



## AGENDA

REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON TUESDAY, OCTOBER 10, 2023 AT 3:30 PM.

|  | <u>MOTION</u> |
|--|---------------|
| <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 Regular Meeting of Council: September 25, 2023  | <b>X</b>      |
| <b>5. BUSINESS ARISING FROM THE MINUTES</b>  |               |
| <b>6. BYLAWS</b>   |               |
| ITEM No.6.1 Proposed Residential Tax Incentive Bylaw 16-2023   | <b>X</b>      |
| <b>7. ACTION ITEMS</b>   |               |
| ITEM No.7.1 2024 Proposed Capital Budget   | <b>X</b>      |
| ITEM No.7.2 Standing Items - Council Requests  |               |
| <b>8. DELEGATIONS</b>  |               |
| ITEM No.8.1 Family and Community Support Services Waiver Request   | <b>X</b>      |
| <b>9. MEDIA INQUIRIES</b>  |               |
| <b>10. CLOSED SESSION</b>  |               |
| ITEM No.10.1 Land Sale Offer - Meadows<br>Closed Session to prevent disclosure of third-party business information, in accordance with Section 16(1) of the <i>Freedom of Information and Protection of Privacy Act</i> ; (a)(ii) to prevent the disclosure of commercial, financial, and technical information of a third party, (b) the information was supplied in confidence, and (c) the disclosure could reasonably be expected to harm significantly the negotiating position of the third party. |               |



ITEM No.10.2 Accepted Land Sale Offer  
Closed Session to prevent disclosure of third-party business information, in accordance with Section 16(1) of the *Freedom of Information and Protection of Privacy Act*; (a)(ii) to prevent the disclosure of commercial, financial, and technical information of a third party, (b) the information was supplied in confidence, and (c) the disclosure could reasonably be expected to harm significantly the negotiating position of the third party.

**11. OPEN SESSION** X

**12. CLOSE OF MEETING** X



## Council Request for Decision

**Meeting Date:** October 10, 2023

**Subject:**

Minutes of Regular Meeting of Council: September 25, 2023

**Recommendation:**

Council adopts the Minutes of the Regular Meeting of Council held on September 25, 2023, 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:**

To provide good governance.

**Financial Implication:**

None at this time.

**Service Level / Staff Resource Implication:**

The service level will remain status quo.

**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 September 25, 2023, as amended.



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**Attachment(s):** September 25, 2023 Regular Meeting of Council Draft Minutes

**APPROVALS:**

**Originated By:**  
Brittany Gilbertson

**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 MONDAY, SEPTEMBER 25, 2023, AT 3:37 PM, IMMEDIATELY FOLLOWING THE SUBDIVISION AUTHORITY MEETING AT 3:30 PM.

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**Mayor**

Andrew Prokop

**Councillors**

Garth Bekkering  
Monica McLean  
Joanne Sorensen

**Absent**

Jack Brewin  
Carly Firth  
Daniel Remfert

**Chief Administrative Officer**

Derrin Thibault

**Staff**

Alaa Abdel Khaliq  
Amy Allred  
Chris Eagan  
Celina Newberry  
Kerry Van Ham

**CALL TO ORDER**

Mayor Prokop called the Meeting to Order at 3:37 PM.

**ADOPTION OF THE AGENDA**

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

**ADOPTION OF THE AGENDA – CONT'D**

RES. 280/2023

MOVED by Councillor McLean that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

**PUBLIC HEARINGS**

None.

**ADOPTION OF THE MINUTES**

**1) Minutes of Regular Meeting of Council: September 11, 2023**

RES. 281/2023

MOVED by Councillor Bekkering that Council adopts the Minutes of the Regular Meeting of Council held on September 11, 2023, as presented.

CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM THE MINUTES**

None.

**BYLAWS**

**1) First Reading of Bylaw Amendment 13-2023**

D. Thibault introduced C. Eagan, Director of Planning, Engineering and Operations, and C. Newberry, Planning Officer, who presented the proposed amendments to Land Use Bylaw 13-2020.

Council discussed the amendments.

## **BYLAWS - CONT'D**

### **1) First Reading of Bylaw Amendment 13-2023 – Cont'd**

RES. 282/2023

MOVED by Councillor Sorensen that Council gives First Reading to Bylaw 13-2023 to amend Land Use Bylaw 13-2020.

CARRIED UNANIMOUSLY

### **2) First Reading of Bylaw Amendment 14-2023**

D. Thibault re-introduced C. Eagan, and C. Newberry, who presented the Proposed Bylaw 14-2023 which reflect proposed amendments to Land Use Bylaw 13-2020.

Council discussed the amendments and stated concern for potential congestion issues with the proposed amendments.

Administration stated that they would provide further information prior to the Second Reading of Bylaw 14-2023.

RES. 283/2023

MOVED by Councillor Bekkering that Council gives First Reading to Bylaw 14-2023 to amend Land Use Bylaw 13-2020.

CARRIED UNANIMOUSLY

### **3) Bylaw 17-2023 Proposed Traffic Control Bylaw**

D. Thibault presented the Proposed Traffic Control Bylaw 17-2023, and Council discussed.

RES. 284/2023

MOVED by Councillor Bekkering that Council gives First Reading to Traffic Control Bylaw 17-2023, at this meeting.

