignment:**

Enhanced Sense of Community.

**Financial Implication:**

To be determined.

**Service Level / Staff Resource Implication:**

None

**Justification:**

To continue to grow Taber's Park system, historical attractions, and act in partnership with Alberta Conservation Association to provide recreation and fishing opportunities for Town residents.



**Alternative(s):**

1. Council could request additional information to be gathered and presented at a later Council meeting.
2. Council approves the amount of \_\_\_\_\_ per year for \_\_\_\_ years, totaling \_\_\_\_\_, to come from the operating reserves, for the Alberta Conservation Association.

**Attachment(s):** Presentation

**APPROVALS:**

**Originated By:**

Chris Eagan

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

# Alberta Conservation Association

Funding request to support  
fish stocking in the Taber Trout Pond

Since 1997, Alberta Conservation Association (ACA) has encouraged all Albertans to enjoy the outdoors. Conserving the fish, wildlife and habitat resources we enjoy makes Alberta the beautiful and balanced place it is.



## Fisheries



## Land Management



## Wildlife



## Communications

Conservation Magazine, Alberta Discover Guide and so much more. Check out our website <https://www.ab-conservation.com/>




# Stocked Lakes

Alberta Conservation Association stock ponds with rainbow trout, brook trout, brown trout and tiger trout.

Alberta Conservation Association

Who We Are | Our Work | Hunt, Fish, Explore | Grants | Conservation Sites | Partnerships | Donate

## Search Stocked Lakes




We created this new map to help you find a great fishing spot to call your own. You have multiple options with over 130 lakes and ponds stocked by ACA and Alberta Environment and Parks (AEP).

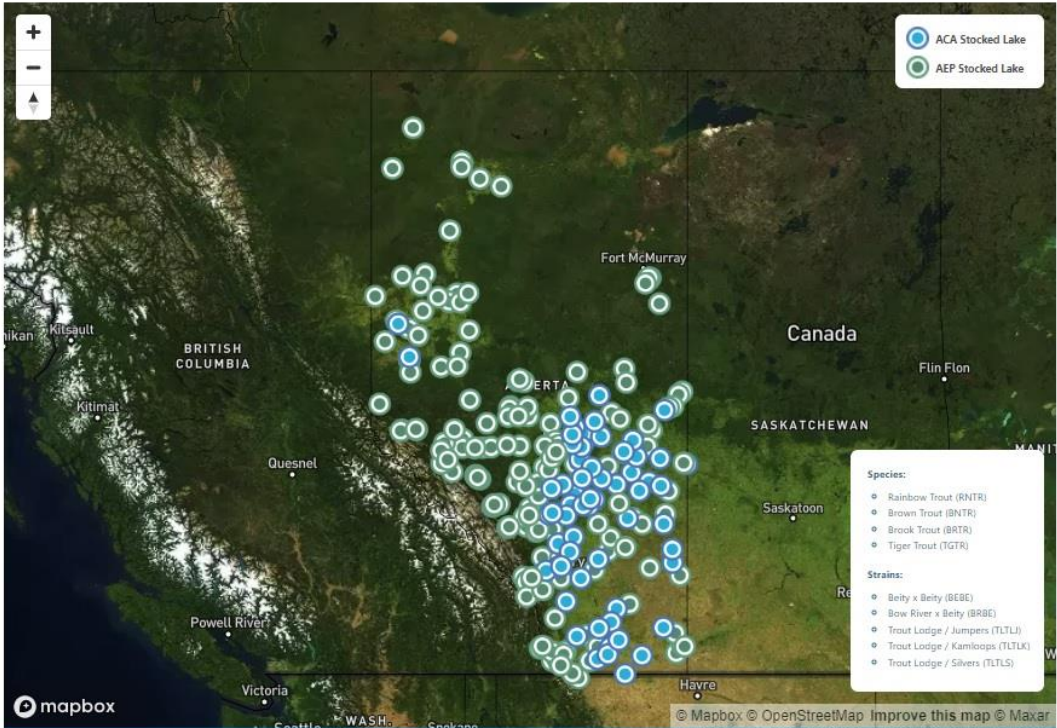
Whether you are a complete newbie who found a Spiderman fishing rod at a garage sale or a seasoned fisherman with thousands of dollars' worth of equipment, this map should help you find a great fishing spot.

Remember to buy your 2022 fishing licence. Find out how plus see Alberta's **Sportfishing Regulations** to perfect your pond experience.

