



AGENDA

REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, MARCH 11, 2024 AT 3:30 PM.

	<u>MOTION</u>
1. CALL TO ORDER	
2. ADOPTION OF THE AGENDA	X
3. PUBLIC HEARINGS	
4. ADOPTION OF THE MINUTES	
ITEM No.4.1 Minutes of Regular Meeting of Council: February 26, 2024	X
5. BUSINESS ARISING FROM THE MINUTES	
ITEM No.5.1 Meadows Lot Pricing Contract Amendment	X
6. BYLAWS	
ITEM No.6.1 Water Conservation Bylaw 8-2024	X
7. ACTION ITEMS	
ITEM No.7.1 Appointment of Deputy Mayor	
ITEM No.7.2 Funding Request: Taber Titans Hockey for a Cause	X
ITEM No.7.3 Taber's Table Sponsorship Request	X
ITEM No.7.4 2023 Capital Project – Equipment Purchase – Degelman Sidearm Implement	X
ITEM No.7.5 Re-design costs for the Chamber	X
ITEM No.7.6 2023 Capital Project – Equipment Purchase – Schulte Tri-Deck Mower	X
ITEM No.7.7 Tank 77 Play Structure Update	X
ITEM No.7.8 Response to Standing Item Resolution 26/2024: Traffic Control Bylaw and Traffic Committee Policy Review Request	X
ITEM No.7.9 Visual Identity Standards Policy ADM-12 Renewal	X
ITEM No.7.10 Standing Items - Council Requests	
8. DELEGATIONS	
9. MEDIA INQUIRIES	
10. CLOSED SESSION	



TOWN OF
TABER

A - 4900 50 ST TABER, ALBERTA, CANADA T1G 1T1

TELEPHONE: (403) 223-5500 FAX: (403) 223-5530

11. OPEN SESSION

12. CLOSE OF MEETING

X

Council Request for Decision

Meeting Date: March 11, 2024

Subject:

Minutes of Regular Meeting of Council: February 26, 2024

Recommendation:

Council adopts the Minutes of the Regular Meeting of Council held on February 26, 2024, 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 February 26, 2024, as amended.



Attachment(s): Draft Council Minutes February 26, 2024

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, FEBRUARY 26, 2024, AT 3:34 PM, IMMEDIATELY FOLLOWING THE SUBDIVISION AUTHORITY MEETING AT 3:30 PM.

Mayor

Andrew Prokop

Councillors

Garth Bekkering

Carly Firth

Monica McLean

Daniel Remfert

Joanne Sorensen (Virtual)

Absent

Jack Brewin

Chief Administrative Officer

Derrin Thibault

Staff

Amy Allred

Meghan Brennan

Chris Eagan

Jordan Florchinger

Brittany Gilbertson

Ramin Lahiji

Brian Martin

John Orwa

CALL TO ORDER

Mayor Prokop called the Meeting to Order at 3:34 PM.

ADOPTION OF THE AGENDA

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

RES. 61/2024

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

CARRIED UNANIMOUSLY

PUBLIC HEARINGS

None.

ADOPTION OF THE MINUTES

1) Minutes of Regular Meeting of Council: February 12, 2024

RES. 62/2024

MOVED by Councillor Bekkering that Council adopts the Minutes of the Regular Meeting of Council held on February 12, 2024, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

None.

BYLAWS

1) Proposed Bylaw 16-2019 Arts and Heritage Committee Bylaw

D. Thibault introduced B. Martin, Recreation Manager, who presented Proposed Bylaw 7-2024 Arts and Heritage Committee Bylaw.

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2/26/2024

BYLAWS – CONT'D

1) Proposed Bylaw 16-2019 Arts and Heritage Committee Bylaw – Cont'd

RES. 63/2024

MOVED by Councillor Remfert that Council adopts the Proposed Amended Arts and Heritage Committee Bylaw 7-2024, as presented.

CARRIED UNANIMOUSLY

ACTION ITEMS

1) 2023 Capital Projects Carry Forward

D. Thibault introduced J. Orwa, Director of Corporate Services and Chief Finance Officer, who detailed the 2023 Capital Project Carry Forward.

RES. 64/2024

MOVED by Councillor Firth that Council approves the list of 2023 Capital Projects in the amount of \$6,728,997.59, to be carried forward to 2024.

CARRIED UNANIMOUSLY

RES. 65/2024

MOVED by Councillor Sorensen that Council approves the 25% funding of the 51st and 47th Avenue park in the amount of \$40,907.12, to come from Capital Reserves

CARRIED UNANIMOUSLY

2) 2023 Operating Budget Carry Forward to Operating Reserves

J. Orwa detailed the process of carrying forward the amount from the 2023 Operating Budget and transferring it to Operating Reserves.

ACTION ITEMS – CONT'D

2) 2023 Operating Budget Carry Forward to Operating Reserves – Cont'd

RES. 66/2024 MOVED by Councillor Bekkering that Council approves the transfer of \$179,728.00 from the 2023 Operating Budget to Operating Reserves, to be used in 2024.

CARRIED UNANIMOUSLY

3) Canadian Fallen Heroes Foundation Funding Request

D. Thibault introduced M. Brennan, Communications and Projects Coordinator, who presented the request for sponsorship from the Canadian Fallen Heroes Foundation.

RES. 67/2024 MOVED by Councillor Bekkering that Council funds the Canadian Fallen Heroes Foundation in the amount of \$1,200.00, with funds to come from the Council Discretionary Fund.

CARRIED UNANIMOUSLY

4) Winter Road Maintenance Policy PS-PW-1 Renewal

D. Thibault introduced C. Eagan, Director of Planning, Engineering and Operations, and R. Lahiji, Engineering and Public Works Manager, who presented the Winter Road Maintenance Policy PS-PW-1 that is scheduled for its three-year renewal.

Council discussed the policy and potential adjustments to the policy.

RES. 68/2024 MOVED by Councillor Remfert that Council approves the Winter Road Maintenance Policy PS-PW-1, as presented.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

5) Sidewalks, Curb and Gutter Management Policy PS-PW-6 Renewal

C. Eagan and R. Lahiji presented the Sidewalks, Curb and Gutter Management Policy PS-PW-6 that is due for its three-year renewal.

RES. 69/2024 MOVED by Councillor McLean that Council approves the Sidewalks, Curb and Gutter Management Policy PS-PW-6, as presented.

CARRIED UNANIMOUSLY

6) Trout Pond Recreation Area (TPRA) Master Plan

C. Eagan detailed the Trout Pond Recreation Area Concept Drawing and the changes to the Trout Pond Recreation Master Plan.

RES. 70/2024 MOVED by Councillor Firth that Council approves of the Trout Pond Recreation Area Concept Drawing, and instructs Administration to undertake the project inception planning of future projects, and to recommend the prioritization of the projects, and a Capital Funding Plan for Council's discretion.

CARRIED UNANIMOUSLY

7) Information For Council

D. Thibault presented the Annual Report to Municipalities from Family and Community Support Services (FCSS).

No motion was made at this time.

8) Department Reports

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

No motion was made at this time.

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Meeting Date
2/26/2024

ACTION ITEMS – CONT'D

9) Mayor and Councillor Reports (Verbal)

Mayor and Council provided details of their monthly activity.

No motion was made at this time.

10) Standing Items - Council Requests

D. Thibault reviewed the current listing.

RES. 71/2024

MOVED by Councillor Firth that Council directs Administration to investigate a survey to go out to previous years permit recipients, as well as an internal review of our development processes.

CARRIED UNANIMOUSLY

RES. 72/2024

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 4:32 PM

The Meeting reconvened at 4:59 PM.

DELEGATIONS

1) Delegation: Water Line Upgrades

D. Thibault introduced J. Wiebe, President of the Fairway Village Condominium Association, who detailed the request for financial assistance to recover costs associated with the upgrade of water meters in Fairway Village.

J. Wiebe detailed issues arising from the infrastructure issues, and stated that the Taber Fire Department indicated issues with the fire hydrant in the community due to lack of water pressure.

DELEGATIONS – CONT'D

1) Delegation: Water Line Upgrades – Cont'd

Council discussed the request.

RES. 73/2024

MOVED by Councillor Bekkering that Council directs Administration to assist Fairway Village Condominium Corporation with a payment towards the water line upgrades, in the amount of \$15,000.00, to come from Operating Reserves.

CARRIED UNANIMOUSLY

MEDIA INQUIRIES

None.

RES. 74/2024

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

- Applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1) of the *Freedom of Information and Protection of Privacy Act*; and,
- 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.

CARRIED UNANIMOUSLY AT 5:13 PM

CLOSED SESSION

1) Board Appointment: Subdivision and Development Appeal Board

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

Pursuant to Section 197(6) of the *Municipal Government Act*, there was the following member of Administration in attendance for Agenda Item 10.1) Board Appointment: Subdivision and Development Appeal Board; D. Thibault, Chief Administrative Officer.

2) Investment Incentive - Completed in 2023

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 10.2) Investment Incentive – Completed in 2023; D. Thibault, Chief Administrative Officer, and A. Allred, Economic Development Manager.

OPEN SESSION

RES. 75/2024

MOVED by Councillor Bekkering that Council moves into Open Session.

CARRIED UNANIMOUSLY AT 5:21 PM

OPEN SESSION – CONT'D

RES. 76/2024

MOVED by Councillor Firth that Council appoints Leon Mah to the Subdivision and Development Appeal Board for a two (2) year term, from February 26, 2024 to expire December 31, 2025.

CARRIED UNANIMOUSLY

RES. 77/2024

MOVED by Councillor Sorensen that Council approves the Investment Incentive Applications for the following businesses that received occupancy in 2023: Kay Assets, Integra Construction, and 2529310 Alberta Ltd.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

RES. 78/2024

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

CARRIED UNANIMOUSLY AT 5:23 PM

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Council Request for Decision

Meeting Date: March 11, 2024

Subject:

Meadows Lot Pricing Contract Amendment

Recommendation:

1. Notwithstanding Council's decision made at its February 12, 2024 meeting in which Council CARRIED the motion noted under RES. 59/2024 to accept the terms of the Meadows Lot Price Increase Contract Amendment; and, Authorizes the Chief Elected Official and the Chief Administrative Officer to sign the Agreement; In accordance with the Town of Taber's Procedural Bylaw 11-2022, Section 3.4, Council waives Section 6.3.6, and agrees to consider the request to re-consider accepting the terms of the Meadows Lot Price Increase Contract Amendment and signing the Agreement, at this meeting.
2. Council directs Administration to accept the terms of the Meadows Lot Price Increase Contract Amendment, effective January 1, 2024 until terminated; and,

Authorizes the Chief elected official and the CAO to sign the agreement.