CARRIED UNANIMOUSLY

**BYLAWS - CONT'D**

**3) Bylaw 17-2023 Proposed Traffic Control Bylaw- Cont'd**

RES. 285/2023                      MOVED by Councillor McLean that Council gives Second Reading to Traffic Control Bylaw 17-2023, at this meeting.

CARRIED UNANIMOUSLY

RES. 286/2023                      MOVED by Councillor Sorensen that Council unanimously agrees to proceed to Third and Final Reading of Traffic Control Bylaw 17-2023, at this meeting.

CARRIED UNANIMOUSLY

RES. 287/2023                      MOVED by Councillor McLean that Council gives Third and Final Reading to Traffic Control Bylaw 17-2023, at this meeting.

CARRIED UNANIMOUSLY

**ACTION ITEMS**

**1) Alberta Community Partnership Grant Application - Regional Water Treatment Facility Study**

D. Thibault presented the request for endorsement by Council for the Alberta Community Partnership Grant Application for the Regional Water Treatment Facility Study.

RES. 288/2023                      MOVED by Councillor McLean that the Town of Taber supports the submission of the 2023/24 Alberta Community Partnership Grant Application in support of a Regional Water Treatment Facility Study, and allows the Town of Coaldale to manage the Grant Project and related compliance requirements.

CARRIED UNANIMOUSLY



**ACTION ITEMS – CONT'D**

**2) Alberta Community Partnership Grant Application - Regional Community Needs Assessment**

D. Thibault presented the request for endorsement by Council for the Alberta Community Partnership Grant Application for the Regional Community Needs Assessment.

RES. 289/2023

MOVED by Councillor Bekkering that the Town of Taber approves participating with the Village of Stirling in applying for an Alberta Community Partnership Intermunicipal Collaboration Funding grant, to fund the Barons-Eureka-Warner Family Community Support Services Community Needs Assessment Project.

CARRIED UNANIMOUSLY

**3) Trout Pond Recreation Area (TPRA) Draft Master Plan**

D. Thibault introduced C. Eagan, who presented the final Draft Trout Pond Recreation Area (TPRA) Master Plan.

Council discussed the Proposed Draft Master Plan, including inquiring about any potential issues that may arise with other user groups who utilize the area.

RES. 290/2023

MOVED by Councillor Sorensen that Council approves of the Draft Master Plan of the Trout Pond Recreation Area, and instructs Administration to proceed with public consultation, and submit future projects in the annual Capital Budget process to achieve the depicted development.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **4) IT Security Incident Management Policy CS-IT-9**

D. Thibault introduced A. Abdel Khaliq, IT Manager, who presented the IT Security Incident Management Policy CS-IT-9, as part of the 3-year policy review.

RES. 291/2023

MOVED by Councillor McLean that Council adopts the IT Security Incident Management Policy CS-IT-9, as presented.

CARRIED UNANIMOUSLY

### **5) Information Security Policy CS-IT-10**

D. Thibault re-introduced A. Abdel Khaliq, who presented the Information Security Policy CS-IT-10, as part of the 3-year policy review.

RES. 292/2023

MOVED by Councillor Sorensen that Council adopts the Information Security Policy CS-IT-10, as presented.

CARRIED UNANIMOUSLY

### **6) Information For Council**

D. Thibault reviewed the Information for Council Agenda Item that included Draft Meeting Minutes from the September 8<sup>th</sup>, 2023 Traffic Committee Meeting, an update on the Alberta Advantage Immigration Program, an updated status chart for the 2023 Capital Projects, and a Letter of Support from the Town of Bow Island for the Alberta Community Partnership Program.

Council discussed the presented information.

### **7) Department Reports**

D. Thibault presented the Department Reports for Council to review.

No motion was made at this time.

## **ACTION ITEMS – CONT'D**

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

Mayor and Council provided details of their monthly activity.

No motion was made at this time.

### **9) Standing Items - Council Requests**

D. Thibault reviewed the current listing.

RES. 293/2023

MOVED by Councillor Bekkering that Council directs Administration to study at a high-level basis the water consumption and loss within the Town of Taber.

CARRIED UNANIMOUSLY

RES. 294/2023

MOVED by Councillor Sorensen that Administration reviews and consults on Bylaw 17-2023, which included Schedule "D", and the fines.

CARRIED UNANIMOUSLY

RES. 295/2023

MOVED by Councillor Bekkering that Council takes a 30-minute meal break to reconvene into the Delegation Agenda Item at 5:00 PM.

CARRIED UNANIMOUSLY at 4:29 PM

Meeting reconvened at 5:01 PM.

## **DELEGATIONS**

### **1) Delegation: Miss Rodeo Queen Canada**

D. Thibault introduced J. Ferguson, attending virtually, who detailed her request for sponsorship from Council for the Miss Rodeo Queen Canada Competition.

200/2023

Meeting Date  
9/25/2023

## DELEGATIONS – CONT'D

### 1) Delegation: Miss Rodeo Queen Canada – Cont'd

Council wished J. Ferguson luck at the Miss Rodeo Queen Canada Competition.

RES. 296/2023

MOVED by Councillor Sorensen that Council directs Administration to support Miss Jessie Ferguson of Taber, Alberta, in the Miss Rodeo Queen Canada Competition, and provides \$100.00 to the Miss Rodeo Queen Program to be funded from the Council Discretionary Fund.

CARRIED UNANIMOUSLY

### MEDIA INQUIRIES

None.

