TOWN OF
TABER

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

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

A G E N D A

REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON TUESDAY, NOVEMBER 12, 2024 AT 3:30 PM.

		MOTION
1. CALL TO ORDER		
2. ADOPTION OF THE AGENDA		**X**
3. PUBLIC HEARINGS		
ITEM No.3.1	Public Hearing - 56 St & 62 Ave Removal of Reserve Designation	**X**
ITEM No.3.2	Public Hearing - 53 St S Removal of Reserve Designation	**X**
ITEM No.3.3	Public Hearing for Direct Control Development Application 24-228	**X**
ITEM No.3.4	Public Hearing for Land Use Bylaw Amendment 21-2024 for Redistricting	**X**
4. ADOPTION OF THE MINUTES		
ITEM No.4.1	Minutes of Organizational Meeting of Council: October 28, 2024	**X**
ITEM No.4.2	Minutes of Regular Meeting of Council: October 28, 2024	**X**
5. BUSINESS ARISING FROM THE MINUTES		
6. BYLAWS		
ITEM No.6.1	Proposed Municipal Elections Bylaw 26-2024	**X**
ITEM No.6.2	Second and Third Reading for Land Use Bylaw Amendment 21-2024 for Redistricting	**X**
7. ACTION ITEMS		
ITEM No.7.1	Municipal Election 2025: Alberta Municipal Affairs Election Decisions	**X**
ITEM No.7.2	2025 Police Commission Operating Budget Discussion	
ITEM No.7.3	DP 24-228- 5508 46 Avenue - Restaurant in Approved Shopping Centre	**X**
ITEM No.7.4	Removal of Reserve Designation - 53 St S	**X**
ITEM No.7.5	Removal of Reserve Designation 56 St &62 Ave	**X**
ITEM No.7.6	Flag Pole request	**X**
ITEM No.7.7	Ad Hoc Committee Appointment Request - TDCALA	**X**
ITEM No.7.8	Standing Items - Council Requests	

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8. DELEGATIONS

ITEM No.8.1	Delegation - Taber Safe Haven Women's Shelter Society Funding Request	**X**

9. MEDIA INQUIRIES

10. CLOSED SESSION **X**

ITEM No.10.1	Municipal Election 2025: Appointment of Returning Officer and Substitute Returning Officer Council takes the meeting into Closed Session to prevent disclosure of contractual negotiations and considerations relating to the administration of a public body that have not yet been implemented in accordance with section 24(1) of the Freedom of Information and Protection of Privacy Act.
ITEM No.10.2	Proposed Lease Addendum: Taber & District Chamber of Commerce Council takes the meeting in 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: Advice from officials, of the Freedom of Information and Protection of Privacy Act (FOIPP)
ITEM No.10.3	Resignation: Taber Municipal Police Commission Closed Session to prevent disclosure of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1) of the Freedom of Information and Protection of Privacy Act.
ITEM No.10.4	Land Sale Request - 56 St & 62 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.10.5	Land Sale Offer - 53 St S 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.

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

ITEM No.10.6	Land Sale Offer - 5 Acres 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.10.7	STIP Grant Application 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.10.8	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.

11. OPEN SESSION **X**

12. CLOSE OF MEETING **X**

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Public Hearing - 56 St & 62 Ave Removal of Reserve Designation

Recommendation:

That Council accepts for information the input received at this Public Hearing for Removal of Municipal Reserve Designation at 56 St & 62 Ave.

Background:
Administration is requesting the removal of a “municipal reserve” designation on a 2.1 acre parcel of land at 56 St & 62nd Avenue. As per Section 674 for the MGA, this hearing has been publicly advertised in the Taber Times on October 30th and November 6th. Also, 2 signs have been erected on the site as required by the MGA advertising the hearing.

To date, no comments or concerns have been received.

Legislation / Authority:
MGA Section 674 lays out the requirements for public hearings.

Strategic Plan Alignment:
Develop Community & Promote Growth

Financial Implication:
Costs of advertising are covered by the Subdivision & Land Development Budget.

Service Level / Staff Resource Implication:
Land designations, zonings and sales fall under the Planning and/or Economic Development Department.

Justification:
Public hearings provide an opportunity for Council to hear any comments from the public prior to deciding on the removal of the reserve designation that is being brought before them. This will allow Council a more informed decision-making process.

Alternative(s):
That Council does not accept the information provided at this public hearing.

Attachment(s): Taber Times Ad

APPROVALS:

Originated By:
Amy Allred

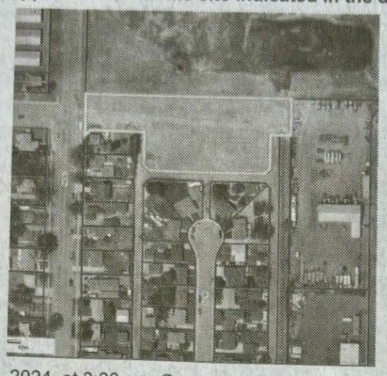
Chief Administrative Officer (CAO) or Designate: _____

Town of Taber Public Hearing:
DISPOSAL OF MUNICIPAL RESERVE LANDS

Notice is hereby given that the Town of Taber proposes to sell the municipal reserve lands legally described as Plan 8210712, Block 27, Lot 28MR, as shown below. Disposal of the municipal reserve lands will require removing the municipal reserve designation from title. The property is currently zoned as R2 Residential Single and Two Dwelling District.

The proposed resolution can be viewed at the Town of Taber Administration Building, 4900 50 St., Taber, Alberta, during normal business hours.

The proposed application is for the site indicated in the diagram below:



On Tuesday November 12, 2024, at 3:30 pm, Council will hold a PUBLIC HEARING to consider the sale of the municipal reserve lands at the Town of Taber Administrative building, 4900 50 Street, Taber, Alberta.

Should you have comments or concerns regarding the proposed disposal Council would like to hear from you, please visit or contact Planning and Economic Development at 403-223-5500 or planning@taber.ca before 12 pm (noon) on Tuesday November 12, 2024, to receive instructions on how to join the Public Hearing.

If you are unable to attend the Public Hearing and would like to submit comments/concerns in writing, please submit them to the Town Office no later than noon on Tuesday November 12th, 2024.

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Public Hearing - 53 St S Removal of Reserve Designation

Recommendation:
That Council accepts for information the input received at this Public Hearing for Removal of Municipal Reserve Designation at 53 St S.

Background:
Administration is requesting the removal of a “municipal reserve” designation on a 2.14-acre parcel of land at 53 St S. As per Section 674 for the MGA, this hearing has been publicly advertised in the Taber Times on October 30th and November 6th. Also, 2 signs have been erected on the site as required by the MGA advertising the hearing.

To date, no comments or concerns have been received.

Legislation / Authority:
MGA Section 674 lays out the requirements for public hearings.

Strategic Plan Alignment:
Develop Community & Promote Growth

Financial Implication:
Costs of advertising are covered by the Subdivision & Land Development Budget.

Service Level / Staff Resource Implication:
Land designations, zonings and sales fall under the Planning and/or Economic Development Department.

Justification:
Public hearings provide an opportunity for Council to hear any comments from the public prior to deciding on the removal of the reserve designation that is being brought before them. This will allow Council a more informed decision-making process.

Alternative(s):
That Council does not accept the information provided at this public hearing.

Attachment(s): 2.14 MR Ad

APPROVALS:

Originated By:
Amy Allred

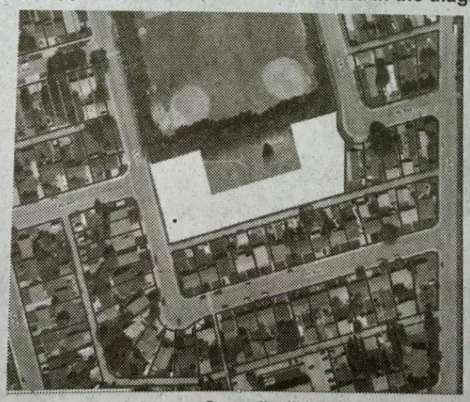
Chief Administrative Officer (CAO) or Designate: _____

Town of Taber Public Hearing:
DISPOSAL OF MUNICIPAL RESERVE LAND

Notice is hereby given that the Town of Taber proposes to sell a portion of the municipal reserve lands legally described as Plan 7810080, Block 54, Lot R1, as shown below. Disposal of the municipal reserve lands will require removing the municipal reserve designation from title. The property is currently zoned as Institutional & Recreational.

The proposed resolution can be viewed at the Town of Taber Administration Building, 4900 50 St., Taber, Alberta, during normal business hours.

The proposed application is for the site indicated in the diagram below:



On Tuesday November 12, 2024, at 3:30 pm, Council will hold a PUBLIC HEARING to consider the sale of the municipal reserve lands at the Town of Taber Administrative building, 4900 50 Street, Taber, Alberta.

Should you have comments or concerns regarding the proposed disposal Council would like to hear from you, please visit or contact Planning and Economic Development at 403-223-5500 or planning@taber.ca before 12 pm (noon) on Tuesday November 12, 2024, to receive instructions on how to join the Public Hearing.

If you are unable to attend the Public Hearing and would like to submit comments/concerns in writing, please submit them to the Town Office no later than noon on Tuesday November 12th, 2024.

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Public Hearing for Direct Control Development Application 24-228

Recommendation:
That Council accepts for information the input received at this Public Hearing for Direct Control Development Application 24-228.

Background:
Administration has received an application for development in a Direct Control District (DC-2).

As per Land Use Bylaw 13-2020 notice for this development application has been sent out to all properties within 100m and this Public Hearing has been set to allow for Council to hear any person that claims to be affected by the decision.

An advertisement had been placed in the Taber Times on October 30th and November 6th, 2024, to advise the Public Hearing and it has also been advertised on the Town's website as indicated in the Taber Times ad. To date, no comments or concerns have been received.

Legislation / Authority:
Section 692 of the *MGA* allows for amendments to the Land Use Bylaw. Section 230 of the *MGA* allows for Public Hearings.

Strategic Plan Alignment:
Develop Community & Promote Growth – Review Town Policies and regulations that pertain to development.

Financial Implication:

Costs of advertising are covered under the fee for the application.

Service Level / Staff Resource Implication:

Development Applications fall under the regular duties of the Planning Department.

Justification:

A public hearing provided an opportunity for Council to hear any comments from the public prior to deciding on the development application that is being brought before them. This will allow for a more informed decision-making process.

Alternative(s):

That Council does not accept the information provided at this public hearing.

Attachment(s): LUB Bylaw Ad 21-2024, Oct. 30th

APPROVALS:

Originated By:
Chris Eagan

Chief Administrative Officer (CAO) or Designate: _____

un- members seemed generally favourable
muni- to the cause.

aber Public Hearing: UNICIPAL RESERVE LANDS

Taber proposes to sell the municipal reserve lands legally Lot 28MR, as shown below. Disposal of the municipal municipal reserve designation from title. The property is e and Two Dwelling District.

at the Town of Taber Administration Building, 4900 50 St., hours.

s for the site indicated in the diagram below:

30 pm, Council will hold a PUBLIC HEARING to consider the the Town of Taber Administrative building, 4900 50 Street,

rns regarding the proposed disposal Council would like to Planning and Economic Development at 403-223-5500 or) on Tuesday November 12, 2024, to receive instructions on

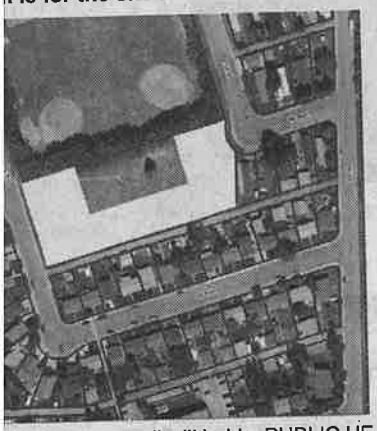
c Hearing and would like to submit comments/concerns in n Office no later than noon on Tuesday November 12th, 2024.

Taber Public Hearing: MUNICIPAL RESERVE LAND

of Taber proposes to sell a portion of the municipal reserve 0080, Block 54, Lot R1, as shown below. Disposal of the removing the municipal reserve designation from title. The ional & Recreational.

ed at the Town of Taber Administration Building, 4900 50 St., ss hours.

n is for the site indicated in the diagram below:



3:30 pm, Council will hold a PUBLIC HEARING to consider the at the Town of Taber Administrative building, 4900 50 Street,

icerns regarding the proposed disposal Council would like to act Planning and Economic Development at 403-223-5500 or on) on Tuesday November 12, 2024, to receive instructions on

blic Hearing and would like to submit comments/concerns in own Office no later than noon on Tuesday November 12th, 2024.

DP 24-224: 6203 64 Avenue, Block Z, 7819 A.Q., for Accessory Building for the uses of a Truck/Transport Operation and a use Similar to Public Use, Discretionary Use, Light Industrial District (M-1).

DP 24-225: civic address to be determined, Lot 41, Block 38 Plan 241_____, Semi-Detached with a Secondary Suite with variance, Discretionary Use, Residential Single and Two Dwelling District (R-2).

DP 24-226: civic address to be determined, Lot 42, Block 38 Plan 241_____, Semi-Detached with variance, Discretionary Use, Residential Single and Two Dwelling District (R-2).

DP 24-227: 5813 60 Avenue, Lot 35, Block 27, Plan 8210712, Addition to a Gas Bar, Bulk Fuel and Chemical Storage, Discretionary Use, Medium Industrial District (M-2).

Any person affected by the above decision may appeal the issuance of a permit to the applicant by submitting a written notice of appeal along with payment of $350.00 to the office of the Planning Officer no later than 1:00 pm on November 11, 2024.

Public Notice Town of Taber

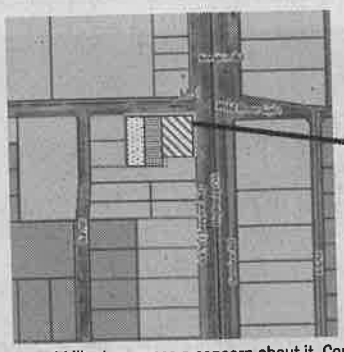
Proposed Bylaw 21-2024

The Town of Taber is proposing to amend Land Use Bylaw 13-2020 for a map amendment. If proposed Bylaw 21-2024 is passed, the Land Use Bylaw will change the properties located at **6212 64th Avenue**; the West Half of Lot 3, Block 1, Plan 7711362, **6216 64th Avenue**; the East Half of Lot 3, Block 1, Plan 7711362, and **6220 64th Avenue**; Lots 1, Block 1, Plan 127JK, containing 3.13 acres more or less, from Light Industrial District (M-1) to Medium Industrial District (M-2).

Civic Address 6212 64 Avenue
The West Half of Lot 3
Block 1
Plan 7711362

Civic Address 6216 64 Avenue
The East Half of Lot 3,
Block 1
Plan 7711362

Civic Address 6220 64 Avenue, Lot 1
Block 1
Plan 127JK
as indicated in the map below:



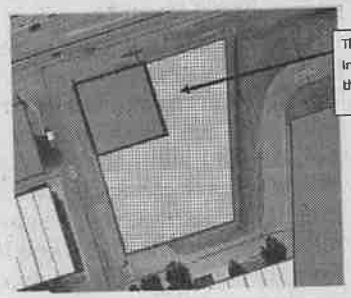
If you are for or opposed to this amendment or would like to express a concern about it, Council would like to hear from you. On Tuesday November 12, 2024, at 3:30 pm, Council will hold a PUBLIC HEARING in the Town of Taber Council Chambers to consider the proposed Land Use Bylaw Amendment. Copies of the amending Bylaw 21-2024 may be obtained at the Town of Taber Administration building. If you are unable to attend the public hearing but would like to submit your comments/concerns in writing, please submit them to the Town Office no later than noon on Tuesday November 12, 2024, at 3:30 pm.

Celina Newberry
Planning Officer
Phone: (403)-223-6003
Email: celina.newberry@taber.ca

Town of Taber Public Hearing: Development Permit Application for Direct Control District - DC-2

Take notice that the Town of Taber has received Development Permit Application DP 24-228 for a Restaurant located in an approved Shopping Centre which is a permitted use at 5508 46 Avenue, Lot 23, Block 21, Plan 1410557.

The proposed application is for the site indicated in the diagram below:
Copies of the proposed application will be available at the Town Office, A4900 – 50th, Street, Taber, Alberta for review.



On Tuesday November 12, 2024, at 3:30 pm, Council will hold a PUBLIC HEARING to consider the proposed application. Should you have comments or concerns regarding the proposed application Council would like to hear from you, please visit or contact Planning and Economic Development at 403-223-6009 or **celina.newberry@taber.ca** before 12 pm (noon) on Tuesday November 12, 2024 to receive instructions on how to join the Public Hearing.

If you are unable to attend the Public Hearing and would like to submit comments/concerns in writing, please submit them to the Town Office no later than noon on Tuesday November 12, 2024.

A - 4900 50 St. Taber, T1G 1T1
Phone 403-223-5500 • Fax 403-223-5530
email: town@taber.ca • website: www.taber.ca
Keeping Our Community Informed

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Public Hearing for Land Use Bylaw Amendment 21-2024 for Redistricting

Recommendation:
That Council accepts for information the input received at this Public Hearing for Land Use Bylaw Amendment 21-2024 for Redistricting.

Background:
On October 28, 2024, Council provided the first reading for Bylaw 21-2024 to amend Land Use Bylaw 13-2020.

Unadopted RES. 338/2024 *MOVED by Councillor Sorensen that Council gives first reading to Bylaw 21-2024 to Amend Land Use Bylaw 13-2020*

CARRIED UNANIMOUSLY

An amendment to the Land Use Bylaw requires a public hearing. Therefore, an advertisement has been placed in the Taber Times for the dates October 30th and November 6th to advise the public about the proposed amendment and today's Public Hearing. This has also been advertised on the Town's website as indicated in the Taber Times and letters sent to all the properties within 100 meters. At the time of preparation for this request for decision, no comments or concerns were received.

The proposed amendment was initiated by the developer. They are requesting a change in the district to better accommodate development on these specific properties as a land use bylaw amendment will be required to allow for any further additions to their existing use on these properties.

The properties to be rezoned from Light industrial District (M-1) to Medium Industrial District(M-2) are:

6212 64th Avenue; the West Half of Lot 3, Block 1, Plan 7711362,

6216 64th Avenue; the East Half of Lot 3, Block 1, Plan 7711362,

and 6220 64th Avenue; Lots 1, Block 1, Plan 127JK

The proposed amendments were reviewed and recommended for adoption by the Municipal Planning Commission (MPC) at their regular meeting on October 21, 2024.

Legislation / Authority:
Section 692(1) of the MGA requires a Public Hearing to be held prior to approving any amendments to a Land Use Bylaw.

Strategic Plan Alignment:
Develop Community & Promote Growth – Review Town Policies and regulations that pertain to development.

Financial Implication:
Costs of advertising.

Service Level / Staff Resource Implication:
Land use bylaw amendments fall under the regular duties of the Planning Department.

Justification:
By accepting the information from this public hearing Council will be able to make an informed decision at the 2nd reading of the Bylaw 21-2024.

Alternative(s):
No recommended alternative.

Attachment(s): Draft of Bylaw 21-2024

Maps and Zoning

LUB Bylaw Ad 21-2024 - Oct. 30th

APPROVALS:

Originated By:
Celina Newberry

Chief Administrative Officer (CAO) or Designate: _____

TOWN OF TABER
BYLAW NO.21 – 2024

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING THE TOWN OF TABER LAND USE BYLAW 13-2020 WITHIN THE TOWN OF TABER.

WHEREAS section (640) of the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) permits a Council to prohibit or regulate and control the use and development of land and buildings in a municipality by passing a land use bylaw;

AND WHEREAS Council of the Town of Taber adopted Land Use Bylaw No. 13-2020;

AND WHEREAS Council, having received an application from the landowner requesting to amend Land Use Bylaw 13-2020 to re-designate civic addresses 6212 64th Avenue; the West Half of Lot 3, Block 1, Plan 7711362, 6216 64th Avenue; the East Half of Lot 3, Block 1, Plan 7711362, and 6220 64th Avenue; Lots 1, Block 1, Plan 127JK, containing 3.13 acres more or less, from Light Industrial District (M-1) to Medium Industrial District (M-2) in order to better achieve the development objectives of the landowner in accordance with the Town of Taber Land Use Bylaw 13-2020;

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

1.0 NAME OF BYLAW

This Bylaw may be cited as the "Land Use Bylaw 21-2024 Amendment"

2.0 DEFINITIONS

Act	means the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended;
Bylaw	means the Town of Taber Land Use Bylaw 13-2020 established by the Municipality;
Chief Administrative Officer	means the Chief Administrative Officer for the Town, regardless of the specific title that may be conferred on the Officer by Council from time to time;
Council	means the Council for the Town of Taber;
Municipality	means the Town of Taber;

3.0 GENERAL

3.1 That the Land Use Map contained in Bylaw No. 13-2020 is amended, as reflected in "Schedule A", by the re-districting of:

CIVIC ADDRESS 6212 64 AVENUE
THE WEST HALF OF LOT 3
BLOCK 1
PLAN 7711362
EXEPTING THEREOUT ALL MINES AND MINERALS

CIVIC ADDRESS 6216 64 AVENUE
THE EAST HALF OF LOT 3,
BLOCK 1
PLAN 7711362
EXEPTING THEREOUT ALL MINES AND MINERALS

CIVIC ADDRESS 6220 64 AVENUE
LOT 1
BLOCK 1
PLAN 127JK
EXEPTING THEREOUT ALL MINES AND MINERALS

4.0 INTENTION OF TOWN COUNCIL

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

5.0 RESCINDED OR AMENDED BYLAWS

5.1 Bylaw No. 13-2020 being the Land Use Bylaw is hereby amended as indicated in the attached "Schedule A".

5.2 The remainder of Bylaw No. 13-2020 being the Land Use Bylaw is not amended by Bylaw 21-2024 and remains in full force and effect.

