

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.

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 56th 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.

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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 56th 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.

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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 1st Quarter Financial Statements to Council.

Council discussed the 1st 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.

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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