Background:

The Meadows development Phase I (92 lots) started sales activity March 29, 2022, with the completion of registration of the individual lots at Land Titles.

At our December 18th regular Council meeting Douglas Bergen presented an update on the Meadows progress. Council asked administration to create the appropriate documentation to bring back to council regarding the requested 1 time increase to the price of the Meadows lots by 5% for 2024 with the option to seek Councils approval for annual lot price increases of approx. 2% each year thereafter.

At Councils February 12, 2024 meeting, the following motion was made:

RES. 59/2024

MOVED by Councillor Bekkering that Council directs Administration to accept the terms of the Meadows Lot Price Increase Contract Amendment; and,

Authorizes the Chief Elected Official and the Chief Administrative Officer to sign the Agreement.

CARRIED



Mayor Prokop has requested that this item be brought forward to Council for re-consideration.

In accordance with Council's Procedural Bylaw 11-2022 a vote must have taken place with a 2/3 majority to allow for a re-consideration of a topic inside of a 6-month time frame following the date of the Council meeting where it was originally addressed, as prescribed in Council's bylaw. (See attached pages of the procedural bylaw 11-2022)

Legislation / Authority:

Municipal Government Act, Section 3

Strategic Plan Alignment:

Develop Community & Promote Growth

Financial Implication:

A revenue increase of between approx. \$1,680.00 up to \$1,825.00 per lot sale in 2024 dependant on the lot price.

Service Level / Staff Resource Implication:

Monitoring, reporting, and administration by Administration including the CAO, Planning and Community Services, and Finance.

Justification:

Inflationary costs

Alternative(s):

1. Council requests additional information to be provided at a future Council meeting.

Attachment(s):

Procedure Bylaw 1-2022 Page 6

Procedure Bylaw 1-2022 Page 14

APPROVALS:

Originated By:

Derrin Thibault

Chief Administrative Officer (CAO) or Designate: _____

TOWN OF TABER
BYLAW NO.11 – 2022

Town	means the municipal corporation of the Town of Taber, in the Province of Alberta, or the area within the Town of Taber's corporate limits, or owned by the municipality in other areas, as the context requires;
Two-thirds Vote	means a favourable vote made by five of seven, four of six, four of five, and three of four Members;
Withdraw	means a resolution brought forward by a Member that has been removed from the floor by the Member prior to voting.

3.0 APPLICATION AND GOVERNANCE

- 3.1 This Bylaw applies to Regular Meetings, Special Meetings, Public Hearings, Organizational Meetings, and Closed Session Meetings of Council and authorized Committees.
- 3.2 The precedence of the rules governing the procedure of Council is:
- 3.2.1 *The Municipal Government Act*;
 - 3.2.2 Other Provincial Legislation;
 - 3.2.3 This Bylaw;
 - 3.2.4 The current edition of Robert's Rules of Order Newly Revised.
- 3.3 In the absence of a statutory obligation, any concern about the procedure or process of a meeting may be decided upon and approved by a majority vote of all Members present.
- 3.4 Notwithstanding any other provision in this Bylaw, Council or an authorized Committee may by a special majority recorded vote two-thirds (2/3) of all Members in attendance at the meeting), temporarily suspend, waive or alter any provision of this Bylaw for any particular matter or any particular meeting, providing that at all times Council, or an authorized Committee, acts and individual Councillors, or Members, act in accordance with the *Municipal Government Act* and any other applicable legislation.

TOWN OF TABER
BYLAW NO.11 – 2022

- 6.3.3 A resolution may be:
 - 6.3.3.1 Debated – as defined in Section 2.0 of this Bylaw;
 - 6.3.3.2 Carried – as defined in Section 2.0 of this Bylaw;
 - 6.3.3.3 Carried Unanimously – as defined in Section 2.0 of this Bylaw;
 - 6.3.3.4 Defeated – as defined in Section 2.0 of this Bylaw;
 - 6.3.3.5 Withdrawn – as defined in Section 2.0 of this Bylaw;
 - 6.3.3.6 Tabled – as defined in Section 2.0 of this Bylaw;
 - 6.3.3.7 Referred – as defined in Section 2.0 of this Bylaw;
 - 6.3.3.8 Rescinded – as defined in Section 2.0 of this Bylaw; and,
 - 6.3.3.9 Amended – as defined in Section 2.0 of this Bylaw.
- 6.3.4 All final resolutions, other than a recommend motion provided by Administration in the Request for Decision, must be presented to Administration in writing.
- 6.3.5 No resolution shall be offered that is substantially the same as one on which judgement of the meeting has already been expressed during the same meeting.
- 6.3.6 Any issue addressed by Council, or an authorized Committee, at any Regular Meeting where a resolution has been voted upon, either carried or defeated, other than a motion to table, shall not be allowed to be brought back to any Regular Meeting for further consideration until at least six (6) months following the date of the meeting where it was originally addressed.

6.4 Voting Procedures

- 6.4.1 Every Member present, including the Presiding Officer, shall vote on every matter, unless:
 - 6.4.1.1 The Member is required to abstain from voting under this or any other bylaw or enactment; or
 - 6.4.1.2 The Member is permitted to abstain from voting under this or any other bylaw or enactment.
 - 6.4.1.3 If a Member is abstaining from voting under this or any bylaw or enactment they must verbally state for the record their reason for abstaining.
- 6.4.2 If there is an equal number of votes for and against a resolution or bylaw, the resolution or bylaw is defeated.



Council Request for Decision

Meeting Date: March 11, 2024

Subject:

Water Conservation Bylaw 8-2024

Recommendation:

1. That Council gives First Reading to Water Conservation Bylaw 8-2024.
2. That Council gives Second Reading to Water Conservation Bylaw 8-2024.
3. That Council unanimously agrees to proceed to Third and Final Reading of Water Conservation Bylaw 8-2024, at this meeting.
4. That Council gives 3rd and Final Reading to Water Conservation Bylaw 8-2024.

Background:

The revision of the water conservation Bylaw, which aims to update and modernize the existing water conservation Bylaw 3-2001 that has been in place for over 23 years.

The proposed changes are intended to align with current and relevant water conservation practices seen in other communities.

This comprehensive review process has involved input and feedback from all directors of the Town. Ensuring that the revised bylaw 8-2024 meets the needs and expectations of today's environmental and regulatory landscape. Additionally, accompanying supporting documents have been prepared to provide context for these changes to the rate payers of the community, further reinforcing the importance and relevance of water conservation if or when required.

Legislation / Authority:

MGA section 3

Strategic Plan Alignment:

Continue the growth of Taber as a Healthy and safe community.

Financial Implication:

None at this time applicable

Service Level / Staff Resource Implication:

No service level change currently



Justification:

To continue with current service levels and to update existing Bylaws.

Alternative(s):

Council could ask for changes to the Bylaw that would be brought back at a later date.

Attachment(s): Water Conservation Bylaw 3-2001
Draft Water Conservation Bylaw 8-2024

APPROVALS:

Originated By:
Derrin Thibault

Chief Administrative Officer (CAO) or Designate: _____

**TOWN OF TABER
BYLAW NO. 3-2001**

Water Conservation Bylaw

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, TO REGULATE AND PROHIBIT WATER USAGE WITHIN THE TOWN.

WHEREAS the Municipal Government Act, being Chapter M-26.1, of the Statutes of Alberta, 1994, and any amendments thereto, provides authority for a Municipal Council to pass a Bylaw pursuant to Section 7 respecting the services provided by or on behalf of the municipality, including public utilities; and

WHEREAS the Municipal Government Act also provides authority for a Municipal Council to pass a Bylaw pursuant to Section 8 allowing Council to regulate or prohibit; and

WHEREAS the Town of Taber has a license to draw water from and the works of St. Mary River and Alberta Environment, and

WHEREAS the Council of the Town of Taber, in the Province of Alberta, deems it proper and expedient to introduce regulations, controls and management of water usage within the corporate limits of the Town of Taber.

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

SECTION I DEFINITIONS

- 1.01 This Bylaw may be cited as "**The Water Conservation Bylaw**" and will be taken to apply within the corporate limits of the Town of Taber.
- 1.02 "**Bylaw Enforcement Officer**" means a person or persons employed by the Town of Taber and authorized to enforce the Bylaws of the Town of Taber.
- 1.03 "**Chief Administrative Officer (CAO)**" means the Chief Administrative Officer of the Town of Taber, in the Province of Alberta, as appointed by resolution of council.
- 1.04 "**Council**" means the Municipal Council of the Town of Taber, in the Province of Alberta.
- 1.05 "**Parks and Open Spaces**" refer to any are of the Town designated to be a park, or where the Town maintains grassed or garden areas.
- 1.06 "**Peace Officer**" means a member of the Town of Taber Police Service, or a Special Constable.
- 1.07 "**Premise**" means a residential, business or institutional building or facility occupied by someone associated with that residence, business or institutional building or facility on that property.

**TOWN OF TABER
BYLAW NO. 3-2001**

- 1.08 **“Property”** means a residential, business or institutional property, which is owned or occupied for the purpose associated with each residence, business or institution on that property, and will include any property that is vacant, but which is used for residential, business or institutional purposes.
- 1.09 **“Time”** whenever **“TIME”** is referred to in this Bylaw it will mean either Mountain Standard Time or Mountain Daylight Savings Time, whichever is proclaimed to be in effect by the Province of Alberta.
- 1.10 **“Town”** means the Town of Taber in the Province of Alberta.
- 1.11 **“Water”** means any type of water supplied by any means, and includes but is not limited to potable water through either the distribution system or the Water Station and raw water supplied by either the distribution system or any other process.
- 1.12 **“Water Station”** means a Town of Taber truck loading station supplied for the purpose of providing potable Water, with charges by the Town for providing this service.

SECTION II PURPOSE

The purpose of this Bylaw is to allow the Council of the Town to manage, regulate and provide restrictions for the use of Water within the limits of the Town of Taber during periods of restricted supply of raw water in Southern Alberta, or for other reasons as determined by Council.