6.0 EFFECTIVE DATE

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

RES. Read a first time this _____ day of _____, 20___

RES. Read a second time this _____ day of _____, 20___

RES. Read a third time and finally passed this _____ day of _____, 20___

TOWN OF TABER

_____

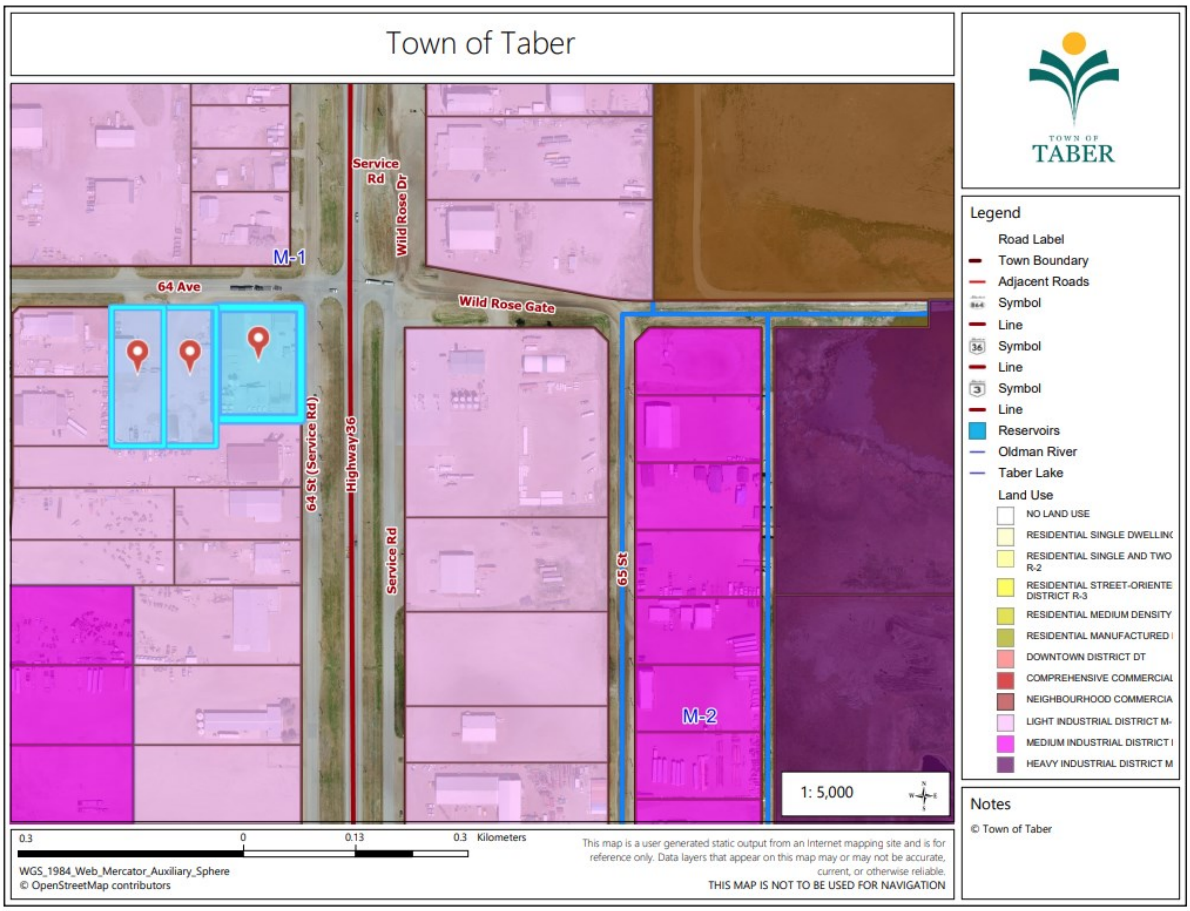
MAYOR

_____

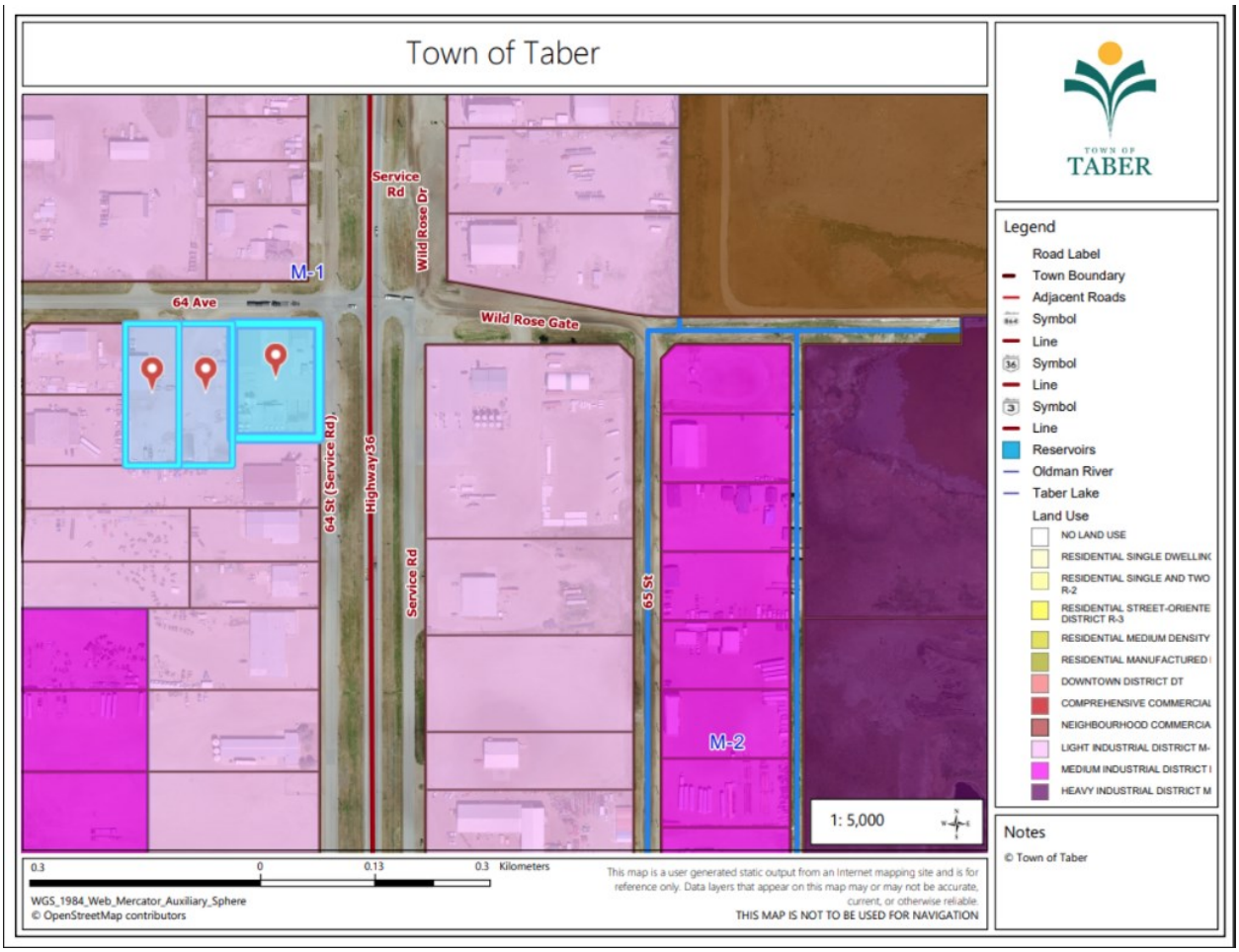
CHIEF ADMINISTRATIVE OFFICER (C.A.O.)

TOWN OF TABER
BYLAW NO.21 – 2024

Schedule "A"
Subject portion of 6212 64th Avenue; the West Half of Lot 3, Block 1, Plan 7711362, 6216 64th Avenue; the East Half of Lot 3, Block 1, Plan 7711362, and 6220 64th Avenue; Lots 1, Block 1, Plan 127JK,
From: Light Industrial District (M-1)
To: Medium Industrial District (M-2)



The three parcels to be re-designated from M1 to M2



Current districting for the parcels and surrounding area.

un- members seemed generally favourable
muni- to the cause.

aber Public Hearing: UNICIPAL RESERVE LANDS

Taber proposes to sell the municipal reserve lands legally Lot 28MR, as shown below. Disposal of the municipal municipal reserve designation from title. The property is e and Two Dwelling District.

at the Town of Taber Administration Building, 4900 50 St., hours.

s for the site indicated in the diagram below:

30 pm, Council will hold a PUBLIC HEARING to consider the the Town of Taber Administrative building, 4900 50 Street,

rns regarding the proposed disposal Council would like to Planning and Economic Development at 403-223-5500 or) on Tuesday November 12, 2024, to receive instructions on

c Hearing and would like to submit comments/concerns in n Office no later than noon on Tuesday November 12th, 2024.

Taber Public Hearing: MUNICIPAL RESERVE LAND

of Taber proposes to sell a portion of the municipal reserve 0080, Block 54, Lot R1, as shown below. Disposal of the removing the municipal reserve designation from title. The ional & Recreational.

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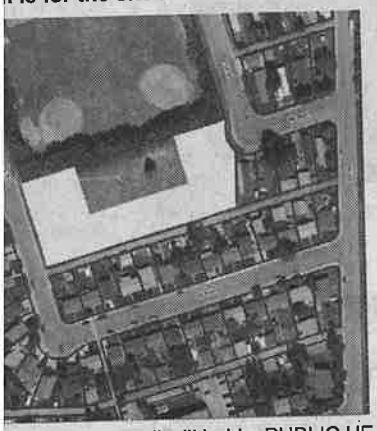
n is for the site indicated in the diagram below:



3:30 pm, Council will hold a PUBLIC HEARING to consider the at the Town of Taber Administrative building, 4900 50 Street,

icerns regarding the proposed disposal Council would like to act Planning and Economic Development at 403-223-5500 or on) on Tuesday November 12, 2024, to receive instructions on

blic Hearing and would like to submit comments/concerns in own Office no later than noon on Tuesday November 12th, 2024.

DP 24-224: 6203 64 Avenue, Block Z, 7819 A.Q., for Accessory Building for the uses of a Truck/Transport Operation and a use Similar to Public Use, Discretionary Use, Light Industrial District (M-1).

DP 24-225: civic address to be determined, Lot 41, Block 38 Plan 241_____, Semi-Detached with a Secondary Suite with variance, Discretionary Use, Residential Single and Two Dwelling District (R-2).

DP 24-226: civic address to be determined, Lot 42, Block 38 Plan 241_____, Semi-Detached with variance, Discretionary Use, Residential Single and Two Dwelling District (R-2).

DP 24-227: 5813 60 Avenue, Lot 35, Block 27, Plan 8210712, Addition to a Gas Bar, Bulk Fuel and Chemical Storage, Discretionary Use, Medium Industrial District (M-2).

Any person affected by the above decision may appeal the issuance of a permit to the applicant by submitting a written notice of appeal along with payment of $350.00 to the office of the Planning Officer no later than 1:00 pm on November 11, 2024.

Public Notice Town of Taber

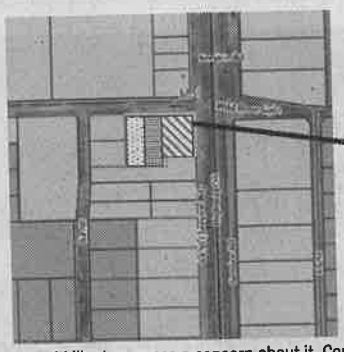
Proposed Bylaw 21-2024

The Town of Taber is proposing to amend Land Use Bylaw 13-2020 for a map amendment. If proposed Bylaw 21-2024 is passed, the Land Use Bylaw will change the properties located at **6212 64th Avenue**; the West Half of Lot 3, Block 1, Plan 7711362, **6216 64th Avenue**; the East Half of Lot 3, Block 1, Plan 7711362, and **6220 64th Avenue**; Lots 1, Block 1, Plan 127JK, containing 3.13 acres more or less, from Light Industrial District (M-1) to Medium Industrial District (M-2).

Civic Address 6212 64 Avenue
The West Half of Lot 3
Block 1
Plan 7711362

Civic Address 6216 64 Avenue
The East Half of Lot 3,
Block 1
Plan 7711362

Civic Address 6220 64 Avenue, Lot 1
Block 1
Plan 127JK
as indicated in the map below:



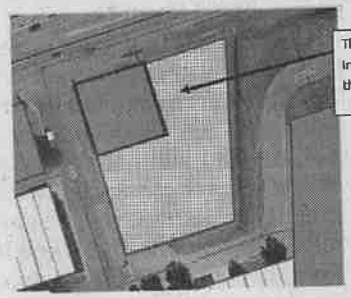
If you are for or opposed to this amendment or would like to express a concern about it, Council would like to hear from you. On Tuesday November 12, 2024, at 3:30 pm, Council will hold a PUBLIC HEARING in the Town of Taber Council Chambers to consider the proposed Land Use Bylaw Amendment. Copies of the amending Bylaw 21-2024 may be obtained at the Town of Taber Administration building. If you are unable to attend the public hearing but would like to submit your comments/concerns in writing, please submit them to the Town Office no later than noon on Tuesday November 12, 2024, at 3:30 pm.

Celina Newberry
Planning Officer
Phone: (403)-223-6003
Email: celina.newberry@taber.ca

Town of Taber Public Hearing: Development Permit Application for Direct Control District - DC-2

Take notice that the Town of Taber has received Development Permit Application DP 24-228 for a Restaurant located in an approved Shopping Centre which is a permitted use at 5508 46 Avenue, Lot 23, Block 21, Plan 1410557.

The proposed application is for the site indicated in the diagram below:
Copies of the proposed application will be available at the Town Office, A4900 – 50th, Street, Taber, Alberta for review.



On Tuesday November 12, 2024, at 3:30 pm, Council will hold a PUBLIC HEARING to consider the proposed application. Should you have comments or concerns regarding the proposed application Council would like to hear from you, please visit or contact Planning and Economic Development at 403-223-6009 or **celina.newberry@taber.ca** before 12 pm (noon) on Tuesday November 12, 2024 to receive instructions on how to join the Public Hearing.

If you are unable to attend the Public Hearing and would like to submit comments/concerns in writing, please submit them to the Town Office no later than noon on Tuesday November 12, 2024.

A - 4900 50 St. Taber, T1G 1T1
Phone 403-223-5500 • Fax 403-223-5530
email: town@taber.ca • website: www.taber.ca
Keeping Our Community Informed

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Minutes of Organizational Meeting of Council: October 28, 2024

Recommendation:

Council adopts the Minutes of the Organizational Meeting of Council held on October 28, 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 Organizational Meeting of Council held on October 28, 2024,as amended.

Attachment(s): October 28, 2024 Organizational Meeting Draft Minutes

APPROVALS:

Originated By:
Brittany Gilbertson

Chief Administrative Officer (CAO) or Designate: _____

MINUTES OF THE ORGANIZATIONAL MEETING OF THE COUNCIL OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, OCTOBER 28, 2024, AT 3:34 PM, IMMEDIATELY FOLLOWING THE SUBDIVISION AUTHORITY MEETING.

Mayor
Andrew Prokop

Councillors
Garth Bekkering
Jack Brewin (Virtual)
Carly Firth
Monica McLean
Daniel Remfert
Joanne Sorensen (Virtual)

Staff
Brittany Gilbertson
Derrin Thibault

CALL TO ORDER

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

ADOPTION OF THE AGENDA

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

RES. 328/2024 MOVED by Councillor McLean that Council adopts the Organizational Meeting Agenda, as presented.

CARRIED UNANIMOUSLY

COMMITTEES/BOARDS/COMMISSIONS(ACTION ITEMS)

1. Council Participation on Boards, Committees, Commissions

RES. 329/2024

MOVED by Councillor Remfert that Council approves the Council appointments to the various Council Boards, Committees and Commissions, as presented.

1. That Council appoints Councillor Firth and Councillor Sorensen to the Arts and Heritage Committee, and Councillor Remfert as alternate, until the 2025 Council Organizational Meeting.
2. That Council appoints Mayor Prokop, Councillor Bekkering and Councillor Sorensen to the Audit Committee, and Councillor Firth as alternate, until the 2025 Council Organizational Meeting.
3. That Council appoints Mayor Prokop, Councillor Sorensen and Councillor Remfert to the Chief Administrative Officer Performance Evaluation Committee until the 2025 Council Organizational Meeting.
4. That Council appoints Councillor Brewin and Councillor Remfert to the Development Authority (Municipal Planning Commission) until the 2025 Council Organizational Meeting.
5. That Council appoints Mayor Prokop, Councillor Brewin and Councillor Bekkering to the Municipal Emergency Management Committee until the 2025 Council Organizational Meeting.
6. That Council appoints Councillor McLean to the Library Board until the 2025 Council Organizational Meeting.
7. That Council appoints Councillor Sorensen and Councillor Firth to the Taber Municipal Police Commission until the 2025 Council Organizational Meeting.

COMMITTEES/BOARDS/COMMISSIONS(ACTION ITEMS) – CONT'D

1. **Council Participation on Boards, Committees, Commissions – Cont'd**

8. That Council appoints Mayor Prokop and Councillor Brewin to the Taber Recreation Board, and Councillor Sorensen as alternate, until the 2025 Council Organizational Meeting.

CARRIED UNANIMOUSLY

2. **Requested Council Appointments**

RES. 330/2024

MOVED by Councillor Firth that Council approves the requested appointments of Council Members to the various Boards and Committees, as presented.

1. That Council appoints Councillor Bekkering to the Barons-Eureka-Warner Family & Community Services (F.C.S.S.) Board until the 2025 Council Organizational Meeting.
2. That Council appoints Councillor McLean to the Chinook Arch Regional Library System Board until the 2025 Council Organizational Meeting.
3. That Council appoints Councillor Brewin, Councillor Bekkering and Councillor Remfert to the Intermunicipal Development Committee, until the 2025 Council Organizational Meeting.
4. That Council appoints Councillor Sorensen and Councillor McLean to the Joint Economic Development Committee until the 2025 Council Organizational Meeting.
5. That Council appoints Councillor Firth to the Taber & District Chamber of Commerce Board until the 2025 Council Organizational Meeting.

2. Requested Council Appointments – Cont'd

6. That Council appoints Councillor Remfert to the Taber Exhibition Association Board until the 2025 Council Organizational Meeting.
7. That Council appoints Councillor Bekkering and Councillor Remfert to the Taber & District Handi-bus Association Board until the 2025 Council Organizational Meeting.
8. That Council appoints Councillor Remfert to the Taber & District Housing Foundation Board until the 2025 Council Organizational Meeting.
9. That Council appoints Mayor Prokop to the Taber & District Municipal Airport Commission until the 2025 Council Organizational Meeting.

CARRIED UNANIMOUSLY

3. Ad Hoc Committee Appointments

RES. 331/2024

MOVED by Councillor Remfert that Council approves the requested appointments of Council Members to the various Ad Hoc Committees as presented.

1. That Council appoints Councillor Brewin to the Highway 3 Twinning Committee until the 2025 Council Organizational Meeting.
2. That Council appoints Mayor Prokop to the Mayor/Reeves Meeting until the 2025 Council Organizational Meeting.
3. That Council appoints Councillor Sorensen to the SouthGrow Regional Initiative, and Councillor Remfert as an alternate, until the 2025 Council Organizational Meeting.

COMMITTEES/BOARDS/COMMISSIONS – CONT'D

3. Ad Hoc Committee Appointments – Cont'd

4. That Council appoints Councillor Firth to the Traffic Committee until the 2025 Council Organizational Meeting.
5. That Council appoints Councillor Firth to the Veterans Memorial Highway Committee until the 2025 Council Organizational Meeting.
6. That Council appoints Councillor Brewin to the AMA Police Act Review Board until the 2025 Council Organizational Meeting.
7. That Council appoints Mayor Prokop to the Eagle Spirit Nest Community Association until the 2025 Council Organizational Meeting.
8. That Council appoints Councillor Remfert to the Taber and District Museum Society until the 2025 Council Organizational Meeting.
9. That Council appoints Councillor Remfert to the Southern Alberta Kanadier Association Committee (SAKA) until the 2025 Council Organizational Meeting.
10. That Council appoints Mayor Prokop to the South Regional Storm Water Drainage Committee (SRSDC) until the 2025 Council Organizational Meeting.

CARRIED UNANIMOUSLY

APPOINTMENT OF DEPUTY MAYOR(S)(DELEGATIONS)

1. Appointment of Deputy Mayor(s)

RES. 332/2024

MOVED by Councillor Firth that Council approves the appointment of Deputy Mayor(s) for the terms as follows:

1. Councillor Jack Brewin October 1, 2024 to April 30, 2025; and,
2. Councillor Daniel Remfert May 1, 2025 to October 20, 2025.

CARRIED UNANIMOUSLY

MEDIA INQUIRIES

None.

CLOSE OF MEETING

RES. 333/2024

MOVED by Councillor Bekkering that this Organizational Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 3:38 PM

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Minutes of Regular Meeting of Council: October 28, 2024

Recommendation:

Council adopts the Minutes of the Regular Meeting of Council held on October 28, 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 October 28, 2024, as amended.

Attachment(s): October 28, 2024 Council Minutes Draft

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, OCTOBER 28, 2024, AT 3:30 PM, IMMEDIATELY FOLLOWING THE ORGANIZATIONAL MEETING.

Mayor
Andrew Prokop

Councillors
Garth Bekkering
Jack Brewin (Virtual)
Carly Firth
Monica McLean
Daniel Remfert
Joanne Sorensen (Virtual)

Chief Administrative Officer
Derrin Thibault

Staff
Amy Allred
Chris Eagan
Brittany Gilbertson
Brian Martin
Steve Munshaw
Celina Newberry
John Orwa

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.

207/2024

Meeting Date
10/28/2024

ADOPTION OF THE AGENDA – CONT'D

RES. 334/2024 MOVED by Councillor McLean that Council adopts the Agenda, as amended, to include the addition of Closed Session Agenda Item 10.3) Personnel Matter, in accordance with Section 24 of the *Freedom of Information and Protection of Privacy Act*; Advice from Officials.

CARRIED UNANIMOUSLY

PUBLIC HEARINGS

1) Public Hearing for Direct Control Development Application 24-219

A) Public Hearing for Direct Control Development Application 24-219

Mayor Prokop called the Public Hearing to Order, and 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.

D. Thibault introduced C. Eagan, Director of Planning, Engineering and Operations, and C. Newberry, Planning Officer, who presented the Development Application.

B) Presentation of Written or Oral Briefs Against the Direct Control Development Application 24-219

Mayor Prokop inquired if Administration had received any written briefs Against the Direct Control Development Application 24-219.

C. Newberry read the following letter that Administration had received from Sachie and Hiromu Urano, residents with property adjacent to the proposed development:

PUBLIC HEARINGS CONT'D

B) Presentation of Written or Oral Briefs Against the Direct Control Development Application 24 – 219 – Cont'd

Dated October 23, 2024

"To Whom it may Concern,
I do not object to the Meadows Development so long as it does not interfere with my farming including irrigation, and the reason I specify irrigation is that I cannot control the weather. I cannot prevent the wind from blowing the water out of the normal path of irrigation. If that is not acceptable then I object to the development
Kind Regards,
Sachie & Hiromu Urano"

Mayor Prokop stated that the written brief would be recorded on the record.

Mayor Prokop inquired if anyone was present who wished to speak Against the Direct Control Development Application 24-219.

Mayor Prokop inquired a second time if anyone was present who wished to speak Against the Direct Control Development Application 24-219.

Mayor Prokop inquired a third and final time if anyone was present who wished to speak Against the Direct Control Development Application 24-219, and there was none.

C) Presentation of Written or Oral Briefs For the Direct Control Development Application 24-219

Mayor Prokop inquired if anyone was present who wished to speak For the Direct Control Development Application 24-219.

Mayor Prokop inquired a second time if anyone was present who wished to speak For the Direct Control Development Application 24-219.

PUBLIC HEARINGS CONT'D

C) Presentation of Written or Oral Briefs For the Direct Control Development Application 24 – 219 – Cont'd

Mayor Prokop inquired a third and final time if anyone was present who wished to speak For the Direct Control Development Application 24-219, and there was none.

Mayor Prokop declared the Public Hearing closed.

2) Public Hearing for Direct Control Development Application 24-220

A) Public Hearing for Direct Control Development Application 24-220

Mayor Prokop called the Public Hearing to Order and 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.

D. Thibault introduced C. Eagan, Director of Planning, Engineering and Operations, and C. Newberry, Planning Officer, who presented the Development Application.

B) Presentation of Written or Oral Briefs Against the Direct Control Development Application 24-220

Mayor Prokop inquired if Administration had received any written briefs Against the Direct Control Development Application 24-220.

C. Newberry read the following letter that Administration had received from Sachie and Hiromu Urano, residents with property adjacent to the proposed development:

Dated October 23, 2024

PUBLIC HEARINGS CONT'D

B) Presentation of Written or Oral Briefs Against the Direct Control Development Application 24-220 – Cont'd

"To Whom it may Concern,
I do not object to the Meadows Development so long as it does not interfere with my farming including irrigation, and the reason I specify irrigation is that I cannot control the weather. I cannot prevent the wind from blowing the water out of the normal path of irrigation. If that is not acceptable then I object to the development
Kind Regards,
Sachie & Hiromu Urano"

Mayor Prokop stated that the written brief would be recorded on the record.

Mayor Prokop inquired if anyone was present who wished to speak Against the Direct Control Development Application 24-220.

Mayor Prokop inquired a second time if anyone was present who wished to speak Against the Direct Control Development Application 24-220.

Mayor Prokop inquired a third and final time if anyone was present who wished to speak Against the Direct Control Development Application 24-220, and there was none.

C) Presentation of Written or Oral Briefs For the Direct Control Development Application 24-220

Mayor Prokop inquired if anyone was present who wished to speak For the Direct Control Development Application 24-220.

Mayor Prokop inquired a second time if anyone was present who wished to speak For the Direct Control Development Application 24-220.

Mayor Prokop inquired a third and final time if anyone was present who wished to speak For the Direct Control Development Application 24-220, and there was none.

Mayor Prokop declared the Public Hearing closed.

ADOPTION OF THE MINUTES

1) Minutes of Regular Meeting of Council: October 15, 2024

RES. 335/2024 MOVED by Councillor Remfert that Council adopts the Minutes of the Regular Meeting of Council held on October 15, 2024, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

None.

BYLAWS

1) Proposed Investment Incentive Bylaw 16-2024

D. Thibault introduced A. Allred, Economic Development Manager, who detailed the proposed Investment Incentive Bylaw 16-2024.

RES. 336/2024 MOVED by Councillor McLean that Council gives First Reading to Investment Incentive Bylaw 16-2024, as presented.