RES. 297/2023

MOVED by Councillor Bekkering that Council moves into Closed Session to prevent the disclosure of:

- Third-party business information, in accordance with Section 16(1) of the *Freedom of Information and Protection of Privacy Act*; (a)(ii) to prevent the disclosure of commercial, financial, and technical information of a third party, (b) the information was supplied in confidence, and (c) the disclosure could reasonably be expected to harm significantly the negotiating position of the third party; and,
- Criteria developed for the purpose of contractual negotiations on behalf of a public body, and considerations that relate to those negotiations.

CARRIED UNANIMOUSLY at 5:09 PM

## CLOSED SESSION

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

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration and the public in attendance for Agenda Item 10.1) Proposed Educational Opportunity Delegation; D. Thibault, Chief Administrative Officer, K. Van Ham, Administrative Services Manager, and A. Allred, Economic Development Manager, and from the public, G. Modh, and V. Sharma.

- 2) **Proposed Lease Agreement Renewal: Parkside Manor of Taber 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.**

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 Agreement Renewal: Parkside Manor of Taber; D. Thibault, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

## CLOSED SESSION – CONT'D

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

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 10.3) Land Sale Offer - Eureka; D. Thibault, Chief Administrative Officer, K. Van Ham, Administrative Services Manager, C. Eagan, Director of Planning, Engineering, and Operations, and A. Allred, Economic Development Manager.

## OPEN SESSION

RES. 298/2023

MOVED by Councillor Sorensen that Council moves into Open Session.

CARRIED UNANIMOUSLY at 6:03 PM

RES. 299/2023

MOVED by Councillor McLean that Council authorizes the lease renewal to Parkside Manor of Taber for the property and building situated in the Town of Taber, in the Province of Alberta, being a portion of Lot 2, Block S, Plan 4193JK, with a civic address of 4830A – 50 Avenue Taber, Alberta, for a term to expire December 31, 2028; and,

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

CARRIED UNANIMOUSLY

**CLOSE OF MEETING**

RES. 300/2023

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

CARRIED UNANIMOUSLY AT 6:04 PM

\_\_\_\_\_  
MAYOR

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

204/2023

Meeting Date  
9/25/2023

## Council Request for Decision

**Meeting Date: October 10, 2023**

**Subject:**

Proposed Residential Tax Incentive Bylaw 16-2023

**Recommendation:**

Council gives First Reading to Proposed Bylaw 16-2023 being the Residential Tax Incentive Bylaw, as presented.

**Background:**

In response to the following Council motion, Administration is presenting a proposed Residential Tax Incentive Bylaw.

“MOVED by Councillor Sorensen that Council directs Administration to investigate possible grant, subsidies, and other incentives to encourage the building of multi-unit residential buildings in Taber.” 196/2023

Many communities around Alberta have taken various approaches to the housing and affordability issues that are facing communities. After researching various types of grants and incentives available, Administration would like to recommend a residential incentive that mirrors our Investment Incentive Bylaw for Commercial Properties.

The Residential Tax Incentive is meant to apply to all new residential properties and/or the creation of legal secondary suites. The bylaw is meant to be modular in fashion, separating various types of housing in the Schedules attached, so different types of housing can be limited as determined by Council at any time.

The bylaw allows for new single-family homes and new manufactured homes, this helps to increase housing in the community and as people move to the new homes, their past homes come on the market, creating more inventory.

The second type of housing that is listed in the bylaw is secondary suites. In encouraging the community to create secondary suites on or in their properties, it opens more spaces for renters in the community. These suites would need to be legal suites and could include, but is not limited to, basement suites, carriage houses and detached suites.

It also allows for multi-family and mixed-used developments. These include every type of multi-family including, but not limited to, duplexes, fourplexes, eightplexes, town/row houses, apartment style buildings or mixed-use developments that includes commercial space as well. This bylaw



would only apply to the residential portion of mixed-use spaces; however, the commercial portion could qualify under the Investment Incentive Bylaw.

The tax incentive would apply to the property for 4 years upon occupancy being granted. The first year following occupancy would be 100% exemption on municipal taxes, the second year, 75%, 50% in the third year, and 25% in the fourth and final year.

With our Investment Incentive Bylaw, Council did allow for businesses that were under construction but not yet completed to receive the last 3 years of the incentive. We would like to propose that we could offer the same to residential properties that would be started construction but have not been completed when the bylaw is passed.

Many communities around Alberta offer various types of tax exemptions or grant programs for all types of residential properties and secondary suites including Lethbridge, Brooks, Drumheller, Red Deer, Okotoks, Grand Prairie, Medicine Hat, Fort MacLeod, Canmore and Calgary.

**Legislation / Authority:**

MGA, Section 7: General Jurisdiction to pass bylaws.

MGA, Section 347 (1): Council may by bylaw cancel, reduce, refund, or defer taxes as it is considered equitable to do so, or phase-in increases or decreases from the preparation of a new assessment.

**Strategic Plan Alignment:**

Develop Community & Promote Growth – Promote expansion of the variety of housing options in Taber.

**Financial Implication:**

Municipal taxes on new properties and secondary suites. Undeterminable at the moment, will depend on number of applications received and project value.

**Service Level / Staff Resource Implication:**

Minimal Staff time to process applications.

**Justification:**

To incentivise new dwellings to be created in the Town, alleviating the housing shortage, and providing more options for rent and purchase.



