



AGENDA

REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, JULY 15, 2024 AT 3:30 PM.

MOTION

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: June 24, 2024

X

5. BUSINESS ARISING FROM THE MINUTES

6. BYLAWS

7. ACTION ITEMS

ITEM No.7.1	Recognition of Service - Employees Policy C-1: Proposed Renewal	X
ITEM No.7.2	Staff Professional Development & Training Policy CS-HR-4: Proposed Renewal	X
ITEM No.7.3	Travel and Subsistence Policy CS-HR-1: Proposed Renewal	X
ITEM No.7.4	Report for Standing Item 27/2024 Arena Sound System	X
ITEM No.7.5	Response to Standing Request No 208/2024- 48 St. Parking Extension	X
ITEM No.7.6	Information For Council	
ITEM No.7.7	Department Reports	
ITEM No.7.8	Mayor and Councillor Reports (Verbal)	
ITEM No.7.9	Standing Items - Council Requests	



8. DELEGATIONS

9. MEDIA INQUIRIES

10. CLOSED SESSION

X

- ITEM No.10.1 Southern Regional Storm water Drainage Committee (SRSDC)- Master Agreement
Council takes the meeting into Closed Session to prevent disclosure of consultations or deliberations involving officers or employees of a public body, in accordance with Advice from Officials, Section 24(1)(b), of the Freedom of Information and Protection of Privacy Act.
- ITEM No.10.2 Land Sale Offer TPC (Taber Pet Clinic) 47 Ave: 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.
- ITEM No.10.3 Proposed Lease Agreement: Solar Lagoon Site
Closed Session to prevent disclosure of criteria developed for the purpose of contractual negotiations on behalf of a public body, and considerations that relate to those negotiations, in accordance with Section 24(1): Advice from officials.
- ITEM No.10.4 Proposed Lease Agreement - Skate Shack 24
Closed session to prevent disclosure of information related to criteria developed for the purpose of contractual negotiations by a public body, in accordance with Section 24 of the Freedom of Information and Protection of Privacy Act.
- ITEM No.10.5 Proposed Road License Agreement - Renewal
Closed Session to prevent disclosure of information related to criteria developed for the purpose of contractual or other negotiations, in accordance with Section 24 (c) of the Freedom of Information and Protection of Privacy Act.

11. OPEN SESSION

X

12. CLOSE OF MEETING

X

Council Request for Decision

Meeting Date: July 15, 2024

Subject:

Minutes of Regular Meeting of Council: June 24, 2024

Recommendation:

Council adopts the Minutes of the Regular Meeting of Council held on June 24, 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 June 24, 2024, as amended.

Attachment(s): June 24, 2024 Draft Council 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, JUNE 24, 2024, AT 3:38 PM, IMMEDIATELY FOLLOWING THE SUBDIVISION AUTHORITY MEETING HELD AT 3:30 PM.

Mayor

Andrew Prokop

Councillors

Garth Bekkering
Jack Brewin
Carly Firth
Monica McLean
Joanne Sorensen

Absent

Daniel Remfert

Chief Administrative Officer

Derrin Thibault

Staff

Alaa Abdel Khaliq
Amy Allred
Meghan Brennan
Chris Eagan
Jordan Florchinger
Marnie Mouland
Steve Munshaw
Celina Newberry
Grace Noble
John Orwa (Virtual)
Donna Weiss

CALL TO ORDER

Mayor Prokop called the Meeting to Order at 3:38 PM.

ADOPTION OF THE AGENDA

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

RES. 217/2024

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

CARRIED UNANIMOUSLY

PUBLIC HEARINGS

1) Public Hearing for Land Use Bylaw Amendment 11-2024 for Text Amendment

A) Call to Order: Public Hearing for Land Use Bylaw Amendment 11-2024 for Text Amendment

Mayor Prokop called the Public Hearing to Order at 3:39 PM.

Mayor Prokop stated that anyone who wishes to speak during the Public Hearing will have 5 minutes to speak, and must state their name for the record, and state if they are speaking for themselves or on behalf of a group or organization.

B) Public Hearing for Land Use Bylaw Amendment 11-2024 for Text Amendment

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

C) Presentation of Written or Oral Briefs Against the Land Use Bylaw Amendment 11-2024 for Text Amendment

Mayor Prokop inquired if anyone was present who wished to speak Against the Land Use Bylaw Amendment 11-2024 for Text Amendment.

Mayor Prokop inquired a second time if anyone was present who wished to speak Against the Land Use Bylaw Amendment 11-2024 for Text Amendment.

1) Public Hearing for Land Use Bylaw Amendment 11-2024 for Text Amendment – Cont'd

C) Presentation of Written or Oral Briefs Against the Land Use Bylaw Amendment 11-2024 for Text Amendment – Cont'd

Mayor Prokop inquired a third and final time if anyone was present who wished to speak Against the Land Use Bylaw Amendment 11-2024 for Text Amendment, and there was none.

D) Presentation of Written or Oral Briefs For the Land Use Bylaw Amendment 11-2024 for Text Amendment

Mayor Prokop inquired if anyone was present who wished to speak For the Land Use Bylaw Amendment 11-2024 for Text Amendment.

Mayor Prokop inquired a second time if anyone was present who wished to speak For the Land Use Bylaw Amendment 11-2024 for Text Amendment.

Mayor Prokop inquired a third and final time if anyone was present who wished to speak For the Land Use Bylaw Amendment 11-2024 for Text Amendment and there was none.

RES. 218/2024

MOVED by Councillor Bekkering that Council accepts for information the input received at this Public Hearing for Land Use Bylaw Amendment 11-2024, for a Text Amendment.

CARRIED UNANIMOUSLY

E) Close of Meeting: Public Hearing for Land Use Bylaw Amendment 11-2024 for Text Amendment

RES. 219/2024

MOVED by Councillor McLean that this Public Hearing is hereby Closed.

CARRIED UNANIMOUSLY AT 3:44 PM

ADOPTION OF THE MINUTES

1) Minutes of Regular Meeting of Council: May 27, 2024

RES. 220/2024

MOVED by Councillor Firth that Council adopts the Minutes of the Regular Meeting of Council held on May 27, 2024, as presented.

CARRIED UNANIMOUSLY

2) Minutes of Regular Meeting of Council: June 10, 2024

RES. 221/2024

MOVED by Councillor Firth that Council adopts the Minutes of the Regular Meeting of Council held on June 10, 2024, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

None.

BYLAWS

1) Second and Third Reading for Proposed Land Use Bylaw Amendment 11-2024 Text Amendment

RES. 222/2024

MOVED by Councillor Brewin that Council gives Second Reading to Bylaw 11-2024 to amend Land Use Bylaw 13-2020, as presented.

CARRIED UNANIMOUSLY

BYLAWS – CONT'D

1) Second and Third Reading for Proposed Land Use Bylaw Amendment 11-2024 Text Amendment – Cont'd

RES. 223/2024

MOVED by Councillor Sorensen that Council gives Third Reading to Bylaw 11-2024 to amend Land Use Bylaw 13-2020, as presented.

CARRIED UNANIMOUSLY

ACTION ITEMS

1) Workplace Violence & Harassment Prevention Policy CS-HR-14

D. Thibault introduced G. Noble, Human Resources Manager, and M. Moulard, Health and Safety Coordinator, who detailed the Proposed Workplace Violence and Harassment Prevention Policy CS-HR-14.

RES. 224/2024

MOVED by Councillor McLean that Council approves the Workplace Violence and Harassment Prevention Policy CS-HR-14, as presented.

CARRIED UNANIMOUSLY

RES. 225/2024

MOVED by Councillor Brewin that Council repeals Workplace Violence Prevention Policy CS-HR-11.

CARRIED UNANIMOUSLY

RES. 226/2024

MOVED by Councillor Firth that Council repeals Workplace Harassment Prevention Policy CS-HR-12.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

2) Destruction of Municipal Documents

D. Thibault introduced D. Weiss, Finance Manager, who detailed the proposal for destruction of municipal documents that are scheduled to be destroyed, in line with Bylaw 10-99 Retention of Municipal Documents.

RES. 227/2024

MOVED by Councillor Sorensen that Council approves the destruction of the documents identified in the attached lists, as per the retention period in years identified in Schedule A of the Bylaw No. 10-99 Retention of Municipal Documents.

CARRIED UNANIMOUSLY

3) September SouthGrow Meeting Request

D. Thibault introduced A. Allred, Economic Development Manager, who detailed the response to Standing Item 152/2024 made by Councillor Sorensen at the April 22, 2024 Regular Meeting of Council, requesting Administration to investigate the ability to host a future SouthGrow Meeting.

RES. 228/2024

MOVED by Councillor McLean that Council directs Administration to offer to host the October meeting of SouthGrow Regional Initiative.

CARRIED UNANIMOUSLY

4) Response to Standing Item 129/2024: Geese and Raccoon Control

D. Thibault detailed the response to Standing Item 129/2024 made by Councillor Sorensen, requesting Administration to investigate a wildlife bylaw related to geese and racoon control.

Council discussed the potential for signage to deter community members from feeding the geese.

ACTION ITEMS – CONT'D

4) Response to Standing Item 129/2024: Geese and Racoon Control – Cont'd

RES. 229/2024

MOVED by Councillor Firth that Council directs Administration to investigate placing signs in the park where geese are known to nest to ask people to please not feed the geese.

CARRIED UNANIMOUSLY

5) Information For Council

D. Thibault detailed the Information for Council, which included the Chinook Regional Impact Report and Audited Financial Statements, correspondence received from MADD for sponsorship, Family and Community Support Services Report to Municipalities and Board Meeting Minutes, M.D. of Taber \$5,000.00 sponsorship towards Canada Day celebrations, and correspondence from the Minister of Municipal Affairs related to the Canada Community Building Fund.

No motion was made at this time.

6) Department Reports

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

No motion was made at this time.

7) Mayor and Councillor Reports (Verbal)

Mayor and Council provided details of their monthly activity.

No motion was made at this time.

8) Standing Items - Council Requests

D. Thibault reviewed the current listing.

No motion was made at this time.

DELEGATIONS

None.

MEDIA INQUIRIES

None.

RES. 230/2024

MOVED by Councillor McLean that Council takes a 30-minute meal break, to reconvene into Closed Session to prevent the disclosure of:

- Consultations or deliberations involving officers or employees of a public body, in accordance with Advice from Officials, Section 24(1)(b), of the *Freedom of Information and Protection of Privacy Act*;
- 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,
- Information related to criteria developed for the purpose of contractual or other negotiations, in accordance with Section 24(c) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY AT 4:12 PM

CLOSED SESSION

1) Request for Funding Support: Taber & District Community Adult Learning Association

Council takes the meeting into Closed Session to prevent disclosure of consultations or deliberations involving officers or employees of a public body, in accordance with Advice from Officials, Section 24(1)(b), of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 10.1) Request for Funding Support: Taber and District Community Adult Learning Association; D. Thibault, Chief Administrative Officer, and J. Orwa, Director of Corporate Services and Chief Financial Officer.

2) Pool Staffing Request

Council takes the meeting into Closed Session to prevent disclosure of consultations or deliberations involving officers or employees of a public body, in accordance with Advice from Officials, Section 24(1)(b), of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 10.2) Pool Staffing Request; D. Thibault, Chief Administrative Officer, S. Munshaw, Fire Chief, and J. Orwa, Director of Corporate Services and Chief Financial Officer.

CLOSED SESSION – CONT'D

3) Eureka 62 St Extension Options

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) Eureka 62 Street Extension Options; D. Thibault, Chief Administrative Officer, J. Orwa, Director of Corporate Services and Chief Financial Officer, and A. Allred, Economic Development Manager.

4) Investment Incentive Consideration

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 10.4) Investment Incentive Consideration; D. Thibault, Chief Administrative Officer, J. Orwa, Director of Corporate Services and Chief Financial Officer, and A. Allred, Economic Development Manager.

CLOSED SESSION – CONT'D

5) Discussion with Council

Council takes the meeting into Closed Session to prevent disclosure of consultations or deliberations involving officers or employees of a public body, in accordance with Advice from Officials, Section 24(1)(b), of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 10.5) Discussion with Council; D. Thibault, Chief Administrative Officer, and J. Orwa, Director of Corporate Services and Chief Financial Officer.

6) Proposed Lease Renewal: Taber Curling Club Closed Session to prevent disclosure of information related to criteria developed for the purpose of contractual or other negotiations, in accordance with Section 24(c) of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 10.6) Proposed Lease Renewal: Taber Curling Club; D. Thibault, Chief Administrative Officer, and J. Orwa, Director of Corporate Services and Chief Financial Officer.

OPEN SESSION

RES. 231/2024

MOVED by Councillor Bekkering that Council moves into Open Session.

CARRIED UNANIMOUSLY AT 6:27 PM

OPEN SESSION – CONT'D

RES. 232/2024

MOVED by Councillor Sorensen that Council approves the financial request from the Taber and District Community Adult Learning Association in the amount of up to \$150,000.00, in the term of a ten-year interest free loan. This financing will be dependent on the following requirements:

1. Funding also obtained from the Municipal District of Taber.
2. Grant funding also obtained from the Community Facility Enhancement Program (CFEP).
3. Invoices/expenses will be submitted before payments are made.

CARRIED UNANIMOUSLY

RES. 233/2024

MOVED by Councillor Brewin that Council directs Administration to increase the pool staff to four (4) full-time lifeguards and one (1) lifeguard at $\frac{3}{4}$ time, within the 2024 Operational Budget.

CARRIED UNANIMOUSLY

RES. 234/2024

MOVED by Councillor Brewin that Council directs Administration to proceed with Option 2 of the 62nd Street Extension Proposal, for a cost not to exceed \$2,349,000.00, to come from Capital Reserves.

CARRIED UNANIMOUSLY

RES. 235/2024

MOVED by Councillor Bekkering that Council directs Administration to offer the Investment Incentive to Assured Self Storage at 5700 66 Avenue, and Prummel Floor Installations Ltd. at 6302 55 Street, beginning in 2024.

CARRIED UNANIMOUSLY

OPEN SESSION – CONT’D

RES. 236/2024

MOVED by Councillor Firth that Council authorizes the lease renewal to the Taber Curling Club for the portion of the building known as the Taber Community Centre, which is located on Plan 7282JK, the southwest portion commonly referred to as the Curling Rink, consisting of four (4) sheets of curling ice, kitchen, lobby areas, locker rooms, washrooms, mechanical rooms, lounge and two (2) storerooms, for a term to expire September 30, 2031; and,

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

CARRIED UNANIMOUSLY

CLOSE OF MEETING

RES. 237/2024

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

CARRIED UNANIMOUSLY AT 6:32 PM

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Council Request for Decision

Meeting Date: July 15, 2024

Subject:

Recognition of Service - Employees Policy C-1: Proposed Renewal

Recommendation:

That Council approves the Recognition of Service – Employees Policy C-1, as presented.

Background:

The Town of Taber's Recognition of Service – Employees Policy is due for renewal. Other than updated formatting administration is not recommending any changes to the policy at this time.

Legislation / Authority:

MGA Section 3

Strategic Plan Alignment:

Define and practice good governance: reviewing Town policy documents.

Financial Implication:

There are no financial implications at this time.

Service Level / Staff Resource Implication:

There will be no change to service levels.

Justification:

The C-1 policy is over due for its renewal.

Alternative(s):

1. Council may request further information.
2. Council may make amendments to the policy.

Attachment(s): Draft Recognition of Service - Employees Policy C-1

Current Recognition of Service - Employees Policy C-1



APPROVALS:

Originated By:
Grace Noble

Chief Administrative Officer (CAO) or Designate: _____



Recognition of Service Employees

Policy No.: C-1	Council Resolution No.:
Department: Administration	Authority: Council
Effective Date: September 13, 2010	Revision Date: November 25, 2019, July 15, 2024
Review Date: July 2027	Repealed Date:
Supersedes: Policy 74C	
Related Procedure No.: C-1	
Related Procedure Name: Recognition of Services - Employees	

1.0 PURPOSE

1.1 The Town of Taber wishes to acknowledge the commitment, loyalty and service of Town employees and recognizes their significant contribution to the Organization.

2.0 POLICY STATEMENT

2.1 Council shall present a gift of appreciation to full time, part time, and casual employees upon achieving significant anniversary milestones with the Town of Taber.

2.2 Employees will be recognized for long term services on their employment anniversaries in five year increments (5th, 10th, 15th, 20th, 25th, 30th, 35th, 40th, etc.).

2.3 The recognition award will be an appropriate gift with the Town logo, wherever possible, distinguishing the years of service equal to \$20.00 per year of service for full time employees, \$10.00 per year of service for part time and casual employees.

2.4 If an employee retires from the Town, Council shall present a retirement gift based on \$50.00 per year of employment and honoring the individual at an event, with the employee's input.

2.5 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

Separate policies and procedures pertaining to Recognition of Service for firefighters and Council are dealt with independently.



MAYOR

DATE

CHIEF ADMINISTRATIVE OFFICER

DATE

DRAFT





Recognition of Service Employees

Policy No.: C-1	Council Resolution No.: 680/2019
Department: Administrative	Authority: Council
Effective Date: September 13, 2010	Revision Date: November 25, 2019
Review Date: November 2022	Repealed Date:
Supersedes: Policy 74C	
Related Procedure No.: C-1	
Related Procedure Name: Recognition of Service - Employees	

Purpose

The Town of Taber wishes to acknowledge the commitment, loyalty and service of Town employees and recognizes their significant contribution to the Organization.

Policy Statement

- 1) Council shall present a gift of appreciation to full time, part time, and casual employees upon achieving significant anniversary milestones with the Town of Taber.
- 2) Employees will be recognized for long term services on their employment anniversaries in five year increments (5th, 10th, 15th, 20th, 25th, 30th, 35th, 40th, etc.).
- 3) The recognition award will be an appropriate gift with the Town logo, wherever possible, distinguishing the years of service equal to \$20.00 per year of service for full time employees, \$10.00 per year of service for part time and casual employees.
- 4) If an employee retires from the Town, Council shall present a retirement gift based on \$50.00 per year of employment and honoring the individual at an event, with the employee's input.
- 5) Administration shall establish procedures for this policy and shall be responsible to ensure the spirit and intent of the policy is adhered to.

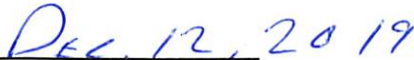


Additional References

Separate policies and procedures pertaining to Recognition of Service for firefighters and Council are dealt with independently.



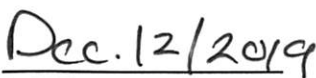
MAYOR



DATE



CHIEF ADMINISTRATIVE OFFICER



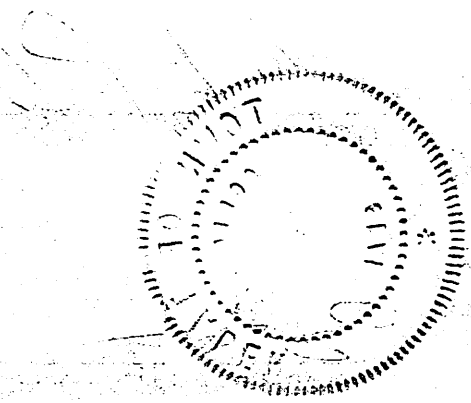
DATE



Faint, illegible text at the top of the page, possibly a header or title.

Faint, illegible text in the middle section of the page.

Doc. No. 101





Council Request for Decision

Meeting Date: July 15th, 2024

Subject:

Staff Professional Development & Training Policy CS-HR-4: Proposed Renewal

Recommendation:

That Council approves the Staff Professional Development & Training Policy CS-HR-4, as presented.

Background:

The Town of Taber's Staff Professional Development & Training Policy is due for renewal.

To be compliant with the new policy formatting the definitions have been moved to follow the policy statement. Additionally, there are a few minor edits that have been highlighted for review.

Legislation / Authority:

MGA Section 3

Strategic Plan Alignment:

Define and practice good governance: reviewing Town policy documents.

Financial Implication:

There are no financial implications at this time.

Service Level / Staff Resource Implication:

There will be no change to service levels.

Justification:

The CS-HR-4 policy is overdue for its renewal.