CARRIED UNANIMOUSLY

2) Proposed Residential Tax Incentive Bylaw 17-2024

D. Thibault reintroduced A. Allred, who presented the proposed Residential Tax Incentive Bylaw 17-2024.

RES. 337/2024 MOVED by Councillor Firth that Council gives First Reading to proposed Bylaw 17-2024, being the Residential Tax Incentive Bylaw, as presented.

CARRIED UNANIMOUSLY

BYLAWS – CONT'D

3) First Reading for Proposed Land Use Bylaw Amendment 21-2024 Redistricting

D. Thibault reintroduced C. Newberry, who detailed the proposed Land Use Bylaw Amendment 21-2024 for Redistricting.

RES. 338/2024 MOVED by Councillor Sorensen that Council gives First Reading to Bylaw 21-2024 to Amend Land Use Bylaw 13-2020.

CARRIED UNANIMOUSLY

4) Bylaw 27-2024 - Lending Bylaw - Society for Taber Arts & Recreation

D. Thibault introduced J. Orwa, Director of Corporate Services and Chief Financial Officer, who detailed the proposed Lending Bylaw 27-2024 for the Society for Taber Arts and Recreation (STAR).

RES. 339/2024 MOVED by Councillor Remfert that Council gives First Reading to Bylaw 27-2024 being the Lending Bylaw – Society for Taber Arts and Recreation, of the Town of Taber.

CARRIED UNANIMOUSLY

5) Proposed Fee Bylaw 28-2024

D. Thibault introduced the department heads, who presented their portions of the proposed Fee Bylaw 28-2024.

RES. 340/2024 MOVED by Councillor McLean that Council gives First Reading to Fee Bylaw 28-2024, as presented.

CARRIED UNANIMOUSLY

ACTION ITEMS

1) DP 24-220 7022 48 Street - Slab on Grade House

D. Thibault reintroduced C. Newberry who detailed the Development Permit DP 24-220 for a Slab on Grade House at 7022 48th Street.

MOVED by Councillor Remfert that Council approves Development Permit DP 24-220 for a Similar to Semi-Detached Dwelling at 7022 48 Street, Unit 93, Condo Plan 2210424, with the following nineteen (19) conditions:

Location

1. The site is developed as per the site plan submitted;
2. The development conforms to the district requirements of the Direct Control District 4 (DC-4).

Prior to Release

3. The architectural controls and vertical grade points must be approved by the developer;
4. In accordance with Policy PLN-4, a $2,500.00 damage deposit shall be forwarded to the Town Office (Planning Department) prior to construction. Any damages to public streets, sidewalks, or services as a result of construction of this dwelling shall be restored to Town standards at the applicant's expense prior to issuance of an occupancy permit;
5. New Home Warranty Documentation must be supplied prior to the issuance of the Building Permit.

Prior to Construction

6. All outstanding taxes, if any, are paid to the Town of Taber prior to proceeding with development;

ACTION ITEMS – CONT'D

1) DP 24-220 7022 48 Street - Slab on Grade House – Cont'd

7. The applicant shall be responsible for having all the underground utilities located on the property and ensuring that the building has not been located overtop any of them prior to construction. If the building has been located over top any underground utilities it is the applicant's responsibility to either relocate the building to a new location (this must be approved by the Development Authority) on the property or remedy to the situation to the satisfaction of the affected utility provider;
8. A lot drainage (grade) plan illustrating water will not accumulate at or near the buildings (positive drainage), nor accumulate on the lot, and will not adversely affect adjacent properties, shall be produced by a qualified professional and supplied to the Town of Taber prior to the Building Permit being issued;
9. The foundation must be staked by a qualified professional;
10. The applicant must obtain a Building permit to ensure the development complies with the National Fire Code 2023 (AE) and the National Building Code 2023 (AE). It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical, and Gas Permits;

ACTION ITEMS – CONT'D

1) DP 24-220 7022 48 Street - Slab on Grade House – Cont'd

11. The developer shall contact the Planning Department a minimum of 5 days prior to construction commencing to arrange for a pre-inspection. Failure to do so could result in the applicant being held accountable for repairing existing damage to the surrounding infrastructure.

Permanent

12. In accordance with Section 2.15.3(5) of the Land Use Bylaw 13-2020, a minimum of 2 parking spaces per residential unit are required measuring no less than 6m by 3m 2.15.4 with a maximum of 40% of the lot frontage 2.15.8(8) on the property;
13. The contractor(s) commissioned for construction must have a valid Business License for the Town of Taber; the developer shall enter into a Development/Servicing Agreement with the Town of Taber, to provide new services to the property;

ACTION ITEMS – CONT'D

1) DP 24-220 7022 48 Street - Slab on Grade House – Cont'd

14. The curb stop shall only be operated by the Town of Taber's Public Services. Any attempt to contravene this may be subject to a fine as outlined in Bylaw 20-2020 Part 8.0. The water curb stop shall be set at finished grade elevation to ensure accessibility by Public Services prior to installation of water metre and access to Town water. Public Services shall determine if water curb stop is acceptable and advise the Town Office prior to occupancy of the dwelling. As per Bylaw 20-2020 Part 5.30, temporary water service for a maximum of 60 days must be arranged through the Town Office;
15. During construction, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by construction activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil. Any damage to neighbours' property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired. Erosion shall be controlled so that soil and dust is not conveyed off site. Standing water on the site shall also be controlled by the applicant. (Non-compliance of these items are subject to fines as indicated under Bylaw 13-2021);
16. A separate development permit would be required for the optional deck or accessory buildings at the time they are to be developed;

ACTION ITEMS – CONT'D

1) DP 24-220 7022 48 Street - Slab on Grade House – Cont'd

17. If the residence is to be used for operation of a business a separate Development Permit will be required at that time;
18. Prior to occupancy the shallow utilities, curb and gutter must be installed to the satisfaction of the Development Authority;
19. Prior to occupancy the applicant will provide an updated Real Property Report to the Town of Taber and obtain a Compliance Certificate.

C. Newberry requested an amendment to the motion, stating that Semi-Detached Dwelling should be removed, and it should state Slab on Grade Home instead.

Councillor Remfert accepted the amendment to the motion.

RES. 341/2024 MOVED by Councillor Remfert that Council approves Development Permit DP 24-220 for a Slab on Grade Home at 7022 48 Street, Unit 93, Condo Plan 2210424, with the following nineteen (19) conditions:

Location

1. The site is developed as per the site plan submitted;
2. The development conforms to the district requirements of the Direct Control District 4 (DC-4).

Prior to Release

3. The architectural controls and vertical grade points must be approved by the developer;

1. DP 24-220 7022 48 Street - Slab on Grade House – Cont'd

4. In accordance with Policy PLN-4, a $2,500.00 damage deposit shall be forwarded to the Town Office (Planning Department) prior to construction. Any damages to public streets, sidewalks, or services as a result of construction of this dwelling shall be restored to Town standards at the applicant's expense prior to issuance of an occupancy permit;
5. New Home Warrant Documentation must be supplied prior to the issuance of the Building Permit.

Prior to Construction

6. All outstanding taxes, if any, are paid to the Town of Taber prior to proceeding with development;
7. The applicant shall be responsible for having all the underground utilities located on the property and ensuring that the building has not been located overtop any of them prior to construction. If the building has been located over top any underground utilities it is the applicant's responsibility to either relocate the building to a new location (this must be approved by the Development Authority) on the property or remedy to the situation to the satisfaction of the affected utility provider;

1. DP 24-220 7022 48 Street - Slab on Grade House – Cont'd

8. A lot drainage (grade) plan illustrating water will not accumulate at or near the buildings (positive drainage), nor accumulate on the lot, and will not adversely affect adjacent properties, shall be produced by a qualified professional and supplied to the Town of Taber prior to the Building Permit being issued;
9. The foundation must be staked by a qualified professional;
10. The applicant must obtain a Building permit to ensure the development complies with the National Fire Code 2023 (AE) and the National Building Code 2023 (AE). It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical, and Gas Permits;
11. The developer shall contact the Planning Department a minimum of 5 days prior to construction commencing to arrange for a pre-inspection. Failure to do so could result in the applicant being held accountable for repairing existing damage to the surrounding infrastructure.

Permanent

12. In accordance with Section 2.15.3(5) of the Land Use Bylaw 13-2020, a minimum of 2 parking spaces per residential unit are required measuring no less than 6m by 3m 2.15.4 with a maximum of 40% of the lot frontage 2.15.8(8) on the property;

ACTION ITEMS – CONT'D

1. DP 24-220 7022 48 Street - Slab on Grade House – Cont'd

13. The contractor(s) commissioned for construction must have a valid Business License for the Town of Taber; the developer shall enter into a Development/Servicing Agreement with the Town of Taber, to provide new services to the property;
14. The curb stop shall only be operated by the Town of Taber's Public Services. Any attempt to contravene this may be subject to a fine as outlined in Bylaw 20-2020 Part 8.0. The water curb stop shall be set at finished grade elevation to ensure accessibility by Public Services prior to installation of water metre and access to Town water. Public Services shall determine if water curb stop is acceptable and advise the Town Office prior to occupancy of the dwelling. As per Bylaw 20-2020 Part 5.30, temporary water service for a maximum of 60 days must be arranged through the Town Office;

ACTION ITEMS – CONT'D

1. DP 24-220 7022 48 Street - Slab on Grade House – Cont'd

15. During construction, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by construction activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil. Any damage to neighbours' property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired. Erosion shall be controlled so that soil and dust is not conveyed off site. Standing water on the site shall also be controlled by the applicant. (Non-compliance of these items are subject to fines as indicated under Bylaw 13-2021);
16. A separate development permit would be required for the optional deck or accessory buildings at the time they are to be developed;
17. If the residence is to be used for operation of a business a separate Development Permit will be required at that time;
18. Prior to occupancy the shallow utilities, curb and gutter must be installed to the satisfaction of the Development Authority;
19. Prior to occupancy the applicant will provide an updated Real Property Report to the Town of Taber and obtain a Compliance Certificate.

CARRIED UNANIMOUSLY

222/2024

Meeting Date
10/28/2024

ACTION ITEMS – CONT'D

2. DP 24-219 7026 48 Street - Slab on Grade House

C. Newberry presented the Development Permit Application DP 24-219 for a Slab on Grade Home at 7026 48th Street. C. Newberry stated that the motion would need to read as Slab on Grade Home, and not Similar to Semi Detached Dwelling as presented in the recommended motion to Council.

RES. 342/2024

MOVED by Councillor Remfert that Council approves Development Permit DP 24-220 for a Slab on Grade Home at 7026 48 Street, Unit 92, Condo Plan 2210424, with the following nineteen (19) conditions:

Location

1. The site is developed as per the site plan submitted;
2. The development conforms to the district requirements of the Direct Control District 4 (DC-4).

Prior to Release

3. The architectural controls and vertical grade points must be approved by the developer;
4. In accordance with Policy PLN-4, a $2,500.00 damage deposit shall be forwarded to the Town Office (Planning Department) prior to construction. Any damages to public streets, sidewalks, or services as a result of construction of this dwelling shall be restored to Town standards at the applicant's expense prior to issuance of an occupancy permit;
5. New Home Warranty Documentation must be supplied prior to the issuance of the Building Permit.

Prior to Construction

6. All outstanding taxes, if any, are paid to the Town of Taber prior to proceeding with development;

ACTION ITEMS – CONT'D

2. DP 24-219 7026 48 Street - Slab on Grade House

7. The applicant shall be responsible for having all the underground utilities located on the property and ensuring that the building has not been located overtop any of them prior to construction. If the building has been located over top any underground utilities it is the applicant's responsibility to either relocate the building to a new location (this must be approved by the Development Authority) on the property or remedy to the situation to the satisfaction of the affected utility provider;
8. A lot drainage (grade) plan illustrating water will not accumulate at or near the buildings (positive drainage), nor accumulate on the lot, and will not adversely affect adjacent properties, shall be produced by a qualified professional and supplied to the Town of Taber prior to the Building Permit being issued;
9. The foundation must be staked by a qualified professional;
10. The applicant must obtain a Building permit to ensure the development complies with the National Fire Code 2023 (AE) and the National Building Code 2023 (AE). It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical, and Gas Permits;

2. DP 24-219 7026 48 Street - Slab on Grade House

11. The developer shall contact the Planning Department a minimum of 5 days prior to construction commencing to arrange for a pre-inspection. Failure to do so could result in the applicant being held accountable for repairing existing damage to the surrounding infrastructure.

Permanent

12. In accordance with Section 2.15.3(5) of the Land Use Bylaw 13-2020, a minimum of 2 parking spaces per residential unit are required measuring no less than 6m by 3m 2.15.4 with a maximum of 40% of the lot frontage 2.15.8(8) on the property;
13. The contractor(s) commissioned for construction must have a valid Business License for the Town of Taber; the developer shall enter into a Development/Servicing Agreement with the Town of Taber, to provide new services to the property;
14. The curb stop shall only be operated by the Town of Taber's Public Services. Any attempt to contravene this may be subject to a fine as outlined in Bylaw 20-2020 Part 8.0. The water curb stop shall be set at finished grade elevation to ensure accessibility by Public Services prior to installation of water metre and access to Town water. Public Services shall determine if water curb stop is acceptable and advise the Town Office prior to occupancy of the dwelling. As per Bylaw 20-2020 Part 5.30, temporary water service for a maximum of 60 days must be arranged through the Town Office;

ACTION ITEMS – CONT'D

2. DP 24-219 7026 48 Street - Slab on Grade House

15. During construction, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by construction activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil. Any damage to neighbours' property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired. Erosion shall be controlled so that soil and dust is not conveyed off site. Standing water on the site shall also be controlled by the applicant. (Non-compliance of these items are subject to fines as indicated under Bylaw 13-2021);
16. A separate development permit would be required for the optional deck or accessory buildings at the time they are to be developed;
17. If the residence is to be used for operation of a business a separate Development Permit will be required at that time;
18. Prior to occupancy the shallow utilities, curb and gutter must be installed to the satisfaction of the Development Authority;
19. Prior to occupancy the applicant will provide an updated Real Property Report to the Town of Taber and obtain a Compliance Certificate.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

3) Information For Council

D. Thibault detailed the Information for Council Agenda Item that included the Report to Municipalities – Outreach Services 2024 from the Barons-Eureka-Warner Family and Community Support Services, and the Savour Alberta's South initiative.

No motion was made at this time.

4) Department Reports

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

No motion was made at this time.

5) Mayor and Councillor Reports (Verbal)

Mayor and Council provided details of their monthly activity.

No motion was made at this time.

6) Standing Items - Council Requests

D. Thibault reviewed the current listing.

No motion was made at this time.

DELEGATIONS

None.

MEDIA INQUIRIES

None.

MEDIA INQUIRIES – CONT'D

RES. 343/2024

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

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

CARRIED UNANIMOUSLY at 4:24 PM

CLOSED SESSION

1) **Investment Incentive Approval**
   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*, the following members of Administration were in attendance for Agenda Item 10.1) Investment Incentive Approval; D. Thibault, Chief Administrative Officer, and A. Allred, Economic Development Manager.

CLOSED SESSION – CONT'D

2) **Land Sale Offer - Prairie Lake Court**
   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*, the following members of Administration were in attendance for Agenda Item 10.2) Land Sale Offer – Prairie Lake Court; D. Thibault, Chief Administrative Officer, J. Orwa, Director of Corporate Services and Chief Financial Officer, and A. Allred, Economic Development Manager.

3) **Personnel Matter**
   That 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 (FOIPP) Act.

Pursuant to Section 197(6) of the *Municipal Government Act*, the following member of Administration was in attendance for Agenda Item 10.3) Personnel Matter; D. Thibault, Chief Administrative Officer.

OPEN SESSION

RES. 344/2024 MOVED by Councillor Bekkering that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 6:26 PM

RES. 345/2024 MOVED by Councillor Sorensen that Council approves the Investment Incentive for Uni-First Canada Ltd. to start in 2024.

CARRIED UNANIMOUSLY

OPEN SESSION – CONT'D

RES. 346/2024 MOVED by Councillor Remfert that Council accepts the offer of $95,000.00 for 6 Prairie Lake Court, as presented.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

RES. 347/2024 MOVED by Councillor McLean that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 6:28 PM

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Proposed Municipal Elections Bylaw 26-2024

Recommendation:

1. Council gives First Reading to the Proposed Municipal Elections Bylaw 26-2024, at this meeting.
2. Council gives Second Reading to the Proposed Municipal Elections Bylaw 26-2024, at this meeting.
3. Council unanimously agrees to proceed to Third and Final Reading of the Proposed Municipal Elections Bylaw 26-2024, at this meeting.
4. Council gives Third and Final Reading to the Municipal Elections Bylaw 26-2024, at this meeting.

Background:
The Municipal Affairs Statutes Amendment Act (formerly Bill 20), 2024 came into force on October 31, 2024. The Act amends the *Local Authorities Election Act* and the *Municipal Government Act.*
In the previous status before the new legislation, the LAEA permitted municipalities, by bylaw, to process ballots by automated voting equipment. Following the changes to the LAEA, use of automated voting equipment, such as electronic tabulators has been prohibited.
Administration is requesting first, second and third reading to Proposed Bylaw 26-2024, to repeal Bylaw 10-2021 and remove all references to the automated voting systems in the previous bylaw.

Legislation / Authority:
Local Authorities Election Act
Municipal Government Act
Municipal Affairs Statutes Amendment Act (formerly Bill 20)

Strategic Plan Alignment:
Define and practice good governance

Financial Implication:
Administration has budgeted $35,000.00 There will be financial implications with the additional staff required to hand process ballots, but there will no longer be the fee associated with renting tabulators ($12,128.10).

Service Level / Staff Resource Implication:
None. The Returning Officer will be responsible for training the staff to hand count the ballots, as was done in the past.

Justification:
Municipal Affairs has made amendments to the legislation that we are required to follow.

Alternative(s):

1. Council may request further information.
2. Council may amend the bylaw.

Attachment(s): Automated Voting System Bylaw 10-2021

Bylaw 26-2024 Municipal Elections Bylaw Draft

APPROVALS:

Originated By:
Brittany Gilbertson

Chief Administrative Officer (CAO) or Designate: _____

TOWN OF TABER
BYLAW NO. 10–2021

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF EMPLOYING THE USE OF ELECTRONIC VOTING TABULATORS DURING A MUNICIPAL ELECTION WITHIN THE TOWN OF TABER.

WHEREAS Section 84 of the *Local Authorities Election Act* (Alberta, R.S.A. 2000, Chapter L-21, and amendments thereto) provides for the taking of votes of the electors by means of automated voting systems;

AND WHEREAS the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) provides for the submission of bylaws and questions to the electors;

AND WHEREAS Council has deemed it desirable to make use of electronic means of tabulating the votes of the municipal election;

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

1.0 NAME OF BYLAW

This Bylaw may be cited as the "Automated Voting System Bylaw."

2.0 DEFINITIONS

In this Bylaw:

Act	means the *Local Authorities Election Act*, R.S.A. 2000, Chapter L-21, and amendments thereto;
Automated Voting System	means an automated or electronic system designed to automatically count and record votes and process and store the election results;
Auxiliary Ballot Box	means a separate compartment in the ballot box for ballot cards that have been marked by electors but not counted by the vote tabulator;
Ballot	means the part of the ballot card approved by the Returning Officer on which is printed the office to be voted on, the names of the candidates, the bylaw name and its number, or the questions, if any, and containing the spaces in which the elector is to mark their vote;

Ballot Box	means a container in a form approved by the Returning Officer intended to contain the voted Ballot Cards;
Ballot Card	means a paper card in a form approved by the Returning Officer, listing the ballots to be voted on in the election;
Ballot Transfer Box	means a box used to transport election materials from a voting station to the Returning Officer;
Chief Administrative Officer	means the Chief Administrative Officer for the Town, regardless of the specific title that may be conferred on the Officer by Council from time to time;
Counting Area	means an area designated by the Returning Officer in a Voting Station which is equipped for the counting of votes and the tabulation of election results;
Council	means the Council for the Town of Taber;
Deputy	means a person authorized by the Returning Officer to assist during the election;
LAEA	shall mean *Local Authorities Election Act* (Alberta) as amended from time to time;
Marking Device	means the pen or other instrument approved by the Returning Officer for use in marking ballots by the elector;
Municipality	means the Town of Taber;
Returning Officer	means the individual appointed by Council to conduct the municipal election as set forth by the *Local Authorities Election Act*;

Secrecy Sleeves	means an open ended envelope in a form approved by the Returning Officer, intended to be used to cover the Ballot Card so as to conceal the markings made on the Ballot Card by the elector without covering the initials of the election official;
Tally Register Tape	means the printed record generated by a vote tabulator showing the number of accepted ballots, the ballots read and the results of the ballots read by that vote tabulator;
Vote Tabulator	means a unit of the automated voting system designed for use at the voting station to receive ballots and automatically scan a specified area or areas on the ballot card and record the results;
Voting or Polling Station	means a controlled-access area within a building designated by the Returning Officer, where electors cast their ballots.

3.0 REFERENCES

3.1 All references to any policy, procedure, bylaw, protocol, practice standard, guideline, law, or enactment includes any and all amendments thereto.

4.0 AUTOMATED VOTING SYSTEM

4.1 The tabulation of election results may be done by means of an automated voting system, as may be directed by the Returning Officer.

4.2 When an automated voting system is used in the election, the Returning Officer shall:

4.2.1 Ensure that the automated voting system has been pre-tested and is accurate and in good working order; and,

4.2.2 Shall take whatever reasonable safeguards may be necessary to secure the automated voting system (and any part thereof, including the vote tabulators and the ballot boxes) from unauthorized access, entry, use, tampering, or any unauthorized use of the ballot cards or tabulated results.

4.3 Notwithstanding anything in this bylaw, in the event of:

4.3.1 A malfunction of the Automated Voting System;
4.3.2 A defect in the ballots or ballot marking pens; or,
4.3.3 Anything related to the operation of the Automated Voting System or any of its components,

The Returning Officer may make any direction that they think necessary or desirable with respect to:

4.3.4 The voting procedures to be used;
4.3.5 The taking of votes;
4.3.6 The counting of votes;
4.3.7 Where required, for a recount under the *Act*.

5.0 FORM OF BALLOT

5.1 Ballots for candidates may be in the general form prescribed by the Returning Officer.

5.2 Following Nomination Day, the Retuning Officer shall cause sufficient ballot cards for the election to be printed.

5.3 The ballot cards shall be assembled in the following order and consist of a composite ballot for:

5.3.1 Candidates for the office of the Mayor;
5.3.2 Candidates for the office of Councillor;
5.3.3 Candidates for the office of Public School Trustee, if elections are held in conjunction with elections for Public School Board Offices;
5.3.4 Candidates for the office of Separate School Trustee, if elections are held in conjunction with elections for Separate School Board Offices;
5.3.5 Question(s);
5.3.6 Bylaw(s);
5.3.7 Any other offices or questions as may be specified or required by the *Act* or any other applicable legislation.

5.4 In the event that the general election is held in conjunction with the election of School Board Trustees, the Returning Officer may direct that separate ballot cards be printed, containing the ballots for the Offices of the Mayor, Councillor and either the Public School Trustee ballot(s) or the Separate School Trustee ballot(s) and other ballot(s).

5.5 If separate ballot cards are used to distinguish the Separate School ballot(s) from the Public-School ballot(s), the Returning Officer:

5.5.1 May direct that the Trustee ballot(s) be distinguished from the ballot cards containing the Public School Trustee ballot(s) by the colour of the ballot card or otherwise;

5.5.2 Shall direct that the electors at the voting stations be provided with a ballot card according to their preference as either a Separate School resident or Public School resident pursuant to the *Education Act.*

5.5.3 Take any other steps deemed necessary with respect to the preparation of the ballot cards and ballots for the School Board Trustees.

6.0 VOTING PROCEDURES

6.1 Each elector eligible to vote shall be given one ballot card which has been initialled by a Deputy, a secrecy sleeve, and a marking device.

6.2 Upon receiving the ballot card, marking device, and secrecy sleeve, the elector shall forthwith proceed to the voting compartment to vote.

6.3 In the voting compartment, the elector shall mark the ballots only with the marking device provided in the compartment, by completing the indicated space pointing to his choice of candidate or, where there is more than one vacancy, the candidates of choice.