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**Alternative(s):**

1. Council could ask for more information from Administration.
2. Council could accept the proposed bylaw as information only.

**Attachment(s):** Residential Tax Incentive Draft

**APPROVALS:**

**Originated By:**  
Amy Allred

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

TOWN OF TABER  
BYLAW NO. 16 – 2023

**BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF PROVIDING A PROPERTY TAX INCENTIVE FOR NEW RESIDENTIAL DEVELOPMENTS AND/OR DEVELOPMENTS CREATING SECONDARY SUITES WITHIN THE TOWN OF TABER.**

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WHEREAS section 347 of the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) permits a Council to cancel, reduce, refund or defer taxes as it is considered equitable to do so, or phase in increases or decreases from the preparation of a new assessment;

AND WHEREAS pursuant to the provision of *Section 347 (1) of the Municipal Government Act, RSA 2000, Chapter M-26* and amendments thereto, the Council of the Town of Taber deems it equitable to provide for a Bylaw for the purpose of implementing the “Residential Tax Incentive Bylaw”;

NOW THEREFORE the Council of the Town of Taber in the Province of Alberta, duly assembled, hereby enacts as follows:

**1.0 NAME OF BYLAW**

This Bylaw may be cited as the “Residential Tax Incentive Bylaw”.

**2.0 DEFINITIONS**

In this Bylaw:

**Administration**

means any employee or representative of the staff of the Town of Taber. May also be referred to as Administrative Staff. Elected Officials are not considered employees;

**Act**

means the *Municipal Government Act*, RSA 2000, Chapter M-26, as amended, from time to time;

**Applicant**

means the person who applies for an Exemption as the landowner or their Agent as authorized by the landowner through an agent authorisation or director’s resolution;

**Bylaw**

means the Residential Tax Incentive Bylaw established by the Municipality;

**Chief Administrative Officer**

means the Chief Administrative Officer for the Town, regardless of the specific title that may be conferred on the Officer by Council from time to time;

TOWN OF TABER  
BYLAW NO. 16 – 2023

|  |   |
|--|---|
| <b>Council</b>                             | means the Council for the Town of Taber;  |
| <b>Development</b>                         | means development as defined in the Town of Taber Land Use Bylaw, as amended, from time to time;  |
| <b>Exemption</b>                           | means the exemption of the municipal portion of taxes, not including any provincial or other applied taxes;   |
| <b>Incentive Period</b>                    | means the time period the property has received approval for, according to the Residential Tax Incentive Agreement;   |
| <b>Municipality</b>                        | means the Town of Taber;  |
| <b>Residential Tax Incentive Agreement</b> | means a written agreement for a full or partial exemption and/or deferral from the taxation for the residential property; and,  |
| <b>Secondary Suites</b>                    | means self-contained legal, living premises with cooking, eating, living, sleeping and sanitary facilities for domestic use for one or more individuals, either attached or detached from a principal building, but does not include travel trailers, motor homes, recreational vehicles, or other mobile units, hotel, motel, dormitory, boarding house, or similar accommodation, as defined in the Town of Taber Land Use Bylaw. |

### **3.0 RESIDENTIAL TAX INCENTIVE**

- 3.1 This incentive is applicable to new construction of residential properties and/or the renovation to an existing residential property that creates a secondary suite within the Town. For the development and renovation of Secondary Suites, the incentive portion is only applicable to the new suite. This will be calculated by the increase in assessed value of the property. Subject to Council's discretion and authority, qualifying properties may receive an exemption of the municipal portion of their taxes for a period of up to four years from occupancy being granted for the Property. This incentive is only for the municipal portion of the taxes. Other taxes, including but not limited to school and senior's taxes are not included in the incentive. Credits will be applied directly to the municipal tax roll and the incentive will not be paid out.

TOWN OF TABER  
BYLAW NO. 16 – 2023

- 3.2 New residential Developments, and/or the new assessed portion of Secondary Suites, will be exempt from the municipal property taxes equal to:
- 3.2.1 100% of the value of the current year's municipal tax levy in the first year following occupancy of the new property(s), or secondary suite.
  - 3.2.2 75% of the value of the current year's municipal tax levy in the second year following occupancy.
  - 3.2.3 50% of the value of the current year's municipal tax levy in the third year following occupancy.
  - 3.2.4 25% of the value of the current year's municipal tax levy in the fourth year following occupancy.

**4.0 CRITERIA FOR ELIGIBILITY**

- 4.1 To qualify for the Residential Tax Incentive, an application must meet all the following criteria:
- 4.1.1 The properties and/or secondary suites must be located within the geographical boundary of the Town;
  - 4.1.2 The Applicant must have no outstanding monies owing to the Town;
  - 4.1.3 The Application must be received before a building permit is issued for the property;
  - 4.1.4 All Secondary Suites must be legal secondary suites;
  - 4.1.5 The incentive can be applied to a single unit or multiple units on a single property, (see attached schedules for more information);
  - 4.1.6 All required municipal, provincial and/or federal permits must be in place;
  - 4.1.7 The new residence(s) and/or secondary suites must be in full compliance with the Land Use Bylaw, as well as any statutory plan, zoning, subdivision plan, approval and conditions, Development Agreement, *Safety Code Act*, Alberta Building Code, Alberta Fire Code, and permits. Failure to submit all requested documents evidencing compliance by the Applicant shall result in the forfeiture of the Incentive;
  - 4.1.8 During the Incentive Period, all property and other taxes levied on the eligible property are to be kept current. The Incentive ceases upon the property or other taxes on the property going into arrears;
  - 4.1.9 If the Property is sold during the Incentive Period, the approved Residential Tax Agreement will be automatically transferred to the new registered owner;