Alternative(s):

1. Council may request further information.
2. Council may make amendments to the policy.



Attachment(s): Draft Staff Professional Development & Training Policy CS-HR-4
Current Staff Professional Development & Training Policy CS-HR-4

APPROVALS:

Originated By:
Grace Noble

Chief Administrative Officer (CAO) or Designate: _____



Staff Professional Development & Training

Policy No.: CS-HR-4	Council Resolution No.:
Department: Corporate Services	Authority: Council
Effective Date: January 9, 2012	Revision Date: July 15, 2024
Review Date: July 2027	Repealed Date:
Supersedes: Further Education – Financial Assistance Program Policy 92M01/28/02	
Related Procedure No.: CS-HR-4	
Related Procedure Name: Staff Professional Development & Training	

1.0 PURPOSE

1.1 The Staff Professional Development & Training Policy develops the values of the Town of Taber by creating an organizational culture that enhances diversity, innovation, excellence, and integrity through a mechanism that promotes knowledge, skills, and abilities of staff in their current and future roles within the organization.

2.0 POLICY STATEMENT

2.1 Staff professional development & training must optimize the quality of working life and to achieve excellence by:

2.1.1 Enhancing the recruitment and retention of **high-quality** staff

2.1.2 Providing support for career advancement

2.1.3 Maintaining and **increasing** job satisfaction

2.1.4 Developing the ability of staff to initiate and respond constructively to change

2.1.5 **Maintaining and improving** organizational effectiveness and efficiency

2.2 Staff professional development & training must recognize that individual staff needs and organizational needs should be linked to the overall strategic objectives of the department and the Town of Taber.

2.3 All requests made for staff professional development & training must fall within the approved budget of the department as established by Council.



- 2.4 Staff professional development & training that is required for the position or classification must be offered on an equitable basis, based on the operational requirements of the department.
- 2.5 All staff professional development & training must be approved by the department manager and documentation justifying the individual staff members' professional development & training must be forwarded to Human Resources to maintain staff records.
- 2.6 All staff professional development & training for protective services shall be maintained at the department manager level.
- 2.7 All staff professional development & training outside of the province, but within North America must be approved by the CAO.
- 2.8 All staff professional development & training outside of North America must be approved by Council.
- 2.9 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 DEFINITIONS

3.1 Training

3.1.1 Training is the acquisition of knowledge, skills, and competencies as a result of the teaching of vocational or practical skills and knowledge that relate to specific useful competencies. It forms the core of apprenticeships and provides the backbone of content at institutes of technology (also known as technical colleges or polytechnics). In addition to the basic training required for a trade, occupation or profession, observers of the labor-market recognize the need to continue training beyond initial qualifications: to maintain, upgrade and update skills throughout working life.

3.2 Professional Development

3.2.1 Professional Development refers to the skills and knowledge attained for both personal development and career advancement. Professional development encompasses all types of facilitated learning opportunities, ranging from college degrees to formal coursework, conferences and informal learning opportunities situated in practice. It has been described as intensive and collaborative, ideally incorporating an evaluation stage. There are a variety of approaches to professional development, including consultation, coaching, and communities of practice, lesson, study, mentoring, reflective supervision and technical assistance.

4.0 ADDITIONAL REFERENCES

- N/A



MAYOR

DATE

CHIEF ADMINISTRATIVE OFFICER

DATE

DRAFT





Staff Professional Development & Training

Policy No.: CS-HR-4	Council Resolution No.: 158/2018
Department: Corporate Services	Authority: Council
Effective Date: January 9, 2012	Revision Date:
Review Date: March 2021	Repealed Date:
Supersedes: Further Education – Financial Assistance Program Policy 92M01/28/02	
Related Procedure No.: CS-HR-4	
Related Procedure Name: Staff Professional Development & Training	

Purpose

The Staff Professional Development & Training Policy develops the values of the Town of Taber by creating an organizational culture that enhances diversity, innovation, excellence, and integrity through a mechanism that promotes knowledge, skills, and abilities of staff in their current and future roles within the organization.

Definitions:

Training

Training is the acquisition of knowledge, skills, and competencies as a result of the teaching of vocational or practical skills and knowledge that relate to specific useful competencies. It forms the core of apprenticeships and provides the backbone of content at institutes of technology (also known as technical colleges or polytechnics). In addition to the basic training required for a trade, occupation or profession, observers of the labor-market recognize the need to continue training beyond initial qualifications: to maintain, upgrade and update skills throughout working life.

Professional development

Professional Development refers to the skills and knowledge attained for both personal development and career advancement. Professional development encompasses all types of facilitated learning opportunities, ranging from college degrees to formal coursework, conferences and informal learning opportunities situated in practice. It has been described as intensive and collaborative, ideally incorporating an evaluative stage. There are a variety of approaches to professional development, including consultation, coaching, and communities of practice, lesson study, mentoring, reflective supervision and technical assistance.



Policy Statement

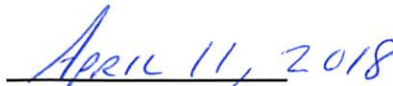
- 1) Staff professional development & training must optimize the quality of working life and to achieve excellence by:
 - a. Enhancing the recruitment and retention of high quality staff
 - b. Providing support for career advancement
 - c. Maintaining and increase job satisfaction
 - d. Developing the ability of staff to initiate and respond constructively to change
 - e. Maintain and improve organizational effectiveness and efficiency
- 2) Staff professional development & training must recognize that individual staff needs and organizational needs be linked to the overall strategic objectives of the department and the Town of Taber.
- 3) All requests made for staff professional development & training must fall within the approved budget of the department as established by Council.
- 4) All staff professional development opportunities must be offered on a basis that is equitable to all staff members in accordance with operational needs within each employee’s scope of duties.
- 5) All staff professional development & training must be approved by the department manager and documentation justifying the individual staff members’ professional development & training must be forwarded to Human resources to maintain staff records.
- 6) All staff professional development & training for protective services shall be maintained at the department manager level.
- 7) All staff professional development & training outside of the province, but within North America must be approved by the CAO.
- 8) All staff professional development & training outside of North America must be approved by Council.

Additional References

N/A



MAYOR



DATE



CHIEF ADMINISTRATIVE OFFICER

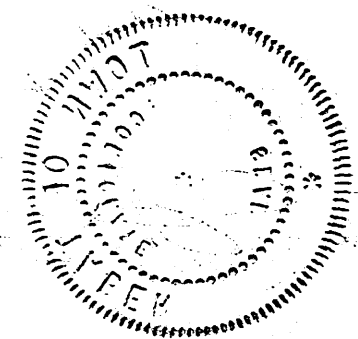


DATE



Faint, illegible text covering the majority of the page, possibly representing a list or a series of entries.

Handwritten signature or initials, possibly "A. J. ...".





Council Request for Decision

Meeting Date: July 15th, 2024

Subject:

Travel and Subsistence Policy CS-HR-1: Proposed Renewal

Recommendation:

That Council approves the Travel and Subsistence Policy CS-HR-1, as presented.

Background:

The Town of Taber's Travel and Subsistence Policy is due for renewal. Other than updated formatting administration is not recommending any changes to the policy at this time.

Legislation / Authority:

MGA Section 3

Strategic Plan Alignment:

Define and practice good governance: reviewing Town policy documents.

Financial Implication:

There are no financial implications at this time.

Service Level / Staff Resource Implication:

There will be no change to service levels.

Justification:

The CS-HR-1 policy is overdue for its renewal.

Alternative(s):

1. Council may request further information.
2. Council may make amendments to the policy.

Attachment(s): Draft Travel and Subsistence Policy CS-HR-1

Current Travel and Subsistence Policy CS-HR-1



APPROVALS:

Originated By:
Grace Noble

Chief Administrative Officer (CAO) or Designate: _____



Travel and Subsistence

Policy No.: CS-HR-1	Council Resolution No.:
Department: Corporate Services	Authority: Council
Effective Date: November 1, 2015	Revision Date: June 13, 2016, July 15, 2024
Review Date: July 2027	Repealed Date:
Supersedes: 490/2015, Expense Claim Policy 08/10/27, 05/09/12, Expense Sheet Statement for Conferences 27S-811, External Events Expenditures 73C09/10/01	
Related Procedure No.: CS-HR-1	
Related Procedure Name: Travel and Subsistence	

1.0 PURPOSE

- 1.1 The Town of Taber recognizes the financial implications of business travel and the importance of fair reimbursement for such expenses.

2.0 POLICY STATEMENT

- 2.1 The principles included in this Policy apply to all Town employees and members of Town Council, respective boards, committees and commissions.
- 2.2 It is the responsibility of the Chief Administrative Officer and the Management Team in the case of employees, and the Mayor and Deputy Mayor in the case of Council members and other appointed officials, to ensure that the provisions of this policy are followed.
- 2.3 Council shall have the final decision making authority as to if, when and by what means Council will travel on government business.
- 2.4 Department Heads have the final decision making authority as to if, when and by what means employees will travel on government business.
- 2.5 Approving requests for travel means that the Town has agreed to pay for the employee’s reasonable and legitimate travel related expenses.
- 2.6 Re-imbursement for automobile allowance shall be in accordance with current government practices and standards.



- 2.7 All re-imburements are made in Canadian dollars regardless of which currency was used to pay expenses when travelling outside of Canada on government business.
- 2.8 Employees will be reimbursed for travel, based on the most direct, practical cost-effective route and mode of transportation to reach that destination.
- 2.9 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

- N/A

MAYOR

DATE

CHIEF ADMINISTRATIVE OFFICER

DATE





Travel and Subsistence

Policy No.: CS-HR-1	Council Resolution No.: 200/2019
Department: Corporate Services	Authority: Council
Effective Date: July 1, 2016	Revision Date: June 13, 2016
Review Date: April 2022	Repealed Date:
Supersedes: 490/2015, Expense Claim Policy 08/10/27, 05/09/12, Expense Sheet Statement for Conferences 27S-811, External Events Expenditures 73C09/10/01	
Related Procedure No.: CS-HR-1	
Related Procedure Name: Travel and Subsistence	

Purpose

The Town of Taber recognizes the financial implications of business travel and the importance of fair reimbursement for such expenses.

Policy Statement

- 1) The principles included in this Policy apply to all Town employees and members of Town Council, respective boards, committees and commissions.
- 2) It is the responsibility of the Chief Administrative Officer and the Management Team in the case of employees, and the Mayor and Deputy Mayor in the case of Council members and other appointed officials, to ensure that the provisions of this Policy are followed.
- 3) Council shall have the final decision making authority as to if, when and by what means Council will travel on government business.
- 4) Department Heads have the final decision making authority as to if, when and by what means employees will travel on government business.
- 5) Approving requests for travel means that the Town has agreed to pay for the employee's reasonable and legitimate travel related expenses.



- 6) Re-imbusement for automobile allowance shall be in accordance with current government practices and standards.
- 7) All re-imburements are made in Canadian dollars regardless of which currency was used to pay expenses when traveling outside of Canada on government business.
- 8) Employees will be reimbursed for travel, based on the most direct, practical cost-effective route and mode of transportation to reach that destination.
- 9) Administration shall establish procedures for this policy and shall be responsible to ensure the spirit and intent of the policy is adhered to.

Additional References

N/A


MAYOR

May 9, 2019
DATE


CHIEF ADMINISTRATIVE OFFICER

May 8, 2019
DATE



The first part of the document is a list of names and addresses, which appears to be a directory or a list of subscribers. The names are written in a cursive hand, and the addresses are in a more formal, printed style. The list includes names such as "Mr. J. H. Smith" and "Mrs. A. B. Jones", along with their respective street addresses and cities.

The second part of the document contains a large, circular stamp or seal. The stamp is embossed and features a central emblem surrounded by text. The text around the perimeter of the stamp includes the words "POST OFFICE" and "REVENUE". The central emblem is a crest or coat of arms, which is partially obscured by the stamp's design.

P.S. (2) 1/1



Council Request for Decision

Meeting Date: July 15, 2024

Subject:

Report for Standing Item 27/2024 Arena Sound System

Recommendation:

Council discussion requested.

Background:

At the January 22, 2024, Council meeting, the following resolution was made:

“MOVED by Mayor Prokop that Council directs Administration to research options to replace or enhance the current sound system in the Civic Center Arena and main Auditorium, and report back to Council with feasibility and cost options in a timely manner.”

Administration has explored options outlining the basics of a project to complete with the costs of the upgrades to the Large Ice Arena facility. The options provided are based on the evaluations received from Audio/Visual professionals that were used to analyze the current sound system. Options for Council could be to choose an A la Carte type selection on the options provided, or a progressive upgrade method until the desired quality of sound is achieved.

At the May 27, 2024, Council meeting, the following resolution was made:

“MOVED by Councillor Remfert that Council directs Administration to do a system analysis of the Large Arena sound system by a sound engineer to determine needs for acoustic upgrades to the Arena sound system, to be funded from Operational Reserves up to the amount of \$2,880.00”

The Acoustic design engineer was invited to the come and perform all the investigative checks that would need to complete a full report on the Arena sound system. The report is attached. Architectural Acoustics evaluation was also completed and is attached. The major challenges that we face with this area is the reverb time. Reverb is a type of audio effect that simulates the sound of a space, such as a room or a hall, by adding reflections and echoes to the original sound. The Area has a reverb time delay of 7 1/2 seconds which means that the reflections and echoes of the sound will continue

to be heard for that duration after the original sound has stopped normal reverb time for an arena is 2 – 2.5 seconds. Due to this long reverb time, it doesn't matter what sound system you install unless this time diminished no sound system will ever sound proper.

Grant opportunities are currently being pursued for the Arena such as Community Facility Enhancement Programs(CFEP) and others.



Legislation / Authority:
Municipal Government Act

Strategic Plan Alignment:
Develop Community & Promote Growth

Financial Implication:
There is no financial implication unless the project is approved to proceed.

Service Level / Staff Resource Implication:
None, unless the project is approved at which time Town staff would be trained to operate the system.

Justification:
Council requested information.

Alternative(s):

1. Council directs Administration to initiate the installation of the Acoustic treatments option _____ as per the attached report to be funded from Capital Reserves at a cost not to exceed \$ -----excluding GST.
2. Council directs Administration to initiate the installation of the sound system option ____ as per the attached report to be funded from Capital Reserves at a cost not to exceed \$ ----- excluding GST.
3. Council directs Administration to initiate the installation of both Acoustic treatment option _____ and sound systems Option _____ to be funded from Capital Reserves at a cost not to exceed _____ excluding GST.
4. Council directs Administration to defer the sound system and Acoustic treatment to 2025 Capital budget .
5. Council could request additional information from Administration.

Attachment(s): Sound System Report
Acoustics System Report

APPROVALS:

Originated By:
Steve Munshaw

Chief Administrative Officer (CAO) or Designate: _____



PREPARED FOR

Town of Taber - Community Arena

Brian Martin | brian.martin@taber.ca

PREPARED BY

Marcus Roe | marcusr@sapphire.ca

Table of Contents

- Introduction.....3**
- Corporate Strength.....4**
 - Introduction.....4
 - Commitment to Excellence.....4
 - Equipment.....4
 - Competitive Advantage.....4
 - Vision Statement.....5
 - Culture Code.....5
- Project Team.....6**
- Taber Community Arena - Site Report.....7**
 - The Arena.....7
 - Acoustic Treatment.....7
 - Sound Dampening Panels.....7
 - Larger Audiences.....9
 - Existing System Report.....9
- Proposal.....11**
 - Acoustic Treatment.....11
 - System Design.....11
- Pricing.....13**
- Summary.....15**
- Relevant References.....15**

Introduction

On behalf of the entire team at Sapphire, we are honoured to present this proposal and report for the Taber Community Centre. We have diligently reviewed the site documents and leveraged our decades of hands-on experience to craft what we believe is a competitive and value-driven offering. Whether it's a small classroom or a large arena, our entire organization takes immense pride in consistently delivering the highest quality.

Our track record in providing presentation and performance technology is unparalleled in Western Canada. We possess a deep understanding of how to execute projects of this scale and, most importantly, we are well-versed in providing unwavering support for these projects once they are completed.

At Sapphire, our team comprises more than just salespeople and install crews; it consists of passionate individuals who operate and support complex AV systems on a daily basis. We appreciate the critical need for systems that users can rely on and are designed with the flexibility to adapt to the ever-evolving standards of our industry. Our designs reflect this understanding—we don't settle for the bare minimum; we propose solutions that promise a long-term return for our customers.

One of our key objectives is to provide an enterprise-level offering with the personalized touch of a small company. This means that we have the capability to execute projects at the same level as any large corporation, but we go the extra mile by delivering the care, attention, and dedication that many companies provided in their early days. This philosophy resonates throughout every member of our team, setting us apart in an exceedingly positive way.

We eagerly anticipate the opportunity to collaborate with the esteemed team of the Town of Taber.

Thank you for considering Sapphire as your AV partner.

Warm regards,

Marcus Roe

Corporate Strength

Introduction

Sapphire is a professional systems integration company with operations in Vancouver, Abbotsford, Calgary, and Edmonton. Sapphire specializes in complete project solutions for the audio, video, multimedia, control and lighting fields. The company was founded by Harold Wiens, who has been in the pro-audio, multimedia and lighting industry for over thirty years. The sales, design, and installation portion of the company has experienced continuous growth and today the company has staff specializing in the areas of design, consultation, integration, inside and outside sales, project management, service and technical installation. The company strives for excellence towards our expanding customer base and remains fiscally responsible to our suppliers and employees.

Commitment to Excellence

Sapphire strives to put our customers first, always. As active members of the professional presentation community, we understand how important audio, video, and presentation control systems are. Sapphire commits to providing our clients with the most logical and creative solutions to serve their needs.

Equipment

Sapphire supplies and services the best audio, video, lighting, systems integration and multimedia equipment available. By exercising unwavering integrity and disciplined fiscal responsibility, Sapphire has developed strong relationships with all of our suppliers, enabling us to provide our clients with the quickest product availability, price, supplier selection, and warranty service.

Competitive Advantage

Sapphire is a company that has been built on reliability, customer service, quality products, and fiscal responsibility. Sapphire has no current debts standing over 30 days. This allows us to present the very best pricing on all of our product lines.

Sapphire's diversity in the audio, video, lighting, control, and stage drapery fields, combined with our overall sales volume and history allows us to purchase products at the lowest available price points - a benefit that we pass on to our clients.

Vision Statement

Sapphire's corporate vision statement is as follows:

"To be the leading company in our industry, dedicated to excellence to our customers, products and services through our performance, commitment and accountability."

Culture Code

Sapphire's culture code defines how we make decisions at every level of our company - from top-level leadership choices to simple things our installers face on a daily basis:

- **We lead with vision.** We choose our direction and avoid becoming reactionary
- **We make it better.** We avoid an attitude of "it's good enough"
- **We mess with the methods.** We avoid the thought of "we've never done it that way before"
- **We need to know.** We inform with purpose and avoid under communication
- **We're all in.** We refuse an attitude of "that's not my job"
- **We keep it simple.** We don't over-complicate things
- **We never waste a crisis.** We don't hide our failures and we learn from our mistakes
- **We operate with integrity.** We value honesty over profits
- **We make each other look good.** We avoid gossip. We praise in public and critique in private
- **We replace ourselves.** We desire to see others exceed
- **We're better together.** We work as a team towards a common goal
- **We're thankful for family.** We recognize and uphold the importance of our families
- **We guard our culture.** We guard our hearts against division and hypocrisy

Project Team

Marcus Roe - Sales & Design

Email: marcusr@sapphire.ca

Phone: (587) 674-1440

Marcus Roe's journey in the AV industry began at Best Buy Canada, where he quickly progressed from retail sales to various management roles. His knack for leadership and expertise in AV solutions led him to spearhead a professional residential AV sales program, a venture he dedicated four years to before relocating to Calgary. In the spring of 2023, Marcus embarked on a new chapter with Sapphire, venturing into the commercial and proAV sectors.

With a solid foundation in system design, customer relations, and training development, Marcus brings a comprehensive skill set to the Sapphire team. His transition from residential to commercial AV has allowed him to apply his extensive retail and management experience in a broader context, contributing significantly to Sapphire's mission to deliver state-of-the-art AV solutions. Marcus's ability to understand customer needs, coupled with his technical knowledge and passion for AV technology, makes him a valuable asset to clients looking to enhance their spaces with innovative AV designs.