SECTION III TOWN CUSTOMERS

For the purpose of this Bylaw, the following customer types are provided:

- 3.01 **“Residential Customer”** means a customer that uses Water for any purposes in a residential premise or on a residential property within the Town.
- 3.02 **“Commercial Customer”** means a customer that uses Water for any purposes in a commercial premise or on a commercial property within the Town.
- 3.03 **“Industrial Customer”** means a customer that uses Water for any purposes in an industrial premise or on an industrial property within the Town.
- 3.04 **“Institutional Customer”** means a customer that uses Water for any purposes in an institutional premise or on an institutional property within the Town.
- 3.05 **“Outside Customer”** means a customer that uses Water for any purpose, and who services property outside the Town boundaries, or for any other use outside the Town boundaries.
- 3.06 **“Village”** means the Village of Barnwell, where the Town supplies raw untreated water.

**TOWN OF TABER
BYLAW NO. 3-2001**

3.07 "Raw Water User" may or may not include any of the other Town Customers, and means a customer that uses raw untreated water for any purpose, where the Town supplies that raw water.

3.08 "All Customers" means all Town Customers listed from 3.01 to 3.07 inclusive.

SECTION IV CUSTOMER SERVICE AREAS

For the purpose of this Bylaw, the Town Customer Service Areas will be defined as follows (as per Schedule #1 attached):

4.01 "Zone 1" will include all the area of Town south of the center line of 50 Avenue and west of 50 Street in Taber, but will not include those areas listed in 4.07.

4.02 "Zone 2" will include all the area of Town south of the center line of 50 Avenue and east of 50 Street in Taber, but will not include those areas listed in 4.07.

4.03 "Zone 3" will include all the area of Town north of the center line of 50 Avenue, south of the center line of 56 Avenue and west of 50 Street in Taber, but will not include those areas listed in 4.07.

4.04 "Zone 4" will include all the area of Town north of the center line of 50 Avenue, south of the center line of 56 Avenue and east of 50 Street in Taber, but will not include those areas listed in 4.07.

4.05 "Zone 5" will include all the area of Town north of the center line of 56 Avenue and west of 50 Street in Taber, but will not include those areas listed in 4.07.

4.06 "Zone 6" will include all the area of Town north of the center line of 56 Avenue and east of 50 Street in Taber, but will not include those areas listed in 4.07.

4.07 "Zone 7" will include all the area of Town that is included in school grounds and municipal parks and open spaces.

SECTION V SUPPLY AND MANAGEMENT

The Town of Taber presently provides Water to All Customers through either the Town Water distribution system for potable or raw Water, or the Water Station. At times where drought conditions exist in Southern Alberta, or as otherwise determined by Council, that affect the overall Water supply of the Town, the Town will undertake the following:

5.01 assist All Customers by providing information that will encourage Water conservation,

5.02 encourage Commercial, Industrial and Institutional Customers to implement Water conservation technology,

**TOWN OF TABER
BYLAW NO. 3-2001**

- 5.03 manage the overall supply of Water in the Town in order to comply with the requirements by all Water suppliers and users in the region through regulation, restriction or prohibiting the use of Water as set out in this Bylaw, any amendments hereafter or by a resolution of Council, duly enacted, for specific Water use restriction issues.

SECTION VI AUTHORITY OF THE CAO

The CAO is hereby delegated the authority to enforce the requirements set out in this Bylaw, any new directions provided by Council, and any amendments to directions provided under this Bylaw, to ensure compliance with the use of Water provided by the Town.

SECTION VII REGULATED, RESTRICTED OR PROHIBITED USE

- 7.01 The Town may restrict, regulate or prohibit the hours during which Water may be used for any purpose other than for fire fighting.
- 7.02 The Town may cause notices to be published:
.01 in a newspaper of general circulation in the Town; or
.02 on Water accounts from the Town;
and the Town may give notice by other additional means declaring restriction upon the use of Water for the purpose of conserving and saving water.
- 7.03 After publication of such notices, no person shall use Water except in accordance with such restrictions.
- 7.04 The restrictions may include the use of water for aesthetic purposes.
- 7.05 The restrictions may include the regulation, restriction or prohibition of the use of Water supplied by the Town for Outside Customers, the Village or Raw Water Users by any method including but not limited to restricting amounts supplied on an ongoing basis, closing off the Water supply during certain times of the day, or totally prohibiting use of Water by permanent closure of Water supply valves for extended periods of time.
- 7.06 The restrictions may include a prohibition respecting the watering of lawns, gardens, school grounds and Parks and Open Spaces except according to a schedule to be prescribed by Council.

SECTION VIII BYLAW CONTRAVENTION

- 8.01 Any Town Customer or other person who commits a breach of any of the provisions of this Bylaw will upon summary conviction before a Court of competent jurisdiction be liable to a fine as provided below in 8.03, exclusive of costs, and in case of nonpayment of the fine and costs imposed, to imprisonment of a period not exceeding six (6) months unless such fine and costs including the cost of committal are sooner paid.

**TOWN OF TABER
BYLAW NO. 3-2001**

- 8.02 If a Town Customer or other person contravenes any Section of this Bylaw, which incurs costs to the Town for repairs or replacement, then the repairs or replacement may be done by the Town at the expense of the person in contravention of this Bylaw. If the person in contravention does not pay such expenses within the time period indicated in Section 9.05 upon being invoiced, the Town may recover the expenses thereof with costs by action in any Court of competent jurisdiction. This expense will be in addition to any fines or penalties imposed for contravention of this Bylaw.
- 8.03 Any Town Customer or other person who contravenes this Bylaw will be guilty of an offense and liable to a fine as follows:
- .01 for a first offense, a fine of two hundred and fifty dollars (\$250.00), and
 - .02 for a second offense, a fine of five hundred dollars (\$500.00), and
 - .03 for each and every subsequent offense where the contravention under Section 8.03.02 has occurred and the length of time for forfeiture under Sections 8.04.02 or 8.04.03 has lapsed, a fine of one thousand dollars (\$1,000.00).
- 8.04 Notwithstanding Section 8.03 above, any Town Customer or other person who contravenes this Bylaw will be guilty of an offense and may further forfeit the right to be supplied with Water, as follows:
- .01 for a first offense, they may forfeit the right to be supplied with Water at the discretion of the CAO, and
 - .02 for a second offense, they will forfeit the right to be supplied with Water for a length of time to be determined by the CAO, and
 - .03 for each and every subsequent offense, they will forfeit the right to be supplied with Water for a length of time to be determined by the CAO.

SECTION IX POWERS OF PEACE OFFICERS/BYLAWS ENFORCEMENT OFFICER

- 9.01 Each Peace Officer and Bylaw Enforcement Officer is hereby authorized to enforce the provisions of this Bylaw.
- 9.02 A notice, commonly called a Violation Tag, having printed wording approved by the CAO, may be issued by a Peace Officer or Bylaw Enforcement Officer to any person alleged to have breached any provision of this Bylaw, and the said notice will require payment of the appropriate fine specified in **Section VIII** to such officials as the CAO may designate.
- 9.03 A Violation Tag will be deemed to be sufficiently served;
- .01 if served personally on the accused, or
 - .02 if mailed to the address of the Registered Owner of the premise or property concerned, or to the person concerned, or

**TOWN OF TABER
BYLAW NO. 3-2001**

- 9.04 Upon production of any such Tag within seven (7) days from the date of service thereof together with the payment prescribed in **Section VIII** to an official designated by the CAO to receive such payment, an official receipt for the payment will be issued and subject to the provisions of Section 9.05 of this Section, such payment will be accepted in lieu of prosecution.
- 9.05 If the person upon whom any such Tag is served fails to pay the required sum within the time limit of Twenty-Two (22) consecutive days, the provisions of this Section for acceptance of payment in lieu of prosecution does not apply.
- 9.06 If a person has been prosecuted for the offence named in the Violation Tag and has been convicted of such offence, then the fine imposed will not be less than the original amount indicated on the said Violation Tag.

SECTION X TRANSITION


10.01 Bylaw A-259 is hereby repealed in its entirety.

10.02 This Bylaw will take force and effect upon the final reading thereof.

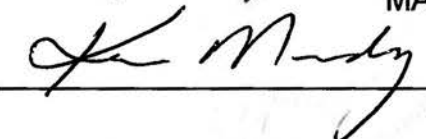
RES. 214/01 READ a first time this 23rd day of April, 2001 as amended.

RES. 241/01 READ a second time this 7th day of MAY, 2001.

RES. 242/01 READ a third time and finally passed this 7th day of MAY, 2001.