TOWN OF TABER  
BYLAW NO. 16 – 2023

4.1.10 If the property has a residential and commercial split, this incentive is applied only to the assessment value associated to the residential portion. The commercial portion may be eligible through the Investment Incentive Bylaw;

4.1.11 All utility servicing costs are the responsibility of the developer; and,

4.1.12 If a developer is the Applicant, they must have a Town of Taber Business License.

## **5.0 APPLICATION FOR RESIDENTIAL TAX INCENTIVE**

5.1 To apply for a Residential Tax Incentive, Applicants shall provide a completed application form to the Town with all supporting documentation.

5.2 Applications from prior year's developments will not be eligible for consideration.

5.3 Complete applications may be considered and approved in accordance with the criteria of this Residential Tax Investment Incentive before construction on the qualifying Property is complete. However, the Exemption will not apply until all construction on the Property is complete and the development is inspected and approved for occupancy by a licensed building inspector.

5.4 Council has the discretion to reject applications and Administration will advise Applicants in writing if their application is rejected.

5.5 Applicants whose applications are returned as incomplete or illegible may resubmit their application.

5.6 Administration will advise Applicants in writing if their application is accepted for consideration by Council. Applications that are accepted for consideration shall become the property of the Town and may not be returned.

5.7 Council will review applications twice a year, at the first monthly Council meetings in April and November.

5.8 Notwithstanding the application requirements set out in this Bylaw, the CAO or their designate may request any additional information that, at the discretion of the CAO, is necessary to complete the application.

## **6.0 CONSIDERATION OF APPLICATION**

6.1 Council will consider each application in accordance with this Bylaw to determine if they meet the criteria and requirements for an Exemption and;

6.1.1 Grant the Exemption and enter into a Residential Tax Incentive Agreements; or,

6.1.2 Reject the application and advise the Applicant with the written reasons as to why, including means to appeal to Council.

TOWN OF TABER  
BYLAW NO. 16 – 2023

- 6.2 Council shall be authorized to enter into a Residential Tax Incentive Agreement with the Applicant if the Exemption is granted. The Residential Tax Incentive Agreement must include:
- 6.2.1 The years to which the Exemption applies; and,
  - 6.2.2 The details of the Residential Tax Incentive.
- 6.3 An applicant may make subsequent applications for the Residential Tax Incentive and Council may grant subsequent Exemptions in respect for the same property.

**7.0 RESIDENTIAL TAX INCENTIVE AGREEMENT**

- 7.1 Administration shall draft a Residential Tax Incentive Agreement.
- 7.2 The Residential Tax Investment Agreement must outline:
- 7.2.1 The taxation years to which the Residential Tax Incentive applies, which must not include any taxation year earlier than the taxation year in which the Exemption is granted;
  - 7.2.2 If an Exemption is granted the extent of the Exemption for each taxation year which the Exemption applies;
  - 7.2.3 Any criteria in Section 4 which formed the basis of granting the Residential Tax Incentive and the taxation years to which the criteria apply, all of which may be deemed a condition or conditions of the Residential Tax Investment Agreement, a breach of which will result in the cancellation of the Exemption for the taxation years to which the criteria apply; and,
  - 7.2.4 Any other conditions and the taxation years to which the condition applies.
- 7.3 The Residential Tax Investment Agreements shall be endorsed and signed by the Mayor and CAO.

**8.0 CANCELLATION OF THE RESIDENTIAL TAX INVESTMENT AGREEMENT**

- 8.1 The Residential Tax Investment Agreement may be cancelled if:
- 8.1.1 The Applicant did not meet or ceased to meet any of the applicable criteria in Section 4 which formed the basis of granting the Residential Tax Incentive; or,
  - 8.1.2 There was a breach of any condition of the Residential Tax Investment Agreement, the Town may cancel the Agreement for the taxation year or years in which the criteria were not met or to which the condition applies; or,

TOWN OF TABER  
BYLAW NO. 16 – 2023

8.1.3 The Development has not been substantially completed within two years of the date of permit issuance.

8.2 Administration shall send a notice of cancellation in writing to an Applicant whose Residential Tax Incentive was cancelled stating the reasons for the cancellation.

**9.0 DISPUTE**

9.1 Any dispute regarding the calculation of the Residential Tax Incentive or any entitlement under this Bylaw, shall be referred to Council for resolution.

9.2 An Applicant may appeal to Council by submitting a written request for appeal to the CAO within thirty (30) Days of initial dispute.

9.2.1 Council, after considering the appeal, may direct the CAO to revise or amend the decision with respect to the matter.

9.3 The decision of Council shall be final and binding upon all parties except in the case where the decision is subject to an application for judicial review.

**10.0 INTENTION OF TOWN COUNCIL**

It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein, and it is further the intention of the Town Council that if any provision of the Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

**11.0 RESCINDED OR AMENDED BYLAWS**

None.

**12.0 EFFECTIVE DATE**

This Bylaw shall take effect on the day of the final passing and the signatures of the chief elected official and duly authorized designated officer thereof.