Marcus's role at Sapphire involves not only designing and selling AV systems but also ensuring clients are fully supported through the process, from initial consultation to post-installation training. His commitment to customer satisfaction and his ability to bridge the gap between technical complexity and user-friendly solutions exemplify Sapphire's dedication to excellence in the AV industry.

Notable Projects:

- Youthlink Calgary Police Interactive Centre: Design and implementation of a modular museum exhibit involving Martin audio, Epson video, QSC control and ETC lighting systems
- Sacred Heart Parish: Design-build church AV system including d&b audiotechnik PA, QSC control, Sonance speakers & Sharp displays.
- Shepherd's Care Prince of Peace Manor: New AV system design for resident banquet hall, with QSC distributed audio, control and live streaming setup for events and services.

Certifications:

- Q-Sys Level 1
- Q-Sys Architect
- Dante Level 1&2
- Symetrix Composer
- Harman Pro Audio Architect
- Harman Pro Audio Essentials
- Allen & Heath AHM Training Course

Taber Community Arena - Site Report

The Arena

The Taber Community Centre arena presents specific challenges for audio system design, similar to other arenas of comparable size and construction. The venue's concrete ceiling, metal siding, cinder block walls, and ice/concrete pad all contribute to an environment with significant echo and sound reflections. These hard surfaces cause sound waves to bounce and create reverb, impacting audio clarity.

The origin of sound within the arena greatly influences its acoustic outcome. For instance, a loud sound produced at the far side of the arena, adjacent to the flat wall with the score clock, generates more pronounced echo and reverb. This occurs because the sound waves travel across the arena, reflecting off the curved wall and other hard surfaces multiple times before dissipating. None of which is surprising given the shape and materials of the building, however there are some steps that can be taken to reduce this effect. Before getting into the details of a new audio system design it needs to be stated that any sound system, at any price point will experience the same acoustical challenges in the same space. That is to say, the acoustic challenges need to be considered in tandem with the new audio system design.

The goal of this report is to highlight the available options and benefits related to acoustic treatment, a new approach to the sound design and the system infrastructure.

Acoustic Treatment

There are a few ways to improve the acoustical properties of the venue all aiming towards reducing the number of reflections a single sound generates. This can be achieved with acoustic panels, spray foam insulation, drapes and larger human audiences and/or a combination of all of these. It is important to note that acoustic treatment and measurement is a separate field of work from audio-visual integration and we highly recommend having a professional in the field also evaluate the space for a full measurement. Luckily, Sapphire has partners in this field who we would be happy to partner with and introduce to the town for a full acoustic evaluation.

Sound Dampening Panels

Acoustic panels are a common way to reduce reflections in a room, being made of sound absorbing materials, when a sound wave makes contact with a panel the porous material traps the sound energy converting it to heat energy stopping reflections before they happen. Acoustic panels can be deployed in a number of ways either being mounted on walls or suspended as baffles or "clouds" from the ceiling. In the Taber Community Centre Arena, it is recommended that wall panels be placed on the flat wall near the score clock, above the catwalk behind the seating

area, along the curved wall of the catwalk, and the flat wall adjacent to the seating area. These areas are highlighted in the accompanying photos below. With understanding the sports mostly being played in the arena, namely Lacrosse, it isn't recommended to use suspended panels in the ceiling space above the playing surface. We recommend panels be suspended above the seating area to capture and interrupt sound waves in the plenum space.



Larger Audiences

A large factor of acoustics in an enclosed space is the people in the seats. Although funny to think about, people are great sound absorbers! The more people in the venue, the fewer hard surfaces are available for sound waves to bounce off of. Of course, attendance to an event can and will vary. The hope with our system design is to offer a much more suitable sound system tailored for multiple events, allowing the Arena to host more than just the local sporting clubs. By providing a sound system that is purposely built for great sound and strong intelligibility of spoken word, sporting events, ceremonies, cultural gatherings and other local town events can be made to be more welcoming, inviting and enjoyable.

Existing System Report

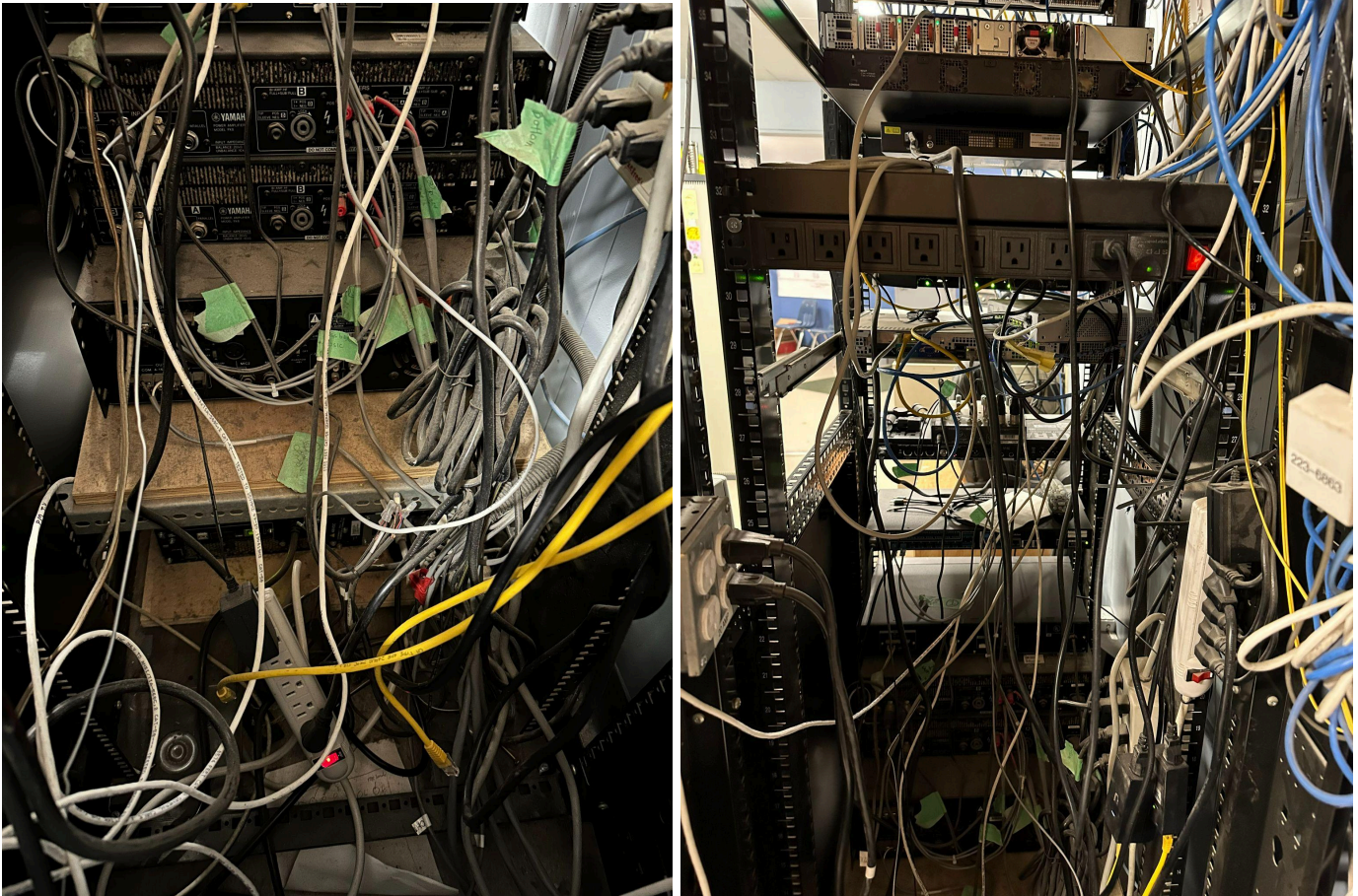
The existing sound system in the Taber Community Arena is a TOA speaker system consisting of eleven four-loudspeaker arrays for the seating area and eight point source loudspeakers for the playing surface. The system is powered by Yamaha amplifiers and audio is routed through the Extron DSP. After being on-site and listening to the audio system myself, a few problems come to light. The TOA line-up of products is host to a large selection of speakers and is a go-to product for cost effective deployments of sound reinforcement and distributed audio in large buildings. However, it is not known for high fidelity, consistent coverage pattern or strong intelligibility.

The current loudspeaker deployment also struggles with a good balance of high and low frequency reproduction. During our site visit we had two speakers assist with a sound check, one male and one female. With the female speaker, it was found that the speakers were able to reproduce the voice relatively well although echo and reverb still exist. The playing surface coverage was found to be very inconsistent however as the sound seemed to drop off substantially towards centre ice. The male speaker, with a much lower frequency was very difficult to hear clearly. The sound on the playing surface was almost completely unintelligible, making it very hard to hear each word the speaker was saying. We typically describe this as a “muddy” low end response. It wasn't much better in the audience areas as the low end frequencies traveled in all directions of the venue, interrupting the sound from the arrays and creating a very difficult listening experience. This is a result of too many loudspeakers being deployed in the space and poor low end reproduction from the loudspeakers themselves.

The current deployment suffers from a lack of consistent directivity. The origin point of sound is difficult to determine as a listener since the main arrays face an opposite direction from the point source loudspeakers on the playing surface. This causes many different arrival times of sound to the listener's ear adding echo to an already acoustically challenged space. This is a large focus in our proposal and design of a new sound system for the space, among others including simplified control, better EQ and tuning, and a stronger selection of loudspeakers purpose built for intelligibility. Other minor rigging and installation issues are also apparent that may not affect sound quality but are still notable - for example a large majority of the loudspeakers are hanging

on the inside of the playing surface so they are in the line of fire of hockey pucks and balls from the playing surface.

The Extron DSP – is a good platform for control and audio routing, but is underutilized and shows a lack of tuning. When plugging into the system and looking at the file, very little EQ and tuning has been done to try and improve the end result of the sound. While examining the rack enclosure a few more problems became obvious. Cables connecting the devices are labeled with masking tape, in poor condition. This makes servicing the system very difficult. Poor labeling coupled with poor wire management makes it hard to determine which lines are in-use, defunct or what their purpose is. Accompanying photos of the cabling can be seen below.



Proposal

This proposal outlines the recommended enhancements for the audio system at the Taber Community Centre Arena. Our objective is to address the current acoustic challenges posed by the arena's structural features and to provide a comprehensive solution that ensures clear and consistent audio quality throughout the venue.

By identifying key locations for equipment placement and utilizing advanced audio technology, we aim to minimize echo and reverb, improving the overall auditory experience for all users. This proposal includes detailed analyses of the current acoustic environment, suggested equipment locations, and a strategic implementation plan.

We are confident that these improvements will significantly enhance the functionality of the Taber Community Centre arena, providing a better experience for both participants and spectators.

Acoustic Treatment

It is important to highlight the need for an acoustic measurement of the space. Again, providing a new PA - despite our work at modeling the space itself and illustrating the consistent coverage of the listening areas, the room's acoustics will remain a challenge. Before we can confidently move ahead and guarantee the quality of sound produced by our audio system design, we would like to introduce an acoustic expert who can analyze the space and make strategic recommendations for placement of sound dampening panels and treatments to the venue. The acoustic expert would work directly with the Town in submitting a proposal for a consultation service inclusive of their service costs for this project. This same provider after performing acoustic measurements of the space can offer a quotation to complete the acoustic remedies they recommend inclusive of installation and materials to do so. We hope the Town will accept our offer of this introduction as sound treatment will be equally important to the success of the new audio system as the design itself.

System Design

Using the existing plans made available to us in combination with pictures taken and our experience on-site a 3D model was completed of the venue to scale. With the 3D model complete, the model was exported to a sound modeling software known as ArrayCalc which is one of the software products used in designing audio systems using loudspeakers from d&b audiotechnik. Although there are numerous loudspeaker manufacturers available around the globe, at Sapphire we make it a priority to work with the best products available and d&b is undoubtedly one of them. Renowned world-wide, d&b is well known for their success in consistent coverage patterns, incredible sound reproduction and flexible mounting and rigging hardware making it possible to

deploy amazing sound experiences in performing arts halls, houses of worship and large venues including NHL arenas. We have a strong partnership with d&b and their own designers worked collaboratively with us on this design. It is important to note that other manufacturers were also considered, including Martin audio, and JBL; however, d&b was selected as our design was able to deliver the same performance as other brands using less loudspeakers and overall, came with significant cost savings.

We have considerable experience with d&b audiotechnik PA systems and some of our well known installations include First Assembly Church in Calgary, First Alliance Church in Calgary, Home Church in Red Deer as well as Parallel Church in Taber - which was our very first d&b system that has been going strong for ten years now.

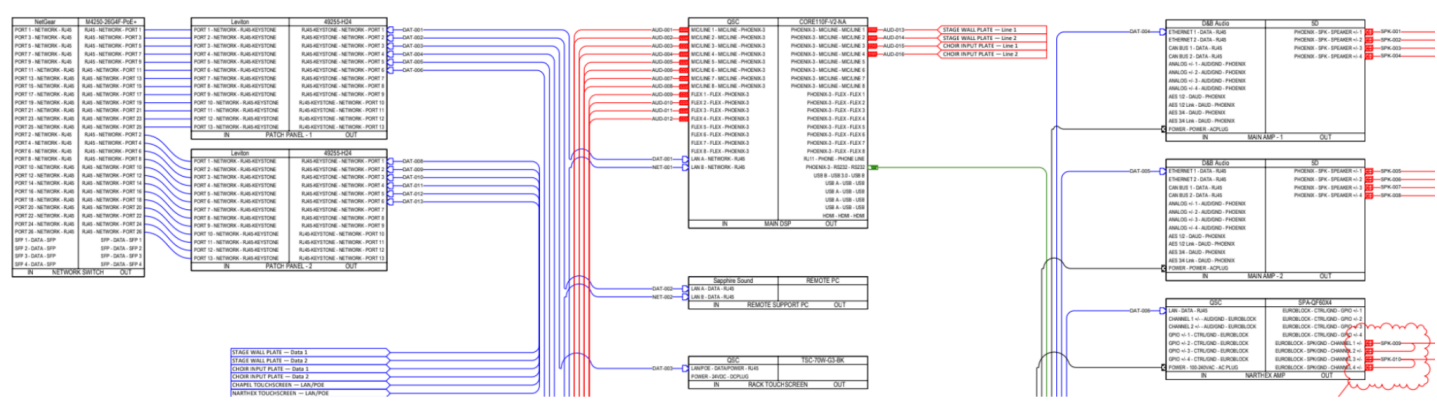
The design includes eleven loudspeakers - eight for the seating areas and three for the playing surface as well as the option of four subwoofers for additional low-end reinforcement. Powered by four d&b compact 5D amplifiers, utilizing the same rack spacing as the existing amplifiers. Our design focuses on improving the directivity of sound, with all the loudspeakers facing all listeners in the venue. This design allows for us to ensure that audiences in the stands and players on the ice are met with the same audio experience. The advanced settings of the d&b amplifiers also allow us to time align the loudspeakers in a way that a listener in the seating area won't experience the sound from the on-ice loudspeakers at separate timing from the loudspeakers dedicated to the stands. This will greatly improve the clarity of the sound as the audio waves travel in unison from the respective loudspeaker. Our design intentionally reduces the number of loudspeakers in the system to eliminate excessive noise generated by too many sound sources. We have however added four subwoofers to the system which are absent in the current system for a more punchy and impactful bass response.

The design also includes a brand new QSC DSP and control platform as a replacement for the existing Extron system. QSC has a reputation as the most flexible, powerful and reliable DSP on the market today. The QSC platform will allow us to complete tuning to a very high level integrating d&b's own settings into it and creating customized and simplified controls for the end users in the facility. With the ability to create custom controls on touchscreens or iPad's, powering and operating the system can be done by virtually anyone with ease. Simply plugging a microphone or other audio source into the networked wall plate in the timekeepers booth will instantly bring that source into the system paired with our tunings and system settings. Simply adjusting the volume levels on the rotary controller will allow for simple control of the audio levels while a master interface can be available to staff on a facility owned iPad.

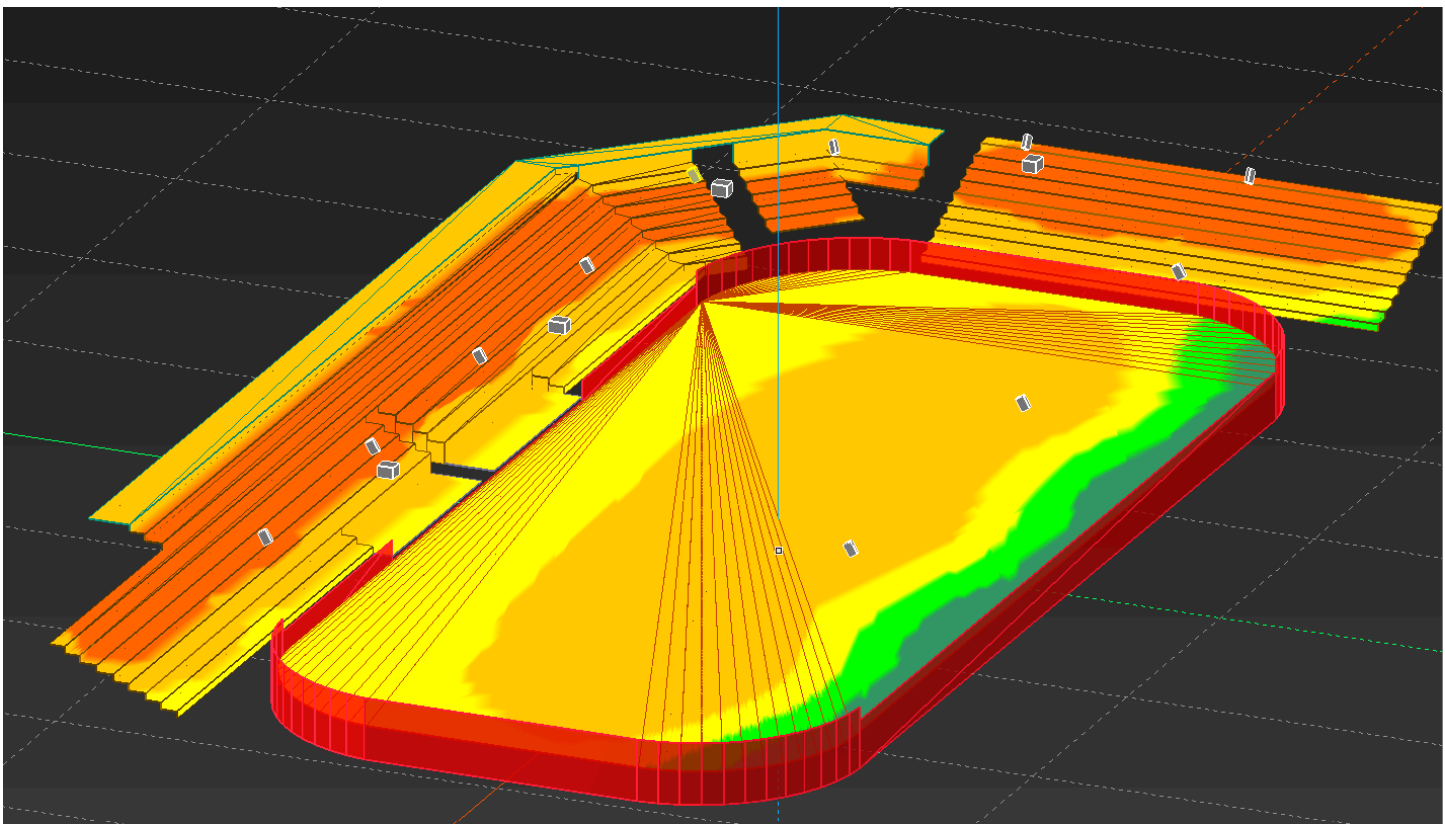
While we will be replacing the majority of the components in the AV rack, we will also be implementing a new cabling system where all lines will be clearly labeled and a proper AV drawing will be provided illustrating these connections. This will be accompanied by a wiring table, clearly outlining what each of the labels represent in terms of the devices it is connected to. A sample of these practices is included below. It is also standard practice for us to deploy a remote PC with our systems, so that in the event of a service request we can very easily remote into the

system, identify problems and help avoid costly service and travel costs.