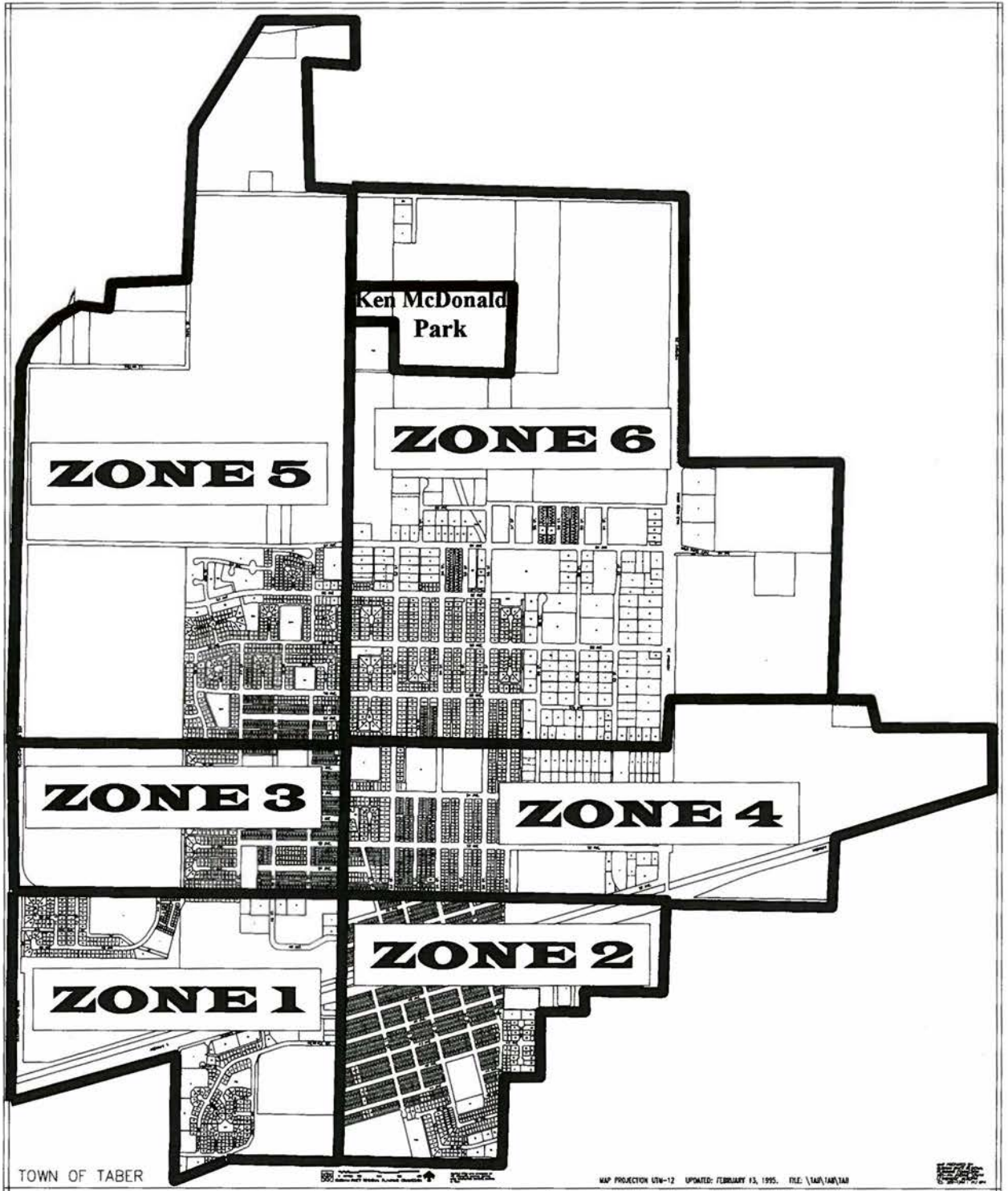
MAYOR



CAO

TOWN OF TABER BYLAW NO. 3-2001

Schedule # 1



2/1

TOWN OF TABER
BYLAW NO.8 – 2024

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF GOVERNING WATER USE AND WATER CONSERVATION MEASURES DURING EVENTS OF WATER SHORTAGE WITHIN THE TOWN OF TABER.

WHEREAS pursuant to the provisions of the Municipal Government Act, R.S.A. 2000, Chapter M-26, and amendments made thereto, the Council is authorized to pass bylaws for municipal purposes respecting services provided by or on behalf of the Town, as well as to enforce those bylaws.

AND WHEREAS the Municipal Council for the Town of Taber deems it advisable and necessary to make provisions for the conservation and restriction of the use of water and for the protection of the supply of water;

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 “Water Conservation Bylaw.”

2.0 DEFINITIONS

In this Bylaw:

- | | |
|----------------------------------|---|
| Act | means the Municipal Government Act, R.S.A. 2000, C. M-26, any regulations thereunder, and any amendments or successor legislation thereto; |
| Address | refers to the number identifying a building, sometimes commonly referred to as “house number,” though this number may also refer to commercial addresses. |
| Bylaw | means the Water Conservation Bylaw established by the Municipality; |
| Bylaw Enforcement Officer | means a person or persons appointed by the Chief Administrative Officer for the Town of Taber pursuant to the provisions of the <i>Municipal Government Act</i> , Sections 555(1) and 556(a) and (b); |

TOWN OF TABER
BYLAW NO.8 – 2024

Chief Administrative Officer	means the Chief Administrative Officer (CAO) for the Town, regardless of the specific title that may be conferred on the Officer by Council from time to time;
Council	means the entire elected body of officials for the Town of Taber and includes the Mayor;
Customer	means a customer that uses water for any purposes in a residential, commercial, or industrial property within the Town;
Municipality	means the Town of Taber;
Non-Essential Water Use	means the use of water that does not have any health or safety impacts, is not required by regulation, and includes but is not limited to: <ul style="list-style-type: none">• Washing and/or pressure washing of vehicles, streets, sidewalks, parking lots and other paved areas or building exteriors, unless necessary for maintaining public sanitation and/or safety.• Irrigation of lawns, trees, fields, and ornamental plants (including through timed or programmed sprinkler systems).• Filling of decorative fountains, swimming pools, hot tubs, or similar recreational water toys.• Any other uses deemed non-essential by the CAO on an event specific basis, given the severity and specific circumstances of the specific event.
Peace Officer	means a Police Officer defined under the Police Act Chapter P-17 R.S.A. 2000, or a Community Peace Officer defined under the Peace Officer Act Chapter P-3.5.. and includes a Bylaw Enforcement Officer.

TOWN OF TABER
BYLAW NO.8 – 2024

Outdoor Water Use

means the use of water outside of the building by customers, occupants and/or owners for the purpose of:

- Filling of outdoor pools, hot tubs, or similar uses;
- washing of vehicles, driveways, sidewalks, or garage floors;
- filling of any fountains, ponds, or other decorative features;
- washing of exterior windows, siding, or stucco on buildings;
- watering of lawns, trees, fields, gardens, and ornamental plants (including through timed or programmed sprinkler systems);
- conducting any other outdoor water activity similar in nature to the foregoing.

Person

means any individual, corporation, society, association, partnership, or firm.

Town

means the Town of Taber, a Municipal Corporation, in the Province of Alberta, or the geographical area contained within the boundaries of the Town of Taber, as the context may require;

Vehicle

means a device in or by which someone travels, or something is carried on or conveyed including but not limited to cars, trucks, tractors, trailers, recreational vehicles, all-terrain vehicles (ATVs) and motorcycles.

Violation Ticket

means a ticket which is authorized by the *Municipal Government Act*, R.S.A. (2000), Chapter M-26 or under the *Provincial Offences Procedure Act*, R.S.A. (2000), Chapter P-34, issued under Part 2 or Part 3, for any bylaw offence in which a penalty may be paid out of court in lieu of appearing

TOWN OF TABER
BYLAW NO.8 – 2024

to answer a summons;

Water Restriction

means the applicable restriction on water use imposed by the CAO (Level I or Level II) as described in Schedule “A.”

Water Station

means a Town of Taber truck loading station supplied for the purpose of providing potable water, with charges by the Town for providing this service.

3.0 SUPPLY AND MANAGEMENT

- 3.1 The Town of Taber presently provides water to all customers through either the Town water distribution system for water, or the Water Station. At times where drought conditions exist in Southern Alberta, or as otherwise determined by the CAO, that affect the overall water supply of the Town, the Town will undertake the following:
- 3.1.1 Assist all customers by providing information that will encourage water conservation;
 - 3.1.2 Encourage any commercial, industrial, or institutional customers to implement water conservation technologies; and
 - 3.1.3 Manage the overall supply of water in the Town in order to comply with requirements by all water suppliers and users in the region through regulation, restriction, or prohibiting the use of water as set out in this Bylaw, any amendments hereafter or by a resolution of Council, duly enacted, for specific water use restriction issues.

4.0 WATER CONSERVATION AND RESTRICTION STRATEGIES

- 4.1 The Town may restrict, regulate, or prohibit the amount of, usages, and/or hours during which water may be used for any purpose other than for firefighting.
- 4.2 For the purposes of Water Restrictions, odd and even addresses will refer to the “house number,” not the street or avenue number. For example, the address 6201 54st Avenue will be considered an odd numbered address as the “house number” ends in with a one (1).
- 4.3 The restrictions may also include the use of water for aesthetic or recreational purposes, if deemed necessary by the Town.

TOWN OF TABER
BYLAW NO.8 – 2024

- 4.4 The restrictions may include the regulation, restriction, or prohibition of the use of water supplied by the Town for any customers of Town water services by any method including, but not limited to, restricting amounts supplied on an ongoing basis, closing off water supply during certain times of the day, or totally prohibiting use of water by permanent closure of water supply valves for extended periods of time.
- 4.5 The determination as to when to declare a water shortage shall be solely at the discretion of the CAO for Levels I and II upon:
- 4.5.1 Consultation with Alberta Environment as the Town's water license holder or;
- 4.5.2 Consultation with the St. Mary River Irrigation District as the supplier of water services to the Town and area or;
- 4.5.3 Discussions with the Municipal District of Taber and/or the Village of Barnwell or;
- 4.5.4 Discussions with the Director of Emergency Management or designate or;
- 4.5.5 Discussions with the Director of Planning, Engineering and Public Works or designate.
- 4.6 These actions may become effective immediately and are at the CAO's discretion for Levels I and II, having regard to factors including the raw water supply rate, the reservoir or potable water reservoir levels, or the reliable raw water withdrawal rate. That may include, without limitation, determining whether the reliable raw water consumption/withdrawal rate that feeds the potable water system drops below:
- 4.6.1 The system wide average annual daily raw water demand for a significant period;
- 4.6.2 the flow rate needed to adequately replenish the raw water reservoir in a timely manner, or;
- 4.6.3 any other flow associated with a critical water system issue that necessitates Water Restrictions.
- 4.7 Only Council of the Town of Taber is permitted to restrict water usage for the Town at Level III Emergency Restrictions. A resolution of Council shall be required to enact Level III, and a rescinding resolution required to lift Level III Restrictions.
- 4.7.1 Should Council enact Level III Restrictions while a Level I or II Restriction is in place, the resolution of Council will automatically override the existing level, and the Level III Restrictions shall take immediate effect upon the resolution being passed by majority vote of Council.

TOWN OF TABER
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- 4.7.2 Should Council rescind Level III Restrictions, but the CAO determines Level I or II Restrictions still need to be in place, the CAO will enact an appropriate level at their discretion only after a rescinding resolution of Council is passed.
- 4.8 When the CAO has declared a state of water shortage:
- 4.8.1 The CAO may impose a Level I or Level II Water Restriction as set out in Schedule “A” provided the form in Schedule “B” is signed by the CAO.
- 4.8.2 The CAO shall not be required to impose levels of restriction in successive stages but may proceed to impose any level of restriction the CAO has determined is warranted in the circumstances.
- 4.9 The Town shall provide notice of the state of water shortage and the Water Restriction imposed through whatever media sources the CAO or designate determines sufficient and may include but not be limited to, signage, website, social media, direct mailing, and bulk media notification, and/or radio/television/newspaper.
- 4.10 When the CAO has imposed a Level II or Level II Water Restriction, no Person shall use Town supplied water contrary to the restriction as set out in Schedule “A.”
- 4.11 The state of Water Restriction once imposed shall remain in effect until the CAO declares that the risk to the overall water supply has improved to an acceptable level and the Water Restriction has ended. The CAO shall rescind the Water Restriction using the form in Schedule “C.”
- 4.12 An end to the Water Restriction will also be duly advertised to the public upon its termination.
- 4.13 Regardless of any Water Restriction in effect, water conservation measures will be promoted during times of low water levels by encouraging conservation activities.