RES. Read a first time this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

RES. Read a second time this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

RES. Read a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

**TOWN OF TABER**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER (C.A.O.)**



**Schedule “A”  
Single Family & Manufactured Homes**

**1.0 ADDITIONAL CRITERIA FOR EXEMPTION**

- 1.1 Single Family Homes must be located in the R-1 District (Residential Single Dwelling District) or R-2 District (Residential Single and Two Dwelling District).
- 1.2 Manufactured Homes must be newly built and be located in an RMH District (Residential Manufactured Home District).
- 1.3 New Single Family Homes that also have a second legal dwelling or unit are able to apply the incentive to both units.
- 1.4 All district and property classifications are subject to the Land Use Bylaw, which may be updated from time to time. The current Land Use Bylaw in effect at the time of application will be used to determine eligibility.

**2.0 PROGRAM LIMITS**

- 2.1 Council may, at any time, decide upon a limit to each Schedule in the program to a specific quantity of properties. If it is decided that one Schedule is fully subscribed, the other Schedules may still be active. Each Schedule can be decided upon separately.

**Schedule “B”  
Multi-Family Developments**

**1.0 ADDITIONAL CRITERIA FOR EXEMPTION**

- 1.1 Semi-Detached Dwellings, Duplex Dwellings and Row House Dwellings must be located in an R-2 (Residential Single and Two Dwelling District) or an R-3 (Residential Street-Orientated Multiple Dwelling District) to qualify for the program.
- 1.2 Multi-Unit Residential must be located in an R-2 (Residential and Single Two Dwelling District), a R-3 (Residential Street-Oriented Multiple Dwelling District), an R-4 (Residential Comprehensive Development Multiple Dwelling District) or a DT (Downtown Commercial District) to qualify for the program.
- 1.3 Mixed-Use Developments must be located in an R-3 (Residential Street-Orientated Multiple Dwelling District), an R-4 (Residential Comprehensive Development Multiple Dwelling District), a DT (Downtown Commercial District) or a CC (Comprehensive Commercial) to qualify for the program. Some DC (Direct Control) zones may qualify, please check with the Planning Department.
- 1.4 For Mixed-Used Developments, only the residential portion of the property will qualify for this program. The commercial spaces may be eligible for the Investment Incentive Bylaw, please apply separately for this program.
- 1.5 All district and property classifications are subject to the Land Use Bylaw, which may be updated from time to time. The current Land Use Bylaw in effect at the time of application will be used to determine eligibility.

**2.0 PROGRAM LIMITS**

- 2.1 Council may, at any time, decide upon a limit to each Schedule in the program to a specific quantity of properties. If it is decided that one Schedule is fully subscribed, the other Schedules may still be active. Each Schedule can be decided upon separately.

**Schedule “C”  
Legal Secondary Suites**

**1.0 ADDITIONAL CRITERIA FOR EXEMPTION**

- 1.1 Secondary Suites must be located in an R-1 (Residential Single Dwelling District), an R-2 (Residential Single and Two Dwelling District) or an R-3 (Residential Street-Orientated Multiple Dwelling District) to qualify for the program.
- 1.2 All district and property classifications are subject to the Land Use Bylaw, which may be updated from time to time. The current Land Use Bylaw in effect at the time of application will be used to determine eligibility.

**2.0 PROGRAM LIMITS**

- 2.1 Council may, at any time, decide upon a limit to each Schedule in the program to a specific quantity of properties. If it is decided that one Schedule is fully subscribed, the other Schedules may still be active. Each Schedule can be decided upon separately.

## Council Request for Decision

**Meeting Date: October 10, 2023**

**Subject:**

2024 Proposed Capital Budget

**Recommendation:**

Discussion is requested.

**Background:**

Administration has prepared the proposed 2024 Capital project listing with possible funding, for Council's consideration.

Each department has prepared a Capital project summary to be presented to Council.

Eligible projects may be funded by federal or provincial grants. Whenever possible, grant funds are used ahead of municipal funding sources to reduce the impact on taxpayers.

Administration has estimated that in 2024 we will receive approximately \$851 thousand from Municipal Sustainability Initiative (MSI) which will be replaced with LGFF, \$525 thousand from Federal Gas Tax (FGT), now called Canada Community Building Fund and capital contribution of approximately \$2 million.

The Federal Canada Community-Building Fund (CCBF) was part of the federal Budget 2014 and runs from 2014 to 2024. The program is expected to continue under a renewed agreement beginning in 2024. The CCBF provides predictable, long-term, stable funding for Canadian municipalities to help build and revitalize public infrastructure while creating jobs and long-term prosperity.

These amounts will be allocated to fund the relevant projects that have been carefully identified for their potential to support long-term economic growth.

2023 is the last program year for MSI. Additional program changes have been implemented to facilitate program closure and the transition to the LGFF in 2024. Municipalities will continue to access their unspent MSI funding. The allocation formula and program design are still being developed by the province.



The attached list also shows two projects for Council consideration that will require funds to come from long-term debt in the amount of \$1.43 million.

The Town budget process is based on effective short and long-term planning in support of the goals of Council's Strategic Plan and the needs of the community.

**Legislation / Authority:**

Section 245 and 283.1 of the MGA

**Strategic Plan Alignment:**

Define and Practice Good Governance

**Financial Implication:**

Currently unquantifiable due to multiple considerations related to possible Council direction.