Find out more about the bathymetry (depth) of ACA's stocked ponds [here](#).

 **Start Fishing**

We are happy to have you visit the sites and are even happier when you continue to follow all public health guidelines.



ACA Stocked Lake  
AEP Stocked Lake

Species:  
• Rainbow Trout (RNTR)  
• Brown Trout (BNTR)  
• Brook Trout (BRTR)  
• Tiger Trout (TGTR)

Strains:  
• Beity x Beity (BEBE)  
• Bow River x Beity (BRBE)  
• Trout Lodge / Jumpers (TLTL)  
• Trout Lodge / Kamloops (TLKL)  
• Trout Lodge / Silvers (TLLS)

Waterbody: ↑	District: ↓	Species: ↓	Stocking Month: ↓	Status: ↓	Distance (km): ↓
<input type="text" value="Search Waterbody"/>	<input type="text" value="Search District"/>	<input type="text" value="Search Species"/>			
Acadia Valley Reservoir	Oyen	RNTR , BKTR	May	Pending	N/A
Alford Lake	Rocky Mountain House	RNTR	May	Pending	N/A
Allison Lake	Blairmore	RNTR	May	Pending	N/A
Anderson Dam	Drumheller	RNTR	May	Pending	N/A



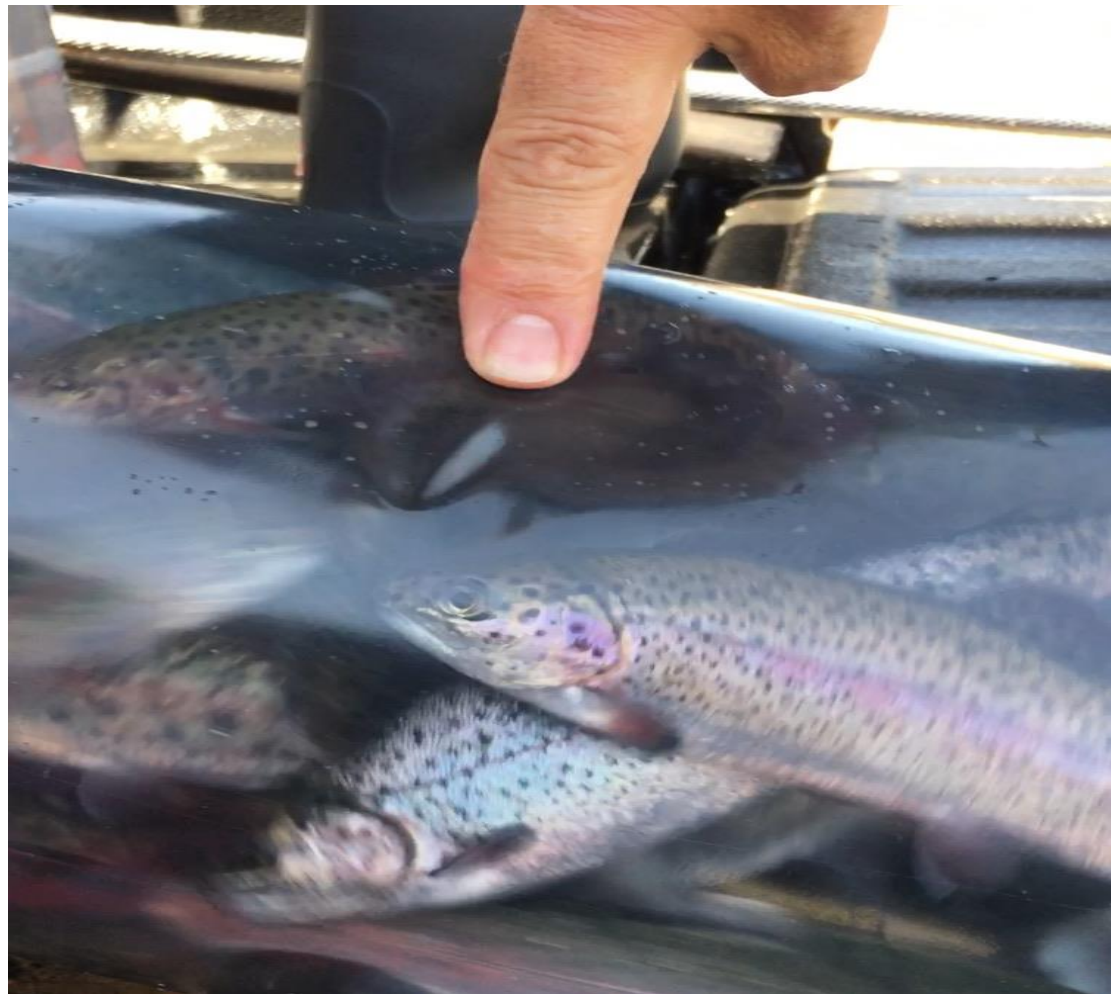








Alberta Conservation  
Association