Where the ballot includes a bylaw or question, the elector shall mark their vote within the portion of the ballot containing the affirmative or negative, or containing the "for" or "against," whichever way they decide to vote.

6.4 The elector may not mark the ballot for more candidates than there are offices to be filled, or where the ballot includes a question or a bylaw, the elector may not mark the ballot in both the affirmative and negative for any one bylaw or question.

6.5 After the elector has finished marking the ballot card and has completed voting they shall:

6.5.1 Forthwith insert the ballot card into the secrecy sleeve without showing the markings on the ballot card to anyone and without folding the ballot card; and,

6.5.2 Forthwith leave the voting compartment and deliver the secrecy sleeve containing the ballot card to the Deputy supervising the ballot box and vote tabulator.

6.5.3 Observe the placing of the ballot card through the vote tabulator into the ballot box by the Deputy; and,

6.5.4 May insert the ballot in the vote tabulator, if they so desire.

6.6 The Deputy supervising the ballot box shall, after verifying the ballot contains the initials of a Deputy in the specified area, insert the marked ballot card contained in the secrecy sleeve (unless the elector chooses to do so as per section 6.5.4), into the ballot box so that the ballot card is extracted from the secrecy sleeve without exposing the marks made on the ballot card by the elector.

6.7 If a ballot card is rejected by the vote tabulator, the Deputy must advise the elector that they may request another ballot card.

6.8 When the elector's ballot card has been deposited in the ballot box, the elector shall forthwith leave the Voting Station.

6.9 The voting procedure prescribed herein shall apply during an Advance Vote, and Institutional Vote, and an Incapacitated Elector Vote, insofar as is practicable and may be modified as necessary at the discretion of the Returning Officer.

6.10 In the presence of other Deputies, staff, agents, scrutineers and electors, the Deputies shall cause the vote tabulator to print a zero-total tape of its memory storage device one hour or less before the opening of the station.

6.11 If the totals are zero for all candidates, questions, and bylaws, the Deputies shall ensure that the zero printout remains affixed to the vote tabulator until the results are printed by the vote tabulator after the close of the voting station at 8:00 PM.

6.12 If the totals are not zero for all candidates, questions, and bylaws, the Deputies shall immediately notify the Returning Officer and shall conduct the vote using the auxiliary compartment of the ballot box until the vote tabulator is made operational or the Returning Officer provides a replacement vote tabulator to the voting station.

6.13 Each voting compartment in each voting station shall have a copy of the "Instructions for Electors" posted within each voting compartment, at a conspicuous location within the voting station and shall ensure that the instructions remain posted until the close of the voting station.

6.14 Vote tabulators will be used to conduct the advance vote unless the Returning Officer otherwise directs that portable ballot boxes will be used.

6.15 Where the vote tabulators are used for the advance vote, the presiding Deputy Returning Officer must, upon completion of each day of the Advance Vote, ensure that:

6.15.1 No tally register tapes are generated; and,
6.15.2 The vote tabulators complete with memory cards are returned to the counting centre, or other location specified by the Returning Officer.

6.16 Where the vote tabulators are used for the advance vote, the Returning Officer must ensure that:

6.16.1 The memory card remains secure; and,
6.16.2 The tally register tapes are not generated until after 8:00 PM on Election Day.

6.17 In the event that the election for the offices of Councillor and Mayor are held in conjunction with an election for School Board Trustees and any other election, the provisions in this bylaw shall apply mutatis mutandis to the other election.

7.0 INSTITUTIONAL VOTING

7.1 For the purpose of conducting institutional voting, the Returning Officer shall designate the time or times on Election Day during which the votes in the institutions shall be taken, and may appoint the Deputies necessary for the taking of the institutional votes.

7.2 Portable ballot boxes shall be provided for the collection of the voted ballot cards of the electors who vote as part of the institutional vote.

7.3 The Returning Officer shall take steps as are necessary to ensure the institutional voting procedure shall as nearly as possible follow the voting procedures as at other voting stations.

8.0 REJECTED BALLOTS

8.1 A ballot which is rejected shall not be counted.

8.2 A ballot or ballots shall be rejected by the Returning Officer or the vote tabulator if:

8.2.1 A ballot does not bear the initials of the Deputy who issued the ballot;
8.2.2 A ballot has been marked for more candidates than there are offices to be filled or where there is only one vacancy and has been marked with more than one candidate;
8.2.3 In the event of a bylaw or question, has been marked both in the negative and affirmative;
8.2.4 A ballot has not been marked by the elector or has not been marked sufficiently for the vote tabulator to discern a vote;
8.2.5 A ballot has been marked outside of the space indicated on the ballot for the placing of the mark;
8.2.6 A ballot has been torn, defaced, or dealt with in such a way by an elector that the elector can be identified;
8.2.7 A ballot has been rejected by the vote tabulator.

9.0 POST VOTE PROCEDURES

9.1 Immediately after the close of the voting station, the Deputies shall:

9.1.1 Insert ballot cards from the auxiliary ballot box, if any, into the tabulator;
9.1.2 Open any sealed ballot boxes from the Institutional Vote and cause the ballots to be counted by inserting the ballot cards through the vote tabulator;
9.1.3 Secure the vote tabulator against receiving any more ballots;
9.1.4 Activate the vote tabulator to produce three (3) copies of the results tape (or such other numbers as described by the Returning Officer), to complete the ballot account;

9.1.5 Count the unused ballot cards and place the unused ballot cards, the voted ballots, the spoiled ballots, the void (rejected) ballots if any, and place them, together with the voting register, one copy of the results tape, and all oaths, declarations and statements, if any, in the ballot box (or ballot transfer box as the case may be) and as directed by the Returning Officer;

9.1.6 Seal and initial the ballot box and provide the sealed ballot box for delivery to the Election Office; and,

9.1.7 Forthwith deliver the vote tabulator and ballot account (including the attached results tape) to the counting centre.

9.2 The portable ballot boxes used in the Incapacitated Vote and the Institutional Vote shall be sealed upon the completion of voting. The portable ballot boxes will be opened, at the direction of the Returning Officer, at the counting centre on Election Day and all ballot cards will be removed and inserted into the appropriate vote tabulators for counting.

9.3 The Returning Officer may direct that the sealed portable ballot boxes be delivered to the counting centre and stored until they are opened for the counting of the ballots by the automated voting system, and may make another direction they deem necessary for the storage and disposition of the portable ballot boxes.

9.4 At the close of the voting stations on Election Day or as soon thereafter as is reasonably possible, a Deputy shall receive all vote tabulators and the ballot boxes for the tabulation of results at the counting centre. Upon receipt of each vote tabulator and ballot box, the Deputy shall enter the voting station number on a form and initial each such entry.

9.5 After the tabulation of voting results at the counting centre, the ballot boxes, the vote tabulators, and the automated voting system shall be stored as directed by the Returning Officer.

9.6 If the Returning Officer makes a recount, pursuant to the *Act*, the voted ballots will be recounted by the same automated voting systems.

9.7 Upon the completion of the tabulation of the election results, the municipality shall retain the programs and memory packs of the automated system as provided for in the *Act* for the keeping of ballots.

9.8 If at the close of the voting station, the Returning Officer is of the opinion that it is impracticable to count the vote with the vote tabulator, they may direct that all votes cast in the election be counted manually following, as far as practicable, the provisions of the *Act* governing the counting of votes.

9.9 The vote tabulators shall not be part of or connected to an electronic network, except that the equipment may be securely connected to ta network after the close of the polls for the purpose of transmitting information to the municipality.

10.0 SEVERABILITY

10.1 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of this bylaw and shall not invalidate the whole bylaw.

10.2 Words in the singular include words in the plural and words in the plural include words in the singular.

11.0 INTENTION OF TOWN COUNCIL

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

12.0 EFFECTIVE DATE

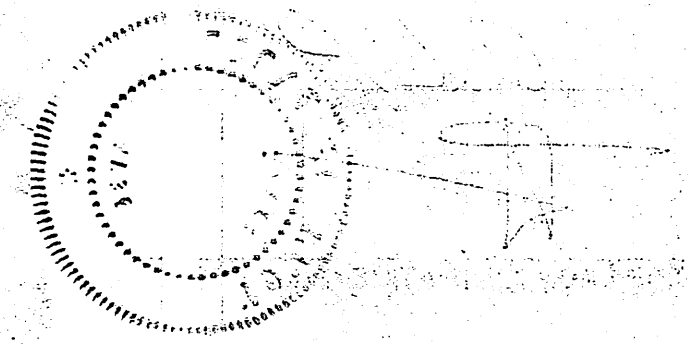
This Bylaw shall take effect on the day of the final passing and the signatures of the chief elected official and duly authorized designated officer thereof.

RES. 121/2021	Read a first time this 22nd day of March, 2021.
RES. 122/2021	Read a second time this 22nd day of March, 2021.
RES. 124/2021	Read a third time and finally passed this 22nd day of March, 2021.

TOWN OF TABER

MAYOR

INTERIM CHIEF ADMINISTRATIVE OFFICER (C.A.O)



TOWN OF TABER
BYLAW NO. 26–2024

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF PROVIDING MUNICIPAL ELECTIONS WITHIN THE TOWN OF TABER.

WHEREAS The *Local Authorities Election Act*, Chapter L-21, R.S.A. 2000, as amended, (hereinafter referred to as the "Act"), provides for the holding of local elections by municipalities;

AND WHEREAS the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) provides for the submission of bylaws and questions to the electors;

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

1.0 NAME OF BYLAW

This Bylaw may be cited as the "Municipal Elections Bylaw."

2.0 DEFINITIONS

In this Bylaw:

Act	means the *Local Authorities Election Act*, R.S.A. 2000, Chapter L-21, and amendments thereto;
Auxiliary Ballot Box	means a separate compartment in the ballot box for ballot cards that have been marked by electors but not counted by the vote tabulator;
Ballot	means the part of the ballot card approved by the Returning Officer on which is printed the office to be voted on, the names of the candidates, the bylaw name and its number, or the questions, if any, and containing the spaces in which the elector is to mark their vote;
Ballot Box	means a container in a form approved by the Returning Officer intended to contain the voted Ballot Cards;
Ballot Card	means a paper card in a form approved by the Returning Officer, listing the ballots to be voted on in the election;

Ballot Transfer Box	means a box used to transport election materials from a voting station to the Returning Officer;
Chief Administrative Officer	means the Chief Administrative Officer for the Town, regardless of the specific title that may be conferred on the Officer by Council from time to time;
Counting Area	means an area designated by the Returning Officer in a Voting Station which is equipped for the counting of votes and the tabulation of election results;
Council	means the Council for the Town of Taber;
Deputy	means a person authorized by the Returning Officer to assist during the election;
LAEA	shall mean *Local Authorities Election Act* (Alberta) as amended from time to time;
Marking Device	means the pen or other instrument approved by the Returning Officer for use in marking ballots by the elector;
Municipality	means the Town of Taber;
Returning Officer	means the individual appointed by Council to conduct the municipal election as set forth by the *Local Authorities Election Act*;
Secrecy Sleeves	means an open ended envelope in a form approved by the Returning Officer, intended to be used to cover the Ballot Card so as to conceal the markings made on the Ballot Card by the elector without covering the initials of the election official;
Voting or Polling Station	means a controlled-access area within a building designated by the Returning Officer, where electors cast their ballots.

3.0 REFERENCES

3.1 All references to any policy, procedure, bylaw, protocol, practice standard, guideline, law, or enactment includes any and all amendments thereto.

4.0 FORM OF BALLOT

4.1 Ballots for candidates may be in the general form prescribed by the Returning Officer.

4.2 Following Nomination Day, the Retuning Officer shall cause sufficient ballot cards for the election to be printed.

4.3 The ballot cards shall be assembled in the following order and consist of a composite ballot for:

4.3.1 Candidates for the office of the Mayor;
4.3.2 Candidates for the office of Councillor;
4.3.3 Candidates for the office of Public School Trustee, if elections are held in conjunction with elections for Public School Board Offices;
4.3.4 Candidates for the office of Separate School Trustee, if elections are held in conjunction with elections for Separate School Board Offices;
4.3.5 Question(s);
4.3.6 Bylaw(s);
4.3.7 Any other offices or questions as may be specified or required by the *Act* or any other applicable legislation.

4.4 In the event that the general election is held in conjunction with the election of School Board Trustees, the Returning Officer may direct that separate ballot cards be printed, containing the ballots for the Offices of the Mayor, Councillor and either the Public School Trustee ballot(s) or the Separate School Trustee ballot(s) and other ballot(s).

4.5 If separate ballot cards are used to distinguish the Separate School ballot(s) from the Public-School ballot(s), the Returning Officer:

4.5.1 May direct that the Trustee ballot(s) be distinguished from the ballot cards containing the Public School Trustee ballot(s) by the colour of the ballot card or otherwise;
4.5.2 Shall direct that the electors at the voting stations be provided with a ballot card according to their preference as either a Separate School resident or Public School resident pursuant to the Education Act.
4.5.3 Take any other steps deemed necessary with respect to the preparation of the ballot cards and ballots for the School Board Trustees.

5.0 VOTING PROCEDURES

5.1 Each elector eligible to vote shall be given one ballot card which has been initialled by a Deputy, a secrecy sleeve, and a marking device.

5.2 Upon receiving the ballot card, marking device, and secrecy sleeve, the elector shall forthwith proceed to the voting compartment to vote.

5.3 In the voting compartment, the elector shall mark the ballots only with the marking device provided in the compartment, by completing the indicated space pointing to his choice of candidate or, where there is more than one vacancy, the candidates of choice.

Where the ballot includes a bylaw or question, the elector shall mark their vote within the portion of the ballot containing the affirmative or negative, or containing the “for” or “against,” whichever way they decide to vote.

5.4 The elector may not mark the ballot for more candidates than there are offices to be filled, or where the ballot includes a question or a bylaw, the elector may not mark the ballot in both the affirmative and negative for any one bylaw or question.

5.5 After the elector has finished marking the ballot card and has completed voting they shall:

5.5.1 Forthwith insert the ballot card into the secrecy sleeve without showing the markings on the ballot card to anyone and without folding the ballot card; and,
5.5.2 Forthwith leave the voting compartment and deliver the secrecy sleeve containing the ballot card to the Deputy supervising the ballot box.
5.5.3 Observe the placing of the ballot card into the ballot box by the Deputy; or,
5.5.4 May insert the ballot into the ballot box, if they so desire.

5.6 The Deputy supervising the ballot box shall, after verifying the ballot contains the initials of a Deputy in the specified area, insert the marked ballot card contained in the secrecy sleeve (unless the elector chooses to do so as per section 5.5.4), into the ballot box so that the ballot card is extracted from the secrecy sleeve without exposing the marks made on the ballot card by the elector.

5.7 If a ballot card is rejected, the Deputy must advise the elector that they may request another ballot card.

5.8 When the elector’s ballot card has been deposited in the ballot box, the elector shall forthwith leave the Voting Station.

5.9 The voting procedure prescribed herein shall apply during an Advance Vote, and Institutional Vote, and an Incapacitated Elector Vote, insofar as is practicable and may be modified as necessary at the discretion of the Returning Officer.

5.10 Each voting compartment in each voting station shall have a copy of the "Instructions for Electors" posted within each voting compartment, at a conspicuous location within the voting station and shall ensure that the instructions remain posted until the close of the voting station.

6.0 INSTITUTIONAL VOTING

6.1 For the purpose of conducting institutional voting, the Returning Officer shall designate the time or times on Election Day during which the votes in the institutions shall be taken and may appoint the Deputies necessary for the taking of the institutional votes.

6.2 Portable ballot boxes shall be provided for the collection of the voted ballot cards of the electors who vote as part of the institutional vote.

6.3 The Returning Officer shall take steps as are necessary to ensure the institutional voting procedure shall as nearly as possible follow the voting procedures as at other voting stations.

7.0 REJECTED BALLOTS

7.1 A ballot which is rejected shall not be counted.

7.2 A ballot or ballots shall be rejected by the Returning Officer if:

7.2.1 A ballot does not bear the initials of the Deputy who issued the ballot;
7.2.2 A ballot has been marked for more candidates than there are offices to be filled or where there is only one vacancy and has been marked with more than one candidate;
7.2.3 In the event of a bylaw or question, has been marked both in the negative and affirmative;
7.2.4 A ballot has not been marked by the elector to discern a vote;
7.2.5 A ballot has been marked outside of the space indicated on the ballot for the placing of the mark;
7.2.6 A ballot has been torn, defaced, or dealt with in such a way by an elector that the elector can be identified.

8.0 POST VOTE PROCEDURES

8.1 Immediately after the close of the voting station, the Deputies shall:

8.1.1 Open any sealed ballot boxes from the Institutional Vote and cause the ballots to be counted;
8.1.2 Count the unused ballot cards and place the unused ballot cards, the voted ballots, the spoiled ballots, the void (rejected) ballots if any, and place them, together with the voting register, and all oaths, declarations and statements, if any, in the ballot box (or ballot transfer box as the case may be) and as directed by the Returning Officer;
8.1.3 Seal and initial the ballot box and provide the sealed ballot box for delivery to the Election Office; and,
8.1.4 Forwith deliver the ballot account to the counting centre.

8.2 The portable ballot boxes used in the Incapacitated Vote and the Institutional Vote shall be sealed upon the completion of voting. The portable ballot boxes will be opened, at the direction of the Returning Officer, at the counting centre on Election Day and all ballot cards will be removed and counted.

8.3 The Returning Officer may direct that the sealed portable ballot boxes be delivered to the counting centre and stored until they are opened for the counting of the ballots, and may make another direction they deem necessary for the storage and disposition of the portable ballot boxes.

8.4 At the close of the voting stations on Election Day or as soon thereafter as is reasonably possible, a Deputy shall receive the ballot boxes for the tabulation of results at the counting centre. Upon receipt of each ballot box, the Deputy shall enter the voting station number on a form and initial each such entry.

8.5 After the tabulation of voting results at the counting centre, the ballot boxes, shall be stored as directed by the Returning Officer.

8.6 If the Returning Officer makes a recount, pursuant to the *Act*, the voted ballots will be recounted by the same method.

9.0 SEVERABILITY

9.1 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of this bylaw and shall not invalidate the whole bylaw.

9.2 Words in the singular include words in the plural and words in the plural include words in the singular.

10.0 INTENTION OF TOWN COUNCIL

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

11.0 RESCINDED OR AMENDED BYLAWS

Bylaw No. 10-2021 is hereby repealed in its entirety.

12.0 EFFECTIVE DATE

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

RES. /2024 Read a first time this day of , 2024.
RES. /2024 Read a second time this day of , 2024.
RES. /2024 Read a third time and finally passed this day of , 2024.

TOWN OF TABER

_____

MAYOR

_____

CHIEF ADMINISTRATIVE OFFICER (C.A.O)

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Second and Third Reading for Land Use Bylaw Amendment 21-2024 for Redistricting

Recommendation:

1. That Council gives Second Reading to Bylaw 21-2024 to amend Land Use Bylaw 13-2020, as presented.
2. That Council gives Third Reading to Bylaw 21-2024 to amend Land Use Bylaw 13-2020, as presented.

Background:

On October 28, 2024, Council provided the first reading for Bylaw 21-2024 to amend Land Use Bylaw 13-2020.

Unadopted RES. 338/2024 *MOVED by Councillor Sorensen that Council gives first reading to Bylaw 21-2024 to Amend Land Use Bylaw 13-2020*

CARRIED UNANIMOUSLY

Advertising of the Public Hearing occurred in the October 30th and November 6th issues of the Taber Times, was posted on the Town's website and letters sent to all the properties within 100 meters. No comments or concerns were received by Administration at the time this request for decision was prepared. A Public Hearing was held earlier today.

The proposed amendment was initiated by the developer. They are requesting a change in the district to better accommodate development on these specific properties. A land use bylaw amendment will be required to allow for any further development or additions to their existing use of these properties.

The properties are to be rezoned from Light industrial District (M-1) to Medium Industrial District (M-2) are:

6212 64th Avenue; the West Half of Lot 3, Block 1, Plan 7711362,

6216 64th Avenue; the East Half of Lot 3, Block 1, Plan 7711362,

and 6220 64th Avenue; Lots 1, Block 1, Plan 127JK

The proposed amendments were reviewed and recommended for adoption by the Municipal Planning Commission (MPC) at their regular meeting on October 21, 2024.

Legislation / Authority:

Section 692 of the MGA allows for amendments to the Land Use Bylaw.

Strategic Plan Alignment:

Develop Community & Promote Growth – Review Town Policies and regulations that pertain to development.

Financial Implication:

The applicant has paid the appropriate fee to cover the costs associated with advertising and staff's time.

Service Level / Staff Resource Implication:

Land use bylaw amendments fall under the regular duties of the Planning Department.

Justification:

This amendment to the Land Use Bylaw will allow the development of the property in the manner that benefits the landowners' needs without causing any undue impact to the neighboring properties.

Alternative(s):

1. That Council gives second reading to Bylaw 21-2024 to amend Land Use Bylaw 13-2020 with amendments.

2. That Council gives third reading to Bylaw 21-2024 to amend Land Use Bylaw 13-2020 with amendments.

3. That Council does not give second reading to Bylaw 21-2024 to amend Land Use Bylaw 13-2020 with reasons.

Attachment(s): Application

Draft of Bylaw 21-2024

Title 6214 64 Avenue

6216 64 Avenue

Title 6220 64 Avenue

M-1 District

M-2 District

APPROVALS:

Originated By:
Celina Newberry

Chief Administrative Officer (CAO) or Designate: _____

Application for Land Use Bylaw Amendment

Planning and Economic Development
A-4900 50th St.
Taber, Alberta T1G 1T1
Phone:403-223-6009
Fax: 403-223-5530

Office Use Only			
Application No:	Roll No:	Bylaw No:	Land Use District:
Application Fee:	Application Received:	Date Advertised:	Effective:

- **Section 1.4. of *Land Use Bylaw 13-2020* establishes the procedure for Land Use Bylaw amendments, applicants are encouraged to review this section to familiarize themselves with the process The Town of Taber will follow to review and make a decision on your application.**
- **By signing this application form the registered owner and/or the applicant gives their consent to allow Council or a person appointed by Council the right to enter the above land with respect to this application only.**
- **Please attach the following:**
  - Application fee ☐
- **The Planning and Economic Development Department could ask for any of the following:**
  - A current certificate of title for the subject lands ☐
  - Site map showing the lands proposed to be rezoned/amended ☐
  - Documentation of easement, utility right-of-way, restrictive covenant, or other legal document registered on the land ☐

I / We hereby make application under the provisions of Land Use Bylaw No. 14-2016 for a Land Use Bylaw Amendment in accordance with the plans and supporting information submitted herewith and which forms part of this application.

Municipal Address of property subject to amendment:	6212, 6216, 6220 64 Ave Taber, AB		
Legal Description of property subject to amendment:	Lot (Parcel): B / 1	Block: 1 / 1	Plan: 7711362 / 1211K
Applicant:	Name: Riverbend Rock Products Ltd.		
	Address: 6220 64 Ave		
	Town: Taber	Postal Code: T1G 1Z3	
	Phone Res: 403-223-4533	Phone Cell:	
	Email: mark@riverbendrock.ca		
	Business License#: RIVE002		
	Interest in the property subject to amendment, if not the registered owner: ☐ Agent ☐ Contractor ☐ Tenant ☐ Other explain:		
Registered Owner: (if different from applicant)	Name:		
	Address:		
	Town:	Postal Code:	
	Phone Res:	Phone Cell:	
	Email:		
Proposed Amendment:	Type of amendment(s) requested: ■ Zoning amendment ☐ Text amendment		
	Existing Land Use District: ☐ R-1 ☐ R-2 ☐ R-3 ☐ R-4 ☐ RMH ☐ DT ☐ CC ■ M-1 ☐ M-2 ☐ M-3 ☐ IR ☐ UR ☐ DC ☐ DC-1 ☐ DC-2 ☐ DC-3		
	Proposed Land Use District, if applicable: ☐ R-1 ☐ R-2 ☐ R-3 ☐ R-4 ☐ RMH ☐ DT ☐ CC ☐ M-1 ■ M-2 ☐ M-3 ☐ IR ☐ UR ☐ DC ☐ DC-1 ☐ DC-2 ☐ DC-3		

The personal information on this form is being collected for the purpose of reviewing your application to the municipality of the Town of Taber. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. Under section 33 of the FOIPP Act, the Town of Taber reserves the right to collect information that relates directly to and is necessary for an operating program or activity of the public body. Names of applicants will be provided to the public. If you have any questions about the collection of this information, please contact the FOIPP Coordinator at 403-223-5500 ext 5519.