**Service Level / Staff Resource Implication:**

Service levels to remain the same

**Justification:**

Council must adopt a capital plan as per the MGA

**Alternative(s):** Council discussion

**Attachment(s):** Proposed 2024 Capital Project List

**APPROVALS:**

**Originated By:** John Orwa

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

### 2024 Proposed Capital Projects

|  | Department        | Total Budget        | Reserves            | MSI               | FGT               | AMWWP       | Other Sources | LTD                 |
|--|-------------------|---------------------|---------------------|-------------------|-------------------|-------------|---------------|---------------------|
| <b>Information Technology</b>  |                   |                     |                     |                   |                   |             |               |                     |
| 2024 Project - Diamond Upgrade   | IT                | \$ 10,000           | \$ 10,000           |                   |                   |             |               |                     |
| 2024 Project - Annual Computer Replacement                             | IT                | \$ 162,200          | \$ 162,200          |                   |                   |             |               |                     |
| 2024 Project - Downtown WiFi Improvement                               | IT                | \$ 25,000           | \$ 25,000           |                   |                   |             |               |                     |
| 2024 Project - Server Upgrades   | IT                | \$ 60,000           | \$ 60,000           |                   |                   |             |               |                     |
| <b>Police</b>  |                   |                     |                     |                   |                   |             |               |                     |
| 2024 Project - Front Entrance Security Refurbish                       | Police            | \$ 75,000           | \$ 75,000           |                   |                   |             |               |                     |
| 2024 Project - Radio/Voice Recorder                                    | Police            | \$ 90,000           | \$ 90,000           |                   |                   |             |               |                     |
| 2024 Project - Radio Console   | Police            | \$ 140,000          | \$ 140,000          |                   |                   |             |               |                     |
| 2024 Project - Annual Car Replacement                                  | Police            | \$ 75,000           | \$ 75,000           |                   |                   |             |               |                     |
| <b>Fire</b>  |                   |                     |                     |                   |                   |             |               |                     |
| 2024 Project - Rescue Pumper   | Fire              | \$ 1,100,000        | \$ 249,000          | \$ 851,000        |                   |             |               |                     |
| <b>Engineering and Public Works</b>                                    |                   |                     |                     |                   |                   |             |               |                     |
| 2024 Project - 44 St & 51 Ave. Intersection Improvements (Res.87/2023) | Roads & Walks     | \$ 125,000          |                     |                   | \$ 125,000        |             |               |                     |
| 2024 Project - Asphalt Milling & Overlay Program                       | Roads & Walks     | \$ 300,000          | \$ 100,000          |                   | \$ 200,000        |             |               |                     |
| 2024 Project - Surface Works (Sidewalk Replacement)                    | Roads & Walks     | \$ 500,000          | \$ 300,000          |                   | \$ 200,000        |             |               |                     |
| 2024 Project - Traffic Line Painter - Dual Gun                         | Roads & Walks     | \$ 25,000           | \$ 25,000           |                   |                   |             |               |                     |
| 2024 Project - Zero Turn Mower   | Stormwater        | \$ 30,000           | \$ 30,000           |                   |                   |             |               |                     |
| 2024 Project - South Regional Storm Drainage Commitment - Phase 1      | Stormwater        | \$ 242,970          | \$ 242,970          |                   |                   |             |               |                     |
| 2024 Project - 45th Ave Cast Iron & Sanitary Replacement               | Water Sup & Dist. | \$ 1,550,000        | \$ 775,000          |                   |                   |             |               | \$ 775,000          |
| 2024 Project - Lagoon Sludge Removal- 3 Cells                          | WW Treat & Disp   | \$ 650,000          |                     |                   |                   |             |               | \$ 650,000          |
| 2024 Project - Downtown Sanitary Pipe Relining & Cleaning              | WW Treat & Disp   | \$ 160,000          | \$ 160,000          |                   |                   |             |               |                     |
| <b>Recreation</b>  |                   |                     |                     |                   |                   |             |               |                     |
| 2024 Project - UTV Replacement   | Arena             | \$ 45,000           | \$ 45,000           |                   |                   |             |               |                     |
| 2024 Project - Hot Water Pressure Washer                               | Parks             | \$ 7,000            | \$ 7,000            |                   |                   |             |               |                     |
| 2024 Project - Skate Park Cement                                       | Parks             | \$ 40,000           | \$ 40,000           |                   |                   |             |               |                     |
| 2024 Project - Flat Deck Trailer                                       | Parks             | \$ 10,000           | \$ 10,000           |                   |                   |             |               |                     |
| 2024 Project - Legion Park Irrigation Upgrades                         | Parks             | \$ 75,000           | \$ 75,000           |                   |                   |             |               |                     |
| 2024 Project - Water Slide Replacement                                 | Aquafun           | \$ 150,000          | \$ 150,000          |                   |                   |             |               |                     |
| 2024 Project - Auditorium Table & Chair Replacements                   | Auditorium        | \$ 30,000           | \$ 30,000           |                   |                   |             |               |                     |
| <b>Total Proposed 2024 Capital Projects</b>                            |                   | <b>5,677,170.00</b> | <b>\$ 2,876,170</b> | <b>\$ 851,000</b> | <b>\$ 525,000</b> | <b>\$ -</b> | <b>\$ -</b>   | <b>\$ 1,425,000</b> |

## Council Request for Decision

**Meeting Date: October 10, 2023**

**Subject:**

Standing Items - 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 Councillors 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):** Listing