## Dissolved Oxygen Sampling

Biologists have monitored monthly dissolved oxygen levels at Taber Pond since 2017. The levels are acceptable for fish survival.

# Taber Trout Pond

- Stocked with 5,000 rainbow trout
- 359 30cm rainbows will be added in 2022
- Fish cost \$16,500 in 2022 and \$19,500 in 2023

Image © 2022 CNES / Airbus

Google Earth

Imagery Date: 4/27/2021 49°47'37.87" N 112°11'07.95" W elev 805 m eye alt 2.04 km



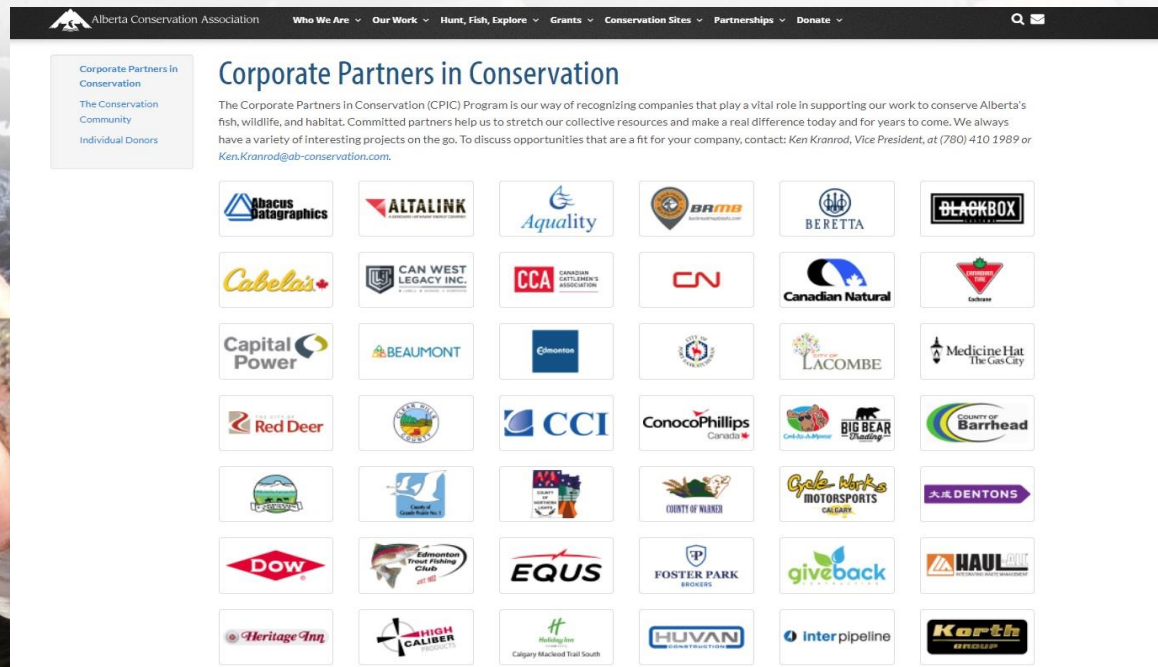


## **Our fish stocking partners**

Aquality Environmental  
Canadian Tire Cochrane  
CCI Solutions  
City of Beaumont  
City of Edmonton  
City of Fort Saskatchewan  
City of Lacombe  
City of Medicine Hat  
City of Red Deer  
Grande Prairie County  
Lethbridge County  
Nutrien  
Saddle Hills County  
Shell Canada  
Southern Alberta Outdoorsmen  
Sysgen Solutions Group Ltd.  
Town of Cochrane  
Town of High River



The Corporate Partners in Conservation (CPIC) Program is our way of recognizing municipalities and companies that play a vital role in supporting our work to conserve Alberta's fish, wildlife, and habitat.



ACA is requesting \$5,000 per year for an ongoing commitment of 5 years



Thank  
you!