Application for Land Use Bylaw Amendment

Planning and Economic Development
A-4900 50th St.
Taber, Alberta T1G 1T1
Phone:403-223-6009
Fax: 403-223-5530

If applying for a text amendment, provide the proposed text, the relevant section, if any, and an explanation of the proposed amendment:	N/A
Rationale for Application: Provide your reasoning for requesting the propsed amendment. Attach additional information if necessary.	Riverbend plans to construct a new concrete plant to replace our existing facility, which has been in operation since 1974. The new plant will offer significant improvements, including reduced noise and dust, enhancing both efficiency and environmental impact.
Additional Information: Indicate everything which is presently built on the land, and any use or development proposed for the land. Provide maps, diagrams, and text you feel necessary.	The existing concrete plant will be sold and dismantled once the new plant is operational. The new facility will be constructed on the west side of our property, adjacent to the shop building.

I (we), Mark Valgardson hereby certify that I am (we are)
Print full name(s)

☐ the registered owner(s)
☑ authorized to act on behalf of the registered owner(s)

of the land that is subject to this application, and that the information given on the form is full and complete, and is, to the best of my (our) knowledge, a true statement of the facts relating to this Amendment application. I (We) hereby give my (our) consent to allow Council or a person appointed by it the right to enter the above land with respect to this application only.

Signed: _____ **Date:** Aug 30, 2024
Applicant

Authorization to Act on Behalf of the Registered Owner (if applicable):

I(we) hereby authorize Mark Valgardson
Print full name(s)

to act on my (our) behalf on matters pertaining to this Amendment Application.

Signed: _____ **Date:** Aug 30, 2024
Registered Owner

The personal information on this form is being collected for the purpose of reviewing your application to the municipality of the Town of Taber. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. Under section 33 of the FOIPP Act, the Town of Taber reserves the right to collect information that relates directly to and is necessary for an operating program or activity of the public body. Names of applicants will be provided to the public. If you have any questions about the collection of this information, please contact the FOIPP Coordinator at 403-223-5500 ext 5519.

TOWN OF TABER
BYLAW NO.21 – 2024

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING THE TOWN OF TABER LAND USE BYLAW 13-2020 WITHIN THE TOWN OF TABER.

WHEREAS section (640) of the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) permits a Council to prohibit or regulate and control the use and development of land and buildings in a municipality by passing a land use bylaw;

AND WHEREAS Council of the Town of Taber adopted Land Use Bylaw No. 13-2020;

AND WHEREAS Council, having received an application from the landowner requesting to amend Land Use Bylaw 13-2020 to re-designate civic addresses 6212 64th Avenue; the West Half of Lot 3, Block 1, Plan 7711362, 6216 64th Avenue; the East Half of Lot 3, Block 1, Plan 7711362, and 6220 64th Avenue; Lots 1, Block 1, Plan 127JK, containing 3.13 acres more or less, from Light Industrial District (M-1) to Medium Industrial District (M-2) in order to better achieve the development objectives of the landowner in accordance with the Town of Taber Land Use Bylaw 13-2020;

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

1.0 NAME OF BYLAW

This Bylaw may be cited as the "Land Use Bylaw 21-2024 Amendment"

2.0 DEFINITIONS

Act	means the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended;
Bylaw	means the Town of Taber Land Use Bylaw 13-2020 established by the Municipality;
Chief Administrative Officer	means the Chief Administrative Officer for the Town, regardless of the specific title that may be conferred on the Officer by Council from time to time;
Council	means the Council for the Town of Taber;
Municipality	means the Town of Taber;

3.0 GENERAL

3.1 That the Land Use Map contained in Bylaw No. 13-2020 is amended, as reflected in "Schedule A", by the re-districting of:

CIVIC ADDRESS 6212 64 AVENUE
THE WEST HALF OF LOT 3
BLOCK 1
PLAN 7711362
EXEPTING THEREOUT ALL MINES AND MINERALS

CIVIC ADDRESS 6216 64 AVENUE
THE EAST HALF OF LOT 3,
BLOCK 1
PLAN 7711362
EXEPTING THEREOUT ALL MINES AND MINERALS

CIVIC ADDRESS 6220 64 AVENUE
LOT 1
BLOCK 1
PLAN 127JK
EXEPTING THEREOUT ALL MINES AND MINERALS

4.0 INTENTION OF TOWN COUNCIL

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

5.0 RESCINDED OR AMENDED BYLAWS

5.1 Bylaw No. 13-2020 being the Land Use Bylaw is hereby amended as indicated in the attached "Schedule A".

5.2 The remainder of Bylaw No. 13-2020 being the Land Use Bylaw is not amended by Bylaw 21-2024 and remains in full force and effect.

6.0 EFFECTIVE DATE

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

RES. Read a first time this _____ day of _____, 20___

RES. Read a second time this _____ day of _____, 20___

RES. Read a third time and finally passed this _____ day of _____, 20___

TOWN OF TABER

_____

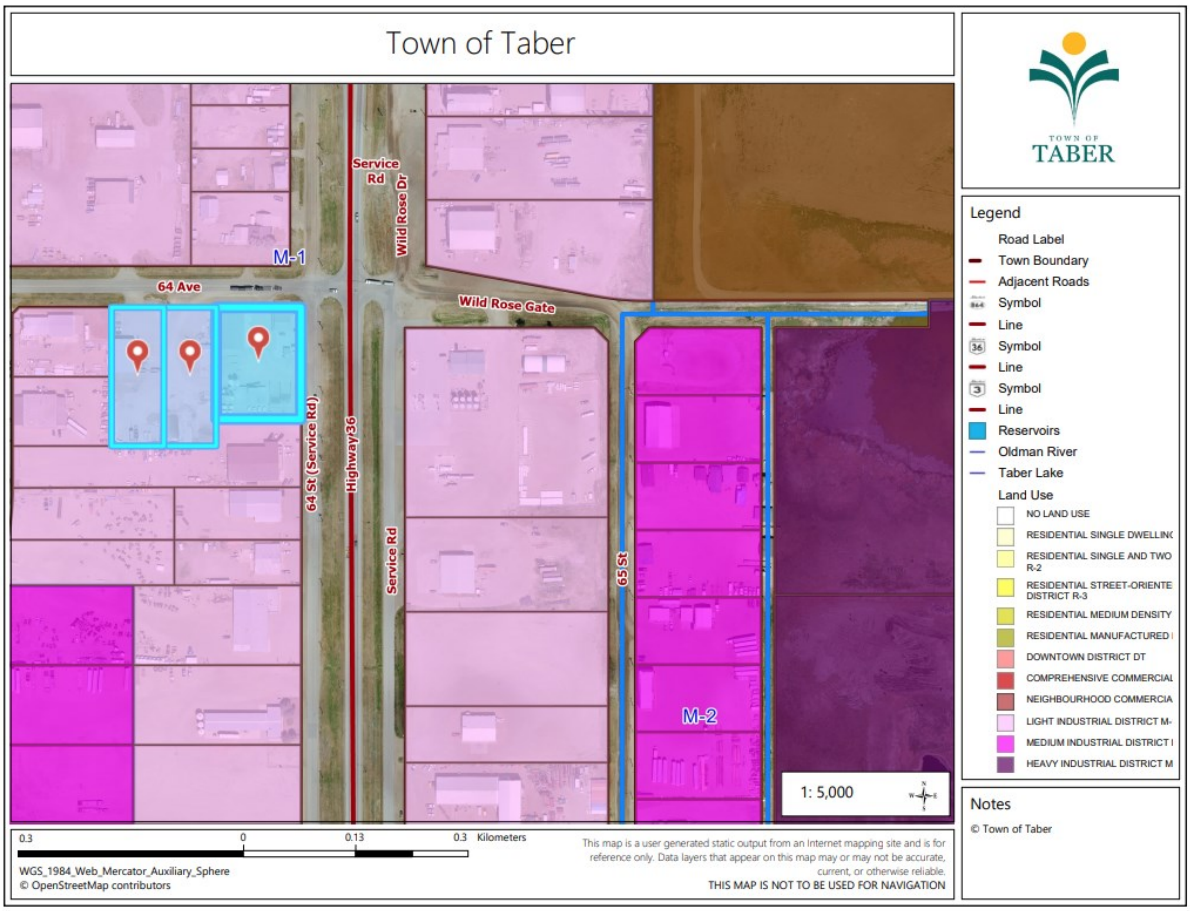
MAYOR

_____

CHIEF ADMINISTRATIVE OFFICER (C.A.O.)

TOWN OF TABER
BYLAW NO.21 – 2024

Schedule "A"
Subject portion of 6212 64th Avenue; the West Half of Lot 3, Block 1, Plan 7711362, 6216 64th Avenue; the East Half of Lot 3, Block 1, Plan 7711362, and 6220 64th Avenue; Lots 1, Block 1, Plan 127JK,
From: Light Industrial District (M-1)
To: Medium Industrial District (M-2)



LAND TITLE CERTIFICATE

S

LINC	SHORT LEGAL	TITLE NUMBER
0017 685 828	7711362;1;3	161 072 813

LEGAL DESCRIPTION

PLAN 7711362
BLOCK 1
THE WEST 1/2 OF LOT 3
EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 4;16;10;5;E
ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF TABER

REFERENCE NUMBER: 101 307 884

REGISTERED OWNER(S)

REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
161 072 813	22/03/2016	TRANSFER OF LAND	$340,000	CASH

OWNERS

RIVERBEND ROCK PRODUCTS LTD.
OF 6220-64 AVE
TABER
ALBERTA T1G 1Z3

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
161 102 409	02/05/2016	MORTGAGE MORTGAGEE - ALBERTA TREASURY BRANCHES. 3 FLR, 217-16 AVE NW CALGARY ALBERTA T2M0H5 ORIGINAL PRINCIPAL AMOUNT: $255,000
161 102 410	02/05/2016	CAVEAT

(CONTINUED)

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
		RE : ASSIGNMENT OF RENTS AND LEASES CAVEATOR - ALBERTA TREASURY BRANCHES. 3 FLR, 217-16 AVE NW CALGARY ALBERTA T2M0H5 AGENT - MARK A BALDRY

TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 6 DAY OF SEPTEMBER, 2024 AT 02:31 P.M.

ORDER NUMBER: 51547754

CUSTOMER FILE NUMBER:

END OF CERTIFICATE

LAND TITLE CERTIFICATE

S

LINC	SHORT LEGAL	TITLE NUMBER
0014 916 019	7711362;1;3	791 176 569

LEGAL DESCRIPTION

PLAN TABER 7711362
BLOCK ONE (1)
THE EAST HALF OF LOT THREE (3)
EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 4;16;10;5;E
ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF TABER

REGISTERED OWNER(S)

REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
791 176 569	23/10/1979		$9,916	

OWNERS

RIVERBEND ROCK PRODUCTS LTD.
OF P.O. BOX 39
TABER
ALBERTA
(DATA UPDATED BY: CHANGE OF NAME 901236564)

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
931 076 303	07/04/1993	MORTGAGE MORTGAGEE - PROVINCE OF ALBERTA TREASURY BRANCHES. TABER ALBERTA ORIGINAL PRINCIPAL AMOUNT: $625,000

TOTAL INSTRUMENTS: 001

(CONTINUED)

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 9 DAY OF SEPTEMBER, 2024 AT 02:58 P.M.

ORDER NUMBER: 51563406

CUSTOMER FILE NUMBER:

END OF CERTIFICATE

LAND TITLE CERTIFICATE

S

LINC	SHORT LEGAL	TITLE NUMBER
0015 006 331	127JK;1;1	761 075 363

LEGAL DESCRIPTION
PLAN 127JK
BLOCK 1
LOT 1
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE
ATS REFERENCE: 4;16;10;5;NE

MUNICIPALITY: TOWN OF TABER

REGISTERED OWNER(S)

REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
761 075 363	15/06/1976		$10,000	

OWNERS

RIVERBEND ROCK PRODUCTS LTD.
OF P.O. BOX 39
TABER
ALBERTA
(DATA UPDATED BY: CHANGE OF NAME 901236564)

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
931 076 303	07/04/1993	MORTGAGE MORTGAGEE - PROVINCE OF ALBERTA TREASURY BRANCHES. TABER ALBERTA ORIGINAL PRINCIPAL AMOUNT: $625,000

TOTAL INSTRUMENTS: 001

(CONTINUED)

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 9 DAY OF SEPTEMBER, 2024 AT 01:10 P.M.

ORDER NUMBER: 51560436

CUSTOMER FILE NUMBER: RiverbendSCM

END OF CERTIFICATE

3.11. LIGHT INDUSTRIAL DISTRICT (M-1)

3.11.1. Purpose

(1) The purpose of this district is to provide for a wide range of lower impact industrial uses, which retain any adverse impacts within a building, together with storage and commercial uses that complement and support the industrial area.

3.11.2. Uses

1) Permitted Uses	
a) Agricultural Machinery/Equipment Sales and Services b) Agricultural Service and Supply Establishment c) Auction Mart d) Auction Room e) Automobile Supply f) Building Supply Outlet g) Contracting Services, Minor h) Data Duplicating Shop	i) Dry Cleaning Laundry Depot j) Dry Cleaner k) Equipment Rental and Repair l) Nursery and Garden Store m) Office n) Research Facility o) Storage, Indoor p) Vehicle Wash q) Veterinary Clinic r) Warehouse
2) Discretionary Uses	
a) Accessory Structure (also see Section 2.11) b) Accessory Use (also see Section 2.12) c) Agricultural Processing d) Automobile Service e) Automotive Sales f) Bulk Sales Establishment g) Cannabis Production and Distribution h) Caterer i) Commercial Patio j) Communication Tower k) Construction Yard l) Convenience Food Store m) Drive-through n) Dry Cleaning and Laundry Plant o) Electrical and Electronic Products Industry p) Electricity Production q) Food and/or Beverage Service Facility r) Gas Bar s) Greenhouse, Commercial t) Heavy Equipment Sales, Service, Storage and Rentals u) Hotel v) Industry/Manufacturing, Small Scale (8)	w) Live/Work Unit x) Mixed-use Development y) Oilfield Support Service z) Post-Secondary School aa) Printing Establishment bb) Printing, Reproduction and Data Processing Industry cc) Private School dd) Public Use ee) Recreational Use – Commercial ff) Recreational Use - Indoor gg) Restaurant, Small hh) Restaurant, Take-out ii) Shipping Container (also see Section 2.16) jj) Sign – Class C kk) Sign – Class D ll) Solar Energy Collector Systems (SECS) (also see Section 2.12.5) mm) Storage, Outdoor nn) Transport/Truck Operation oo) Truck Depot pp) Truck Stop qq) Warehouse Store

3.11.3. **Standards**

1) Subdivision Standards	
a) Minimum Parcel Area	900.0 m²
b) Minimum Parcel Width	25.0 m
2) Development Standards	
a) Minimum Front Yard Setback	7.0 m
b) Minimum Rear Yard Setback	7.0 m
c) Minimum Interior Side Yard Setback	3.0 m
d) Minimum Exterior Side Yard Setback	3.5 m
e) Maximum Building Height	12.0 m
f) Maximum Building Coverage	50.0%
g) Minimum Landscaped Area	10.0%
3) Design Standards	
a) The Development Authority may: i) approve a discretionary use where it is determined that any nuisance factors extending outside a building will not have a significant adverse impact on adjacent properties; ii) approve a discretionary use subject to the introduction of mitigation measures to address significant adverse nuisance factors that extend outside of a building; or iii) refuse a discretionary use where it is determined that any nuisance factors extending outside of a building will have a significant adverse impact on adjacent properties, or they are located adjacent to residential lotting. b) The storage of hazardous goods and materials shall not be allowed.	

3.12. MEDIUM INDUSTRIAL DISTRICT (M-2)

3.12.1. Purpose

(1) The purpose of this district is to provide for a wide range of industrial uses that carry out all or part of their operations outside and retain any adverse impacts on-site. Any nuisance factors associated with a proposed discretionary use in this district should not create an adverse impact beyond the boundaries of the site.

3.12.2. Uses

1) Permitted Uses	
a) Agricultural Processing b) Agricultural Machinery/Equipment Sales and Service c) Agricultural Service and Supply Establishment d) Agricultural Supply Depot e) Auction Mart (Auctioneering Services) f) Auction Room g) Automobile Supply h) Building Supply Outlet i) Cannabis Production and Distribution (also see Section 2.18) j) Construction Yard	k) Contracting Services, Minor l) Electrical and Electronic Products Industry m) Equipment Rental and Repair n) Greenhouse, Commercial o) Heavy Equipment Sales, Service, Storage and Rentals p) Industry/Manufacturing, Small Scale q) Oilfield Support Service r) Printing Establishment s) Storage, Indoor t) Transport/Truck Operation u) Vehicle Wash v) Warehouse
2) Discretionary Uses	
a) Abattoir b) Accessory Structure (also see Section 2.11) c) Accessory Use (also see Section 2.12) d) Anhydrous Ammonia Storage e) Auto Body and Repair Shop f) Automobile Service g) Automobile Storage h) Automotive Repair i) Automotive Sales j) Bottled Gas, Sales and Storage k) Bulk Fuel and Chemical Storage l) Bulk Sales Establishment m) Commercial Fertilizer Supply n) Communication Tower o) Concrete Manufacturing/Concrete Plant p) Contracting Services, Major q) Data Duplicating Shop r) Dry Cleaning and Laundry Plant s) Electricity Production t) Feed Mill u) Food Processing Plant v) Gas Bar	w) Grain Elevator x) Industry/Manufacturing, Large Scale y) Kennel z) Live/Work Unit aa) Manufacturing Firm bb) Pharmaceutical and Medical Products Industry cc) Private School dd) Printing, Reproduction and Data Processing ee) Propane Transfer Facility ff) Public Use gg) Railroad Yard hh) Recycling Depot ii) Research Facility jj) Salvage Yard kk) Shipping Container (also see Section 2.16) ll) Sign – Class C mm) Sign – Class D nn) Solar Energy Collector Systems (SECS) (also see Section 2.12.5) oo) Storage, Outdoor pp) Tanker Truck Washing Facility qq) Taxi/Bus Depot rr) Truck and Manufactured Home Sales and Rental

	ss) Truck Depot

3.12.3. **Standards**

1) Subdivision Standards	
a) Minimum Parcel Area	1000.0 m²
b) Minimum Parcel Width	30.0 m
2) Development Standards	
a) Minimum Front Yard Setback	7.5 m
b) Minimum Rear Yard Setback	10.0 m
c) Minimum Interior Side Yard Setback	7.0 m
d) Minimum Exterior Side Yard Setback	7.5 m
e) Maximum Building Height	15.0 m
f) Maximum Building Coverage	60.0%
g) Minimum Landscaped Area	10.0%
3) Design Standards	
a) The Development Authority may: i) approve a development where it is determined that any nuisance factors extending beyond the boundary of the site will not have a significant adverse impact on adjacent properties; ii) approve a discretionary use subject to the introduction of mitigation measures to address nuisance factors that extend beyond the boundary of the site; or iii) refuse a discretionary use where it is determined that any nuisance factors extending beyond the boundary of the site will have a significant adverse impact on adjacent properties. b) The storage of hazardous goods and materials shall only be allowed if they are wholly enclosed within a building and stored in a safe and secure manner.	

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Municipal Election 2025: Alberta Municipal Affairs Election Decisions

Recommendation:

1. Council agrees that no changes are requested to be made by bylaw for changing the number of councillors in the municipality, pursuant to section 143 of the *Municipal Government Act*.
2. Council agrees that no changes are requested to be made by bylaw in that the election of councillors be by vote of the electors of the whole municipality as has been done in the past, and not by wards, pursuant to section 147 and 148 of the *Municipal Government Act*.
3. Council agrees that no changes are requested to be made by bylaw in that the chief elected official (mayor) shall be selected by vote of the electors as has been done in the past, rather than by appointment from among the elected councilors, pursuant to section 150 of the *Municipal Government Act*.
4. Council:
    1. Pursuant to Section 73 of the *Local Authorities Election Act*, directs that an advanced vote be held in 2025, with the Returning Officer to determine the days and hours when the advance vote is to be held;
    2. Pursuant to Section 79 of the *Local Authorities Election Act*, directs the Returning Officer to arrange for voting in 2025 by elector assistance at home through the attendance of 2 deputies at the residence of an elector, during the hours an advance voting station is open, in order to take the votes of an elector who, because of physical disability, is unable to attend a voting station or an advance voting station to vote;
    3. Pursuant to Section 80 of the *Local Authorities Election Act*, designates the following institutional Voting Stations for the Town of Taber for the 2025 Municipal Election:
        1. Taber and District Health Care Complex, located at 4326 50 Avenue, Taber, AB;
        2. Clearview Lodge, located at 4730 50 Avenue, Taber, AB; and,
        3. The Good Samaritan Society, commonly known as Lindenview, located at 4700 64 Avenue, Taber, AB.

Background:
To assist municipalities in organizing and conducting the 2025 municipal elections, which will be held on October 20, 2025, certain municipal decisions are requested to meet specific timelines.

Previous Councils have requested that it is the preference to deal with all the options in a combined fashion. Therefore, for timing and efficiency purposes, Administration is bringing forth the decisions requiring Council's direction.

For consideration purposes:

1. Sections 147-148 of the MGA allows Council to divide the municipality into wards for election purposes.

2. Section 150 of the MGA allows Council to appoint the chief elected official (mayor) from among the elected councillors rather than having the position be filled by election.

3. Section 73 of the LAEA states that an elected authority may by resolution provide for advanced vote.

4. Section 79 of the LAEA provides for an ability for elector assistance at home due to physical disability.

These items must be considered by Council for direction in creating bylaws, if required.

Legislation / Authority:
Municipal Government Act
Local Authorities Election Act

Strategic Plan Alignment:
Define and Practice Good Governance.

Financial Implication:
Currently unquantifiable due to multiple considerations related to possible policy direction.

Service Level / Staff Resource Implication:
Currently unquantifiable due to multiple considerations related to possible policy direction.

Justification:
The timeframes for some of these decision is December 31, 2024.
To aide in the preparation and groundwork for the 2025 Election.

Alternative(s):
Council could request further information.

Attachment(s):

APPROVALS:

Originated By:
Brittany Gilbertson

Chief Administrative Officer (CAO) or Designate: _____

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
2025 Police Commission Operating Budget Discussion

Recommendation:
Council discussion is requested.

Background:

The Taber Municipal Police Commission is responsible, in conjunction with the Chief of Police, to put forth a budget and operating plan for Council's deliberation under Alberta law.

The following narrative and plan outline the services and program of the Taber Police Service for 2025, and the funding required to provide adequate and effective policing services to the Town of Taber, our regional police and fire department partners through dispatch, and our Regional Community Standards Officer program.

The attached narrative outlines the major challenges that will impact the Taber Police Service budget for 2025. You will see revenue increases that building capacity in our dispatch function and costs associated with retention and recruitment of officers as being the major variables impacting this budget.

At the last Taber Municipal Police Commission meeting the Commission unanimously motioned to put forth this budget and plan for Council's consideration.

RES. 55/2024 - The Taber Municipal Police Commission accepts the Taber Police Commission 2025-2028 operating and capital budget, with amendments, and requests the Chair present this budget to Council.

CARRIED UNANIMOUSLY

Legislation / Authority:

MGA Section 242, Police Act, section 29(1), (2) and (3)

Strategic Plan Alignment:

Define and Practice Good Governance

Financial Implication:

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

Service Level / Staff Resource Implication:

Service levels to increase/decrease depending on budget approval.

Justification:

Provides the authorization for the Police Department to operate in the next fiscal year

Alternative(s):

Council discussion

Attachment(s): 2025 Police Budget Narrative

APPROVALS:

Originated By: John Orwa

Chief Administrative Officer (CAO) or Designate: _____

Taber Police Commission
Operating and Capital Budget 2025
and Annual Policing Plan

The following statement contains the Taber Police Service operating and capital budget requests for 2025 and our annual policing plan as required by 29(1) et al of the Police Act. The costs associated with our budget increases this year are attributed to the resignation last year of 3 officers. These departures have left a large gap that we are trying to fill through senior officer recruitment and hiring of recruit constables. Also, an increase to the budget is the Digital Management Evidence Clerk position required for the impact of bodycams, as ordered by the Minister. This position commenced in 2024 but is being felt in the 2025 budget.