AV Rack



The below model demonstrates our expected system performance where each difference of colour translates to a difference of 6db (decibels):



As mentioned above, sound will travel in one direction from the loudspeakers starting from the timekeepers box outwards to the ice surface and seating areas. Notice that the green areas represent a significant drop off in sound levels towards the timekeepers box. This is done intentionally to avoid feedback loops when using microphones and to keep as much of the PA sound off of the timekeepers, officials, speakers and other event staff who need to communicate with each other. This model doesn't represent a finalized tuning of the system as the behaviour of the sound in the venue will be adjusted in the real world upon installation and commissioning.

Pricing

The below pricing was put together as an estimate based on the modeling presented above. Additional costs may still be realized as the design is finalized and other system requirements are identified. Although not final, we wanted to include the pricing in order to help the Town in creating budgetary decisions around this project. Two options are presented here in contrast, the first being JBL which came at a much higher price point, versus the d&b option described in this proposal. D&b is not only more cost effective but represents a higher quality product and listening experience. Again, the acoustic remedies are not factored into this pricing below and will still need to be explored to understand the overall costs of the full solution. As the project unfolds and depending on the budgetary decisions made we are happy to add or remove features as required, however, the outlined costs below should be considered a minimum starting point.

With the quote provided below it is important to note that lead times for product arrival will be anywhere from 4-10 months. Products are typically made to order and there are still backlogs from the pandemic affecting overall shipping estimates. Quotes are valid for 30 days, and upon successful selection of a system we typically ask for a 50% deposit, with the remainder due at the conclusion of the installation. Of course, we are happy to discuss terms in more detail come time for a final decision.



QT-11453

PREPARED FOR: Town of Taber - Arena & Gym Sound
 PREPARED BY: Marcus Roe - 587-674-1440 - marcusr@sapphire.ca

LINE	QTY	UNIT	ITEM	DESCRIPTION	PRICE	EXTENDED
1				Option 1 - JBL PA		
2	9	Each	JBL/AM5215/26	Large format full range loudspeaker	\$3,571.43	\$32,142.86
3	6	Each	JBL/AM5212/00	12" Medium Power 2-Way Full-Range Loudspeaker System. 100x100	\$3,428.57	\$20,571.43
4	2	Each	JBL/ASB6128	Dual 18" high power subwoofer	\$6,714.29	\$13,428.57
5	4	Each	Crown/CDI4X600	Four-channel DriveCore - Amplifier with DSP: 600W @ 2/4/8 ohms and 70V/100V	\$4,200.00	\$16,800.00
6	1	Each	Crown/CDI2X1200	Two-channel DriveCore - Amplifier with DSP: 1200W @ 2/4/8 ohms and 70V/100V	\$3,428.57	\$3,428.57
7	1	Each	QSC/Core110F	Conference Audio Processor with AEC and USB integration	\$5,743.24	\$5,743.24
8	1	Each	QSC/SL-QUD-110-P	Q-SYS UCI license	\$350.00	\$350.00
9	1	Each	QSC/SL-QSE-110-P	Q-SYS scripting license	\$692.86	\$692.86
10	1	Each	QSC/AXON-C1	Atterotech Button Controller	\$1,013.51	\$1,013.51
11	1	Each	QSC/UND6IO-U	I/O faceplate (2 XLR in, RCA in, 3.5mm in & 3.5mm out)	\$1,381.58	\$1,381.58
12	900	Each	Provo/16/2	91662B-BK - 16/2 Speaker Wire Black	\$2.04	\$1,836.00
13	300	Each	Provo/Cat6	24104L6NS-BK Cat6 Cabling, No Spline - Black	\$1.20	\$360.00
14	1	Each	Other/Misc	Installation Supplies	\$514.46	\$514.46
15	1	Each	Other/Freight	Ship-to, Taber, AB.	\$2,133.49	\$2,133.49
16	1	Each	Other/Travel	Travel and Accomadations	\$8,080.00	\$8,080.00
17	1	Each	Other/Programming	Programming Labour	\$3,300.00	\$3,300.00
18	1	Each	Other/Labour	Installation Labour	\$15,120.00	\$15,120.00
19	1	Each	Other/Engineering	Engineering Labour	\$2,400.24	\$2,400.24
20				Pretax Total:		\$129,296.81
21						
22				Option 2 - d&b PA		
23	11	Each	d&b/Z1618.000	Full range loudspeaker	\$3,950.05	\$43,450.55
24	11	Each	d&b/Z5025.000.00	Flying adaptor	\$181.07	\$1,991.79
25	3	Each	d&b/Z1630.000	12S subwoofer	\$2,811.90	\$8,435.70
26	3	Each	d&b/Z5412.000	12S subwoofer horizontal bracket	\$253.45	\$760.36
27	4	Each	d&b/Z2880.000	5D Amplifier	\$2,783.21	\$11,132.83
28	1	Each	QSC/Core110F	Conference Audio Processor with AEC and USB integration	\$5,743.24	\$5,743.24
29	1	Each	QSC/SL-QUD-110-P	Q-SYS UCI license	\$350.00	\$350.00
30	1	Each	QSC/SL-QSE-110-P	Q-SYS scripting license	\$692.86	\$692.86
31	1	Each	QSC/AXON-C1	Atterotech Button Controller	\$1,013.51	\$1,013.51
32	1	Each	QSC/UND6IO-U	I/O faceplate (2 XLR in, RCA in, 3.5mm in & 3.5mm out)	\$1,381.58	\$1,381.58
33	900	Each	Provo/16/2	91662B-BK - 16/2 Speaker Wire Black	\$2.04	\$1,836.00
34	300	Each	Provo/Cat6	24104L6NS-BK Cat6 Cabling, No Spline - Black	\$1.20	\$360.00
35	1	Each	Other/Misc	Installation Supplies	\$514.46	\$514.46
36	1	Each	Other/Freight	Ship-to, Taber, AB.	\$2,630.84	\$2,630.84
37	1	Each	Other/Travel	Travel and Accomadations	\$8,080.00	\$8,080.00
38	1	Each	Other/Programming	Programming Labour	\$3,300.00	\$3,300.00
39	1	Each	Other/Labour	Installation Labour	\$15,120.00	\$15,120.00
40	1	Each	Other/Engineering	Engineering Labour	\$2,400.24	\$2,400.24
41				Pretax Total:		\$109,193.95
42						
43						
44						
45						
46						
47						
48						

Please note that this pricing is not inclusive of any additional equipment requirements at this time (i.e lift rentals).

Summary

In conclusion, we hope this report and system proposal is helpful in demonstrating our commitment to this project's success and hope it is informative and enlightening to the concerns around the current system. Our end goal is to ensure that the audio experiences we design and install are investments in the communities they are involved with, bringing people together through enjoyable experiences. Specifically to the Taber Community Centre we hope that our design, should it be successfully considered, will create an exciting environment for all participating sports and events it is host to. Below you will find some additional references to other projects we have been a part of in the recreation space. Not just exclusively in the audio side of things but also broadcast, LED, lighting and control to demonstrate our experience working in similar venues.

Relevant References

Langley Events Centre - Live Broadcast, Control, Streaming, and Capture System

Contact: Tyler Dinwoodie, Director of Venue Operations

Email: tyler.dinwoodie@tfse.ca

Phone: (604) 455-8817

Project Value: \$2,500,000.00

Overview:

Sapphire has been a trusted partner of the Langley Events Centre (LEC) since its inception in 2009, collaborating on all broadcast, control, and capture projects. Sapphire has equipped the main 5000-seat arena venue, the gymnasium, and the recently constructed "Building B" with state-of-the-art broadcast cameras, switching hardware, and control systems.

Solution Highlights:

- Newtek TC1 and TC2 Elite Broadcast Switching and Control: Industry-leading technology for seamless broadcasting.
- Newtek Routing and NDI Distribution: Efficient distribution of video content across the venue.
- Professional JVC and Panasonic Broadcast Cameras: High-quality imaging to capture every moment of the events.
- Fujinon Broadcast Lenses and Controls: Precision optics for clear and detailed visuals.

- Clearcom Communication Systems: Reliable communication infrastructure throughout the venues.

Impact:

Sapphire's collaboration with Langley Events Centre has ensured that the venue remains at the forefront of technology, providing a seamless and immersive experience for attendees of various sports and entertainment events. From hosting WHL Vancouver Giants and Fraser Valley Bandits games to accommodating Trinity Western University's hockey teams and numerous other events, Sapphire's solutions have contributed to the success and reputation of LEC as a premier event destination.

Salmon Arm Silverbacks - Broadcast, Audio, and LED System

Contact: Brooks Christensen, General Manager

Email: opsmanager@sasilverbacks.com

Phone: (250) 832-0864

Project Value: \$350,000.00

Overview:

Sapphire partnered with the Salmon Arm Silverbacks to design and install a cutting-edge broadcast, audio, and LED system at the Shaw Centre in Salmon Arm. This system, implemented in 2019, features state-of-the-art technology to enhance the game-day experience for attendees and viewers alike.

Solution Highlights:

- Chauvet Vivid 4mm LED Wall: A stunning 24' end-hung LED display for captivating visuals.
- Newtek Tricaster Switching and Replay: Advanced technology for seamless broadcasting and replay.
- Panasonic Manned Follow and PTZ Cameras: High-quality imaging for comprehensive coverage of the events.
- Clearcom Wired Party-Line Intercom: Reliable communication infrastructure for game-day coordination.
- d&b Audiotechnik PA System: A state-of-the-art audio system delivering high-fidelity, high-energy sound unmatched in the BCHL.

Impact:

The collaboration between Sapphire and the Salmon Arm Silverbacks has transformed the Shaw Centre into a premier venue, setting a new standard for game-day experiences in the BCHL. The cutting-edge technology deployed ensures that attendees and viewers enjoy captivating visuals, immersive audio, and seamless broadcasting, enhancing engagement and excitement during every event.

Port Alberni Bulldogs - Broadcast and LED Solution

Contact: Dennis See

Email: dsee@seegroup.ca

Phone: (250) 730-2179

Project Value: \$220,000.00

Overview:

In 2022, Sapphire embarked on a project to enhance the game-day experience for the Port Alberni Bulldogs by installing a comprehensive broadcast package and an end-mounted LED solution. Beginning with the design and budgeting process in 2019, Sapphire received approval to proceed in early 2022 and wasted no time in executing the project. As soon as the ice was removed the past summer, Sapphire mobilized its teams from Abbotsford, Calgary, and Edmonton to commence the installation, showcasing their agility and efficiency in completing the upgrade within a tight timeframe.

Solution Highlights:

- LightVu Aurora Series LED Wall: The 18' LED wall from LightVu provides stunning visuals, enhancing the visual appeal of the Bulldogs' venue and captivating spectators.
- Newtek Switching and Replay: Sapphire implemented Newtek TC1 Advanced and 3Play2 systems for seamless switching and replay, ensuring dynamic coverage of games and events.
- Birddog PTZ and Fixed Cameras: Sapphire incorporated Birddog PF120 fixed cameras and P200 PTZ cameras, enabling versatile and high-quality video capture from various angles.
- NDI Workflow: The entire video workflow, including auxiliary cameras and transmission between the switcher and replay hardware, is based on NDI technology, optimizing efficiency and performance.

Impact:

Sapphire's collaboration with the Port Alberni Bulldogs resulted in the successful implementation of a cutting-edge broadcast and LED solution, significantly enhancing the game-day experience for both fans and players. By leveraging innovative technologies such as LightVu LED walls, Newtek systems, and Birddog cameras, Sapphire transformed the Bulldogs' venue into an immersive and visually captivating environment. The project's completion within a short timeframe underscores Sapphire's commitment to delivering high-quality solutions with efficiency and professionalism, solidifying their reputation as a trusted partner in elevating sports and entertainment experiences.

City of Port Coquitlam - Comprehensive AV Installation for Recreation Center

Contact: Shane Jorgenson

Email: jorgensons@portcoquitlam.ca

Phone: (604) 927-5497

Project Value: \$400,000.00

Overview:

Sapphire collaborated with the City of Port Coquitlam to execute a comprehensive AV installation project at the Poco Recreation Centre. The project, spearheaded by Paul Alegado of PATCON, aimed to equip the newly constructed facility with state-of-the-art audio solutions to enhance communication and functionality. With over 200 QSC speakers strategically distributed throughout the building, Sapphire facilitated the implementation of a facility-wide paging system, ensuring seamless communication across all areas of the recreation center.

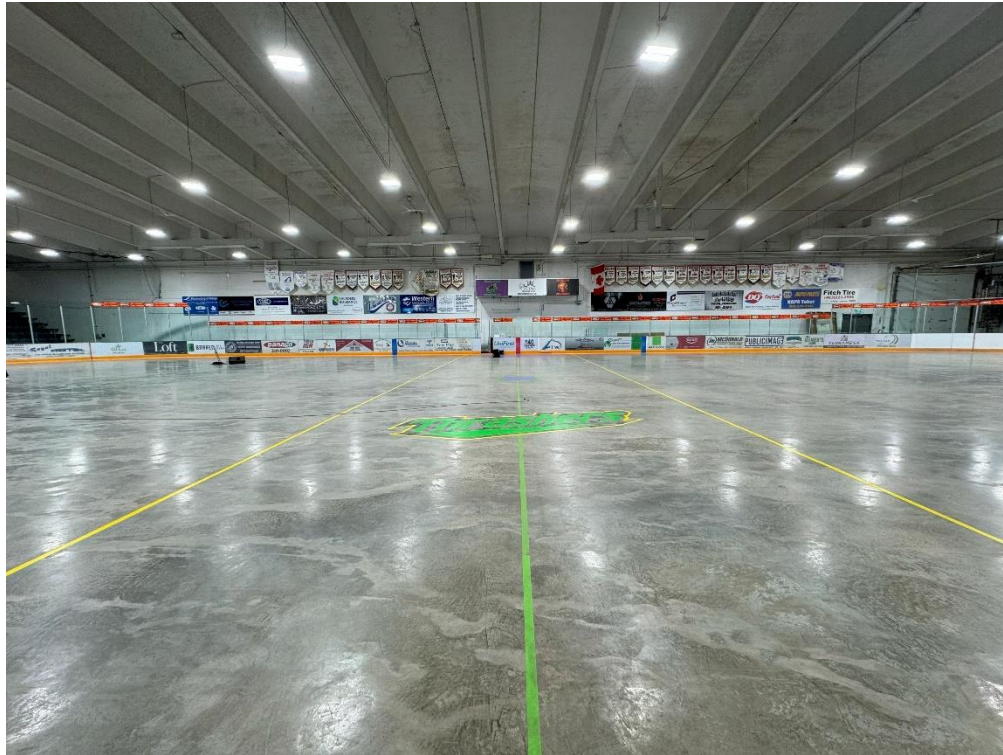
Solution Highlights:

- **QSC Speaker System:** Sapphire installed a versatile array of over 200 in-ceiling, surface mount, and pendant-style QSC speakers, strategically positioned to cover the entire facility. This comprehensive speaker system enables clear and effective paging and communication, enhancing the overall user experience at the recreation center.
- **Phased Installation Approach:** Recognizing the complexity of the project and the need to minimize disruption to ongoing operations, Sapphire adopted a phased installation approach. Beginning in July 2019, the project progressed methodically, culminating in full commissioning in May 2021. Despite the phased approach, the project remained within its original budget, showcasing Sapphire's commitment to cost-effective project management and delivery.

Impact:

Sapphire's collaboration with the City of Port Coquitlam has significantly enhanced the audio infrastructure of the Poco Recreation Centre, facilitating seamless communication and operations within the facility. By deploying a robust speaker system and implementing a phased installation approach, Sapphire ensured minimal disruption while delivering a solution that aligns with the city's vision for a modern, functional recreation center. The successful completion of the project within the specified budget underscores Sapphire's dedication to quality, efficiency, and client satisfaction, further solidifying its reputation as a trusted partner in AV installation and integration.

JULY 9, 2024



TABER COMMUNITY CENTRE – LARGE ICE ARENA ACOUSTIC ASSESSMENT AND RECOMMENDATION REPORT

SUBMITTED BY: LANCE SPRATT
RESOLVE ACOUSTICS INC.
#1374 5328 Calgary Trail NW, Edmonton, AB T6H 4J8

Report prepared by:

Lance Spratt CTS
Tel: 780-900-8920
TF: 844-900-8929
Cellular: 780-239-9296
Email: lance@resolveacoustics.ca

RE: Taber Community Centre – Ice Arena Acoustic Assessment and Recommendation Report

BACKGROUND

Resolve Acoustics Inc was recently commissioned by the Town of Taber to conduct an onsite assessment of the acoustical performance in the Ice Arena.

The large Arena located in the Taber Community Centre is the largest public gathering space within the municipal area. Thus, it is used not only for hockey and other similar sporting activities (with spectators), but also hosts other higher level production events including graduation ceremonies, presentations, music concerts, and more. Typical arrangement for these types of events locates the stage area at the “scoreboard” end of the arena, with the temporary loudspeaker system firing down the length of the ice surface. For past production events, third party sound contracting firms have resorted to using multiple delay loudspeaker lines along the rink length to improve the sound quality due to the excessive reverberation in the arena.

As a comprehensive solution to deliver improved speech communication, occupant comfort, emergency announcements/PA announcement clarity, and music reproduction, the Town is also considering the installation of a new loudspeaker system in the arena to replace the poorly performing system currently installed. The new loudspeaker system design and the room acoustics plan should be considered as a hand-in-glove integrated solution. Thus, this report also reviews the predicted performance of the new loudspeaker system design as proposed by Sapphire Sound.

ROOM ACOUSTICS**Criteria**

The level of reverberation in a room is measured using Reverberation Time (RT_{60}), which indicates how long it takes for a broadband sound stimulus to decay by 60 dB (decibels) after a sound source is abruptly silenced. Excess reverberation can dramatically hinder the effectiveness of installed loudspeaker systems, diminish speech clarity, and impact occupant comfort negatively. In large public areas, it is generally advised to maintain an RT_{60} of less than 2 seconds to ensure optimal acoustic conditions for public address or sound reinforcement systems.



Current Conditions

The following report is based on information gathered during Resolve Acoustic's site review completed July 4, 2024, with Steve Munshaw (Town of Taber) and Lance Spratt (Resolve) attending.

The facility was not in use on the day of Resolve's review, with all mechanical systems turned off, which provided an excellent, quiet environment for the site acoustic assessment.

Subjective listening in the Arena during general conversation revealed that a significant buildup of acoustic energy resulted in difficult speech communication, and when coupled with typical sporting types of activities and crowd gatherings, would create an uncomfortable and intensely loud acoustic atmosphere. In addition, music playback and announcement tests over the installed loudspeaker system were negatively impacted by the excessive reverberation time within the space. *Acoustic data discussed below indicates a strong correlation between the objective data captured, and the subjective listening experience.*

A total of six (6) acoustic data sets were collected in the Arena to ensure an accurate picture of the room's acoustic performance was captured. Testing was completed in accordance with ISO 3382 standards. The resulting post-processed data indicates an averaged reverberation time of 7.12 seconds (T30, 250-4,000 Hz average). The pronounced reverb time/s in the 250-2,000 Hz Octave Bands is the core area of concern, which has significant detrimental effect on music and speech communication within the space. See figure 1 below for additional detail.

In consultation with Brian Martin and Steve Munshaw, it is understood that the Arena space is used for a broader range of activities than solely hockey (speech announcements, program music playback), including other sports activities, music concerts, graduation ceremonies, public gatherings, and more. This wider range of facility uses assists to define acoustic goals for the project. *A design target reverb time of 2.0 seconds (RT60, 250 – 4,000 Hz average) considers a balance between acoustic performance (to suit the broader range of facility functions), available material architectural mounting locations, and overall project cost, and was used to develop the recommendations below. In contrast, a RT60 time of 2.5 seconds may be considered suitable for applications where the room is used for sporting applications only.*

RECOMMENDATIONS

The Arena has been modeled in industry standard acoustic modeling software to emulate the existing room performance. Based on this model, several strategies to enhance the arena's acoustic capabilities were simulated to meet the desired performance benchmarks. Please see the recommendations outlined below:

Option 1:

Introducing 950 m² of 50mm thick perforated PVC encapsulated ceiling baffles distributed over the Arena ceiling surface brings the reverberation time down to a predicted RT60 of 2.45 seconds (250-4,000 Hz average). This is considered generally acceptable for standard hockey arena applications usage, with a relaxed performance design target of 2.5 seconds. This design involves installation of



1220mm x 1220mm ceiling baffles mounted inside each of the coffered ceiling sections, with most of the material focused over the ice area. Baffles are finished in bright white to ensure high light reflectivity and feature a smooth surface finish to assist in promoting the shedding of dust.