5.0 EXCEPTIONS

- 5.1 For the purposes of this bylaw, municipal operations including (but not limited to) the use of water in municipal facilities, recreational facilities, municipal greenspaces, and other municipal services are exempted from water restrictions in order to maintain service levels to the community.
- 5.1.1 Notwithstanding the above, the Town of Taber will make efforts to either limit, reduce, or eliminate non-essential water usage in municipal spaces and services wherever and whenever possible when water restrictions are put in place. What shall be deemed non-essential to municipal operations will be at the discretion of the CAO and implemented on a case-by-case basis in relation to any restrictions that may be imposed.

TOWN OF TABER
BYLAW NO.8 – 2024

- 5.1.2 The CAO may also choose to enact municipal-specific water restrictions within various municipal spaces as deemed prudent for water conservation up to and including ceasing any services the CAO deems necessary until such time that the CAO determines the restrictions are no longer necessary.
- 5.2 In the event of water restrictions, fire hydrant flushing by the Town of Taber will be allowed to occur in order to safeguard public health and safety.
- 5.2.1 Notwithstanding the above, during months whereby the Town of Taber is pulling water directly from the Chin Reservoir and the water level is not sufficient to engage the normal operation of the raw water pump house, fire hydrant flushing shall not occur.
- 5.3 Gardens cultivated exclusively for food consumption are exempt from water restrictions in Levels I and II but shall only be allowed to be watered during any times/dates outlined in the Water Restrictions enacted, and are subject to any restrictions on how the garden can be watered (ie: hand watering for Level II). Gardens are not exempt from Level III restrictions.
- 5.4 The Taber Golf Course is supplied water by the Town of Taber for the purposes of irrigation. In the event of water shortages, their irrigation will be exempt except for Level III restrictions, whereby their irrigation must cease until the restrictions are lifted.
- 5.4.1 Notwithstanding the above, in the event of water shortages or Level I or II restrictions, the Town of Taber will carry out discussions with the Taber Golf Club to determine if there are water conservation actions or water use limits that can occur with regards to the irrigation at the Golf Course.
- 5.5 The CAO, at their discretion, may grant exceptions to the water use restrictions. Examples may include, but are not limited to, health and safety and critical commercial activities. What is deemed necessary for an exception shall be at the sole discretion of the CAO.
- 5.6 Any exceptions must be granted in writing directly from the CAO to the Person seeking an exception before the exception is allowed to be carried out.
- 5.6.1 If a Violation Ticket is issued before the written exception is granted by the CAO, the ticket will remain valid.
- 5.7 Water that a Person can establish is not supplied by the Town is not subject to these restrictions. Examples of alternate water supplies include, but are not limited to, rain barrels filled by natural precipitation, private wells, or water purchased from sources other than Town supplied water.
- 5.8 Should the Government of Alberta impose any water restrictions above that of the Town of Taber's restrictions, those shall take precedence.

TOWN OF TABER
BYLAW NO.8 – 2024

6.0 WASTING WATER

- 6.1 No consumer will allow water to run off the property as a result of water uses including, but not limited to, lawn/property overwatering, broken irrigation, or infrastructure washing of surfaces, such that there is:
- 6.1.1 A stream running into a street or swale for an excessive distance from the edge of the parcel;
 - 6.1.2 A stream of water running into a street or swale and directly into a catch basin; or
 - 6.1.3 A stream or spray of water running into or discharging into a street or a sidewalk.
- 6.2 If a customer or other persons contravene any Section of this Bylaw, which incurs costs to the Town for repairs or replacement, then the repairs or replacement may be done by the Town at the expense of the person in contravention of this Bylaw. If the person in contravention does not pay such expenses within the period indicated in Section 8 upon being invoiced, the Town may recover the expenses therefore with costs by action in Court. This expense will be in addition to any fines or penalties imposed for contravention of this Bylaw.

7.0 ENFORCEMENT

- 7.1 A Person who violates any section of this Bylaw is guilty of an offence and liable, upon summary conviction, to a fine as set out by this Bylaw.
- 7.2 A Peace Officer who has reasonable grounds to believe a contravention of this Bylaw has occurred or is occurring is authorized and empowered to:
- 7.2.1 Issue a verbal and/or written warning to the Person violating this Bylaw and/or;
 - 7.2.2 Issue a Violation Ticket pursuant the *Provincial Offences Procedures Act* to the Person violating this Bylaw, with or without having issued any such warning.
- 7.3 If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
- 7.3.1 Provide that the Person who has committed the offence may, within a specified period of time, pay a specified penalty as listed in Section 8 of this Bylaw; or
 - 7.3.2 Require a Person to appear in court without the alternative of making a voluntary payment.

8.0 PENALTIES

TOWN OF TABER
BYLAW NO.8 – 2024

8.1 A Person committing a breach of any of the provisions of this Bylaw, upon conviction of breach thereof, may forfeit the right to be supplied with water, and shall be liable to penalty as outlined below:

LEVEL	1 st Offence	2 nd Offence	3 rd Offence
I	N/A	N/A	N/A
II	\$100.00	\$250.00	\$800.00
III	\$250.00	\$800.00	\$1,500.00
Wasting Water	\$100.00	\$250.00	\$800.00

8.2 Any costs incurred by the Town as noted in Section 6 must be paid within thirty (30) days.

8.3 In addition to any penalty which may be imposed under this Bylaw, the Town may seek a court order granting relief in the nature of an injunction or any other order necessary to enforce compliance (including pursuant to Part 13 of the *Municipal Government Act*).

9.0 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.

10.0 RESCINDED OR AMENDED BYLAWS

Bylaw No. 3-2001 is hereby repealed in its entirety.

11.0 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

TOWN OF TABER
BYLAW NO.8 – 2024

MAYOR

CHIEF ADMINISTRATIVE OFFICER (C.A.O.)

DRAFT

TOWN OF TABER
BYLAW NO.8 – 2024

**Schedule “A”
Water Restrictions**

Level I

All outdoor water use is permitted as follows:

Addresses	May Only Use Water on the Following Days:
Odd numbered addresses (addresses ending in 1, 3, 5, 7, 9)	Tuesdays, Thursdays, Sundays
Even numbered addresses (addresses ending in 0, 2, 4, 6, 8)	Mondays, Wednesdays, Saturdays

Watering of lawns, gardens, trees, and shrubs may only occur during the following hours:
6:00 AM – 9:00 AM or 7:00 PM – 10:00 PM

Level II: Mandatory Watering Restrictions

All outdoor water use including watering lawns, non-commercial washing of vehicles, sidewalks, pads, exteriors of buildings, filling of hot tubs/pools, recreational use of sprinklers and similar water toys, is restricted to the following schedule:

Addresses	May Only Use Water on the Following Days:
Odd numbered addresses (addresses ending in 1, 3, 5, 7, 9)	Thursdays, Sundays
Even numbered addresses (addresses ending in 0, 2, 4, 6, 8)	Wednesdays, Saturdays

Watering may only occur during the following hours: 6:00 A.M. – 9:00 A.M. or 7:00 P.M. – 10:00 P.M.

Flowerbeds and vegetable gardens may be watered by hand, during prescribed times, using a watering can or a hose with a nozzle shutoff to restrict water flow.

Requests for site and condition specific irrigation scheduling for commercial or industrial operations using a metered irrigation system may be approved in writing by the CAO. Written approval must be obtained prior to the excepted irrigation scheduling being implemented.

Requests for water conservation exemption permits for newly seeded lawns or freshly planted sod may be applied for at the Town of Taber Office. Written exemptions may be granted by the CAO in writing.

Level III: Emergency Mandatory Water Restrictions

All outdoor water uses, and non-essential water use is strictly prohibited.

**Schedule “B”
Water Restrictions Form**

DECLARATION OF WATER RESTRICTIONS

WHEREAS low water levels exist in the Town of Taber due to _____
_____;

THEREFORE, the Town of Taber deems it prudent to declare that **Water Restrictions** are hereby necessary within the municipal boundaries of the Town of Taber to conserve water.

The following Level of Water Restriction is hereby enacted:

Level	Enacted (initial of CAO):
Level I Restrictions	
Level II Restrictions	

Upon signature of the Chief Administrative Officer of the Town of Taber herewith, the Restrictions imposed upon the municipality are as designated within the Town of Taber Water Conservation Bylaw.

All restrictions and penalties therein are now in full force until such time that the restrictions are either elevated or removed.

Signature of Chief Administrative Officer: _____

Time: _____

Date: _____

TOWN OF TABER
BYLAW NO.8 – 2024

Schedule "C"
Cancellation of Water Restrictions

CANCELLATION OF WATER RESTRICTIONS

WHEREAS low water levels in the Town of Taber are deemed to be at an acceptable level,

THEREFORE, the Town of Taber deems it prudent to declare that Water Restrictions are lifted within the municipal boundaries of the Town of Taber as of the date of the signing of the Chief Administrative Officer's signature below.

Signature of Chief Administrative Officer: _____

Time: _____

Date: _____

Council Request for Decision

Meeting Date: March 11, 2024

Subject:

Appointment of Deputy Mayor

Recommendation:

No motion required.

Background:

At the Organizational Meeting of Council held on October 23, 2023 Council adopted the schedule outlining the delegation of Deputy Mayor. This provides each member the opportunity to assist with town business in the possible absence of the Mayor, or to represent the Town, should the Mayor have other commitments. Historically the order of appointments has been based on the number of votes each Councillor received in the municipal election, in order from most to least.

Deputy Mayor Garth Bekkering's term expired on February 29, 2024. Therefore, Administration is recommending that Mayor Prokop completes the Oath of Office for Councillor McLean to be Deputy Mayor for the term expiring September 30, 2024 at this time.

Legislation / Authority:

Municipal Government Act, Section 197(1).

Strategic Plan Alignment:

Governance: Examine service delivery at the department level and confirm if resources are aligned appropriately.

Financial Implication:

None.

Service Level / Staff Resource Implication:

1. Deputy Mayor time commitment for potential function attendance and signing authority.
2. Staff involvement in documenting appointments and sending to applicable internal and external stakeholders.



Justification:

The Oath of Office for Deputy Mayor bestowed on Councillor McLean is in alignment with the schedule adopted by Council in October 2023, and in accordance with the *Municipal Government Act*.

Alternative(s):

1. Council could choose not to do the Oath of Office at this meeting and instead do it at the next Regular Meeting scheduled for March 25, 2024.