**APPROVALS:**

**Originated By:**  
Brittany Gilbertson

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



| <b>Council Date</b> | <b>Resolution #</b> | <b>Resolution</b>   | <b>Assigned To</b> | <b>Completed?</b>  |
|---------------------|---------------------|---|--------------------|--------------------|
| June 12, 2023       | 197/2023            | MOVED by Councillor Rudd that Council directs Administration to consider all mixed-use pathways controlled by the Town of Taber be posted with safety and courtesy signs that provide users with information to avoid collisions or other mishaps, such signs to at minimum dictate what types of equipment may be used, speed and right of way protocols. Alternatively, Administration may research developing a bylaw to properly address safety, and make a recommendation to Council, including costs. | Recreation         | <i>In Progress</i> |
| September 25, 2023  | 293/2023            | MOVED by Councillor Bekkering that Council directs Administration to study at a high-level basis the water consumption and loss within the Town of Taber.   | Public Works       | <i>In Progress</i> |
| September 25, 2023  | 294/2023            | MOVED by Councillor Sorensen that Administration reviews and consults on Bylaw 17-2023, which included Schedule "D", and the fines.   | Traffic Committee  | <i>In Progress</i> |

*\* Once items have been designated complete, they will be removed from this listing at the next Council meeting.*

## Council Request for Decision

**Meeting Date: October 10, 2023**

**Subject:**

Family and Community Support Services Waiver Request

**Recommendation:**

Council discussion is requested.

**Background:**

Administration received a Council Presentation Submission Form from Kaitlynn Weaver on behalf of Family and Community Support Services (FCSS). Over the years, FCSS and the Youth DO Crew have volunteered for numerous Town hosted events as well as providing this service across the region. The group has completed a variety of service projects, including cards for seniors, building and maintaining a Little Free Pantry, tutoring children, and hosting youth events.

Below is the request that came forward.

On Friday, November 24th, Family and Community Support Services and the Youth DO Crew is hosting the Creative Leaders Youth Conference at the Taber Auditorium. This free event will empower 80 youth from Taber, Lethbridge County, MD of Taber, and the County of Warner to be leaders in their community.

With this in mind, FCSS's request for Council is twofold: 1) that Mayor Andrew Prokop provides opening remarks at the conference and 2) that the auditorium rental fee be discounted.

Conference Information: The Creative Leaders Youth Conference will include a keynote address from Emma Morrison, a young woman from Mushkegowuk Cree First Nation in Manitoba. Emma is the first Indigenous woman to win Miss World Canada. Emma will speak to the youth about her journey to pageantry, the importance of following your dreams, and using your platform for good.

The conference will also provide a catered lunch, an address from Mayor Prokop (if possible), ice breaker activities, and three workshops that youth may choose from that will provide different explorations of creative leadership. For example, one workshop will be facilitated by Skye Hepher, a 21-year-old videographer/photographer. He will speak to his journey getting started and the challenges/joys of being a young entrepreneur.

**Legislation / Authority:**

*Municipal Government Act, Section 3*



**Strategic Plan Alignment:**  
Enhance Sense of Community

**Financial Implication:**  
\$483.00 for the Auditorium rental November 23<sup>rd</sup> and 24<sup>th</sup>.

**Service Level / Staff Resource Implication:**  
Service level will stay status quo.

**Justification:**  
FCSS requested to attend the Council meeting as a Delegation to request a facility waiver.

- Alternative(s):**
1. Council approves a waiver in the amount of \$ \_\_\_\_\_ (fill in amount) with funds to come from the Community Grant Program.
  2. Council thanks FCSS for their presentation and accepts it as information.
  3. Council declines the waiver request.

**Attachment(s):** Waiver Request Letter

**APPROVALS:**

**Originated By:**  
Kory Ostrup

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

October 12, 2023

Town of Taber  
4900 50 St Unit A,  
Taber, AB  
T1G 1T1

Dear Mayor Prokop and Town Council:

Barons-Eureka-Warner Family and Community Support Services (FCSS) is requesting a discounted rate to book the Taber Auditorium, Green Room, and Gray Room for the November 24<sup>th</sup> *Creative Leaders Youth Conference*. The purpose of this conference is to inspire and celebrate youth for their contributions to their communities through leadership and volunteerism.

This event is free to attend for 60 youth (ages 13-18) from the 16 rural municipalities that FCSS supports, including the Town of Taber. 30 youth who will be attending will be those who currently attend the Youth DO Crew, which is a volunteering and leadership program. The other 30 youth will be nominated by teachers, Family School Liaison Counsellors, or principals. Nomination criteria will be based on youth's interest or experience in leadership or volunteerism in their schools or communities.

The Creative Leaders Conference will feature a keynote address from Emma Morrison, the first Indigenous woman in 72 years to hold the Miss World Canada crown. Emma is a Mushkegowuk Cree woman from the Chapeau Cree First Nation, a remote reserve near Chapeau, ON. The conference will also feature three workshops that youth can choose from, including photography, painting, and making traditional Blackfoot Medicine Bags. FCSS will be providing youth with a free lunch and transportation to and from the event.

FCSS is grateful for the Town of Taber's consideration of this request and the ongoing support of our programs and services. If you have any questions about this letter of support, please contact Zakk Morrison at [zakk.morrison@fcss.ca](mailto:zakk.morrison@fcss.ca) or (403) 715-2260.

Sincerely,



Zakk Morrison, M.Sc.  
Executive Director