Option 2:

Increasing the ceiling baffle coverage to 1050 m² of 50mm thick PVC encapsulated ceiling baffles, coupled with the addition of 150 m² of 50mm thick wall panels, results in a predicted reverberation time of 2.05 seconds (RT60, 250-4,000 Hz average), which is within range of the target outcome noted above. This option further improves on Option 1, making the space more suitable for production-type events, and adds treatment in key areas where loudspeaker output may interact with surrounding wall surfaces. Proposed location of wall panels is illustrated in Figures 3 and 4 below.

*Introducing additional materials beyond what is noted above is discouraged and yields a diminishing return on investment as more treatments are applied.

Please see Figures 1 through 4 below for more information.

Taber Community Centre Arena Reverberation Times

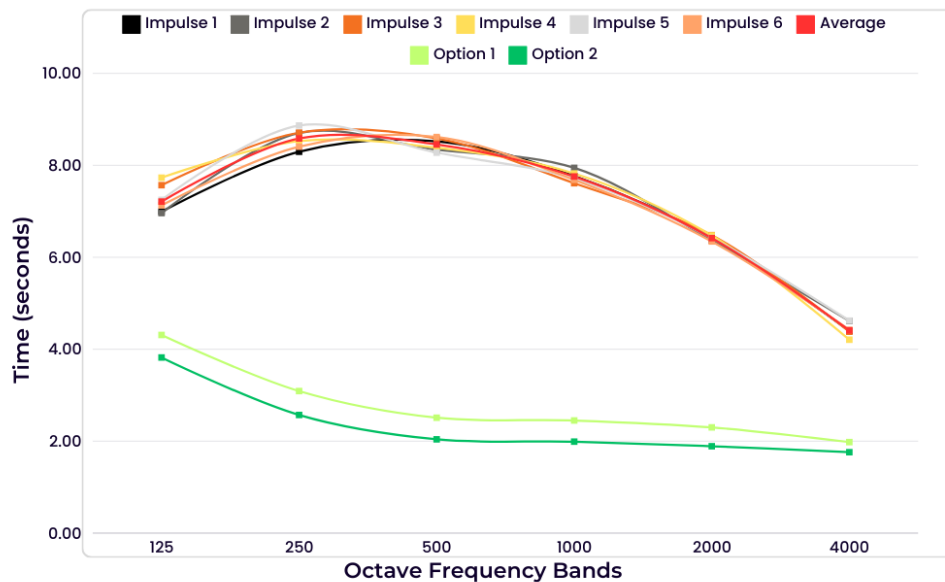


Figure 1 - Arena Reverb Times

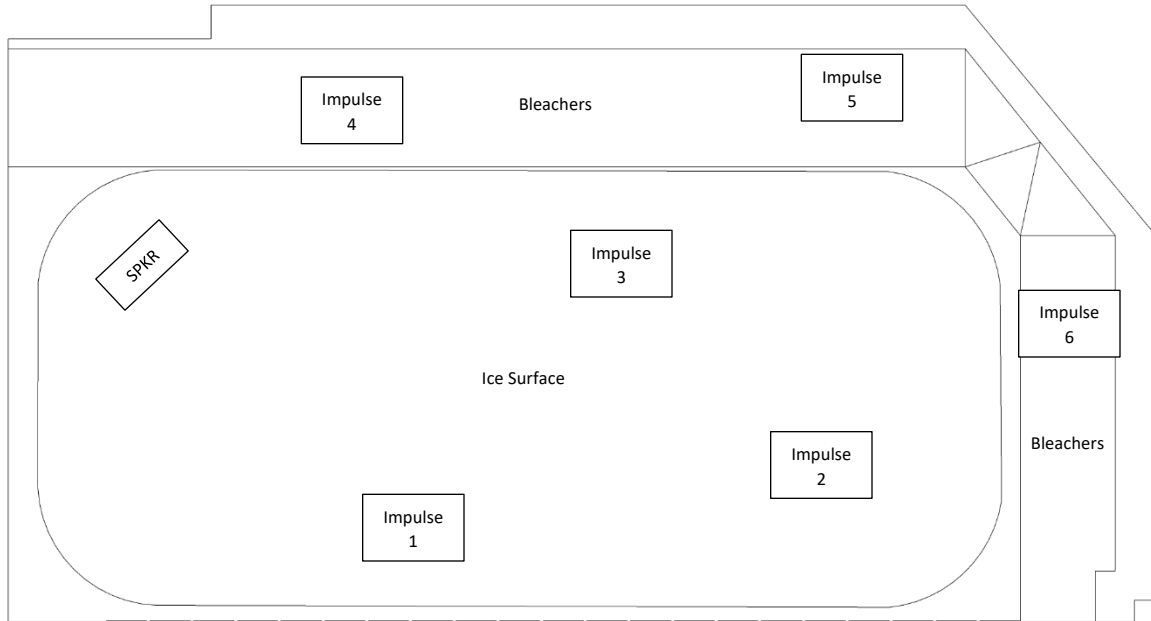


Figure 2 - Acoustic Testing Locations

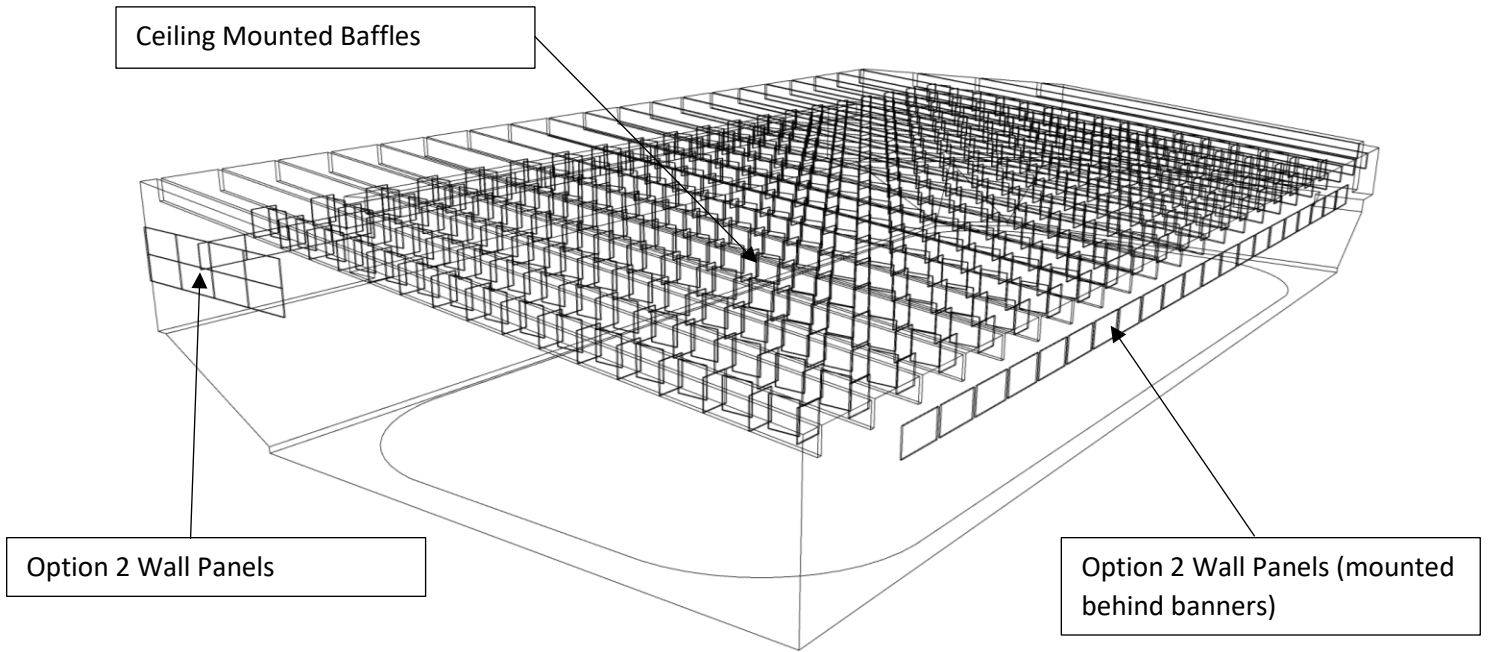


Figure 3 – Arena - Proposed Material Locations

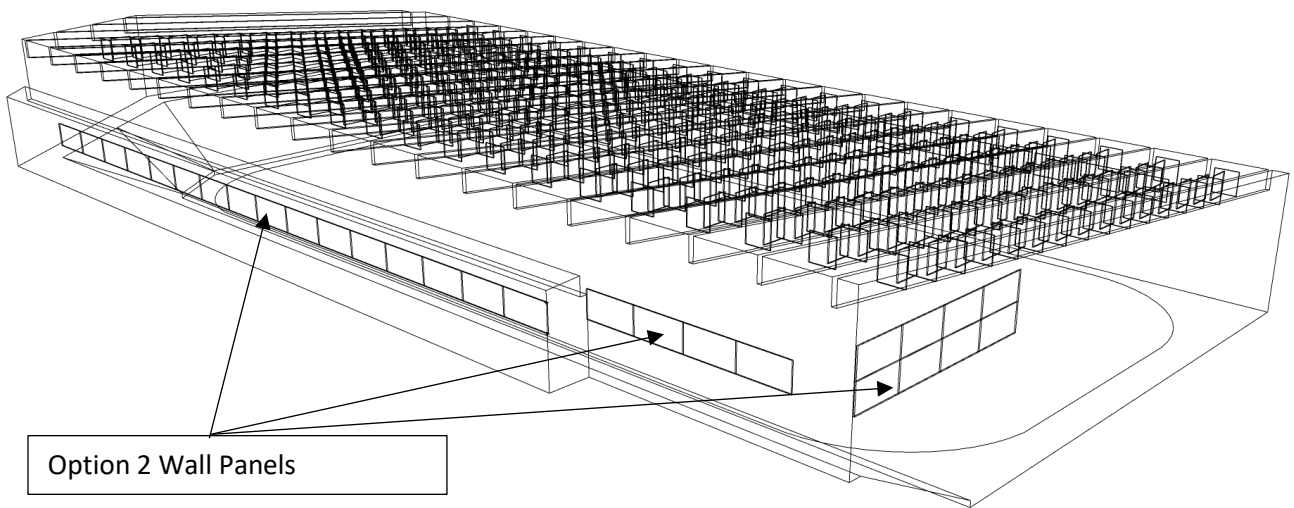


Figure 4 - Arena - Proposed Material Locations

ARENA BUDGET RECOMMENDATIONS

Option 1:

Includes:

- 950 m² MBI Cloudlite Ceiling Baffles, Perforated PVC, 1.65 pcf ECOSE 50mm Core, White
- Installation materials
- Installation labour
- Travel & LOA expenses
- Manlift Rental
- Shop Drawings package
- As-built drawings and O&M manual

PROJECT TOTAL: \$159,640.00 + GST

NOTES:

1. Material samples to be provided during shop drawings development phase.
2. Pricing valid for 30 days from date of proposal.
3. We estimate the installation of the new materials will require 12-13 onsite workdays.
4. Installation should be completed before ice is installed. If ice is installed, ice surface will need to be fully covered by owner prior to material installation.
5. Safety netting around the perimeter of the ice surface will need to be removed from the ceiling to facilitate acoustic materials installation.

Option 2:

Includes:

- 1050 m² MBI Cloudlite Ceiling Baffles, Perforated PVC, 1.65 pcf ECOSE 50mm Core, White
- 150 m² MBI Colorsonix wall panel or Cloudlite PVC Encapsulated wall baffle, 50mm ECOSE core.
- Installation materials
- Installation labour
- Travel & LOA expenses
- Manlift Rental
- Shop Drawings package
- As-built drawings and O&M manual

PROJECT TOTAL: \$196,465.00 + GST

NOTES:

1. Material samples to be provided during shop drawings development phase.
2. Pricing valid for 30 days from date of proposal.
3. We estimate the installation of the new materials will require 15-17 onsite workdays.
4. Installation should be completed before ice is installed. If ice is installed, ice surface will need to be fully covered by owner prior to material installation.
5. Safety netting around the perimeter of the ice surface will need to be removed from the ceiling to facilitate acoustic materials installation.



LOUDSPEAKER SYSTEM

Existing Conditions

Effective loudspeaker design requires careful selection of suitable loudspeaker products that have excellent broadband pattern control. Pattern control ensures that the loudspeaker output signal is focused on the intended target (the listener's ears) and not on the perimeter surfaces (walls, ceilings, etc.), which promote reverberation in the space. Resolve's review of the existing installed system reveals the existing loudspeaker products are not optimal for this application as they lack the required broadband output pattern control. Resolve's extensive experience with the installed product has revealed similar concerns for other facility owners in similar scenarios. Increased broadband pattern control, combined with improved speaker system efficiency and output ability are highly desirable for the Taber arena project.

Proposed Design Review

Resolve Acoustics recently received the Arena loudspeaker system design proposal from Sapphire Sound. Loudspeaker models, configuration, and placements have been integrated with the acoustic model to evaluate loudspeaker system interaction with the proposed room acoustic solution, and to evaluate the overall performance expected upon final installation.

In general, the proposed loudspeaker system design provides effective coverage for the main bleacher seating areas, with limited spill onto non-listener areas due to effective pattern control (a positive outcome). Where spill from loudspeakers is occurring, the acoustic wall panel materials as recommended in Option 2 above provide the necessary absorption to reduce strong 1st order reflections which would otherwise negatively impact listener locations. Sound pressure levels (volume) produced by the proposed loudspeaker solution are capable of reproducing speech and music sources over standard crowd walla levels typically experienced during sporting events – an essential consideration for emergency egress announcement requirements. Final locations of loudspeakers and associated aiming coordinates will require further coordination and confirmation prior to the system installation.

A total of three loudspeakers were proposed to be mounted along the far arena boards, aimed across the ice towards the main bleacher seating areas. Review of the proposed layout for the loudspeakers covering the ice surface reveals inconsistent coverage over the length (190') of the playing surface. The addition of a fourth loudspeaker would deliver improved coverage over the ice area and ensure more seamless coverage for players or other activities on the playing surface. However, it should be noted that the ice level area may not be considered a critical listening area by the system designer, and thus may have a reduced performance expectation versus the bleacher seating areas. If budget allows, the addition of a fourth ice level loudspeaker is encouraged.

It is also recommended that the new loudspeaker system be equipped with a set of inputs that may be fed from a portable, temporary sound system (application: graduation, concert, where the in-house speakers for the bleachers may enhance the portable system coverage of the bleacher seating areas).



FINAL COMMENTS

Effective speaker system design includes selecting the right loudspeaker, while considering the acoustic performance of the space. Both elements need to work together to achieve the best possible outcome. It is recommended to address room acoustics in the Arena before installation of the new loudspeaker system. This ensures that the optimization and programming work of the new loudspeaker system is based on the improved room acoustic performance, which delivers optimal system fidelity, and maximizes on system investment potential.

Upon your review of the above information, please feel free to contact me to address any questions or concerns you may have.

Regards,

A handwritten signature in black ink, appearing to read "Lance G. Spratt", with a large, stylized flourish at the end.

Lance G. Spratt CTS
Resolve Acoustics Inc.

Council Request for Decision

Meeting Date: July 15, 2024

Subject:

Response to Standing Request No 208/2024 – 48 Street Parking Extension

Recommendation:

Council directs Administration to bring the 48 Street Parking extension project forward for consideration in the 2025 Capital Budget approval process.

Background:

At the May 27th, 2024, Council meeting the following resolution was made;

“MOVED by Councillor Remfert that Council directs Administration to investigate extending the existing parking on 48 Street North.”

In 2017, the Traffic Committee recommended that this project be approved for the 2018 Capital projects after much discussion with Taber & District Housing’s need for extra parking since congestion had increased once the Skate Park & Spray Park were completed. At that time the Project was not approved and was placed on an alternate projects list with a few others that were not considered a priority.

Administration has attached the engineered drawing of the project as well as an updated project statement regarding costs for Council’s review.

Legislation / Authority:

MGA Section 532 - Repair of roads, public places and public works.

Strategic Plan Alignment:

Strategy – Enhance Sense of Community

Goal – Continue the growth of Taber as a healthy and safe community.

Financial Implication:

Project may cost up to an estimated \$300,000 in the 2025 capital budget, would be sent out for Tender

Service Level / Staff Resource Implication:

Project would be completed by Contractors after Tender award



Justification:

Local improvements to sidewalks and roads are necessary to provide safe walkways and streets.

Alternative(s):

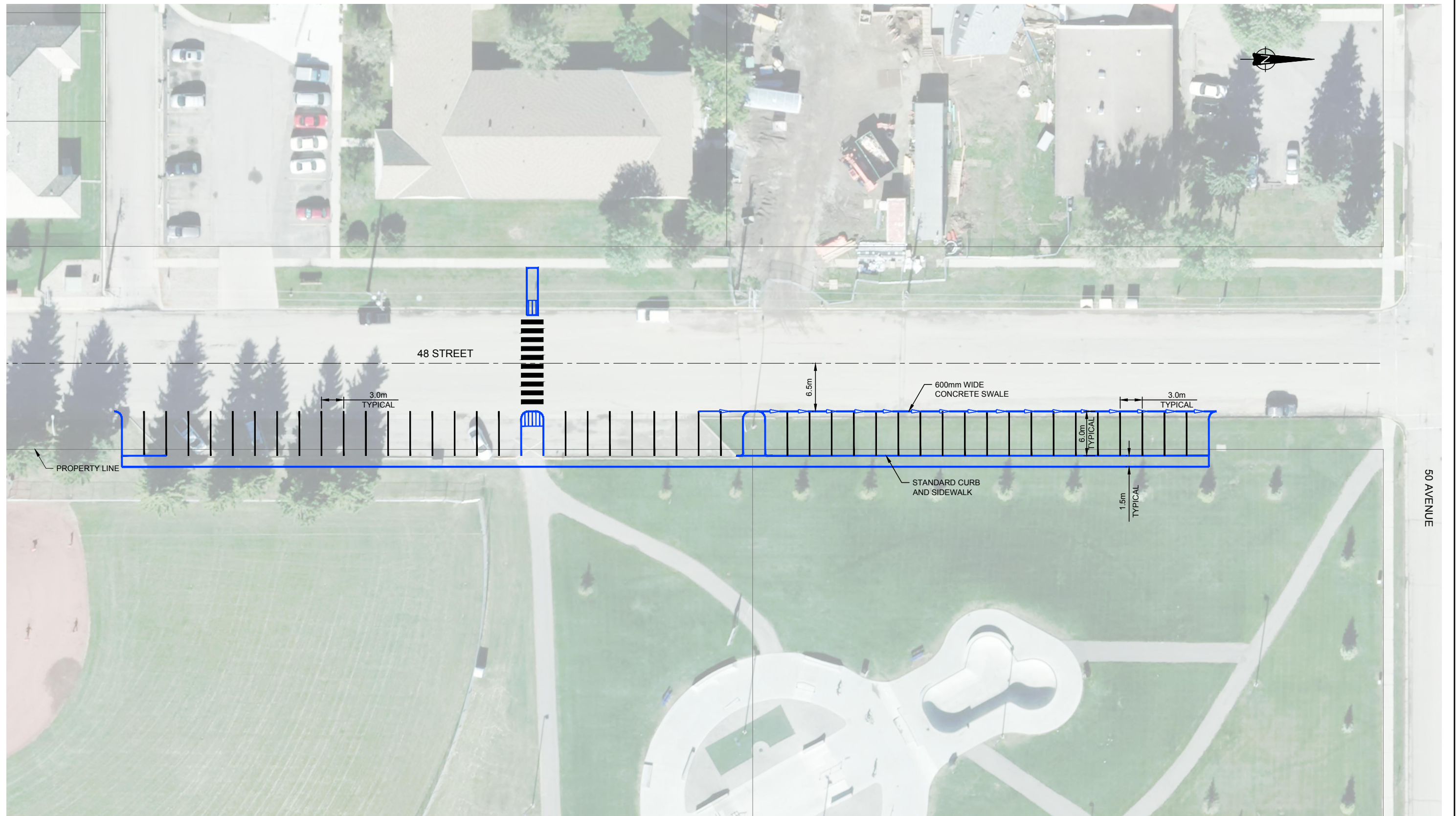
1. Council could request additional information or changes to the project plan.
2. Council could direct Administration to add project to the 2026 Capital project considerations.