Attachment(s): Deputy Mayor Listing

APPROVALS:

Originated By:

Brittany Gilbertson

Chief Administrative Officer (CAO) or Designate: _____



COUNCIL BOARDS, COMMITTEES & COMMISSIONS

October 23, 2023

DEPUTY MAYORS - ARE APPOINTED FOR AN EIGHT MONTH TERM (EXCEPTION TO THE LENGTH OF TERM MADE BY RESOLUTION 379/2023 FOR APPOINTMENTS)

1.	NOVEMBER 1, 2021 – JUNE 30, 2022	COUNCILLOR JOANNE SORENSEN
2.	JULY 1, 2022 – FEBRUARY 28, 2023	COUNCILLOR CARLY FIRTH
3.	MARCH 1, 2023 – JUNE 26, 2023	COUNCILLOR ALF RUDD (RESIGNED)
4.	JULY 17, 2023 – FEBRUARY 29, 2024	COUNCILLOR GARTH BEKKERING
5.	MARCH 1, 2024 – SEPTEMBER 30, 2024	COUNCILLOR MONICA MCLEAN
6.	OCTOBER 1, 2024 – APRIL 30 2025	COUNCILLOR JACK BREWIN
7.	MAY 1, 2025 – OCTOBER 20, 2025	COUNCILLOR DANIEL REMFERT



Council Request for Decision

Meeting Date: March 11, 2024

Subject:

Funding Request: Taber Titans Hockey for a Cause

Recommendation:

Council discussion is requested.

Background:

A request for a waiver of the large ice booking fees was submitted by the Taber Titans and the Taber Food Bank for their Face Off Against Hunger Event being held on March 9, 2024, at 1:00pm.

The correspondence of request and other attachments received from the Taber Food Bank and the Taber Titans has been attached for Council's information.

The remaining balance for the 2024 Council Discretionary Fund is \$13,864.00

Legislation / Authority:

MGA Section 3

Strategic Plan Alignment:

Enhance Sense of Community

Financial Implication:

This is not budgeted. The total request for the large ice booking fees is \$255. Council can allocate from their Council Discretionary Fund if they see fit.

The remaining balance for the 2024 Council Discretionary Fund is \$13,864.00

Service Level / Staff Resource Implication:

Status Quo.

Justification:

A request was made of Council.



Alternative(s):

1. Council could approve the waiver of large ice booking fees in the amount of \$ _____, from the 2024 Council Discretionary Fund.
2. Council could request further information.

Attachment(s): Taber Foodbank Letter to Council
Face off Against Hunger Poster
Face off Against Hunger Attachment

APPROVALS:

Originated By:
Derrin Thibault

Chief Administrative Officer (CAO) or Designate: _____



Face Off Against Hunger Taber Titans Hockey for a Cause

March 9, 1pm Taber Large Ice



Sent via Email

February 23, 2024

Town of Taber
A - 4900 50 St
Taber, Alberta,
T1G 1T1

RE: March 9, 1pm – 4pm Large Ice Rental Waiver

Mayor Prokop and CAO Thibault:

Taber Food Bank has joined forces with the Taber Titans for a special event: "Face Off Against Hunger: Taber Titans Hockey for a Cause." This event aims to raise both funds and awareness about food insecurity in our community. The game is scheduled for March 9th at 1:00 PM on the large ice, promising an afternoon of fun for families while supporting a vital cause.

Taber Titans is a local charity, giving back to the community for sport fund relief in all minor sporting activities. They look to ease the financial burden through all sports in all ages. The Titan's recognition of the families they support may also face food insecurity, prompting the idea for this collaborative event.

As the demands on the Food Bank continue to increase, it is only sustainable with support through fundraising and ever important community donations. Keeping the Taber Food Bank top of mind is vital in ensuring ongoing assistance to those in need.

We appreciate the support the Town of Taber provides by waiving fees, promotion in the Cornhusk Chronicle and events on your social media, as well the number of Councilor's, and staff who participant in our fundraising events.

Although not the normal protocol to request a fee waiver, we humbly ask if you would take into consideration the importance of both organizations, and the need to keep fundraising costs to a minimum. All organization, administrative done by volunteers and door prizes, promotions and shoot out costs have been donated.

On behalf of the Taber Food Bank and Taber Titans thank-you for your consideration and I hope to see you at the game,

Kindest Regards,

A handwritten signature in blue ink that reads "Tamara Miyanaga".

Tamara Miyanaga
Taber Food Bank Volunteer
PH: 403-308.6538
Email.tamara.miyanaga@gmail.ca

Encl: Face off Against Hunger Poster
O'Canada Poster

FACE OFF AGAINST HUNGER

MARCH 9, 1PM
TABER ARENA



TABER TITANS HOCKEY FOR A CAUSE

CHEER ON THE TITANS AS THEY TAKE ON

Taber Minor Hockey Taber Fading Suns
Police and Friends

SPECIAL GUEST PLAYERS

Mayor Andrew Prokop. Joel Mlls
Citizen of the Year: Cst. Christopher Nguyen



50/50 Door Prizes: Including Cornstock Tickets

Exciting Shoot-out to Raise \$\$\$\$

\$5 for a Chance to Win \$10K

O'Canada Youth Choir: Led by Tamara Melnychuk

Youth 5 -18 are invited to participate. Practise March 9: 12:30pm

Great Family Event to Support the Taber Food Bank

ADMISSION: FOOD OR CASH DONATION



FACE OFF AGAINST HUNGER



Would you like to sing “O’Canada”
at the Hockey Game?

Who: Youth age 5 - 18 are invited to sing in the choir

When: Practice 12:30pm, Saturday March 9

Where: Taber Large Ice Arena Lobby

What: Wear a black shirt or jacket, if you have it



To Sign-up scan QR Code or email Choir Director:

tamara.melnychuk@horizon.ab.ca

After puck drop, youth will sit with their families

Sorry, NO Supervision after O’Canada

MARCH 9, 1PM TABER ARENA



TABER TITANS: HOCKEY FOR A CAUSE

- CHEER ON THE TITANS AS THEY TAKE ON**

Taber Minor Hockey Taber Fading Suns

Police and Friends

SPECIAL GUEST PLAYERS

Brendan “Uncle Hack” Mayor Andrew Prokop

Citizen of the Year: Cst. Christopher Nguyen Joel Mills

Great Family Event to Support the Taber Food Bank

ADMISSION: FOOD OR CASH DONATION



Council Request for Decision

Meeting Date: March 11, 2024

Subject:

Taber's Table Sponsorship Request

Recommendation:

That Council approves the 2024 Taber's Table sponsorship request in the amount of \$2,500 for a Gold Level Sponsorship Package, with funding to come from the 2024 Council Discretionary Fund.

Background:

The Joint Economic Development committee has announced their 2nd year of hosting Taber's Table, a long table dinner experience celebrating local food and growers/producers. Taber is an ideal location to host this event, with so many excellent local options. The Town of Taber had sponsored this event last year as a gold sponsor in the amount of \$2,500.

The evening will be hosted Downtown Taber on 47th Avenue. The street will be closed, and one long beautifully decorated table will span the street. On either side of the street there will be planters full of flowers, that we'll be able to string the lights across. The Community Centre kitchen will be used by the chefs, and the Community Centre itself will be a backup venue in case of bad weather. Parallel Church kitchen has also been booked to be able to serve the food directly from their space. During dinner, Lethbridge Symphony's string quartet, Musaues will perform, and Canada's Premier Food Corridor, as our presenting sponsor will MC the event.

Tickets will be sold for \$100 with 110 tickets in total. 10 tickets will be reserved as complimentary for media, and some will be given to sponsors as part of their packages. In addition to the tickets, we are offering custom charcuterie boards, cutting boards and coasters for sale with the Taber's Table logo engraved by Whirlwind Woodcraft. Some of these will be given as sponsor gifts as well.

Last years event was an excellent evening, and we hope to continue the "tradition" of this event for many years to come.

Attached is the sponsorship levels and opportunities. This is not, a for-profit event or fundraiser; we are simply covering the costs of the event.

Legislation / Authority:

MGA, Section 1 – Municipal Purposes

Strategic Plan Alignment:

Enhance Sense of Community



Financial Implication:

The cost of sponsorship levels is between \$1000-\$5000 depending on which option Council chooses.

Council currently has \$13,864.00 available in their Council Discretionary Fund.

Service Level / Staff Resource Implication:

None

Justification:

To continue to support the agri-food industry and celebrate the local economy.

Alternative(s):

1. Council could ask for more information.
2. Council could accept this as information.

Attachment(s): Taber's Table Sponsorship Packages

APPROVALS:

Originated By:

Amy Allred

Chief Administrative Officer (CAO) or Designate: _____

Feature Sponsor \$5000

- 4 Tickets to the Event
- Name announced from the podium
- Logo placement on all advertising
- Logo on photobooth photos
- Gift presented during the event



The Feature Sponsor has the unique opportunity to sponsor a signature dish!

Friday July 19, 2024

Presenting Sponsor \$5000

- 4 Tickets to the Event
- Name announced from the podium
- Logo placement on all advertising
- Unique Opportunity to MC the Event, Gift presented during the event

SPONSORSHIP FILLED

Gold Sponsor \$2500

- 2 Tickets to the Event, Name announced from podium
- Logo on the keepsake lanyard & poster, Gift presented during the event

Silver Sponsor \$1000

- Logo on the keepsake lanyard & poster

Spirit Sponsor \$1000 or In-Kind

- Recipe card with 10 requests to the home
- Logo on the keepsake lanyard & poster

SPONSORSHIP FILLED

Photobooth Sponsor \$1000 or In-Kind

- Name announced from the podium
- Logo on the keepsake lanyard & poster

SPONSORSHIP FILLED

Entertainment Sponsor \$1000

- Name mentioned from the podium
- Logo on the keepsake lanyard & poster

Contact: Amy Allred amy.allred@taber.ca 403-223-5500 ext 5514

Council Request for Decision

Meeting Date: March 11, 2024

Subject:

2023 Capital Project – Equipment Purchase – Degelman Sidearm Implement

Recommendation:

That Council approves the additional funds in the amount of \$21,900.00, exclusive of GST for the purchase of a new Degelman Sidearm, with funds to come from capital reserves.

Background:

The purchase of a new Degelman Sidearm was approved in the 2023 capital budget for a budget of \$20,000 from reserves. As we obtained quotes following the procurement policy we found that prices have gone up significantly since 2007 (which is when we purchased the last sidearm of this type). The current pricing offered and confirmed through the RMA purchasing program is at \$41,900.00 not including GST, through Western Tractor in Taber. They are the distributors of Degelman and also who we order parts for repairs and maintenance. This is an additional budget approval amount of \$21,900.00.