Since the commencement of budget deliberations and submissions, we have been fortunate to hire an experienced officer which has reduced our funding request; this is good news. We still anticipate for the two positions left, a $22,500 tuition cost and $27,000 stipend each. On top of that we need to uniform each new officer, recruit or experienced, at a cost of about $9000 each. The worst-case budget scenario is that we will pay close to $117,000 if we hire two recruits for tuition and stipend. Unfortunately, we are not able to give an answer on recruiting so for budget reasons we need to budget as if we are hiring two recruits. The one bright side to new recruits is that the yearly salary for a recruit is much less than a first-class constable and those savings will be observable in the wage budget lines.

We are purchasing ballistic helmets for use by our members. Each car will have a helmet and they will be kept with our ceramic body amour and shields. The cost will be about $6000 and is required for officer safety.

We received notification in September of 2024 that the City of Chestermere and the Siksika Nation would like to engage our dispatch for call taking and dispatch for their CPO's. We will anticipate revenues of about $90,000 for this intermunicipal work in 2025. Unfortunately, the Coaldale CPO program is in a hiatus so we will be losing about $10,000 in revenue there. However, one other group has also shown interest also, but no MOU's have been signed. We hope we land this partnership in 2025.

Council has already been made aware of the capital requests and the Commission has approved these items to move forward. The ask includes two police vehicles in 2025, one vehicle within our normal fleet cycle, and the second vehicle funded by revenue from the MD of Taber partnership. Our fleet is no increasing in size. Also, the purchase of simulation software and hardware that will allow us to train virtually, a utility trailer to haul to and from the shooting range equipment, and capital funds to commence the design for the possible expansion of the Taber Police Service building. These capital items will be reviewed further by Council at a later meeting.

The Commission has gone through this budget line by line and is of the view that it is lien, has little contingency, and is what is required to provide adequate and effective policing to the community of Taber in 2025.

Respectfully submitted:
John, MacDonald, Chair of the TMPC
Dr. Graham Abela, MOM, Chief of Police

Police

Revenues	2024 Approved	2025 Proposed	Variance
Sales and user fees	152,484	243,105	90,621
Fines	255,000	255,000	-
Other revenues	60,000	60,000	-
Government transfers	1,042,583	1,207,436	164,853
Total Revenues	1,510,067	1,765,541	255,474

Expenses	2024 Approved	2025 Proposed	Variance
Salaries, wages and benefits	4,104,195	4,410,859	306,664
Contracted and general services	587,135	716,864	129,729
Materials, goods and supplies	181,400	207,400	26,000
Bank charges and interest	1,000	1,000	-
Amortization	213,031	213,031	-
Other expenditures	-	-	-
Total Expenses	5,086,761	5,549,154	462,393
Repayment of long-term debt	-	-	-
From reserves	-	-	-
To reserves	115,600	115,600	-
Total interfund- transfers	115,600	115,600	-
Net Budget	- 3,692,294	- 3,899,213	- 206,919
Budget Change		- 206,919	
Percentage Change		5.60%	

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Introduction

In 1999 the Taber Police Service held its first strategic planning sessions and, as a result, a business plan was developed and implemented within the Taber Police Service. In 2003 the business plan was revisited, and the Taber Police Service entered a new 5-year strategic planning cycle which culminated with a 5-year business plan. Since that time, the Taber Police Service has implemented Alberta Policing Standards which call for the business planning cycle to commence every 5 years. In 2007 the Taber Police Service commenced a 4-phase process which allowed for our organization to create a new business plan and in 2010 another 5-year plan strategic plan was drafted. In February of 2016, with the retirement of Chief Rudd, the newly appointed Chief of Police commenced the process to create a new 5-year strategic plan for the police service. This plan culminated in a report card to the Commission that demonstrated we successfully achieved most of the goals that we set for ourselves in 2016. In September of 2020, we commenced the data gathering phase for our next iteration of strategic plan. This consisted of focus groups, survey, and an environmental scan. The following plan was created and followed to gather the information required to establish our core services, key strategic priorities, and set goals for the next 5 years.

Phase 1: Orientation and background, review of documents.

Phase 2: Investigation/Research & Development: A review of best practise occurring in policing around strategic planning was undertaken. We reviewed Town of Taber demographics, South Grow data, Alberta Health Services data, Statistics Canada, crime analyses, and the Alberta Policing Standards Audits for input and direction for our strategic plan.

Phase 3: Public/Employee Input: In this phase we conducted the 2020 Adult Community Survey, the 2019 Youth Survey, and focus group sessions with the Taber Municipal Police Commission, Council, and Taber Police Service staff. This data was used to assist in the establishing our core services, key strategic priorities, and organizational goals. Our mission and vision were reviewed to determine relevancy and re-commitment to our purpose.

Phase 4: Strategic Plan Finalization: A draft report was compiled and submitted to the Taber Municipal Police Commission for approval. Once approved, the strategic plan was implemented. Each month the Chief of Police will report to the Commission outcomes and outputs from the work completed by the Taber Police Service. This reporting mechanism allows our governance body to see where the resources spent on policing are hanging an impact.

As a result, the following document outlines our mission and vision statement and what we value as an organization. This is followed by the identification of what we believe it is that we do as a police service, named our core services. Within these core services are key strategic priorities. Within each key strategic priority, we have established specific, measurable, attainable, relevant and timely goals. Each goal has been assigned to a person to champion the goals. We have now set a path for us to follow. We have an organization that is up to the challenge and staff that are willing to work hard to achieve our goals, and report to the community our progress.

Mission

WE ARE THE TABER POLICE SERVICE ESTABLISHED IN 1904. WE STRIVE TO INFORM, INVOLVE AND PROTECT THE COMMUNITY OF TABER.

Vision

WE, THE MEMBERS OF THE TABER POLICE SERVICE, BELIEVE THAT:

- police work is performed through relationships;
- there needs to be a partnership between the police and the community;
- we exist to serve and are, therefore, accountable to the community;
- the citizens of Taber are the ultimate consumers of police services and should be provided the opportunity for input into our priorities; we must determine community concerns and be proactive in the community to address those concerns;
- every effort must be made to inform the community of what we are doing and the results of our efforts.

The Taber Police Service believes in community policing not as a program that we must institute but as a concept by which we operate on a daily basis. We believe that we serve and are, therefore, accountable to the community. Our goal is to determine community concerns and to be proactive in the community to address those concerns. Therefore, we know that every effort must be made to inform the community of what we are doing and the results of our efforts.

The members and staff of the Taber Police Service recognize the need to display a professional image if we are to represent the community of Taber as their police service. We believe that each employee will need not only the training and equipment to do their job but the support and respect of the community. We understand that this requires a great deal of work but are determined to succeed. We take pride in our progress towards this operating philosophy.

Values

As a group we defined a set of core values which we believe we should, as an organization and as individuals, consistently try to apply in order to achieve excellence in policing.

Honesty

We believe in an honest work environment that encourages trust and respect of fellow employees, as well as that of the community.

Integrity

We believe that our actions should be based on an internally consistent framework of principles, and, furthermore, that everything we do as a police service or as individuals is based on our defined set of core values.

Compassion

We believe that we should treat each other, as well as those in the community for which we serve, with kindness and empathy.

Accountability

We believe that our actions as a police service and individuals should be transparent and that we are responsible for our decisions and policies. We understand that we are accountable and answerable to the community of Taber, our governing body, and to each other.

Professionalism

We believe that we should adhere to the highest standards of professionalism and that we should maintain our standards through reflection, review, and audits.

Core Services

Policing Services

The Taber Police Service provides a full continuum of policing services to the community of Taber. From the enforcement of disturbances and bylaws, through complex criminal investigation, we are trained and equipped to handle all but the most complex crimes. Where we need assistance, we have the ability of reaching out to our Provincial policing partners. Our policing service includes the Regional Community Standards Unit, the Taber Police Service patrol team, a General Investigative position, a Patrol Sergeant, a Community/Admin/Support Sergeant, a School Resources Officer, the Taber Police Service Victim Services Unit, jail guards, and a compliment of auxiliary police. The Taber Police Service believes in the principals of community policing that are enshrined in all we do to ensure public safety in our community.

Public Safety Dispatch and Support

The Taber Police Service provides the community of Taber with a Public Safety Answering Point for 911, and dispatch services for police personnel and a number of Community Peace Officer programs. We provide Fire Dispatch to the Taber Fire Department, M.D. of Taber, Town of Vauxhall, Village of Barnwell, and the Hamlets of Hays, Enchant, and Grassy Lake. Furthermore, we support Policing Services by working together to ensure effective record keeping, conducting searches of police databases, answering non emergent phone lines, providing front counter service to the public, and administrative support functions.

Community Support

The Taber Police Service is an integral partner to many of the professional services and programs in our community working together to promote community health and safety. The Taber Police Service endeavours to promote and foster a positive relationship between our community and the police. By putting into practice our philosophies of community policing, the members of the Taber Police Service perform community functions that can be considered non-traditional police roles. Some examples of this service include volunteering, sitting on committees, coaching sports, attending community events, spearheading community programs, and helping those who do not have other supports in their lives. Community Assistance is provided by conducting criminal record checks, helping people with passport applications, fingerprint services, etc.

Key Strategic Priorities

Community Safety Priorities

There are three areas where community safety is a priority:

- Public: the public deserve to feel safe in their homes and in the community.
- Property: people should feel confident that their property is safe and secure from vandalism and theft.
- Police: police officers should be well trained and equipped to reasonably respond to threats against their person or those in community who chose to harm others or themselves.

Community Involvement

Crime prevention is a community responsibility and relationships need to exist to ensure community safety.

The Taber Police Service Victim Servies Unit (TPS VSU) provides services to victims of crime in our community through grant funding from the Ministry of Public Safety and Emergency Services. In keeping wit the Victims of Crime and Public Safety Act the TPS VSU we provide assistance and referral to people who are victims of crime or involved in crisis or tragedy.

Partnerships with Others in Law Enforcement and Public Safety Organizations and Companies

The community of Taber is subject to crime pressures similarly faced by other communities in southern Alberta. Law enforcement must work collaboratively to deal with the ever-increasing demands on police resources and where possible, utilize specialized policing units, and shared services to accomplish community safety.

Communication; Both Internal and External to the Organization

To ensure community safety, resources must be available to police. The Taber Municipal Police Commission governs the Taber Police Service and must be informed of the activities of the police service, trends occurring in the community, and given a report card of policing efficacy. Monthly reports to Commission, and in turn through Commission to Council are integral in maintaining communication.

Community Collaboration Priorities

Partnerships with professional organizations, i.e., probation, TCAPS/TCAD, and Fire Departments, Community Peace Officer programs must be reviewed and analyzed to ensure they are working.

School Resource Officer Program needs to maintained or strengthened.

Law Enforcement/Police Partnerships should be examined where we can leverage opportunities to bring about new activities to make policing service more sustainable.

Cultural groups need to be engaged to ensure those that are most vulnerable are protected.

Media engagement is crucial to advise the public of our efforts as a police agency and to inform the public regarding public safety concerns or issues.

Community Awareness Priorities

Social media is a phenomenon that can assist the police. With the benefits of social media comes the need to resource and take care of social media sites. Furthermore, we must be aware of the impacts that social media has on criminality in our community and that it can be used to commit crimes as well as solve them.

Professional standards and assessing the number public complaint/compliments are long standing methods of determining community support, officer conduct and public satisfaction. Having a records management system that records professional standards investigations allows for accurate reporting both internally and externally to the organization.

Collection and dissemination of information to the public is crucial. Feedback from our stakeholders indicates that some of the public is not aware of who we are, and what we do.

People and Technical Professionalism Priorities

Staying modern and current is important in policing and for or purposes is divided into two categories:

- Human Resources means providing adequate and effective training to police officers, ensuring hiring standards are maintained and followed, employees are supported in work life balance, and performance assessment is completed. This includes looking after one another and ensuring that mental health and wellness is considered.

- Technology means ensuring that technological advances are reviewed and that the opportunities that technology provides are examined and put in place when needed or required.

Safe work practices are of utmost importance to the employees of the Taber Police Service. Maintaining an active and audited safety program is essential.

Alberta Policing Standards compliance is important and the audits and suggestions for improvement are seriously considered and applied where needed.

Provincial Policing Priorities

In March of 2024, the Honourable Mike Ellis, Minister of Public Safety and Emergency Services announced 5 new policing priorities for policing in Alberta. The rationale for these priorities is to improve public safety, prevent crime, and address root causes of crime. Furthermore, that the introduction of diversity plans will help build police services that reflect their communities and better understand their needs. The policing priorities will soon be published in the Alberta Policing Standards and revised every 4 years. The purpose of this guiding document is to help Commissions set the priorities and ensure alignment in principle with the Ministers direction. The Taber Police Service strategic plan incorporates the priorities of the Minister by linking the priority to our goals of the organization. The Commission understands that these proprieties are important for policing, and that each police agency, will apply these priorities differently across the province. With limited provincial funding, and limited capacity simply due to size, the Taber Police Service will endeavour to implement these priorities as funding and capacity allows.

The five priorities are quoted below;

1. **Community Safety and Crime Prevention:** Work collaboratively with community members including businesses, government, and non-government partners to develop and enhance crime prevention efforts and community safety strategies to break the cycle of recidivism.
2. **Recruitment, Retention, and Accountability to better reflect the community:** Police services will no longer be seen as an arm of the state, but rather an extension and reflection of the community they serve. They will strive to be exemplary employers who attract and retain individuals who are accountable, ethical, innovative, driven to deliver excellent services, and representative of diverse populations. Through this paradigm shift, police services will ensure public trust is a driving factor in decision making processes.
3. **Standardized Intelligence Sharing and Data Driven Policing using Predictive Analytics:** Collaborate with other law enforcement agencies to facilitate the sharing of intelligence and information to utilize data and predictive analytics to inform policing strategies and resource allocation.
4. **Equity, Diversity, and Inclusion:** By encouraging understanding and awareness, police services shall foster an environment of equity, diversity, and inclusion, leading to more effective community policing practices.
5. **Complex Issues and Social Disorder with recovery-oriented lens:** Police will develop and deploy innovative approaches to complex issues and social disorder, such as mental health and addictions, through collaboration and integration between policing and its government and non-government partners.

Goals

See next page.

Community Safety Priorities

Goals	Person(s) Responsible	Measurement	Target Completion Date	Provincial Priorities	Connection to Core Service
Goal 1: Public Safety: the public deserves to feel safe in their homes and community. The police service can make plans and produce reports of our efforts and assess public safety through analysis of criminal activity. Trends from the reports can be identified and acted upon where necessary.	Chief of Police	Perception of public safety will be monitored through the Taber Police Service Community Survey and assessed for trends against previous surveys. Suggest that 80% satisfaction is a target.	Every 3 years	3	1, 2
	Chief of Police	Basic crime analysis will be conducted monthly in the Police Chiefs Report to the Commission. Trends will be monitored and addressed when encountered.	Monthly, every second Thursday	3	1
	Chief of Police	Advanced yearly crime analysis will be conducted and a complete report submitted to the Commission and provided to the Taber Town Council and Community. Data will be identified and assessed to determine if we are meeting regional/provincial/national trends.	Yearly, March 1	3	1
	Chief of Police	Community Standards Unit report will be included in the monthly Police Chief's report to Commission. This report outlines the activities of the Unit.	Monthly, every second Thursday	3	1
	Chief of Police	The 911 activity report will be reviewed each month to ensure that we are complying with 911 standards, reported in Police Chief's report to the Commission.	Monthly, every second Thursday	3	1, 2
	Chief of Police	Complaints against police will be monitored monthly and reported through the Police Chief's report to Commission.	Monthly, every second Thursday	3	1
	Sgt Johnson	Use of force incidents will be monitored and a yearly report generated to identify trends and establish early warning interventions if there are any concerns.	Yearly, January 1	3	1
	Chief of Police	An annual report will be provided to the community that outlines our efforts, examines our budgets, assesses our crime, examines police complaints etc.	Yearly, April 1	1	1, 2, 3
	Cst Schneider	A cell block audit will be conducted annually to ensure that clients who are lodged in our cells are safe, their property looked after and paper work is in order.	Yearly report to Chief of Police for furtherance to Commission. January 1	3	1

Community Safety Priorities

Goals	Person(s) Responsible	Measurement	Target Completion Date	Provincial Priorities	Connection to Core Service
	Chief of Police	Expand the Community Standards Unit to provide services to the MD of Taber.	August, 2023	1	1
	Chief of Police	Taber Police will submit report to CISA for provincial threat assessment.	Yearly, as requested	3	1
	Chief of Police	Taber Police Intelligence Officer will attend/host quarterly intelligence meetings with CPS, MHPS, ALERT, RCMP to share information and identify targets.	Quarterly report from Intelligence Officer	3	1
	Chief of Police	TPS will submit to the CISA intelligence database once up and running.	Ongoing	3	1
Goal 2: Safety of Property: The public expects that their property is safe from vandalism and theft. Also, property in our care is dealt with respectfully and administered properly.	Chief of Police	Monthly crime analysis through report to the Police Commission will allow for trends to be identified and assessed regarding property crime.	Monthly, every second Thursday	3	1
	Chief of Police	Advanced yearly crime analysis will be conducted and a complete report submitted to the Commission and provided to the Taber Town Council and Community. Trends will be identified and assessed.	Yearly, April 1	3	1
	Chief of Police	A review of the Community Survey will allow us to measure perceptions of the public as it relates to the safety of property.	Every three years	4	1
	Insp Gyepesi	A yearly exhibit audit will be conducted and a report submitted outlining any issues or concerns with exhibit continuity, exhibit storage and destruction of exhibits in our care.	Yearly, October 1	3	1
Goal 3: Safety of Police: Police officer and other staff that work for the Taber Police be well trained and well equipped.	Insp Gyepesi	A bi-annual training plan will be created and assessed yearly in a report to the Chief of Police.	Yearly, January 1		1, 2
	Sgt Johnson	Every three years, a use of force training plan will be submitted for approval and a yearly report will be generated to the Chief of Police to ensure compliance.	Yearly, January 1		1

Community Safety Priorities

Goals	Person(s) Responsible	Measurement	Target Completion Date	Provincial Priorities	Connection to Core Service
	Sgt Johnson	An inventory of use of force equipment, and repairs, out of service issues, etc. will be completed and recorded for review. An audit of any issue or concerns will be provided to the Chief of Police.	Yearly, April 1		1
	Sgt Johnson	Use of force incidents will be monitored and a yearly report generated to identify trends and establish early warning interventions if there are any concerns.	Yearly, January 1		1
	Human Resources	Workers compensation reports will be reviewed in an effort to decrease the number of claims.	Yearly, January 1	2	1, 2
Goal 4: Develop a strategy and implement more police operational debriefings.	Insp Gyepesi	Develop/update operational debriefing policy. New policy is measurement of success.	September 1, 2021		3
	Insp Gyepesi	Hold operational debriefings and assess their utility by speaking with supervisors and staff.	Ongoing		3

Community Collaboration Priorities

Goals	Person(s) Responsible	Measurement	Target Completion Date	Provincial Priorities	Connection to Core Service
Goal 1: Maintain our auxiliary police program.	Cst Neufeld	Participation of the number of hours and shifts that are completed by the auxiliary staff.	Yearly, January 1	1, 2	1, 3
	Cst Neufeld	Maintain the auxiliary training regimen (report).	Yearly, January 1		1, 3
	Chief of Police	Hold a yearly appreciation night as a focus group for auxiliary feedback.	Yearly		3
	Chief of Police	Invite auxiliary and participate in the Town of Taber volunteer night.	Yearly, when scheduled	1, 2	3
Goal 2: Strengthen our volunteer partnerships with Citizens on Patrol.	Cst Kitto	Monthly report of the number of patrol shifts, volunteer hours and number of complaints generated by COP.	Monthly	2, 5	1, 3
Goal 3: Develop programs with our communities of diversity. Bring more cultural awareness and diversity into the police service.	Chief of Police	Meet with the Taber Equality Alliance twice a year to discuss relationships and issues/concerns/challenges. Record the number of meetings.	Bi-annually	1, 2, 4, 5	1, 3
	Chief of Police	Meet with the Taber Filipino Society twice a year to address relationships and issues/concerns/challenges. Record the number of meetings.	Bi-annually	1, 2, 4, 5	1,3
Goal 4: Within standards, try to recruit and attract new employees who are from diverse background that reflect the demographic in our community.	Insp Gyepesi	Examine background of employees to our diversity demographic. Success will be more alignment.	Yearly, January 1	2, 4	1, 2, 4

Community Collaboration Priorities

Goals	Person(s) Responsible	Measurement	Target Completion Date	Provincial Priorities	Connection to Core Service
Goal 5: Maintain our School Resource Officer program. The SRO program is highly recognized by the public as an excellent program.	Cst Nguyen / SRO	The SRO will compile a yearly report that outlines the activities of the program. It will include the number of matters dealt with by the SRO, the number of threat assessments, etc.	Yearly, July 1	1, 2, 4, 5	1, 3
	Sr Cst Evanson	A short survey will be sent yearly to our school partners to assess the SRO program.	Yearly, December 1	3	1, 3
	Sr Cst Evanson	Every three years, Taber youth will be surveyed, similar to the adult survey, to understand the perceptions and attitudes towards policing in our youth.	Every 3 years		1, 3
Goal 6: Increase community collaboration and community response to sexual assault.	C/A/S Sergeant	Meet with the MDST and discuss this new policing standard. Develop a strategy in writing to meet this goal. The Approved strategy will be the first measurement of success.	January 2022	1, 4, 5	1
Goal 7: Increase community collaboration and community response to domestic violence.	C/A/S Sergeant	Continue to hold MDST meeting to address and build capacity within our domestic violence coalition in our community. The minutes of the meeting will be our measurement of success.	Ongoing	1, 4, 5	1
Goal 8: Create a standalone municipal-based Victim Services Unit.	Chief of Police	Unit will be operational April 1, 2023.	July 1, 2023	5	1

Community Collaboration Priorities

Goals	Person(s) Responsible	Measurement	Target Completion Date	Provincial Priorities	Connection to Core Service
Goal 9: Expand Community Standards Unit to a regional model.	Chief of Police	Sign MOU with MD of Taber.	December 2022		1
	Chief of Police	Sign MOU with Village of Barnwell.	January 2023		1
	Chief of Police	Provide monthly reports to Commission.	Monthly		1
Goal 10: Create a community policing program welcoming new immigrants to Taber.	Sgt Johnson	Establish program; Commission presentation.	6 months	2, 4	1, 3
	Sgt Johnson	Number of meetings with newcomers is recorded.	January 1 July 1		1, 3
Goal 11: Participate in Victim Services Week; book speakers and venue to host a community event.	Case Worker	We participate in the program. Measure number of attendees at the event, media ads and social media posts are a measure of notice to community.	Provide a report after VSU Week to the Chief.	1, 5	1, 3
Goal 12: Develop Victim Services Policy manual.	TPSVSU Manager, Alf Rudd	Policy manual expands and is updated.	Reviewed in keeping with policing standards		1,3

Community Collaboration Priorities

Goals	*Person(s) Responsible*	*Measurement*	*Target Completion Date*	*Provincial Priorities*	*Connection to Core Service*
Goal 13: Victim Services will be involved band support other community events of our partners, including the Wellness Walk, TCAPS Crisis Fund, Safe Haven Walk, Senior Expo, Library Block Party, Indigenous Days, etc.	TPSVSU Manager, Alf Rudd	Keep track of the number of events we participate in and provide a yearly report to the Chief of Police.	Keep track monthly with a report due Jan 1 each year to the Chief of Police	1, 5	3

Community Awareness Priorities

Goals	Person(s) Responsible	Measurement	Target Completion Date	Provincial Priorities	Connection to Core Service
Goal 1: Increase the profile of the police service in the community.	C/A/S Sergeant	Increase our presence on social media. Measure our reach by recording likes and shares on Facebook. Report to Commission in Police Chief's monthly report.	Every week, Fridays	1	3
Goal 2: Develop a community camera registry program.	Cst Orme	Obtain approved policy for the program. Policy approval is the measurement.	July 2021	1, 5	1
	Cst Orme	Develop a layer on the CAD to identify camera locations in community. Successful completion is the measurement.	July 2021		1
	Cst Orme	Obtain registrants. Increased numbers indicate success.	Ongoing, report each January 1		1
Goal 3: Report to the Taber Municipal Police Commission the number of citizen contacts and complaints against police received by the police service.	Chief of Police	Each month a report generated from IAPRO will be provided to the Taber Municipal Police Commission and assessed against the previous year.	Monthly at each Commission meeting	3	1