Attachment(s): 48 Street Parking Extension
48 St Parking Ext. Project Statement

APPROVALS:

Originated By:
Chris Eagan

Chief Administrative Officer (CAO) or Designate: _____



TOWN OF TABER
48 STREET PARKING
OPTION B

SCALE: 1:500

DATE: AUGUST 2017

JOB: 1415-022-14

FIGURE: 2

48 Street Parking Extension Project Statement

June 28, 2024

Project Statement

Construct additional parking west of Confederation Park by August 1, 2025 for a budget of \$300,000.

Project Objectives

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

Primary Objectives:

1. Create 22 additional parking stalls on the west side of Confederation park to augment existing parking.

Secondary Objectives:

1. Re-Align existing parking stalls so that they can be utilized by both directions of traffic instead of only north bound traffic.

What value will be gained?

1. Increased parking for park users and area facilities

What constraints do we face?

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

What requirements must be met?

1. Taber LUB
2. Taber construction standards
3. Provincial Traffic Safety Act

Council Request for Decision

Meeting Date: July 15, 2024

Subject:

Information For Council

Recommendation:

No motion is required at this time.

Background:

The Town receives communication on an on-going basis that is likely of interest to Council. In most cases, this communication is provided simply as information to Council and no comment is needed. In some cases, though, Council may wish to seek clarification on the matter from its administration or from the originator of the communication, or even to challenge the matter through Council discussion. Placing the communication on Council's agenda allows these opportunities. The relevant communication for this Council agenda is:

1. Attached for Council's information is the Traffic Committee meeting minutes from their June 21st, 2024 regularly scheduled meeting.
2. Response to Standing Item 210/2024: "MOVED by Councillor Sorensen that Council directs Administration to investigate the possibility of what types of secondary education is available and willing to come to our town."

Administration has done some research and is providing Council the following information:

1. The Town's departments have partnered with the following institutions for interns, job placements, training, practicums, etc. over the years:
 - Lethbridge College
 - NAIT
 - Taber Youth Employment Program
 - Portage College
 - Alberta Municipal Affairs Accreditation & Certification (although not an institute, they are the primary accrediting body for fire training in Alberta)
 - Lakeland College
 - College of the Rockies
 - Justice Institute of British Columbia (JIBC)
 - Dalhousie University

- FireWise Consulting and Learning Academy
- Northern Alberta Institute of Technology (NAIT)
- Canadian Red Cross
- Safety Codes Council
- International Society of Fire Service Instructors (ISFSI)
- Fire Department Safety Officers Association
- Alberta Critical Incident Peer Network
- Canadian Mental Health Association
- Alberta Municipal Health & Safety Association

The following post secondary education institutions offer online services (or other types of training/micro credentials) that our community/businesses are able to access:

- Northern Lakes College (the Town currently works with them on a campaign for online courses; no statistics were made available through the College as to uptake however, though Administration believe the uptake to be low).
- Lethbridge College
- University of Lethbridge
- Medicine Hat College
- A wide range of universities and colleges throughout the country offer post-secondary courses, degrees, diplomas, and certificates online.

There are also other types of education offerings in our community:

- Colere Collegiate Institute (micro-credentials for farming)
- Taber Adult Learning
- Taber ACE Place

Administration also noted that about a decade or so ago, Lethbridge College had a secondary campus here in Taber, but uptake was low and so that collaboration did not continue.

It was noted by post-secondary institutions that there is a regional “map” of sorts that divide the province into regions that each institution has “jurisdiction” over that other post-secondaries try not to infringe on. With Taber in between Medicine Hat (Medicine Hat College) and Lethbridge (University of Lethbridge and Lethbridge Polytechnic), these institutions have jurisdiction over post secondary in our region. Therefore, it is Administration’s estimation that no other post-secondary would infringe on three different schools in this jurisdiction. Online offerings are as close as other institutions will get, but online is an accessible way for the community and businesses to access a wide range of education without needing an institution in our community.

Legislation / Authority:

Municipal Government Act Sections 3 and 5.



Strategic Plan Alignment:

Improve internal and external communications: establish appropriate communication protocols between Council and Administration.

Financial Implication:

These will vary with information items.

Service Level / Staff Resource Implication:

These will vary with information items.

Justification:

To keep Council informed on current municipal information and correspondence.

Alternative(s):

1. Council could seek clarification on any matter from administration.
2. Council could discuss, in depth, any other matters raised by communication and take-action through either resolution or bylaw.

Attachment(s): Traffic Committee Minutes - June 21.2024

APPROVALS:

Originated By:

Brittany Gilbertson

Chief Administrative Officer (CAO) or Designate: _____

Minutes

Traffic Committee Call to Order & Roll Call			
6.21.2024	10:06 a.m.	Public Works Upstairs Training Room	
Meeting called by	Chris Eagan – Director of Planning, Engineering & Operations		
Type of meeting	Traffic Committee		
Organization	Town of Taber		
Minutes Taken by	Lisa DeBona – Public Works Administrative Manager		
Attendees	Derrin Thibault – CAO, Chris Eagan – Director of Planning, Engineering & Public Works, Councilor Carly Firth, Graham Abela – Chief of Police		
Approval of Previous Minutes			
Conclusions	The meeting minutes from March 15, 2024 were approved and a finalized copy saved in the public folder as well the Historical table of issues was updated. The minutes went to Council as part of their Information for Council agenda item.		
A. Old Item – Taber Christian School Traffic Accommodation Plan			
Reference:	Update from Dec.15 th meeting		
Discussion	<p>Committee received a letter from the Taber Christian Elementary School on 60 Avenue requesting the Town install a 3-way stop at the intersection of 60 Ave & 48 Street, as well as a RRFB Flashing light Crosswalk system at the intersection.. Committee discussed the area and the safety issues at hand; the Town has not installed crosswalk lights at any of the other schools in Town. Would the school be willing to pay the cost of the system, which is roughly \$11,000. From a risk management perspective, this area is only congested during drop off and pick up for school and mostly due to parents and how they park on the street. There is other strategies that the school could employ to mitigate these issues. There have been no incidents historically and the speed limit has already been reduced to a 30km/hr playground zone with signage as well as multiple crosswalk signs too. Parents could line up in the alleyways as an alternative too. This zone is also part of the photo radar program. Committee suggests meeting with the school to suggest alternatives and work with them on mitigating these issues.</p>		
Conclusions	<p>Chief Abela and Chris Eagan met with the school representatives and discussed some solutions they could put in place to improve congestion and safety. They can stack the buses on the street in the current Loading zone (change loading zone signs to school bus parking only signs), allowing parents to utilize the drive through and alley to drop off and pick up students. The school will discuss with their board and inform us if that is acceptable with them. The Town would have to revise the current crosswalk painted lines and do some mapping if it is approved.</p>		
Action Items		Person Responsible	Deadline
Still Waiting for response from the TCS Boards		Chris Eagan/Chief Abela	Sept. 2024
B. Old Items – Cenotaph/50 Ave Visibility Issue & One-Way Street 49 Avenue			
Reference:	Attachments #1 & #2 Traffic Counts		
Discussion	<p>Councilor Firth had questions about the lack of visibility when turning onto 50 Avenue from 53 Street South. With all of the angle parking along Cenotaph park it is hard to see oncoming traffic and vehicles have to creep ahead well past the stop sign to see if it is safe to proceed. The committee reviewed the area, which has come up for discussion quite frequently in the past, the committee has already removed 2 of the parking stalls east of the intersection but it is still hard to see, a few more stalls could be removed or possibly changing to one lane or having bulb-outs. There has not been a history of excessive accidents here. Traffic Counts were taken by Public Works, and were higher than expected. There still have been no incidents or collisions here though, the biggest issue here is making a left (west) turn from 53 St. onto 50 Avenue, you could eliminate this by making it a right turn only lane and putting a concrete meridian similar to the one on 51 St. south exiting onto HWY 3. A more economical solution could be to simply reduce the speed giving motorists more time. Changing the entire downtown core triangle to 40 km/hr would help traffic congestion as a whole and be a much safer speed given the amount of Pedestrians and traffic daily. Conduct Speed monitoring with the portable radar signs on each Avenue.</p>		

Minutes

Conclusions	Conduct speed monitoring before taking 40km area to Council for decision, also could look at adding pedestrian bulb-outs or trim trees, 49 Ave could change to parallel parking on one side or "short car parking on south side of rode" Discuss more with Fire Chief.		
Action Items	Person Responsible	Deadline	
Put radar signs out to monitor for a period of time and report back, also discuss with Fire chief about one -way	Chris Eagan	Sept. 2024	
C. Old item - Handicap Parking Space Request - 5335 48 Ave			
Reference:	Attachment #3 Response & Map		
Discussion	Received a request that a Handicap stall be designated in front of above address at this business on 53 Street.		
Conclusions	The committee reviewed the area in question and the possible locations for a handicap stall. Adding additional handicap parking is an initiative that the committee has been working towards in the last 5 years, and it is very helpful when businesses in the area request it as then there are no conflicts with staff or customer parking sharing. There are 2 options that are the same distance from a rolled curb, in keeping with other areas downtown the committee decided to locate the handicap stall in the NW bulb-out corner of 53 St & 48 Ave. Business contacted again and they do not want the stall located in the NW corner, they want it located in the last stall to the North in front of their doors. The committee is fine with this.		
Action Items	Person Responsible	Deadline	
Order signs, paint in handicap symbol and install signage by the fall. Respond back to business.	Public works/Lisa DeBona	Sept. 2024	
D. 4-Way Stop Request - 64 Avenue/50 Street			
Reference:	Attachment #4		
Discussion	Received a request from a resident requesting that this intersection be changed from a 2-way stop to a 4-way stop. Their reasoning was that there is increased traffic volume and several near misses. Vehicles speed through the intersection and there are blind spots to the south, especially with the increased traffic volume from the new High School North on 50 th street.		
Conclusions	The committee reviewed the area and found that the visibility is sufficient, and there is not a collision history here that wasn't due to icy winter conditions. They are not in favor of recommending a 4-way stop here. Speed is 50 km/hr and sufficient, TPS will continue to monitor the area.		
Action Items	Person Responsible	Deadline	
Respond back to Resident	Public works/Lisa DeBona	Sept 2024	
E. Stop Sign Request - Barton Drive and 46 Ave South			
Reference:	Attachment #4		
Discussion	Received a request from a resident requesting that an additional stop sign be installed on Barton Drive and 46 Ave South. With the RV park there is a ton of traffic coming through going northbound. Horizon Implements (Palliser) creates a huge blind spot with their equipment, it is a very confusing intersection.		
Conclusions	The committee reviewed the area and agree that changes need to be made, Planning department is already having an area structure plan completed for this area which will address the issues at hand and for the future traffic flow with more commercial business building in the area. Traffic Impact Assessments have also been completed for the area. Palliser sales will be moving all of the equipment off of the lot once their new building outside of Town is completed and that area will become a parking lot which will help with visibility. Nothing will be done at this time until the Area structure plan is completed.		
Action Items	Person Responsible	Deadline	
Respond back to Resident	Public works/Lisa DeBona	Sept 2024	

Minutes

Calendar & Adjournment	
6.21.2024	10:58 a.m. PW Meeting Room
Meeting called by	Derrin Thibault, Chief Administrative Officer - Town of Taber
Next Scheduled meeting	September 20th, 2024 at 10:00 am
Location	Public Works Shop - Upstairs Meeting Room

DRAFT



Council Request for Decision

Meeting Date: 7/15/2024

Subject:
Department Reports

Recommendation:

No motion is required.

Background:

The Department Reports are supplied for Council information. In most cases, this communication is provided simply as information to Council and no comment is needed. In some cases, though, Council may wish to seek clarification on the matter from its administration, fellow Committee Members or from the originator of the communication, or even to challenge the matter through Council discussion. Placing the communication on Council's agenda allows these opportunities.

Legislation / Authority:
MGA, Section 207(c)

Strategic Plan Alignment:
Improve internal & external communications

Financial Implication:
N/A

Service Level / Staff Resource Implication:
The service level will remain status quo.

Justification:
To keep Council informed of departmental happenings.

Alternative(s):



Council could seek clarification on any of the matters from Administration or fellow Committee Members.

- Attachment(s):**
- CAO Department Report
 - Finance Department Report
 - Administrative Services Department Report
 - Engineering & Public Works Department Report
 - Treatment Facilities Department Report
 - Facilities Management Department Report
 - Planning Department Report
 - Fire Department Report
 - HR Department Report
 - Economic Development Department Report
 - Recreation Department Report

APPROVALS:

Originated By:
Brittany Gilbertson





Chief Administrative Officer (CAO) or Designate: _____



ACTIVITY REPORT

June 2024

DEPARTMENT: CAO

Strategic Plan Alignment	Associated Projects & Tasks
 <p data-bbox="297 678 498 747">IMPROVE INTERNAL & EXTERNAL COMMUNICATIONS</p>	<ul data-bbox="621 459 1317 722" style="list-style-type: none"> • Attended various committee & board meetings. • Monthly directors meeting. • Held bi-weekly meetings with individual staff. • Participated in Siaya delegation meetings • Participated in the monthly TCAPS meeting • Attended the Town of Taber annual staff golf event • Chaired the quarterly management meeting
 <p data-bbox="297 999 498 1068">DEVELOP COMMUNITY & PROMOTE GROWTH</p>	<ul data-bbox="621 781 1463 1079" style="list-style-type: none"> • Meetings with developers. • Participated in vendor meetings regarding the Taber advantage initiative • Participated in the SRSDC (Sothern Regional Stormwater Drainage Committee) meeting • Attended the Recreation Board meeting • Participated in industrial lot servicing meetings • Participated in various Siaya delegation activities
 <p data-bbox="297 1329 498 1398">DEFINE & PRACTICE GOOD GOVERNANCE</p>	<ul data-bbox="621 1102 1487 1325" style="list-style-type: none"> • Reviewed and/or approved various applications, RFD's, bylaws, policies, procedures. • Council meeting & agenda preparation meetings. • Attended a meeting with Lamb Weston regarding assistance with their water/wastewater operations. • Participated in our quarterly traffic committee meeting
 <p data-bbox="297 1665 498 1734">ENHANCE SENSE OF COMMUNITY</p>	<ul data-bbox="621 1446 1455 1591" style="list-style-type: none"> • Attended the new community vegetable garden grand opening event • Attended the 70th anniversary event for the MD of Taber • Participated in Cornstalk event meetings.





TOWN OF
TABER

ACTIVITY REPORT

June 2024

DEPARTMENT: Finance

Strategic Plan Alignment	Associated Projects & Tasks
 <p>IMPROVE INTERNAL & EXTERNAL COMMUNICATIONS</p>	<ul style="list-style-type: none"> • Upgrade multiple systems and firmware. • Continue the Annual Computer Replacement project. • Continue the Server Upgrade project. • Started the TPS Recorder Upgrade project. •
 <p>DEFINE & PRACTICE GOOD GOVERNANCE</p>	<ul style="list-style-type: none"> • Complete the IT KPI Report. • Renew multiple licenses and subscriptions. • Started the SQL End of Life Upgrade project. • Daily Procurement Activities • Procurement Support provided for: <ul style="list-style-type: none"> • Siaya County Delegation • Purchase Orders Issued as per Council Approved Capital Budget: <ul style="list-style-type: none"> • 41st Avenue Street Lighting – Engineering & Construction • Street Lighting Upgrade • Aquafun Centre Disinfection Project • 50th Street Rail Crossing Upgrade • 2024 Surface Works • 44th & 51st Ave Intersection Improvements • 2024 Asphalt Milling & Overlay • 80th Ave & Highway 36 Lot Servicing – Engineering • Traffic Line Painter – Dual Gun – Insurance Replacement • 6997 50th Street Lot Servicing - Engineering • Health & Safety Software – RFP Post • KMMSC Baseball Concession Operator – RFP Post, Site Meeting & RFP Close • Arena Concession Operator – RFP Post & Site Meeting • Attended various meetings • Tax collection • Preparation of 2023 Annual Report • Hosted the Kenyan delegation • Daily Finance Activities







TOWN OF
TABER

DEPARTMENT REPORT

June 2024

DEPARTMENT: Administrative Services

Strategic Plan Alignment	Associated Projects & Tasks
 <p>DEVELOP COMMUNITY & PROMOTE GROWTH</p>	<p>Executive Assistant</p> <ul style="list-style-type: none"> Executed the signing of the Curling Club and Archers and Bowhunters Lease Agreements. Assisted with Siaya Delegation arrival and touring, collaboration with various departments Siaya Meet and Greet and Welcome Reception. <p>Communications & Projects Coordinator</p> <ul style="list-style-type: none"> Executed Siaya Delegation plans & assisted with tours and various events. Assisting Economic Development with marketing needs in collaboration with a marketing firm. Preparing preliminary communications plans for city status & Taber 120.
 <p>IMPROVE INTERNAL & EXTERNAL COMMUNICATIONS</p>	<p>Executive Assistant</p> <ul style="list-style-type: none"> Reviewed contracts and guided staff related to bylaws, policies/procedures, and correspondence from other departments Constructed the agenda and attended the CUPE monthly management meeting. Responded to various cemetery inquiries Reviewed, created and edited multiple RFDs, policies/procedures, contracts and bylaws. Began review process for various lease agreements due for expiration this year <p>Communications & Projects Coordinator</p> <ul style="list-style-type: none"> Fielded various questions from the public as transferred to communications Regularly approving the Town's regular ads to the Taber Times Released June Corn Husk Chronicles Drafting July Corn Husk Chronicles Continually making edits and updates to the Town's website pages, social media, and various other communications channels to ensure accuracy and relevance Scheduled interviews with local media personnel and key spokespersons for Town projects and initiatives when sought. Coordinating with Departments on their requests for communications (this includes designing materials, writing copy, offering communications advice, photography, speechwriting, and providing training on communications initiatives). Wrote and edited a number of speeches for the Siaya Delegation. Provided photography services for the Siaya Delegation. Finalized Annual Report in collaboration with Finance Department.

	<ul style="list-style-type: none"> Planned and executed the Exclusive Media Availability for the Governor and Mayor during Siaya Delegation. Making annual preparations for Town safety communications during Cornfest. Released a number of PSAs regarding water turbidity in relation to water valve replacements.
 <p>DEFINE & PRACTICE GOOD GOVERNANCE</p>	<p>Executive Assistant</p> <ul style="list-style-type: none"> Continued to keep up with best practice through Alberta Municipal Clerk's Association, IIMC (International Institute of Municipal Clerks, and LGAA (Local Government Administration Association) Creation of Council and CUPE agendas, drafting minutes, updated the after-Council action item listing, creation of correspondence resulting from Council meeting.
	<p>Communications & Projects Coordinator</p> <ul style="list-style-type: none"> Executed Communications Plan for ending of drought water restrictions. Attended a number of webinars and training made available through membership in the Canadian Public Relations Society and International Association of Business Communicators. Assisted with communications for Farmers Market move back into Confederation Park after public feedback, including collection of feedback from various platforms in the public sphere. Attended Alberta Municipal Clerks training on the recent changes to the Local Authorities Election Act in preparation for Election 2025. Organized a gift for the MD of Taber's 70th anniversary and wrote an official card from the municipality. Arranged quarterly Coffee with Council.
 <p>ENHANCE SENSE OF COMMUNITY</p>	<p>Executive Assistant</p> <ul style="list-style-type: none"> Began research into the 2025 election process and secured facility rental for the election RSVP'd for Council to various events Fielded various department requests from citizens
	<p>Communications & Projects Coordinator</p> <ul style="list-style-type: none"> Executing 2024 editorial calendar for communications content. Assisting AAIP Program with monthly Newcomers Newsletter Released final communications for Canada Day In collaboration with Canada Day committee, worked on plans for rain contingency. Provided ideas to CAO on potential events/initiatives for Taber 120.