Operationally we are aiming to have two of these mower set ups in the Public Works fleet, one as a back up in case the main unit (which is made up of a Tractor, side arm (Degalmen) and mower) goes down for repairs or we have a very rapid grass growing season. This is not equipment that we can easily rent. This unit is responsible for all of the large highway ditch mowing and all of our large flat grassed areas (for example Transfer Station land, old rodeo grounds, land around the Trout Pond area, and vacant lots owned by the Town).

This sidearm would be replacing an old Unit#7-09 which is a 2007 (17 years). The lifecycle of these implements are roughly 15 years. There is also an increased efficiency from having both units be the same as there are shared parts etc.

Legislation / Authority:

MGA., S.5; Powers, duties and functions.

Strategic Plan Alignment:

Governance:

Strengthen our core infrastructure and services in a fiscally responsible manner.

Financial Implication:

Capital cost of \$41,900.00 from the capital reserves, \$20,000 was approved in 2023 and carried forward to 2024.



Service Level / Staff Resource Implication:

Service level will remain status quo.

Justification:

The additional unit will promote more efficiencies within the public works department.

Alternative(s):

1. Council directs Administration to provide more information about the purchase.
2. Council declines the purchase and cancels the project.

Attachment(s): Western Tractor Degalmen Quote
Degalmen Side-arm

APPROVALS:

Originated By:
Lisa DeBona

Chief Administrative Officer (CAO) or Designate: _____

Quote ID: 30345547

Prepared For:
TOWN OF TABER PUBLIC SERVICE

Prepared By: **Cliff Yanke**

Western Tractor Company Inc.
#48 Broxburn Blvd
Broxburn Business Park
Lethbridge, AB T1J 4P4

Tel 403-327-5512
FAX: 403-328-2599
Email: cliff.yanke@westerntractor.ca

Quote Summary

Prepared For:
 TOWN OF TABER PUBLIC SERVICE
 6201 54 AVE
 TABER, AB T1G1X4

Prepared By:
 Western Tractor Company Inc.
 Cliff Yanke
 #48 Broxburn Blvd
 Broxburn Business Park
 Lethbridge, AB T1J 4P4
 Phone: 403-327-5512

cliff.yanke@westerntractor.ca

Quote ID: 30345547
Created On: 08 February 2024
Last Modified On: 08 February 2024
Expiration Date: 28 February 2024

Equipment Summary	Selling Price	Qty	Extended
DEGELMAN Sidearm 1820	\$ 41,900.00 X	1 =	\$ 41,900.00
Equipment Total			\$ 41,900.00

Quote Summary	
Equipment Total	\$ 41,900.00
SubTotal	\$ 41,900.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 41,900.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 41,900.00

Sales Person: X _____

Accepted By: X _____

Quote ID: 30345547

Customer: TOWN OF TABER PUBLIC SERVICE

DEGELMAN Sidearm 1820

Hours: 0

Stock Number:

Code	Description	Qty
502300	Sidearm 1820	1
Standard Options - Per Unit		
502220	Schulte Adapter kit	1
502302	1000 PTO Gear Box	1
502303	Selector Valve kit	1
Other Charges		
	Freight	1
	Setup	1



Council Request for Decision

Meeting Date: March 11, 2024

Subject:

Re-design costs for the Chamber of Commerce Building

Recommendation:

Council directs administration to assist the Chamber of Commerce with a payment towards the redesign costs in the amount of \$_____ to come from capital reserves.

Background:

The Chamber of Commerce approached Council to discuss extra engineering costs for the redesign requirements of their building project due to the Town removing the Sani-dump and selling the most eastern portion of land that was originally part of the Chamber land donation. Council agreed to discuss the redesign costs once they were known at a future Council meeting.

Legislation / Authority:

MGA, Section 6: Natural person power.

Strategic Plan Alignment:

Develop Community & Promote Growth

Financial Implication:

The redesign invoice submitted of \$9,583.62.

Service Level / Staff Resource Implication:

No change in service level

Justification:

Requested by the Chamber of Commerce and agreed to be discussed by Council.

Alternative(s):

1. Council could ask for more information from Administration.
2. Council could accept the request as information.



Attachment(s): Invoice for the Chamber of Commerce Re-Design Costs

APPROVALS:

Originated By:
Derrin Thibault

Chief Administrative Officer (CAO) or Designate: _____

INVOICE 3815 DETAILS



Taber & District Chamber of Commerce

DUE 07/10/2023

\$9,583.62

[Review and pay](#)

Powered by QuickBooks

Hi Kerry,

This is the invoice that I sent for the extra engineering on the build due to removing the Sani-dump when that other piece of land was sold, dated Oct 7, 2023. If you could make sure it gets to someone please as I've been told it hasn't been received as of yet.

Thanks!

Anne

Bill to Town of Taber
4900A-50 St
Taber AB T1G 1T1

Other Income \$9,583.62

Ian Moxon invoice #27 charge Sani-Omission Re-design

1 X \$9,583.62

Subtotal \$9,583.62

Total \$9,583.62

Balance due \$9,583.62

Council Request for Decision

Meeting Date: March 11, 2024

Subject:

2023 Capital Project – Equipment Purchase – Schulte Tri-Deck Mower

Recommendation:

That Council approves the additional funds in the amount of \$22,560.00, exclusive of GST for the purchase of a new Schulte Mower, with funds to come from the capital reserves.

Background:

The purchase of a new 15' Schulte Tri-Deck Mower was approved in the 2023 capital budget for a budget of \$30,000 from reserves. As we obtained quotes following the procurement policy we found that prices have gone up significantly since 2015 (which is when we purchased the last mower of this size for \$24,700). The current pricing offered and confirmed through the RMA purchasing program is at \$52,560.00 not including GST, through the Flaman Group of Companies located in Lethbridge. There are no local vendors of this equipment but we do order parts locally for repairs and maintenance. This is an additional budget approval amount of \$22,560.00.

Operationally we are aiming to have two of these mower set ups in the Public Works fleet, one as a back up in case the main unit (which is made up of a Tractor, side arm (Degalmen) and mower) goes down for repairs or we have a very rapid grass growing season. This is not equipment that we can easily rent. This unit is responsible for all of the large highway ditch mowing and all of our large flat grassed areas (for example Transfer Station land, old rodeo grounds, land around the Trout Pond area, and vacant lots owned by the Town).

This mower would be replacing an old Unit#7-05 which is a 2011 Woods Tri-Deck mower (13 years). The lifecycle of these mowers are roughly 10-15 years. There is also an increased efficiency from having both units be the same as there are shared parts etc.

Legislation / Authority:

MGA., S.5; Powers, duties and functions.

Strategic Plan Alignment:

Governance: Strengthen our core infrastructure and services in a fiscally responsible manner.

Financial Implication:

Capital cost of \$52,560.00 from the capital reserves, \$30,000 was approved in 2023 and carried forward to 2024.



Service Level / Staff Resource Implication:

Service level will remain status quo.

Justification:

The additional unit will promote more efficiencies within the public works department.

Alternative(s):

1. Council directs Administration to provide more information about the purchase.
2. Council declines the purchase and cancels the project.

Attachment(s): Flaman Quote
Schulte Mower

APPROVALS:

Originated By:
Lisa DeBona

Chief Administrative Officer (CAO) or Designate: _____



16 Broxburn Blvd.
 Lethbridge County, AB T1J 4P4
 Ph: (403) 317-7200

Quote
 AL095540

Sold To:

Town of Taber
 6201 54th Avenue
 TABER, AB T1G 1X4
 403-223-5500

Ship To:

Lisa Debona
 Town of Taber
 6201 54th Avenue
 Taber, AB T1G1X4
 403-223-5500

Order Date	Ship Date	Territory	PO	Terms
14-May-23		Ryan Steinley		Due on Receipt

Qty	Item ID	Description	Unit Price	Amount
1.000	LT SCHXH1500	Schulte XH 1500 Rotary Mower <i>Includes the following:</i> Safety Light Kit Clock-wise Rotation on center section (Standard Rotation) Trailing Hitch CV Style Open Clevis CV Shaft 1000 RPM Independent Double Acting Hose Kit Two Blade Pan Kit comes with Schulte Super Suction Updraft Blades 5 inch. Walking Axles Center Section Walking Axles Wings Solid Laminate Tires (6 x 9 x 26) x Qty 8 North American Destination Kit Note: If would like to go with Skid Steer Tires 27 x 10.5 Left X Qty 4 and Right X qty 4 please deduct \$400 from this quote. Note: If would like to go with Aircraft tire Severe Duty (29 x 9 - 15, 16 ply) please add \$680 to this quote. Note: If you would like to go with Foam Filled Aircraft tires (29 x 9-15, 16 Ply) x qty 8 please add \$1820 to this quote. OPTIONS SEE BELOW	\$49,500.00	\$49,500.00
1.000	LT REARHALFBELT	Rear Half Belting	\$480.00	\$480.00
1.000	LT GAUGEWHEELKIT	Gauge Wheel Kit for Right Hand Wing	\$730.00	\$730.00
1.000	LT GAUGWHEELKITLH	Gauge Wheel kit for Left Hand Wing	\$730.00	\$730.00
1.000	LT TOOLBOX	Toolbox Kit Mounted on Mower	\$960.00	\$960.00
1.000	LT FLEXARMMOUNT	Flex Arm Mount - Required if you are going to use Schulte Flex Arm Note: If you plan to run a Degelman Sidearm in front of the Schulte Mower you will have to go with a different hitch. Please add \$800 to the price of this mower.	\$160.00	\$160.00

AL095540

Sub Total	\$52,560.00
GST #10187 2802	\$2,628.00
PST Exempt	
Total	\$55,188.00

All values Expressed in CAD funds.

All the above items to remain property of Flaman Group of Companies until all monies payable are fully paid and satisfied. All Signatures represent a binding agreement or contract.

Customer Name _____

Signature _____

HST# 10187 2802



Council Request for Decision

Meeting Date: March 11, 2024

Subject:

Tank 77 Play Structure Update

Recommendation:

Council receives Tank 77 Play Structure Project Statement and information for discussion.

Background:

At the February 12, 2024, Council Meeting Council directed administration to investigate the option of installing a playground structure in the proposed location of the Tank 77 replica in the Parallel Church Park.