People and Technical Priorities

Goals	Person(s) Responsible	Measurement	Target Completion Date	Provincial Priorities	Connection to Core Service
Goal 1: Provide adequate and effective dispatch services to our community and clients.	PSCM, Dana Bell	Establish a set of metrics to measure dispatch efficacy.	January 1, 2021		2
	PSCM, Dana Bell	Once the dispatch metrics are established, assess dispatch service against metrics and provide a monthly report to the Chief of Police with a culminating report at year end.	January 1, 2021 and each year thereafter		1, 2
Goal 2: Employee safety in the workplace is of utmost importance and we must strive to maintain our Health and Safety Program.	C/A/S Sergeant	The Taber Police will participate in the Town of Taber Workplace Health and Safety Program and will participate in yearly audits of our program. An audit report will be submitted from the Health and Safety Committee that measures our efficacy in this regard. We require 50% in each of the 8 elements listed and 90% overall.	Yearly, depends on external audit team	2	1, 2
	C/A/S Sergeant	We will hold weekly safety meeting and minutes will be recorded of those meeting and stored electronically for review.	Weekly, Wednesday mornings		1, 2
Goal 3: Develop a Critical Incident Stress management program.	Insp Gyepesi	Identify and train staff members in CISM.	January 2021	2	1, 2
	Insp Gyepesi	Create Policy for CISM.	June 2021	2	1, 2
	Insp Gyepesi	Hold CISM debriefings for critical incidents.	Ongoing	2	1, 2

People and Technical Priorities

Goals	Person(s) Responsible	Measurement	Target Completion Date	Provincial Priorities	Connection to Core Service
Goal 4: Ensure that police receive yearly performance assessment against the established Police Sector Council competencies. Ensure non-police staff are also performance assessed.	Sgt Johnson	Complete yearly performance assessments on all subordinate staff under his supervision. And ensure where others are not supervised by you, that their assessments are also completed. Completion of the assessments is the measurement of success.	Yearly	2	1, 2
	PSCM, Dana Bell	Complete all yearly performance assessments on staff under your supervision.		2	1, 2
	Insp Gyepesi	Establish a set of metrics to determine police performance efficacy.	Ongoing depending on Sol Gen		1
	Insp Gyepesi	Once the performance metrics are established, performance assess each officer against the metrics and provide a quarterly report to the Chief of Police.	Dependant on metrics being established		1
Goal 5: Ensure our dispatch clients can provide feedback to tell how we are doing and to voice their compliments or concerns.	C/A/S Sergeant	Conduct a yearly assessment survey of our dispatch clients and provide a report to the Chief of Police.	Yearly, January of each year	3	2
Goal 6: Maintain 911 Alberta Standard compliancy.	PSCM, Dana Bell	Receive successful audit from the Alberta 911 Standards Committee. Certificate is the proof.	Every 2 years		1, 2
	PSCM, Dana Bell	Test the backup 911 center at the Taber Firehall. Provide report to Chief of Police.	October each year		1, 2

People and Technical Priorities

Goals	Person(s) Responsible	Measurement	Target Completion Date	Provincial Priorities	Connection to Core Service
Goal 7: Create a call taking service for other communities' policing or CPO programs.	PSCM, Dana Bell	Sign up High Level.	July 2022		1
	PSCM, Dana Bell	Consider expanding the regional CPO programs, dispatch and clients (within capacity).	October each year		1

Alignment to Town of Taber Strategic Plan

The Taber Police Service is part of a larger organization that is the Town of Taber. Although we are governed by the Taber Municipal Police Commission, it is important that, as a department of the Town, we are aligned with the strategic priorities as laid out by the Mayor and Council.

The following diagram outlines where the Taber Police Service goals align with the Town of Taber's strategic goals.

The Town of Taber's three Goals are broken down into four categories; Improve Internal and External Communications, Develop Community and Promote Growth, Define and Practice Good Governance, and Enhance Sense of Community.

Town of Taber and Taber Police Service Alignment of Goals

Improve Internal and External Communications

- Obtain funding for a website for the Taber Police Service.
- Report to the Taber Municipal Police Commission the number of public complaints against police received by the police service.
- Provide adequate dispatch services to our company and clients.
- Ensure our dispatch clients can provide feedback to tell us how we are doing and to voice their compliments and concerns.

Develop Community and Promote Growth

- We want to maintain our school resource officer program.
- Maintain our auxiliary police program.
- Increase the profile of the police in the community.
- Create a community policing program welcoming new immigrants to Taber.
- Expand Community Standards Unit to a regional model.

Define & Practice Good Governance

- Ensure safety in the workplace is utmost importance. We must strive to maintain our Health and Safety program.
- Ensure that police receive yearly performance assessments against the established Police Sector Council competencies. Ensure non-police staff are also performance assessed.
- We are 911 Alberta Standards compliant.
- Ensure police officers and other staff that work for the Taber Police Service are well trained and well equipped.

Enhance Sense of Community

- Public Safety: The public deserves to feel safe in their homes and community. The police service can make plans and produce reports of our efforts and access public safety through analysis of criminal activity. Trends from the reports can be identified and acted upon where necessary.
- Safety of Property: The public expect that their property is safe from vandalism and theft. Also, any property in the possession of the Taber Police Service is respectively administered with care.
- TPS VSU will be involved and support other community events of our partners, including the Wellness Walk, TCAPS Crisis Fund, Safe Haven Walk, Senior Expo, Library Block Party, Indigenous Days, etc.

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
DP 24-228- 5508 46 Avenue - Restaurant in Approved Shopping Centre

Recommendation:

That Council approves Development Permit DP 24-228 for a Restaurant located in an Approved Shopping Centre at 5508 46 Avenue, Lots 23, Block 21, Plan 141 0557, with the following twenty-eight (28) conditions:

Location

1. The site is developed as per the site plan submitted;
2. The development shall conform to the requirements of the Direct Control District 2 (DC-2);
3. A variance for the maximum number of fascia signs was granted by Council on November 12, 2024. The total number of fascia signs allowed is varied from 2 to 4;
4. A variance for the number of freestanding signs from 1 to 6 has been granted by the Council on November 12, 2024;
5. A variance for the distance between freestanding signs has been granted by Council on November 12, 2024, reducing the 45-metre distance from another freestanding sign as per the site plan submitted;
6. A variance for the distance between signs has been granted by Council on November 12, 2024, reducing the 20 metre distance from another sign as per the site plan submitted;

Prior to Release

7. In accordance with policy PLN-4, a $2,500.00 security deposit shall be forwarded to the Town office (Planning Department) prior to release. Any damages to public streets, sidewalks, or services as a result of construction of this garage shall be restored to Town standards at the applicant's expense prior to issuance of an occupancy permit;

Prior to Construction

8. A Construction Fire Safety plan shall be submitted to and approved by the Development Authority prior to construction commencing;
9. The developer is responsible for obtaining an Alberta Transportation Roadside Development permit for any signage where required;
10. The developer shall contact the town in accordance with the crossing agreement that has been entered into by the landowner and the Town prior to any work occurring in the right of way. No landscaping shall be installed in or over top of the right-of-way without the express approval of the Town of Taber having been given prior to;
11. Prior to proceeding with development all outstanding taxes, if any, shall be paid in full to the Town of Taber;
12. The developer shall contact the Planning Department a minimum of 5 days prior to construction commencing to arrange for a pre-inspection. Failure to do so could result in the

applicant being held accountable for repairing existing damage to the surrounding infrastructure;

13. The applicant shall obtain a Building Permit to ensure the development complies with the National Fire Code 2023 (AE) and the National Building Code 2023 (AE). It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical, and Gas permits;

Permanent

14. The applicant must obtain a business license for the operation of a new business;
15. All signage must meet any applicable Provincial Signage requirements;
16. All signage may only be located as seen on drawings submitted;
17. All signage must conform to Illumination requirements in section 2.21.2 of the Town of Taber Land Use Bylaw 13-2020;
18. The signage may not project more than 0.30 meters from the wall;
19. The maximum sign copy area of the fascia signage and window sign area shall not exceed 30% of the building face for this unit;
20. The owner of sign shall maintain the signs in a proper state of repair and shall ensure that all sign support, structural elements and/or guy wires are properly attached;
21. The signs must not employ any flashing or intermittent lighting either as part of the sign or on its supporting structure;
22. A Fire Inspection must be conducted by the Town of Taber Fire Department prior to occupancy;
23. The applicant shall ensure that the crossings/parking agreement for free movement of traffic, parking and the drive-thru lanes that will be shared between Lots 1-5, Block 21, Plan 6390L and Lot 23, Block 21, Plan 141 0557 which was entered into and was to be registered on each title as a condition of development under DP 23-132 is followed;
24. Any change or addition of use shall require a separate development permit.
25. Any contractors commissioned for construction must have a valid Business License for the Town of Taber;
26. During construction, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by construction activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil. Any damage to neighbours' property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired. Erosion shall be controlled so that soil and dust is not conveyed off site. Standing water on the site shall also be controlled by the applicant. (Non-compliance of these items are subject to fines as indicated under Bylaw 13-2021);
27. The building may not be occupied until the building inspector has granted occupancy;
28. The applicant shall obtain any required provincial or federal approvals and provide the Planning department with copies of these.

Background:
Administration has received an application for a Restaurant in an approved Shopping Centre on 5508 46 Avenue. This would be a permitted use in the DC-2 district as it would be located inside of an approved building. There are however variances required for the signage for this property, so we have treated the application the same a discretionary use, which is required when the variance is over 10%. This is the first occupant of a larger commercial development that continues onto the adjacent property.

As this property is adjacent a highway, Alberta Transportation has been notified and a roadside development permit may be required for the signage.

Legislation / Authority:

Bylaw 10-2018 - Subdivision and Development Authority and MPC Bylaw, Section 9

"Unless otherwise specified in the Land Use Bylaw, Council is the Development Authority for all Development Permit applications for Direct Control Districts."

Strategic Plan Alignment:

Enhance Sense of Community #4: Continue the growth of Taber as a healthy and safe community.

Financial Implication:
The applicant has paid the appropriate application fees which will cover costs of advertising and notifications.

Service Level / Staff Resource Implication:

Administration's time was required for the review and processing of the application.

Justification:

That the proposed development is consistent with the relevant statutory plan and in the opinion of the development authority does not unduly impact the neighboring properties.

Alternative(s):

1. That Council approves Development Permit DP 24-228 for a Restaurant in an approved Shopping Centre at 5508 46 Avenue, Lot 23, Block 21, Plan 141 0557, with amendments to the conditions.

Attachment(s): Application

Site Plan and Drawings

Ortho Photo

APPROVALS:

Originated By:
Chris Eagan

Chief Administrative Officer (CAO) or Designate: _____

Application for Commercial/Industrial/ Public & Institutional Development & change of use

Planning and Economic Development
A-4900 50th St.
Taber, Alberta T1G 1T1
Phone 403-223-6009
Fax 403-223-5530

Office Use Only			
Use: ☐Permitted ☐Discretionary ☐ Prohibited		Land Use District	Roll No
Development Permit No	DP Fee	DP Site Levy	Security Deposit
Building Permit No:	BP Fee	SCC Levy	Total Fees
Application Received:	Date Advertised:	Permit Effective	

- **Development Permit** – ensures the use, setbacks, and size of your project comply with the *Land Use Bylaw*.
- **Building Permit** – ensures that your project is completed safely and is a requirement of the *Safety Codes Act*.
- **It is recommended you review *Land Use Bylaw* requirements prior to submitting an application.**
- **A building permit is required for most major construction projects and an application should be submitted with your development permit when applicable.**
- **Electrical, gas, and plumbing permits can be obtained through Superior Safety Codes (403-320-0734).**
- **During construction it is your responsibility to contact the building inspector for required inspections.**
- **After the building inspector has reviewed your plans and issued a building permit you can begin construction.**
- **At the completion of the project, you will be required to update your *Real Property Report* to verify the project has been constructed in the correct location.**
- **Please attach the following:**
  - Site Plan ☑
  - Storm water management plan (if applicable) ☐
  - Internal circulation/parking plan ☐
  - Building Plan ☑
  - Building Permit Application ☑
  - Security Deposit (if applicable) ☐
- **Please indicate if you will be applying for:**
  - Building Permit Application ☑
  - Business License ☐

I/We hereby make application for a commercial/industrial/public & institutional development permit under the provisions of Land Use Bylaw 13-2020 in accordance with the plans and supporting information submitted herewith and which forms part of this application.

Municipal Address:	5508 46 AVE, TABER, AB, T1G 2B1		
Legal Description of property to be developed:	Lot (Parcel): 23	Block: 21	Plan: 141 0557
Applicant:	Name: collabor8 Architecture + Design (Alberta) Inc.	Email: peterk@c8bc.ca	
	Address: 180 - 355 BURRARD STREET		
	Town: VANCOUVER	Postal Code: V6C 2G8	
	Phone Res: 604-687-3390 ext.241	Phone Cell:	
	Business License#:		
	Interest in the proposed development, if not the registered owner: ☐ Agent ☐ Contractor ☐ Tenant ☒ Other explain: Tenant's Architect		
Registered Owner: (if different than applicant)	Name: 1689191 ALBERTA LTD. - FRANK KLASSEN	Email: TABERSTRIPMALL@GMAIL.COM	
	Address: 5332 46 AVENUE		
	Town: TABER	Postal Code: T1G 2A8	
	Phone Res: 403-892-3182	Phone Cell:	

Type of Development Proposed: ☒ Commercial ☐ Industrial ☐ Public and Institutional

☐ New Construction ☐ Waiver ☐ Change of Use
☐ Addition ☐ Renovation ☐ Moved in Building
☒ Other explain: Tenant Improvement ☐ Secondary Suite

Adjacent to Highway:	☒ Yes ☐ No	**Estimated Cost of Development:**	$513,444.00
Lot Dimensions	Width:	Depth:	Area:
Lot Coverage	By proposed build (%): As per the approval of Town of Taber Council	Total site coverage (%): As per the approval of Town of Taber Council	Landscaped open space (%): As per the approval of Town of Taber Council
Proposed setback from property lines:	Front: As per the approval of Town of Taber Council	Side 1: As per the approval of Town of Taber Council	Side 2: As per the approval of Town of Taber Council	Rear: As per the approval of Town of Taber Council
Additional Information	Number of Units:	Number of Loading Spaces:	
	Number of Off-Street Parking Spaces:	Driveway Width:	
If development is temporary, state for what period?	From:	to:	total # of operating days:

The personal information on this form is being collected for the purpose of reviewing your application to the municipality of the Town of Taber. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. Under section 33 of the FOIPP Act, the Town of Taber reserves the right to collect information that relates directly to and is necessary for an operating program or activity of the public body. Names of applicants will be provided to the public. If you have any questions about the collection of this information, please contact the FOIPP Coordinator at 403-223-5500 ext 5519.

Business Information		On-Site	☒	Proposed Signs: (Identify on site plan)	Yes	☒
		Off-Site/Mobile	☐		No	☐
	Outdoor Storage (Identify on site plan)	Yes	☐	Proposed Outdoor Lighting: (Identify on site plan)	Yes	☐
		No	☒		No	☒
	Flammable or Hazardous material on site:	Yes	☐	If yes, attach a list of all materials and estimated quantities		
		No	☒			
	Potential environmental impacts or nuisance effects	Yes	☐	If yes, attach a description of potential impacts and their proposed mitigation plan		
		No	☒			

Will the business be *(check all that applies)*
☐ Taking over an existing business?
☐ Taking over an existing business & making changes?
☐ Making changes to a current business?
☒ New to this location?

Secondary Suite Information

☐ Basement Suite ☐ Garage Suite ☐ Detached Suite ☐ Attached Suite

Number of Units:
Total floor area:
Number of Off Street Parking Spaces:
Secondary suite Parking Spaces (1 for under 75m2 OR 2 for greater than 75m2):

Access:	Existing	Proposed	N/A
Provincial Highway #____	☑	☐	☐
Municipal Road	☑	☐	☐
Internal Subdivision Road	☐	☐	☑
Undeveloped Road Allowance	☐	☐	☑
Private Road (i.e. Condominium)	☑	☐	☐
Other (specify):	☐	☐	☑
Services:			
Water Supply — Municipally owned and operated piped water system	☑	☐	☐
Other (specify):	☐	☐	☐
Sewage Disposal — Municipally owned and operated sanitary sewer system	☑	☐	☐
Other (specify):	☐	☐	☐
Storm Drainage — Municipal sewers	☑	☐	☐
Ditches	☐	☐	☐
Swales	☐	☐	☐

Existing Use of Site: List existing buildings, structures and use(s) of the land and whether any are to be removed or relocated.
As per the approval of Town of Taber Council

Proposed Use of Site: Describe in detail - attach additional information if necessary. List if anything will be outside.
As per the approval of Town of Taber Council

Present Use of Adjacent Properties
As per the approval of Town of Taber Council

Describe how vehicles will access the site: (submitt an internal circulation/parking plan)
As per the approval of Town of Taber Council

Describe the use, number, and size of all commercial vehicles accessing the site:
As per the approval of Town of Taber Council

Signed: _____ **Date:** 10/10/24
Applicant

Signed: _____ **Date:** 10/08/24
Registered Owner (if different than applicant)

Signed: _____ **Date:** 10/28/24
Planning Officer

The personal information on this form is being collected for the purpose of reviewing your application to the municipality of the Town of Taber. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. Under section 33 of the FOIPP Act, the Town of Taber reserves the right to collect information that relates directly to and is necessary for an operating program or activity of the public body. Names of applicants will be provided to the public. If you have any questions about the collection of this information, please contact the FOIPP Coordinator at 403-223-5500 ext 5519.

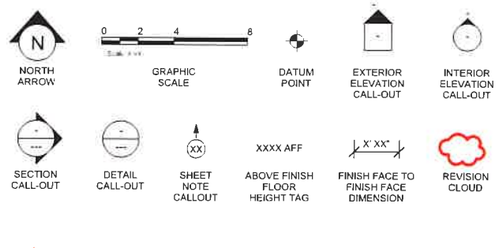
ABBREVIATIONS

A/C	AIR CONDITIONING
ACT	ACOUSTICAL CEILING TILE
ADJ	ADJUSTABLE
AFF	ABOVE FINISHED FLOOR
AMP	AMPERE
ARCH	ARCHITECT
BOH	BACK OF HOUSE
CAB	CABINET
CFMF	COLD-FORMED METAL FRAMING
CL	CENTER LINE
CLG	CEILING
CM	STARBUCKS CONSTRUCTION MANAGER
CTR	CENTER
CX	COMMISSIONING
CXA	COMMISSIONING AGENT
DEG	DEGREE
DET	DETAIL
DIA	DIAMETER
DIM	DIMENSION
DM	STARBUCKS DESIGN MANAGER
DN	DOWN
EA	EACH
EL	ELEVATION
EQ	EQUAL
EXIST	EXISTING
EXT	EXTERIOR
FF&E	FURNITURE, FIXTURE, AND EQUIPMENT
FLR	FLOOR
FOH	FRONT OF HOUSE
FOIC	FURNISHED BY OWNER, INSTALLED BY CONTRACTOR
FOIO	FURNISHED BY OWNER INSTALLED BY OWNER
FT	FOOT/FEET
G	GROUND
GC	GENERAL CONTRACTOR
GWB	GYPSUM WALLBOARD
HC	HOLLOW CORE
HDW	HARDWARE
HM	HOLLOW METAL
HORIZ	HORIZONTAL
HR	HOUR
HT	HEIGHT
HVAC	HEATING, VENTILATING AND AIR CONDITIONING
I.D.	INSIDE DIAMETER
LEED	LEADERSHIP IN ENERGY AND ENVIRONMENTAL DESIGN
LL	LANDLORD
LV	LOW VOLTAGE
MAX	MAXIMUM
MEP	"MECHANICAL, ELECTRICAL AND PLUMBING"
MFR	MANUFACTURER
MIN	MINIMUM
NIC	NOT IN CONTRACT
NL	NIGHT LIGHT
NTS	NOT TO SCALE
OC	ON CENTER
O.D.	OUTSIDE DIAMETER
PIR	PASSIVE INFRARED SENSOR
PLC	PLACE
R	RADIUS
REF	REFERENCE
REQ'D	REQUIRED
REV	REVISION
RND	ROUND
SB	STARBUCKS
SC	SOLID CORE
SF	SQUARE FEET
SHT	SHEET
SIM	SIMILAR
SS	SOLID SURFACING MATERIAL
SST	STAINLESS STEEL
SPEC	SPECIFICATION
SQ	SQUARE
TEMP	TEMPORARY
TYP	TYPICAL
UC	UNDER COUNTER
UNO	UNLESS NOTED OTHERWISE
VERT	VERTICAL
VIF	VERIFY IN FIELD

RESPONSIBILITY LEGEND

GC	GENERAL CONTRACTOR
LL	LANDLORD
SB	STARBUCKS
VD	VENDOR
CV	CASEWORK VENDOR
SV	SIGNAGE VENDOR

ARCHITECTURAL SYMBOL LEGEND



AERIAL MAP

VICINITY PLAN

PROJECT CONTACTS

MAILING ADDRESS	STARBUCKS COFFEE COMPANY 2401 UTAH AVENUE SOUTH MS STOP: S-SD10 SEATTLE, WASHINGTON 98134 (206) 318-1575
DESIGN MANAGER:	ROCIO MONROY GARNICA STARBUCKS COFFEE COMPANY 1700 - 5160 YONGE STREET, TORONTO, ON M2N 6L9 CANADA RMONOYG@STARBUCKS.COM
CONSTRUCTION MANAGER:	SARA SCHELLE STARBUCKS COFFEE COMPANY 110 - 2930 VIRTUAL WAY VANCOUVER, BC, V5M 0A5 CANADA (672) 377-1469 PHONE
LANDLORD:	1689191 ALBERTA LTD. FRANK KLASSEN 5332 46 AVENUE TABER, AB, T1G 2A8 403-8923182 PHONE TABERSTRIPMALL@GMAIL.COM
ARCHITECT OF RECORD:	COLLABOR8 ARCHITECTURE + DESIGN (ALBERTA) INC. 180 - 355 BURRARD STREET VANCOUVER, BC V6C 2G8 (604) 687-3390 PHONE
MEP CONSULTANT OF RECORD:	RIMKUS 1700 LANGSTAFF RD., VAUGHAN, ON, L4K 3S3 CANADA (416) 250-7222 PHONE

SCOPE OF WORK

THIS PROJECT IS A TENANT IMPROVEMENT OF A FINISHED SHELL SPACE IN A MULTY-TENANT, SINGLE-STOREY, SLAB-ON-GRADE COMMERCIAL BUILDING. THE WORK INCLUDES THE CONSTRUCTION OF NEW WALLS AND CEILINGS; PROVISION OF ALL INTERIOR FINISHES, LUMINAIRES, AND PLUMBING FIXTURES; INSTALLATION OF CASEWORK, EXTERIOR AND INTERIOR SIGNAGE, AND EQUIPMENT.