DEPARTMENT REPORT

Taber Memorial Gardens

Statistics Provided from: June 1, 2024 to June 30, 2024	
SERVICE PROVIDED	STATISTICS
Burials	7
Pre-Planning Purchases	0
Columbarium Transactions	3
Monument Permits	0
Disinter/Reinter	0
Transfer of Burial Rights	2
Public Concerns	2
Grave Searches from the Public	1
Grave Searches from Monument Companies	3
Inquiries from other Municipalities	0






TOWN OF
TABER

ACTIVITY REPORT

June 2024

DEPARTMENT: Engineering & Public Works

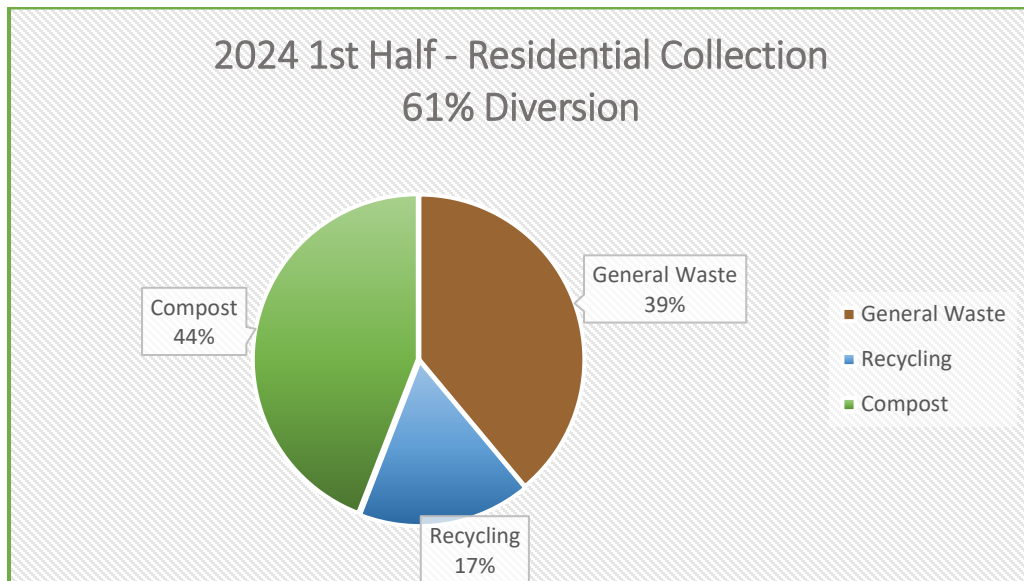
Strategic Plan Alignment	Associated Projects & Tasks
 <p>IMPROVE INTERNAL & EXTERNAL COMMUNICATIONS</p>	<ul style="list-style-type: none"> • Received telephone, email & online service requests from residents & staff, investigated and completed all work orders pertaining to those requests. • Held monthly safety meetings and attended various administration organizational meetings. • Received & completed locates for Alberta One-Call/Utility Safety partners. • Provided comments on various planning permits. • Placed articles in the Cornhusk Chronicles for residents to download and use the Recycling Coach app.
 <p>DEVELOP COMMUNITY & PROMOTE GROWTH</p>	<ul style="list-style-type: none"> • Started grading back alleys around Town. • Attended meetings with planning department. • Street & Sidewalk Improvement construction has started. • 41 Avenue Infrastructure Improvements has started. • 6997 50th Street Lot Servicing was Tendered and awarded to start mid July. • Delivered barricades and other equipment for Canada Day event. • Collaborated on different projects with Economic development.
 <p>DEFINE & PRACTICE GOOD GOVERNANCE</p>	<ul style="list-style-type: none"> • Attended the South Region Information Session in Lethbridge for the Extended Producer Responsibility program with Alberta Recycling Management Authority, provided Circular Materials information on Taber's residential recycling in order to prep for next phase. • Compiled Asset information and location to enter the Town's GIS website ORRSC. • Worked on Master Plans for Storm water, Transportation, and water systems. • Reviewed storm water plans for new subdivisions. • Continued collaborating with MPE regarding HWY 36 crossing to Wetlands. • Completed all Capital project Equipment replacements. • Facilitated and attended Quarterly Traffic Committee Meeting • Completed all Garbage, Recycling & Compost collection for Residential, Multi-Family and Commercial Industrial customers/residents. • Had to shut the Transfer Station building down 1 day intermittently due to severe Wind gusts and Safety. Signage was placed at the gate. • Worked on "Use of Town Vehicles Policy & Procedure" Revisions • Worked on "Traffic Bylaw" Revisions



ENHANCE
SENSE OF
COMMUNITY

- Completed Inspections & checks at Public Works Shop, Transfer Station & Lift Stations.
- Excavated and backfilled graves as requested by the Administrative Department.
- Coordinate with Fortis for new street light placement.
- Attended Cornfest preparation meetings.
- Attended Communities In Bloom meetings.

- Residential Collection Update



***Based off of weight calculations – Please note that recyclable materials weigh substantially less than Compost and general waste.

- Recycle Coach App Users Report

Users Total New users

Platform	Count	Change
Web App	30	↑ 100.0 %
Mobile App	325	↑ 99.4%
Communication	8	↑ 100.0%
Calendar	8	↑ 100.0%







TOWN OF
TABER

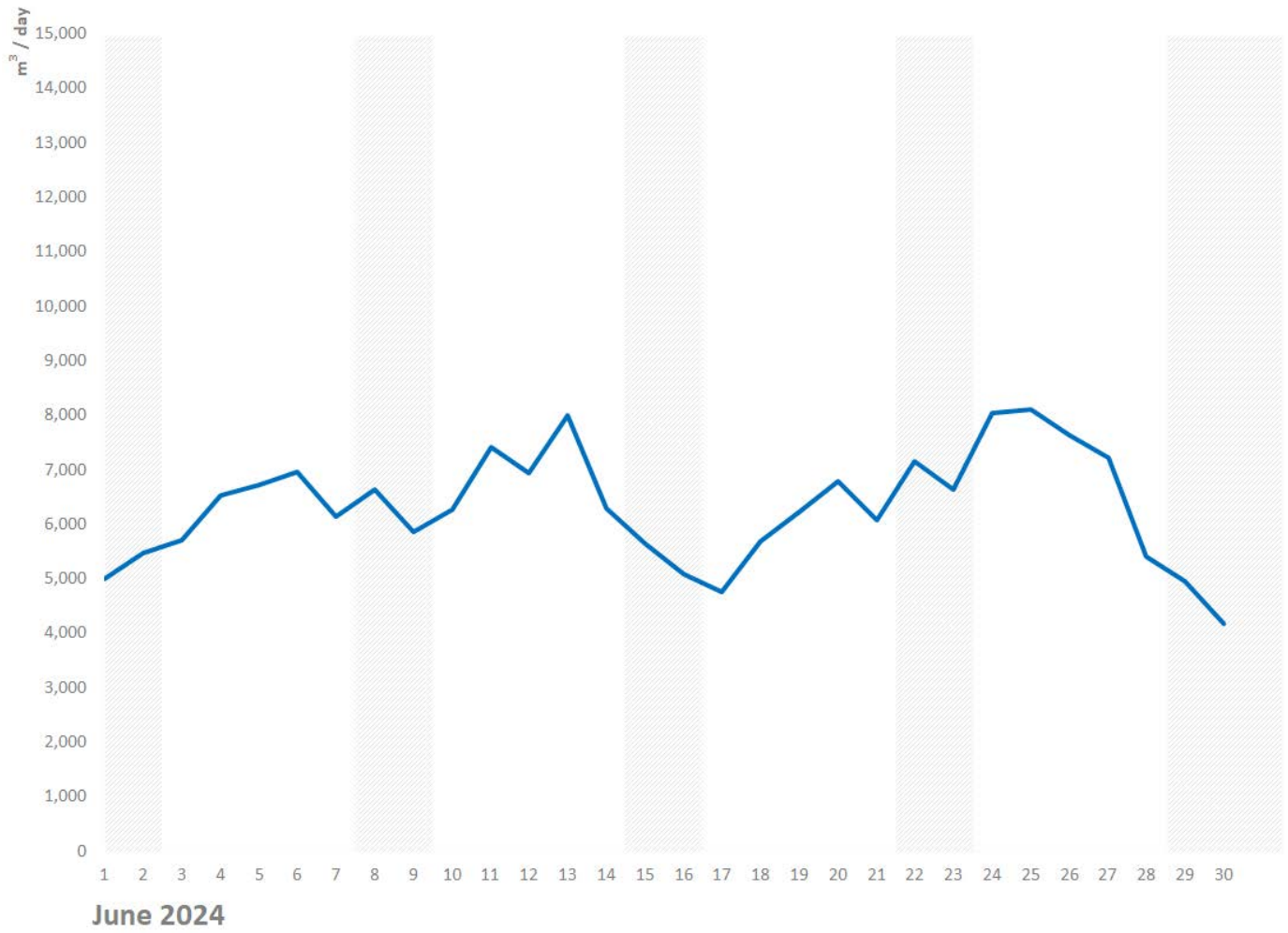
ACTIVITY REPORT

June 2024

DEPARTMENT: Water & Wastewater Treatment Facilities

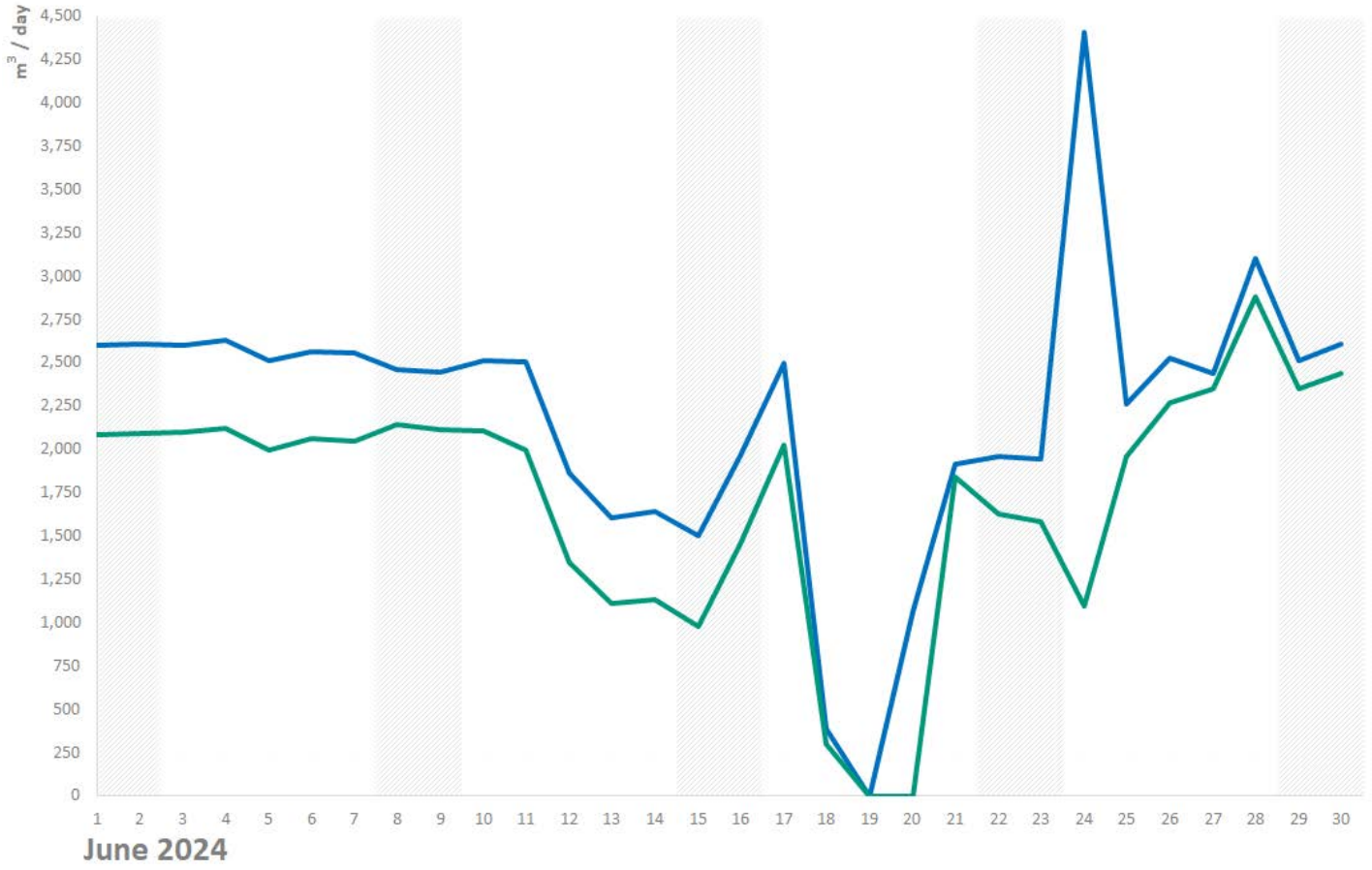
Strategic Plan Alignment	Associated Projects & Tasks
 <p>IMPROVE INTERNAL & EXTERNAL COMMUNICATIONS</p>	<ul style="list-style-type: none">• Municipal Safety Meeting• Municipal Operations Meetings• Lantic Operations Meetings• Lantic Maintenance Meetings• Lantic boiler and filtration upgrade meetings
 <p>DEVELOP COMMUNITY & PROMOTE GROWTH</p>	<ul style="list-style-type: none">• High Lift Pump 401 replacement at the Water Treatment Plant is completed• Operation of the Lantic Wastewater Treatment Plant is ongoing• Secondary Clarifier upgrade at the Wastewater Treatment Plant• Studies are being conducted on the lower cell of the Industrial Lagoon• Chemical system upgrades in progress at Lantic
 <p>DEFINE & PRACTICE GOOD GOVERNANCE</p>	<ul style="list-style-type: none">• We strive to minimize our impact on the environment by consistently meeting and exceeding the guidelines set out by Alberta Environment• We are following our Covid-19 Pandemic Emergency Response Plan
 <p>ENHANCE SENSE OF COMMUNITY</p>	<ul style="list-style-type: none">• Submitted a Water Saving Tip to be included in the Corn Husk Chronicles

Potable Water Consumption

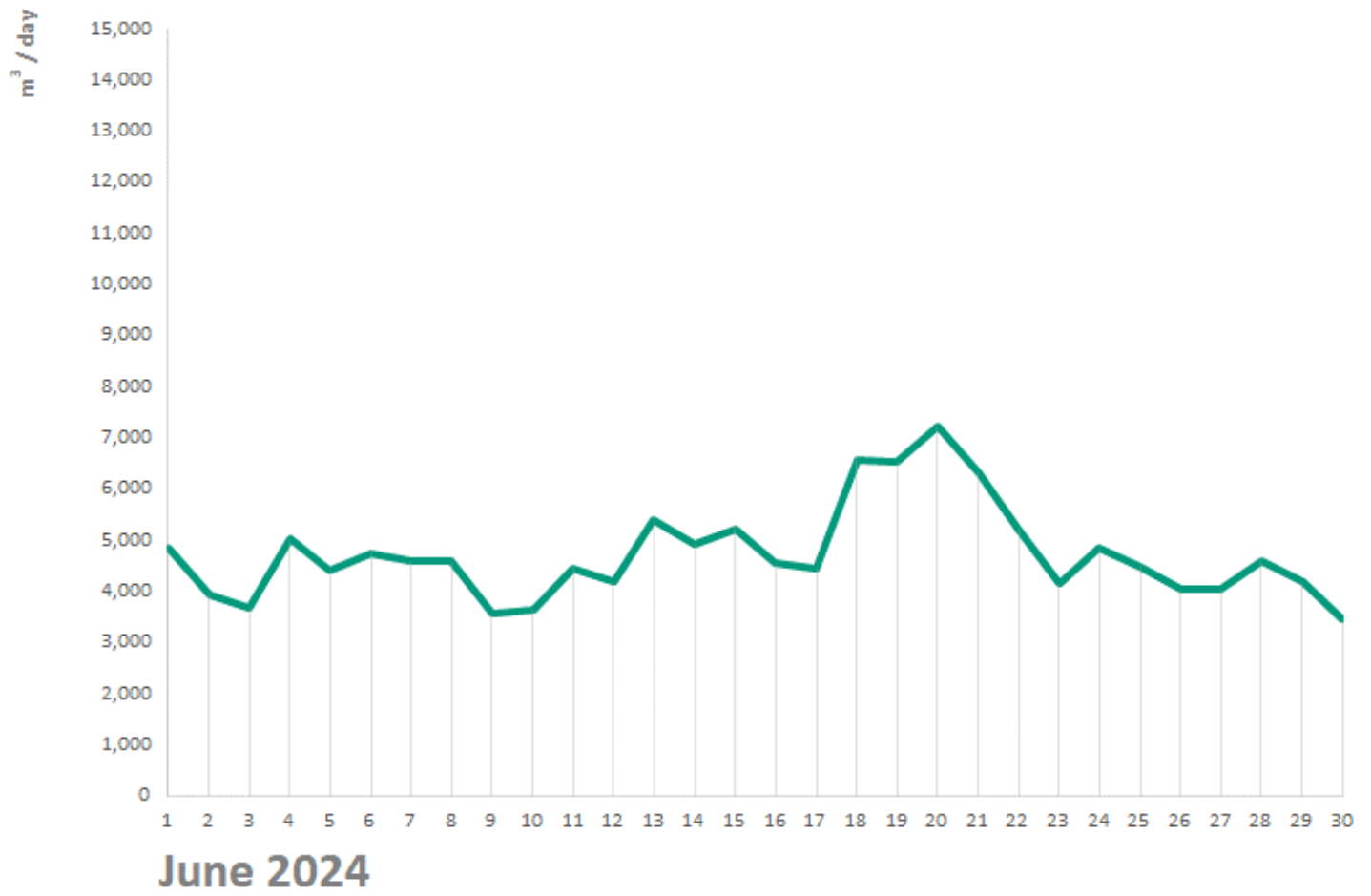


Flow Rates

Influent | Effluent



Industrial Lagoon Influent Flow








TOWN OF
TABER

ACTIVITY REPORT

June 2024

DEPARTMENT: Facilities Management

Strategic Plan Alignment	Associated Projects & Tasks
 <p>IMPROVE INTERNAL & EXTERNAL COMMUNICATIONS</p>	<ul style="list-style-type: none"> • Held monthly safety meeting. • Received work orders, emails and telephone call service requests from staff, building users and lease holders, investigated and completed work orders as required. • Received emails/calls from potential partners for new technology, energy efficient opportunities and potential grants. • Prepared RFD's for Council meetings. • Received calls from residents asking about home energy efficient upgrades.
 <p>DEVELOP COMMUNITY & PROMOTE GROWTH</p>	<ul style="list-style-type: none"> • Review proposed building expansions or renovations to Town owned facilities as required. • Apply for and manage building related grants. • Clean Energy Improvement Program: Reviewing master agreement, terms/conditions and homeowner agreement template. Scheduled for program launch fall 2024. • Taber Police Service Front Entrance Security Refurbish; contract signed by all parties. Reviewing shop drawings, construction scheduled September 2024 to allow TPS full building functionality for Cornfest. • Continued preliminary/planning work for the Administration Building lunchroom and south entrance changes. • Working with Taber Exhibition Association and insurance adjuster for restoration work at TEA complex. Lobby and bathroom flooring complete. Kitchen flooring on-hold while TEA works through a grant for the kitchen.
 <p>DEFINE & PRACTICE GOOD GOVERNANCE</p>	<ul style="list-style-type: none"> • Regular preventative maintenance for all Town owned buildings, 71 work order requests at various Town own buildings. • Repaired large ice in-floor heating system. • Modifications to distribution and collection camera trailer. • Repairs to potable water trailer for treatment. • Modifications to lab room at Wastewater Treatment Plant. • Plumbing repairs at various town owned facilities. • Electrical repairs at various town owned facilities. • Various troubleshooting and repairs at all three treatment facilities. • Various troubleshooting and repairs at the Aquafun Centre and Arenas. • Re-key or door access adjustments for departments as requested. • Various troubleshooting and repairs for backup generators and combined heat and power units. • Continued preventative maintenance on all HVAC units. • Various troubleshooting and repairs for gates to facilities. • Various troubleshooting and repairs for overhead doors.