Legislation / Authority:

Municipal Government Act

Strategic Plan Alignment:

Develop Community & Promote Growth

Financial Implication:

Total Project Budget of \$75K

Service Level / Staff Resource Implication:

Recreation leadership/management time to undertake project planning, design, tender and permitting, construction supervision, project turnover of approximately 40 hours.

Justification:

Council requested information on options and associated costs.



Alternative(s):

1. Council directs administration to move forward with the purchase and installation of the proposed play structure not to exceed \$75,000 in the Parallel Church park with the funds to come from capital reserves.
2. Council requires additional information from Administration.

Attachment(s): Project Statement
Play structure image.
Play structure image 2

APPROVALS:

Originated By:
Chris Eagan

Chief Administrative Officer (CAO) or Designate: _____

Tank 77 Play Structure Project Statement

February 22, 2024

Project Statement

Supply and install a play structure in the Parallel Church Park for total project budget of \$75,000.

Project Objectives

At the end of the project, what results will we have?

Primary Objectives:

1. Supply and install a small play structure in the Tank 77 location.
2. Play structure to incorporate Tank 77 image/styling.

Secondary Objectives:

- 1.

What value will be gained?

1. The play structure will serve 5 and under children.
- 2.

What constraints do we face?

1. A project and budget are not currently approved in the Capital Plan
- 2.

What requirements must be met?

1. NBC (National Building Code)
2. Town of Taber Municipal Development Plan
3. Recreation Master Plan



Paint Colours: Graphite, Light Grey

Colours shown may not accurately reflect actual colours.

Town of Taber
layout # I14079-C1 | J08888



Note: Site features shown (i.e. surfacing, border, landscaping, etc.) may not reflect actual scope of work and are purely conceptual.



Paint Colours: Graphite, Light Grey

Colours shown may not accurately reflect actual colours.

Town of Taber
layout # I14079-C1 | J08888



Note: Site features shown (i.e. surfacing, border, landscaping, etc.) may not reflect actual scope of work and are purely conceptual.

Council Request for Decision

Meeting Date: March 11, 2024

Subject:

Response to Standing Item Resolution 26/2024: Traffic Control Bylaw and Traffic Committee Policy Review Request

Recommendation:

Council accepts the Traffic Bylaw 22-2021 and the Traffic Committee Policy ADM-5, for information.

Background:

At the January 22, 2024 Regular Meeting of Council, the following resolution was passed:

“MOVED by Councillor Brewin that Administration is to bring to Council the Traffic Bylaw and Traffic Committee Policy, to Council so that we may review it.

CARRIED UNANIMOUSLY”

For Council's review, the Traffic Committee Policy and the Traffic Bylaw can be accessed through the Town website, as noted below:

Traffic Control Bylaw No. 22-2021: [637689363954970000 \(taber.ca\)](https://www.taber.ca/637689363954970000)

Traffic Committee Policy ADM-5: [637701424809900000 \(taber.ca\)](https://www.taber.ca/637701424809900000)

Legislation / Authority:

Traffic Control Bylaw No. 22-2021

Traffic Committee Policy ADM-5

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

Strategic Plan Alignment:

Improve Internal & External Communications

Establish appropriate communication protocols between Council and Administration

Financial Implication:

None at this time.

Service Level / Staff Resource Implication:

Unknown due to potential Council decision.



Justification:

A request was made of Administration by Council to bring the existing Bylaw and Policy to Council for review.

Alternative(s):

1. Council could request the Traffic Committee to review and provide specifications in the Traffic Committee Policy ADM-5, to accomplish _____.
2. Council could request the Traffic Committee to review and provide specifications in the Traffic Control Bylaw No. 22-2021, to accomplish _____.

Attachment(s):

APPROVALS:

Originated By:

Brittany Gilbertson

Chief Administrative Officer (CAO) or Designate: _____

Council Request for Decision

Meeting Date: March 11, 2024

Subject:

Visual Identity Standards Policy ADM-12 Renewal

Recommendation:

That Council approves the Visual Identity Standards ADM-12 Policy, as presented.

Background:

The Town's Visual Identity Standards Policy ADM-12 is due for its 3-year renewal. Only minor changes are proposed, as highlighted in the document itself.

The Visual Identity Standards directs how the Town handles use of its visual branding materials, including the logo, Coat of Arms, and any other "branded" digital materials used to identify the municipal corporation of the Town. Most of these design elements are protected by trademark and copyright, so this document outlines the standard to which the Town's brand and visual assets will be held. It provides stringent rules as to how the Town's visual assets will be used in design, which assets are to be used and when, and the control and access of the assets.

Council retains ownership over the Town's trademarked visual and design assets, meaning that should Council wish to change the Town's logo, motto, colours, or branding in future Council retains the right to do so at their discretion. Therefore, the Standards themselves are included in the Procedure so that Administration can make quick and necessary changes to the standards if and when Council changes the assets.

Legislation / Authority:

MGA Section 3

Strategic Plan Alignment:

Define and practice good governance.

Financial Implication:

No financial implication.

Service Level / Staff Resource Implication:

Status quo.



Justification:

The Policy is due for its renewal. The Policy and its corresponding Procedure helps to protect the Town's branding materials for misuse or improper access.

Alternative(s):

1. Council may request further information.
2. Council may request changes to the Policy.

Attachment(s): ADM-12 Policy

APPROVALS:

Originated By:
Meghan Brennan

Chief Administrative Officer (CAO) or Designate: _____



Visual Identity Standards

Policy No.: ADM-12	Council Resolution No.: 25/2021
Department: Administration	Authority: Council
Effective Date: January 25, 2021	Revision Date: March 11, 2024
Review Date: March 2027	Repealed Date:
Supersedes: N/A	
Related Procedure No.: ADM-12	
Related Procedure Name: Visual Identity Standards	

1.0 PURPOSE

- 1.1 This policy serves to outline the standard to which the Town of Taber's brand identity and assets shall be held by the municipality.

2.0 POLICY STATEMENT

- 2.1 The Town of Taber recognizes the benefit good design and brand management can have for the municipality and its image to the public. To that end, this policy and its corresponding procedure serve to provide a minimum standard for the municipality to follow.
- 2.2 Should Council at any time resolve to undertake the process of finding a new brand identity or any Town design assets (such as a logo, motto, etc.), the corresponding document shall be updated accordingly.
- 2.3 This Policy and its corresponding Procedure applies inclusively towards the following designations:
- 2.3.1 Mayor and Council of the Town of Taber;
 - 2.3.2 All Town of Taber management and out-of-scope positions;
 - 2.3.3 All CUPE employees of the Town of Taber;
 - 2.3.4 All volunteers of Town boards, committees, and commissions;
 - 2.3.5 Any contractors employed by the Town of Taber who may require the usage of Town design assets.



- 2.4 This Policy and its corresponding Procedure do not apply to the following:
- 2.4.1 The Taber Police Service as their own policies and procedures will take precedence for their service;
 - 2.4.2 The Taber Fire Department crest and associated design assets.
- 2.5 This policy and its corresponding procedure shall be applied to all existing and future design assets the Town of Taber may own, acquire, or design in future.
- 2.6 Due to the copyrighted and trademarked nature of a number of Town design assets, violations of this policy and its **corresponding procedure** in regard to fair use, copyright laws, privacy laws, and other relevant provincial and federal legislation shall not be tolerated.
- 2.6.1 Violations of this policy will be handled on a case-by-case basis and will result in appropriate disciplinary actions up to and including dismissal for Administration Staff for severe breaches;
 - 2.6.2 Breaches made by a member of Council or Council-elect shall be dealt with in a manner Council deems appropriate;
 - 2.6.3 Breaches made by a volunteer member of a Town board, committee or commission shall be dealt with by Administration attempting to educate and rectify the breach of the volunteer as a first step. Should the attempt not rectify the situation or the volunteer refuses to comply with the standards, Council shall then decide on an appropriate disciplinary action up to and including dismissal from the committee;
 - 2.6.4 Where copyright infringement occurs for Town design assets through or by a third party, the Town will first reach out to the party and give them the opportunity to amend the breach to conform to the Town's rights for trademarks and copyrights. Should the third party refuse to adhere to copyright laws, the Town may choose to acquire the help of legal professionals upon the request of Council.
- 2.7 A severe breach of this policy may be defined as the following (but is not limited to):
- 2.7.1 Any action that uses the Town's visual assets to promote hatred, bigotry, or to discriminate against anyone protected by the *Canadian Human Rights Act*;
 - 2.7.2 Any use of Town assets which brings disrepute or controversy to the Town's brand, the municipality, members of Council, volunteers of Town committees, or members of Administration;
 - 2.7.3 Intentional usage of a Town asset despite the individual not having the right to access and/or use the asset;
 - 2.7.4 Trademark and/or copyright breaches as outlined by the *Copyright Act*;
 - 2.7.5 Continual or sustained breaches of the Policy and Procedure despite education, warnings, and/or other disciplinary action being used.



2.8 Administration shall establish procedures for this policy and shall be responsible to ensure the spirit and intent of the policy is adhered to.

3.0 ADDITIONAL REFERENCES

- *Canadian Human Rights Act*
- *Copyright Act*

MAYOR

DATE

CHIEF ADMINISTRATIVE OFFICER

DATE

DRAFT



Council Request for Decision

Meeting Date: March 11, 2024

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.



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: _____

Council Date	Resolution #	Resolution	Assigned To	Completed?
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>
November 14, 2023	363/2023	MOVED by Councillor McLean that Council directs Administration to look at the cost of connecting the sidewalk on 60 th Avenue, in front of the Taber Christian School, to connect with the sidewalk in the Park Place Cul-De-Sac.	Public Works	<i>In Progress</i>
January 22, 2024	26/2024	MOVED by Councillor Brewin that Administration is to bring to Council the Traffic Bylaw and Traffic Committee Policy, to Council so that we may review it.	Traffic Committee	<i>In Progress</i>
January 22, 2024	27/2024	MOVED by Mayor Prokop that Council directs Administration to research options to replace or enhance the current sound system in the civic centre arena and main auditorium, and report back to Council with feasibility and cost options in a timely manner.	Recreation	<i>In Progress</i>
February 12, 2024	54/2024	MOVED by Councillor Bekkering that Council directs Administration to include in the next utility bills considerable explanation as to the reason why we are doing it this way.	Finance	<i>In Progress</i>
February 26, 2024	71/2024	MOVED by Councillor Firth that Council directs Administration to investigate a survey to go out to previous years permit recipients, as well as an internal review of our development processes.	Planning	<i>In Progress</i>

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