	<ul style="list-style-type: none"> • Continued yearly equipment re-certifications. • Started demand response program migration from Enel X to Voluts. • Pool temperature adjustments for swim meet. • Ice plant inspections and service reports. • Various pump repairs for park irrigation. • Scheduled Asset Management training for life cycle report generation, training throughout the summer.
 <p>ENHANCE SENSE OF COMMUNITY</p>	<ul style="list-style-type: none"> • Adjust flags at all Town flag poles as requested. • Replaced damaged flags as required. • Prepared and presented for Kenyan Delegation. • Added Kenyan flags for delegation. • Meetings with recreation for special events requiring facility rentals and power requirements.

<p>New Tickets</p> <p>71 ↓ -6</p>	<p>Your Tickets</p> <p>0 ↓ -2</p>	<p>Open Tickets</p> <p>25 ↑ 17</p>	<p>Unassigned Tickets</p> <p>6 ↑ 6</p>
-----------------------------------	-----------------------------------	------------------------------------	--







DEPARTMENT REPORT

June 2024

DEPARTMENT: Planning

Strategic Plan Alignment	Associated Projects & Tasks
 <p data-bbox="318 993 459 1094">Develop Community & Promote Growth</p>	<ul style="list-style-type: none"> • Answered a variety of calls from residents and businesses, providing information and guidance on the Land Use Bylaw, Development Permits, Business Licensing, and other miscellaneous requests. • Issued 10 Compliance Certificate in June, and 26 so far in 2024. • Issued 20 Development Permits in June, and 117 so far in 2024 (we are still well ahead of the permits issued for this time last year) • Issued 1 Portable Sign Permits in June, and 3 so far in 2024. • Development Value for Taber biased on the value indicated on building permits issued for June 2024 is \$7,147,602.00 (YTD \$16,204,657.48) • Currently working on a total of 5 Subdivision Applications which are at various stages of the process: 0 subdivision were endorsed once subdivision conditions were met. 0 subdivision was received from Land Titles as it was registered in June, and 2 application is in circulation for internal and external review, and 0 subdivision application were approved with conditions, 1 application was refused. • Discussed the requirements for subdividing properties with a few people. • Worked with Developers to conduct site inspections and return securities where appropriate. • Ongoing work related to Meadows of Taber • Working on a few Development Agreements to facilitate a Commercial Developments • Completed work on a Land Use Bylaw Amendment Application for a Text Amendment to the M-1 District. • Meet with different developers to discuss Multi-Unit Developments within the Town of Taber. • Worked on several Servicing and Development Agreements for ongoing projects.
 <p data-bbox="282 1585 488 1686">Improve Internal & External Communications</p>	<ul style="list-style-type: none"> • Preparation of RFD's for Council meetings • Attended site inspections in relation to continuing work at development sites. • Continued to foster communication with other Town of Taber Departments • Continued discussions about the need for a Southeast Area Structure plan in relation to ongoing and anticipated development in the area • Continued working on list of developers from the last 3 years for requested Survey



Define &
Practice
Good
Governance

- Facilitated the regular Municipal Planning Commission meeting on June.17th, 2024.
- Presented Bylaw Amendment at the June 24th, 2024 Council Meeting
- Weekly Taber Times advertising for projects, ensuring meeting MGA advertising requirements.
- Ongoing enforcement of Land Use Bylaw infractions on a complaint basis, or as a result of drive-by checks by staff
- Facilitating Development and Building Permit inspections to ensure projects are completed and deposits can be returned where necessary.
- Held weekly development meetings with public works and fire



Enhance
Sense
of
Community


- Working with multiple developers to improve commercial development in the community.




ACTIVITY REPORT

June 2024

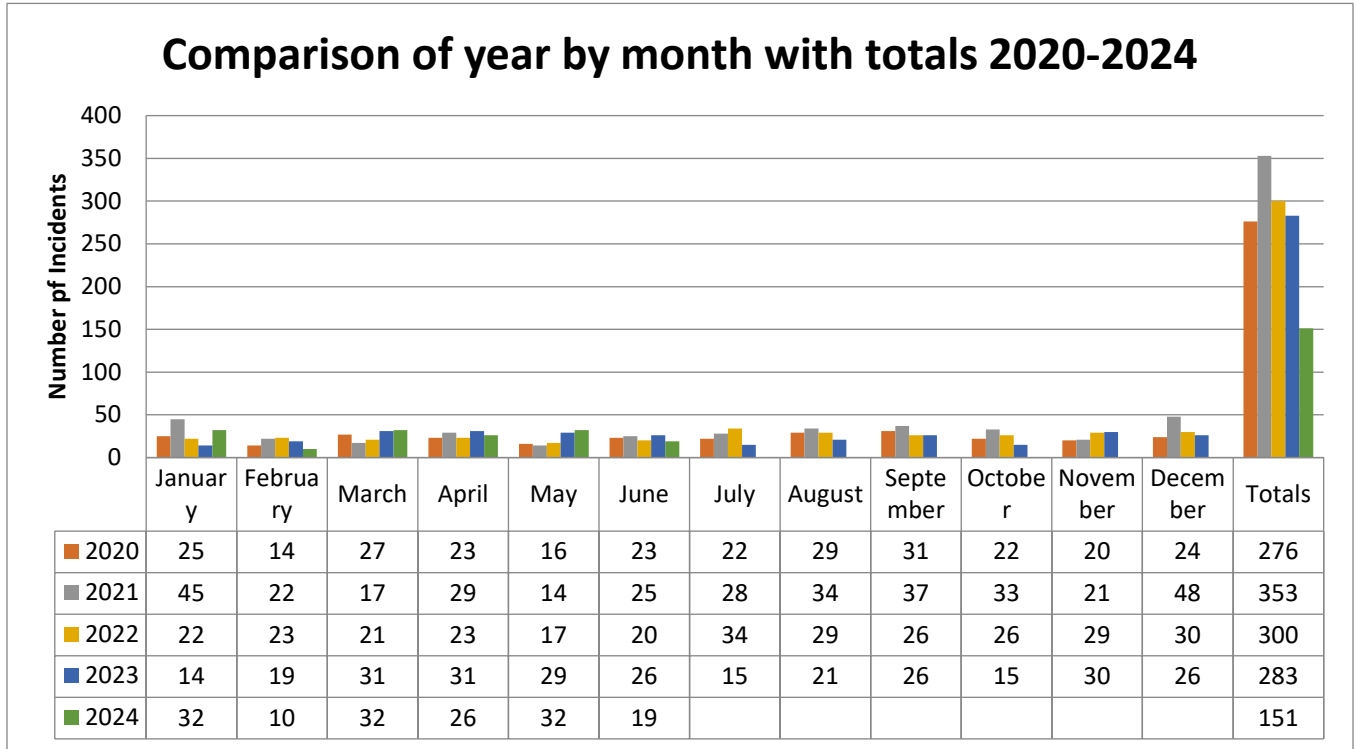
DEPARTMENT: FIRE

Strategic Plan Alignment	Associated Projects & Tasks
 <p data-bbox="297 741 500 814">IMPROVE INTERNAL & EXTERNAL COMMUNICATIONS</p>	<ul data-bbox="618 457 1490 890" style="list-style-type: none"> • Continue to Post on Facebook, keeping the community involved; TFD is now on Instagram as well • Fire Prevention continues to work with Building Inspector for final inspections, improving efficiency for permit closures, business licenses etc. • Fire Prevention continues to meet with Planning Department and Public Works for weekly Development meetings • Hosted the Siaya Delegation • Attended a meeting with Coaldale Fire Prevention Officer to collaborate regarding food truck inspections.
 <p data-bbox="297 1192 500 1266">DEVELOP COMMUNITY & PROMOTE GROWTH</p>	<ul data-bbox="618 907 1474 1344" style="list-style-type: none"> • Fire Chief Chair: Core Competency Committee Working with the Alberta Fire Chief Association to build the Provincial Toolbox standardizing the fire service in Alberta, this term is 2021-2023. please visit: @ abfirechiefs.ca • AC West continues work with the Alberta Fire Training Officers • AC West continues work with provincial fire services training program grant review committee • AC West joined AFCA Recruitment and Retention Committee • Answered a request to assist Coaldale Fire with their first Food Truck Blitz Inspection.
 <p data-bbox="297 1686 500 1759">DEFINE & PRACTICE GOOD GOVERNANCE</p>	<p data-bbox="618 1365 797 1396">Fire Training:</p> <p data-bbox="618 1407 1419 1438">This time indicates the training of the Fire Department in the month.</p> <ul data-bbox="618 1449 1425 1743" style="list-style-type: none"> • Past month – 392 hours of firefighter training • Past 12 months – 3797.5 hours of firefighter training • Four members successfully completed NFPA 1002 Pump Operator training and certification • Six probationary firefighters successfully completed their probationary testing and were promoted to Rookie Firefighter • One external fire training centre rental <p data-bbox="618 1774 824 1806">Fire Prevention:</p> <ul data-bbox="618 1816 1084 1890" style="list-style-type: none"> • Fire inspections 33 • Smoke alarm installation 4 exchanges

	<ul style="list-style-type: none"> • Fire investigations 0 • Flammable Liquid Storage Tank inspections: 14 approx. 100% complete
 <p>ENHANCE SENSE OF COMMUNITY</p>	<ul style="list-style-type: none"> • 1589 hours volunteer service over the last 12 months outside of training and call responses • Attended as observer for a Rescue Training at Lantic • 1 Fire Station Tours for 35 children • Attended 1 Commercial Fire Drill • AC of Training provided Fire Extinguisher training for the water department • Annual Breathing Apparatus fit-testing completed for all fire and water dept staff • 3 members attended the Dr Hamman color run • 7 members volunteered for Stuff-A-Bus food bank fundraiser • 1 member attended D-Day Ceremony at the Cenotaph • 6 members volunteered to hosted the Charity Auction Birthday Party for a 6yo boy and family

Year to date LAST year – 150 calls. Total Calls for **June – 19 Calls.**

Year to date THIS year - 151 calls



CALLS BY TYPE

Structure Fire – 0	Public Assist – 6	MVC – 2
Rubbish/Grass Fire – 2	Hazmat – 0	Alarm Call – 6
MFR – 3	Mutual Aid – 0	Vehicle Fire – 0






TOWN OF
TABER

ACTIVITY REPORT

June 2024

DEPARTMENT: Human Resources

Strategic Plan Alignment	Associated Projects & Tasks
 <p>IMPROVE INTERNAL & EXTERNAL COMMUNICATIONS</p>	<ul style="list-style-type: none"> • Help management and employees solve eCompliance access and function issues. • Assist with the review and update of department and organizational Health & Safety Policies, Procedures, Directives and Safe Work Practices. • Assist with investigation of incidents and health and safety concerns as requested by department management to identify root causes and implement actions to prevent future incidents and legislative compliance. • Participate and follow up for Labour Management Meetings. • Acting as the liaison between WCB, SunLife, Alberta Municipalities, LAPP & SFPP, and staff/administration for questions, concerns and return to work plans.
 <p>DEVELOP COMMUNITY & PROMOTE GROWTH</p>	<ul style="list-style-type: none"> • Follow up on completion of training courses for JHSC members. • Continue to promote current focus for the Health and Safety Incentive Program to help enhance health and safety culture. • Work with department management to assist with health and safety requirements, and implementation of legislative requirements • Posted several positions as well as maintained open until filled postings. • Booked interviews for various positions, prepared interview questions for hiring managers. • Coordinated meetings for employees joining & leaving the Town. • Exploring internal & external training opportunities for staff.
 <p>DEFINE & PRACTICE GOOD GOVERNANCE</p>	<ul style="list-style-type: none"> • Continue to work toward completion of Action Plan developed from 2023 COR Audit results. • Continue update and revisions of Health and Safety Program documents to ensure compliance with legislation and COR standards. • Continued to update and revise Health and Safety Directives and SWP to ensure legislative compliance and best practices. • New employee H&S orientations. • Plan, prepare and implementation of 2nd quarter JHSC meeting • Updating policies & procedures for best practices and legislative requirements. Collaborating with our consultant from UpSourced HR on these updates.




ENHANCE
SENSE OF
COMMUNITY

- Attend department Health & Safety Meetings and worksites throughout organization to enhance health and safety culture, knowledge and compliance with the Town of Taber Health and Safety Program.
- Assist employees and management with any health and safety concerns or questions.
- Assisting all staff with their HR concerns and questions, as well as providing support on HR and employee relation matters.

ACTIVITY REPORT

June 2024

DEPARTMENT: Economic Development




Strategic Plan Alignment	Associated Projects & Tasks
 <p>IMPROVE INTERNAL & EXTERNAL COMMUNICATIONS</p>	<ul style="list-style-type: none"> • Met with the Minister of Immigration & Multiculturalism, along with business owners and other community representatives for AAIP. • Met with BDC (Business Development Bank Canada) to discuss programs and how they can work for our businesses. • Met with CPFC reps for local video planning and ideas for food tours. • Attended monthly Rural Renewal Regional meetings, as well as provincial meetings. • Continued to work with our Ec Dev contractors to build connection and steps to our joint effort with the MD
 <p>DEVELOP COMMUNITY & PROMOTE GROWTH</p>	<ul style="list-style-type: none"> • Issued 8 Business Licenses, a mixture of resident licenses, temporary licenses, and home occupations. • Finalized and printed the new Visit Taber guide. • Met with Travel Alberta and Hwy 3 representatives (Crowsnest Pass, Lethbridge, Taber & Medicine Hat) to develop plan for a Highway 3 food tourism initiative. • Worked with CAYK marketing for Taber Advantage plans. • Research and put in bids when available for Invest Alberta RFI's. • Worked on 3 land sale offers to come to Council. • Provided information about Eureka to prospective buyers. • Processed Residential Tax & Investment Incentive Applications • Met with various business owners regarding opening new businesses, expanding local businesses or moving their business here. • Helped new businesses with questions about zoning, workforce, AAIP programs, grants, employer resources and processes.
 <p>DEFINE & PRACTICE GOOD GOVERNANCE</p>	<ul style="list-style-type: none"> • We received the following inquiries about the AAIP programs – 26 phone calls, 79 emails, 12 in person visits. • Met with SILP grant coordinator to finalise budget details. • Hosted 4 approval committee meetings. • Hosted Community Engagement & Employer Learning Luncheon in Taber with guest speakers from Medicine Hat Immigration Partnership. • Working with Public Works on servicing plans for various parcels of land we have sold. • Applied for subdivisions, ordered environmental reports, and rezoning applications for recently sold properties.
 <p>ENHANCE SENSE OF COMMUNITY</p>	<ul style="list-style-type: none"> • Ongoing planning of Taber's Table 2024 including Chef's Meeting • Started Downtown Days activities (Fridays through the summer) • Opening weeks for Farmer's Markets • Ongoing planning for Canada Day • Attended Cornfest Meeting




DEPARTMENT REPORT

June 2024

DEPARTMENT: Recreation

Strategic Plan Alignment	Associated Projects & Tasks
 <p data-bbox="305 751 505 825">IMPROVE INTERNAL & EXTERNAL COMMUNICATIONS</p>	<ul style="list-style-type: none"> • Continuing to communicate regularly with our facility users • Continue to update the Community Digital Sign • Continue to maintain the Town of Taber – Recreation, Arts, & Heritage Facebook page • Department continues to have monthly operation meetings • Monthly communication with the ATM lessee regarding the schedule at the community centre • Administrated the June Regular Meetings of the Taber Recreation Board as well as the Taber Arts & Heritage Committee • Keeping event pages on the Town website up-to-date • Monthly submissions to the Taber Cornhusk Chronicles continues • Monthly meetings with CIB continues to discuss 2024 season • Had a 2nd organization planning meeting with Spider Entertainment for the upcoming Cornstalk • Held the Spring Ice User Meeting to follow-up on previous season and start planning for 2024/25 season
 <p data-bbox="305 1255 505 1329">DEVELOP COMMUNITY & PROMOTE GROWTH</p>	<ul style="list-style-type: none"> • Department continues to research grants for current and future projects • Completed the skate park asphalt • Resurfacing of the Tennis/Pickleball courts completed • Worked with volunteer on ball diamond upgrades • Added road crush to access road in KMMSC quad to allow for better accessibility
 <p data-bbox="305 1703 505 1776">DEFINE & PRACTICE GOOD GOVERNANCE</p>	<ul style="list-style-type: none"> • Held all safety required staff meetings and inspections • Seeing to continued facility maintenance in all facilities • Regional Director helped with SASG registrations and began planning the Cornfest Fun Run • School field trip bookings at the Aquafun Centre right until the end of June • First round of selective weed control complete • Fields mowing/lining and generally maintenance is ongoing • Completed all major spring repairs in parks/fields (including addition of shale to Confederation Diamonds) and continue with regular irrigation/mowing and maintenance of all 33 parks and green spaces • Purchased additional audio equipment for the Auditorium • Aquafun Centre hosted Summer Swim Lesson Registrations • Ongoing work on 2 Billion Tree Grant at the Trout Pond

	<ul style="list-style-type: none"> • Benches installed at the Trout Pond playground • Trout Pond restocking completed • Cadet Hall yard work with removal of trees • Began preparations for ice installation to begin July 18th
	<ul style="list-style-type: none"> • Facilitated or collaborated with the following community events: <ul style="list-style-type: none"> -St. Mary's Grad Banquet/Ceremonies, -Youth Do Crew "Little Pantry" Grand Opening -2 community BBQ's, -1 indoor market, -Taber Pride Event, -weekly Farmers' Markets/Downtown Days, -1 Block Party, -National Indigenous Peoples' Day, -Lacrosse Provincials, -1 concert, -3 church events, -3 baseball tourneys, -2 soccer tourneys, and -2 private bookings • Department collaborated on Town of Taber events such as Canada Day planning and staff BBQ lunch, • Held another successful Kids Can Catch to which we are very thankful to our partner at MNP, and our sponsors ACA, RiverRunner, Frito Lay, and Kinsmen Club of Taber • Aquafun Centre was host to the School's Out Pool Party, Kinsmen Youth Swim, and Viper Swim Meet • Assistant Manager attending SARA meeting

Council Request for Decision

Meeting Date: July 15, 2024

Subject:
Mayor and Councillor Reports (Verbal)

Recommendation:
No motion is required.

Background:
Updates are provided verbally to inform Council of individual elected official activity. This could come in the form of meeting attendance to Council's Boards, Commissions, Committees, ad hoc organizations or meetings intended to strengthen municipal reputation and visibility.

Legislation / Authority:
MGA, Section 207(c)

Strategic Plan Alignment:
Governance:
Build partnerships with other governments and organizations where synergies may exist.

Financial Implication:
N/A

Service Level / Staff Resource Implication:
The service level will remain status quo.

Justification:
To keep all of Council informed of elected official activity.

Alternative(s):
Council could seek clarification on any of the matters.



Attachment(s):

APPROVALS:

Originated By:
Brittany Gilbertson

Chief Administrative Officer (CAO) or Designate: _____

Council Request for Decision

Meeting Date: July 15, 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?
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>
April 8, 2024	129/2024	MOVED by Councillor Sorensen that Council directs Administration to investigate and propose a wildlife bylaw related to geese and racoon control.	Administrative Services	Completed
April 22, 2024	152/2024	MOVED by Councillor Sorensen that Council directs Administration to investigate the ability to host a future SouthGrow Meeting and report back to Council.	Economic Development	Completed
May 27, 2024	208/2024	MOVED by Councillor Remfert that Council directs Administration to investigate extending the existing parking on 48 th Street North.	Public Works	<i>In Progress</i>
May 27, 2024	209/2024	MOVED by Councillor Sorensen that Council nominates Councillor Bekkering for the Distinguished Service Award.	Administrative Services	Completed
May 27, 2024	210/2024	MOVED by Councillor Sorensen that Council directs Administration to investigate the possibility of what types of secondary education is available and willing to come to our town.	Administrative Services	<i>In Progress</i>

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