GENERAL NOTES

1. THE DRAWINGS AND PROJECT MANUAL TOGETHER CONSTITUTE THE CONTRACT DOCUMENTS FOR CONSTRUCTION. ALL GENERAL REQUIREMENTS ARE TO BE MET AND ALL MATERIALS, FINISHES AND SYSTEMS ARE TO BE INSTALLED AND PERFORM PER SPECIFICATIONS UNLESS OTHERWISE NOTED.
2. GENERAL CONTRACTOR SHALL VISIT THE SITE, REVIEW THE BUILDING SHELL DRAWINGS AS SUBMITTED BY THE LANDLORD OR STARBUCKS AND BECOME THOROUGHLY FAMILIAR WITH THE SITE CONDITIONS PRIOR TO CONSTRUCTION.
3. GENERAL CONTRACTOR SHALL CONSULT WITH STARBUCKS CONSTRUCTION MANAGER TO RESOLVE ANY CHANGES, OMISSIONS OR PLAN DISCREPANCIES PRIOR TO CONSTRUCTION.
4. ALL WORK SHALL BE PERFORMED IN STRICT COMPLIANCE WITH LOCAL, COUNTY, STATE AND FEDERAL CODES AND ORDINANCES.
5. GENERAL CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UTILITIES.
6. GENERAL CONTRACTOR TO VERIFY ALL DIMENSIONS, INCLUDING CLEARANCES REQUIRED BY OTHER TRADES AND NOTIFY STARBUCKS CONSTRUCTION MANAGER OF ANY DISCREPANCIES PRIOR TO PROCEEDING WITH THE WORK. ALL DIMENSIONS ARE TO THE FACE OF THE FINISHED SURFACE UNLESS NOTED OTHERWISE. ALL DIMENSIONS TO BE TAKEN FROM DESIGNATED DATUM POINT. DO NOT SCALE DRAWINGS.
7. GENERAL CONTRACTOR SHALL PATCH AND REPAIR ALL EXISTING WALLS, FLOORS, CEILINGS, OR OTHER SURFACES IDENTIFIED TO REMAIN THAT MAY BECOME DAMAGED DURING THE COURSE OF THE WORK.
8. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR OBTAINING PERMITS FOR FIRE PROTECTION, PLUMBING, MECHANICAL, AND ELECTRICAL SYSTEMS PRIOR TO INSTALLATION OF SUCH SYSTEMS.
9. GENERAL CONTRACTOR SHALL RETAIN ONE SET OF PERMIT PLANS ON-SITE TO DOCUMENT ALL CHANGES MADE DURING CONSTRUCTION. THE RECORD DRAWINGS SHALL BE ISSUED TO THE OWNER AT PROJECT CLOSE-OUT AS DESCRIBED IN THE GENERAL REQUIREMENTS OF THE PROJECT MANUAL.
10. GENERAL CONTRACTOR IS RESPONSIBLE FOR COORDINATING DELIVERY OF MATERIALS FROM STARBUCKS CONTRACTED THIRD PARTY LOGISTICS DISTRIBUTION SERVICES AND VENDOR DIRECT SHIPMENTS. SEE THE PROJECT MANUAL FOR ADDITIONAL INFORMATION.
11. RESPONSIBILITY FOR SUPPLY AND DELIVERY OF MATERIALS AND EQUIPMENT IS IDENTIFIED IN THE DRAWING SCHEDULE SHEETS UNDER THE COLUMN LABELED "RESPONSIBILITY".
12. FOR THE PURPOSE OF THE DOCUMENTS, TO "INSTALL", SHALL MEAN TO PROVIDE ALL FASTENERS, MISCELLANEOUS HARDWARE, BLOCKING, ELECTRICAL CONNECTIONS, PLUMBING CONNECTIONS AND OTHER ITEMS REQUIRED FOR A COMPLETE AND OPERATIONAL INSTALLATION, UNLESS OTHERWISE NOTED.
13. ALL ITEM SUBSTITUTIONS MUST BE APPROVED BY THE STARBUCKS CONSTRUCTION MANAGER.
14. GENERAL CONTRACTOR TO PROVIDE FIRE SAFETY PLAN AS PER SECTION 2.8 NFC 2023-AE. FIRE SAFTY PLAN IS REQUIRED AT OCCUPANCY.
15. CONTRACTOR SHALL EMPLOY PROFESSIONAL ENGINEER(S) REGISTERED TO PRACTICE IN ALBERTA TO DESIGN ALL GUARDS, CEILINGS, CEILING-MOUNTED ITEMS, BULKHEADS, STUD WALLS, AND SUSPENSION SYSTEMS AS WELL AS SEISMIC RESTRAINT SYSTEMS FOR INTERIOR ARTITIONS IN ACCORDANCE WITH THE NATIONAL BUILDING CODE 2023 ALBERTA EDITION (NBC2023-AE) FOR ALL LOADING AND SEISMIC REQUIREMENTS. SAME ENGINEER SHALL REVIEW CONSTRUCTION AND CERTIFY IN WRITING UPON COMPLETION THAT COMPLETE INSTALLATION IS IN CONFORMANCE WITH THE NBC2023-AE. LETTERS OF ASSURANCE ARE REQUIRED.

SITE INFORMATION

CODE CODE AUTHORITIES:

BUILDING CODE:	NATIONAL BUILDING CODE – 2023 ALBERTA EDITION
PLUMBING CODE:	NATIONAL PLUMBING CODE OF CANADA 2020
MECHANICAL CODE:	NATIONAL ENERGY CODE OF CANADA FOR BUILDINGS 2020 NATIONAL BUILDING CODE – 2023 ALBERTA EDITION
ELECTRICAL CODE:	CSA C22.1-21 CANADIAN ELECTRICAL CODE (25TH EDITION) ALBERTA ELECTRICAL UTILITY CODE, 2021
ENERGY CODE:	NATIONAL ENERGY CODE OF CANADA FOR BUILDINGS 2020
FIRE CODE	NATIONAL FIRE CODE – 2023 ALBERTA EDITION
HEALTH CODE:	OCCUPATIONAL HEALTH AND SAFETY CODE NATIONAL BUILDING CODE – 2023 ALBERTA EDITION
ACCESSIBILITY CODE:	NATIONAL BUILDING CODE – 2023 ALBERTA EDITION

ZONING:

PARCEL NUMBER:	X
LEASABLE AREA:	2,424.12 ft² / 225.2081 m²
CONSTRUCTION TYPE:	NON-COMUSTIBLE
PROPOSED USE:	RETAIL SALES AND SERVICES
DEFERRED SUBMITTALS:	**X**

BUILDING INFORMATION

OCCUPANCY TYPE:	A2
BUILDING AREA	4,502.00 ft² / 418.2495 m²
TENANT AREA	2,424.12 ft² / 225.2081 m²
BUILDING CLASSIFICATION:	3.2.2.28. - ASSEMBLY OCCUPANCY
FIRE SPRINKLER:	NO

INDEX OF SHEETS

LEGEND: X - SHEET ISSUED
R - SHEET ISSUED FOR REFERENCE AND COORDINATION ONLY
SEE TITLEBLOCK FOR REVISION ISSUE DATE(S)

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STARBUCKS TEMPLATE VERSION: i2021.10.22

ARCHITECT OF RECORD

2024-10-18

PROJECT NAME: TABER

PROJECT ADDRESS: 5508 46 AVE, TABER, AB, T1G 2B1

collabor8 ARCHITECTURE + DESIGN (ALBERTA) INC

STORE #:	83647
PROJECT #:	102293-001
ISSUE DATE:	15-08-2024
DESIGN MANAGER	ROCIO MONROY GARNICA
CONSTRUCTION MGR:	SARA SCHELLE
DRAWN BY:	PETER KOLLAR

Revision Schedule

Rev	Date	By	Description
1	2024-08-14	PK	ISSUED FOR 50% REVIEW
2	2024-09-11	PK	ISSUED FOR 90% REVIEW
3	2024-09-27	PK	ISSUED FOR DEVELOPMENT PERMIT / BUILDING PERMIT

SHEET TITLE
GENERAL INFORMATION

SCALE: AS SHOWN

SHEET NUMBER:
G001

INDOOR SEATING CALCULATIONS

DESCRIPTION	NUMBER OF ITEMS	PER ITEM	SEATS
COMMUNITY TABLE	1	6 SEATS	6
TABLE TOP, ROUND	5	2 SEATS	10
TABLE TOPS AT BANQUETTE	5	2 SEATS	10
SOFT SEATING	1	4 SEATS	4
		TOTAL	30

EGRESS CALCULATIONS

EXIT WIDTH REQUIRED - 50 OCC. x 1/4" (6MM)	= 12.5 IN.
EXIT WIDTH PROVIDED	= 114 IN.
EXITS	= 72 IN. PRIMARY ENTRY, 42 IN WORKROOM
NUMBER OF EXITS REQUIRED	= 2
NUMBER OF EXITS PROVIDED	= 2
MAXIMUM ALLOWABLE TRAVEL DISTANCE	= 131' - 2"
MAXIMUM TRAVEL DISTANCE PROVIDED	= 80' - 6"
MINIMUM EXIT SEPARATION	= 70' - 7" (MAXIMUM DIAGONAL) / 2 = 35' - 3 1/2"
EXIT SEPARATION PROVIDED	= 74' - 1"

PLUMBING FIXTURE CALCULATIONS

NBC 2023 AE 3.7.2.2.; 3.8.2.3.(5)

OCCUPANCY	MALE	FEMALE	TOTAL
	25 OCC.	25 OCC.	50 OCC.

FIXTURES	WATER CLOSETS			UNISEX	LAVATORY		UNIVERSAL
	1 EA. FOR 1-25; 2 EA. FOR 26-50 EA.				1 PER 2 WATER CLOSETS		
REQUIRED	1 M	1 F		0 M	1 M	1 F	0
PROVIDED	0 M	0 F		0 M	1 M	1 F	2

NBC 2023 AE 3.1.17.1.(2):
A PERMANENT SIGN INDICATING THE OCCUPANT LOAD OF 50 PERSONS SHALL BE POSTED IN A CONSPICUOUS LOCATION

ROOM SCHEDULE

NAME	AREA	Area m2
BAR	395 SF	37 m²
CAFE	1012 SF	94 m²
UNIVERSAL RESTROOM 1	65 SF	6 m²
UNIVERSAL RESTROOM 2	74 SF	7 m²
WORKROOM	566 SF	53 m²
W/R VESTIBULE	39 SF	4 m²
GRAND TOTAL	2150 SF	200 m²

OCCUPANCY CALCULATIONS

CAFE: 94 sq.m / 1.2 sq.m / OCC.	78.3 OCC.
BAR: 37 sq.m / 9.3 sq.m / OCC.	4 OCC.
WORKROOM: 57 sq.m / 36 sq.m / OCC.	1.5 OCC.
TOTAL OCC. LOAD BY AREA:	*83.8 OCC.*
TOTAL OCC. LOAD:	**50 OCC.**

OCCUPANCY WILL BE LIMITED TO 50 OCCUPANTS.
NBC (AE) 2023 - 3.1.17.1.(2):
A PERMANENT SIGN, WITH LETTERING NOT LESS THAN 55PT OR MAXIMIZED FOR SIGNAGE SIGN, INDICATING THE OCCUPANT LOAD OF 50 PERSONS WILL BE POSTED IN A CONSPICUOUS LOCATION.

HEALTH DEPT. PLAN NOTES

A. GENERAL CONTRACTOR TO SCHEDULE WITH REFRIGERATION CONTRACTOR TO CONDUCT INITIAL FOOD CASE START-UP AND TESTING. FOR APPROVED CONTRACTOR, CONTACT THE VENDOR.

B. THE SPACE IS SERVED BY THE MUNICIPAL WATER AND SEWER SYSTEM UNLESS OTHERWISE NOTED.

C. ALL EQUIPMENT AND INSTALLATION WILL MEET NATIONAL SANITATION FOUNDATION STANDARDS OR EQUIVALENT.

D. EQUIPMENT UNITS SHALL CONTAIN NO EXPOSED THREADS, EMBELLISHMENTS OR OVERHANGING EDGES THAT SERVE AS PLACES FOR ACCUMULATION OF DUST, DIRT AND DEBRIS

E. WARMING OVEN(S) SHOWN FOR PERMITTING PURPOSES. INSTALLATION AT STORE OPENING TO BE VERIFIED BY STARBUCKS CONSTRUCTION REPRESENTATIVE.

F. EACH HAND WASHING WILL HAVE A SINGLE SERVICE TOWEL AND SOAP DISPENSER AND ALL HAND SINKS TO HAVE A COMBINATION FAUCET OR PREMIXING FAUCET.

G. REFERENCE INTERIOR SCHEDULE SHEETS (I600 SERIES) FOR ADDITIONAL INFORMATION.

H. PROVIDE SNEEZE GUARDS WHERE REQUIRED BY JURISDICTION.

I. ALL FOOD STORAGE AND DISPLAY SHELVING SHALL BE A MINIMUM 6" (150MM) ABOVE FINISH FLOOR.

KEYED NOTES

1. THRESHOLDS TO BE BARRIER FREE COMPLIANT PER ALL APPLICABLE CODES.
2. BARRIER-FREE PATH OF TRAVEL.
3. 30" (760 MM) X 48" (1220 MM) CLEAR FOR WHEELCHAIR ACCESS.
4. 67" (1702 MM) DIAMETER MINIMUM TURN RADIUS FOR WHEELCHAIR ACCESS.
5. 32" (815 MM) MINIMUM CLEAR AT RESTROOM DOOR.
6. POS TRANSACTION PLANE, CONDIMENT CART TOP AND HAND-OFF PLANE ARE 34 INCHES (860 MM) ABOVE THE FINISHED FLOOR FOR WHEELCHAIR ACCESSIBILITY.
7. PROVIDE BARRIER-FREE SIGNAGE AT ACCESSIBLE RESTROOMS PER ALL APPLICABLE CODES.
8. PERMANENT SIGN TO READ, "MAXIMUM OCCUPANCY 50 PERSONS".
9. ACCESSIBLE DOOR OPERATOR AND PUSH BUTTONS BY LL.

HEALTH DEPT. FINISH SCHEDULE

BAR
FLOOR: POLYVINYL FLOORING
WALL: WALL TILE, FRP, BACKSPLASH, WITH POLYVINYL BASE
CEILING: GYPSUM CEILING

CAFE
FLOOR: FLOOR TILE
WALL: WALLCOVERING WITH COVED BASE TILE
CEILING: GYPSUM CEILING / ACOUSTICAL CEILING TILE

WORKROOM
FLOOR: POLYVINYL & TILE FLOORING
WALL: FRP WITH POLYVINYL BASE & TILE BASE
CEILING: WASHABLE CEILING TILE

RESTROOM
FLOOR: FLOOR TILE
WALL: WALL TILE, PAINTED GYPSUM BOARD
CEILING GYPSUM CEILING

MEANS OF EGRESS NOTES

A. EVERY ROOM OR SPACE THAT IS ASSEMBLY OCCUPANCY SHALL HAVE THE OCCUPANT LOAD OF THE ROOM OR SPACE POSTED IN A CONSPICUOUS PLACE, NEAR THE MAIN EXIT ACCESS DOORWAY. POSTED SIGNS SHALL BE OF AN APPROVED LEGIBLE PERMANENT DESIGN AND SHALL BE MAINTAINED BY THE OWNER AUTHORIZED AGENT. (1004.3)

B. EGRESS SHALL NOT PASS THROUGH KITCHENS, STORAGE ROOMS, CLOSETS OR SIMILAR SPACES. (1014.2)

C. PANIC AND FIRE EXIT HARDWARE, WHERE INSTALLED ON DOORS IN THIS BUILDING SHALL SATISFY THE FOLLOWING (1008.1.10)

1) THE ACTUATION PORTION OF THE RELEASING DEVICE SHALL EXTEND AT LEAST ONE-HALF OF THE DOOR LEAF WIDTH.
2) THE MAXIMUM UNLATCHING FORCE DOES NOT EXCEED 15 POUNDS (6.8 KG).
3) PIVOTED OR BALANCED DOORS SHALL BE OF THE PUSH-PAD TYPE WHERE PANIC HARDWARE IS REQUIRED AND THE PAD SHALL NOT EXTEND ACROSS MORE THAN ONE-HALF OF THE DOOR WIDTH. MEASURED FROM THE LATCH SIDE.
4) PANIC HARDWARE LISTED IN ACCORDANCE WITH UL 305.
5) FIRE EXIT HARDWARE LISTED IN ACCORDANCE WITH UL 10C AND UL 305.

D. STRUCTURAL ELEMENTS, FIXTURES OR FURNISHINGS SHALL NOT PROJECT HORIZONTALLY FROM EITHER SIDE MORE THAN 4 INCHES (100 MM) OVER ANY WALKING SURFACE BETWEEN 27 INCHES (685 MM) AND 80 INCHES (2030 MM) ABOVE THE WALKING SURFACE. EXCEPTION: HANDRAILS SERVING STAIRS AND RAMPS ARE PERMITTED TO PROTRUDE 4 1/2 INCHES (115 MM) FROM THE WALL. (1003.3.3)

E. THE PATH OF EGRESS TRAVEL EXITS AND WITHIN EXITS IN THIS BUILDING SHALL BE IDENTIFIED BY EXIT SIGNS CONFORMING TO THE REQUIREMENTS OF SECTION 1011 AND AS NOTED BELOW

1) EXIT SIGNS SHALL BE READILY VISIBLE FROM ANY DIRECTION OF EGRESS TRAVEL.
2) EXIT SIGNS SHALL BE LOCATED AS NECESSARY TO CLEARLY INDICATE THE DIRECTION OF EGRESS TRAVEL.
3) NO POINT IN A CORRIDOR SHALL BE MORE THAN 100 FT (30.5 M) OR THE LISTED VIEWING DISTANCE FOR THE SIGN, WHICHEVER IS LESS, FROM THE NEAREST VISIBLE EXIT SIGN.

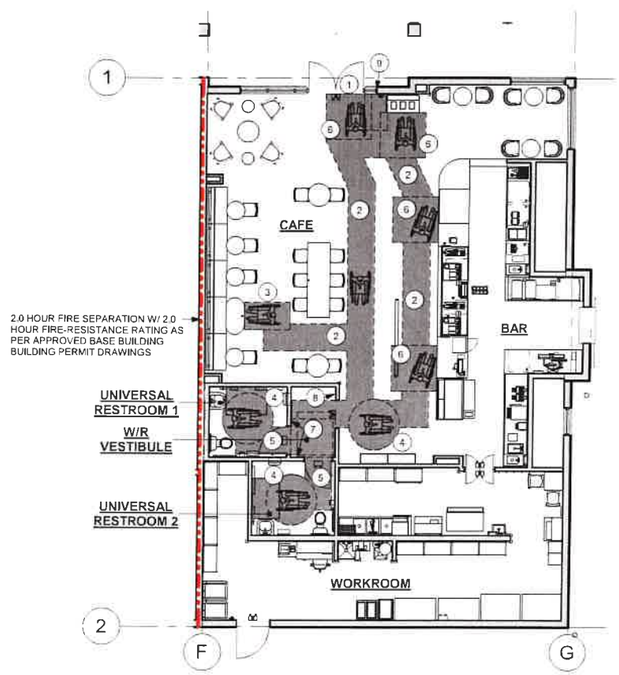
F. WHERE KEY OPERATED LOCKING DEVICES ARE USED, POST A SIGN ON OR ADJACENT TO THE REQUIRED MAIN EXIT DOOR WITH 1 INCH (25 MM) LETTERING STATING THAT "THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED". (1008.1.9.3)

G. EGRESS DOORS OR GATES SHALL BE OPENABLE FROM THE EGRESS SIDE WITHOUT THE USE OF A KEY, SPECIAL KNOWLEDGE OR EFFORT. DOOR HANDLES, PULLS, LATCHES, LOCKS AND OTHER OPERATING DEVICES SHALL BE INSTALLED 34 INCHES (860 MM) TO 48 INCHES (1220 MM) ABOVE FINISHED FLOOR. MANUALLY OPERATED FLUSH BOLTS OR SURFACE BOLTS ARE NOT PERMITTED. THE UNLATCHING OF ANY DOOR OR LEAF SHALL NOT REQUIRE MORE THAN ONE OPERATION. (1008.1.9)

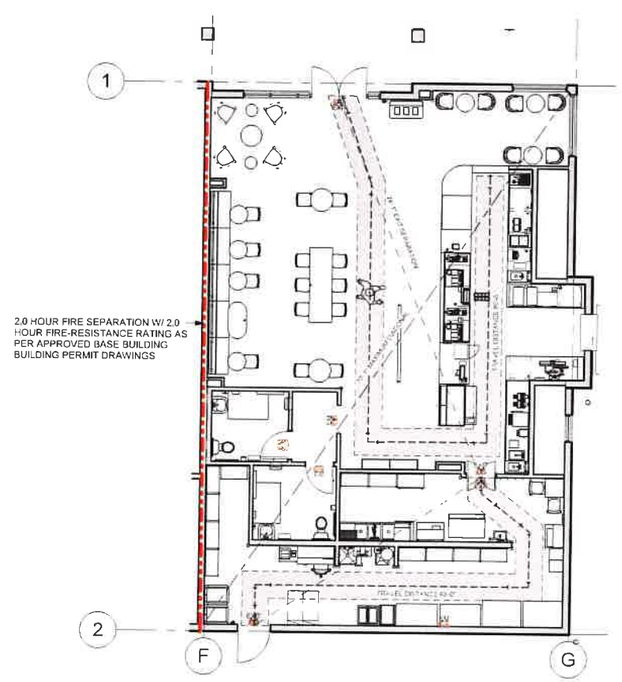
H. LANDINGS SHALL BE PROVIDED ON EACH SIDE OF DOORS AND SUCH LANDING SHALL BE AT THE SAME ELEVATION ON EACH SIDE OF THE DOOR LANDINGS SHALL HAVE A WIDTH NOT LESS THAN THE WIDTH OF THE DOOR AND LENGTH MEASURED IN THE DIRECTION OF TRAVEL OF NOT LESS THAN 44 INCHES (11120 MM) (1008.1.5, 1008.1.6)

LEGEND

- TRAVEL DISTANCE
- BARRIER FREE PATH OF TRAVEL (MIN 3'-0" (915mm) - NO PINCH POINT)
- EGRESS PATH (MIN 3'-7 1/4" (1100mm) - PINCH POINT 2'-10")
- EMERGENCY LIGHT (MTD, NEAR CEILING)
- EXIT SIGN (MTD, NEAR CEILING)
- COMBO EXIT SIGN / EMERGENCY LIGHT (MTD, NEAR CEILING)
- ACCESSIBLE SEATING 36" (915mm) X 60" (1350mm) CLEAR AREA
- 2 HOUR FIRE RESISTANCE RATING
- ø 67" 1702MM — ADA ACCESSIBLE CLEAR RADIAL TURNING FOR NEW STORE PROJECTS



1 ACCESSIBILITY PLAN
Scale: 1/8" = 1'-0"



2 LIFE SAFETY PLAN
Scale: 1/8" = 1'-0"

N

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STARBUCKS TEMPLATE VERSION i2021.10.22

ARCHITECT OF RECORD

2024-10-16

PROJECT NAME: TABER

PROJECT ADDRESS: 5508 46 AVE, TABER, AB, T1G 2B1

collabor8 ARCHITECTURE + DESIGN (Alberta) INC

STORE #:	83647
PROJECT #:	102293-001
ISSUE DATE:	15-08-2024
DESIGN MANAGER	ROCIO MONROY GARNICA
CONSTRUCTION MGR.	SARA SCHELLE
DRAWN BY	PETER KOLLAR

Revision Schedule

Rev	Date	By	Description
1	2024-08-14	PK	ISSUED FOR 50% REVIEW
2	2024-09-11	PK	ISSUED FOR 90% REVIEW
3	2024-09-27	PK	ISSUED FOR DEVELOPMENT PERMIT / BUILDING PERMIT

SHEET TITLE:
LIFE SAFETY AND ACCESSIBILITY PLAN
SCALE: AS SHOWN

SHEET NUMBER:
G002

CODE ANALYSIS - CANADA

PROPERTY INFORMATION:	CIVIC ADDRESS:							LEGAL DESCRIPTION:							CODE REFERENCE
	CIVIC: 5508 46 AVE, TABER, AB, T1G 2B1							Plan 141 0557 Block 21 Lot 23							
PROJECT DESCRIPTION:	☐ NEW BUILDING ☒ TENANT IMPROVEMENT							☐ ADDITION (EXPANSION) ☐ CHANGE OF USE							☒ PART 3 ☐ PART 11
ZONING CLASS:	DC-2														
BUILDING AREA:	4,502.00 ft² / 418.2495 m²														
SUITE AREA:	2,424.12 ft² / 225.2081 m²														
BUILDING HEIGHT:	STORYS ABOVE GRADE: 1							STORYS BELOW GRADE: 1							
HIGH BUILDING:	☐ YES							☒ NO							3.2.6.1
NUMBER OF FACING STREETS:	1														
BUILDING CLASSIFICATIONS:	ARTICLE	OCC	SPRINK	CONST.	MAX HGT.	MAX AREA	FLOOR	MEZZ	ROOF	3.2.2					
	3.2.2.28	A2	NO	COMB. CONSTRUCTION	1 STOREY	400 m²	N/A	N/A	N/A						
ACTUAL CONSTRUCTION:	☐ COMBUSTIBLE							☒ NON-COMBUSTIBLE							
SPRINKLERED:	☐ YES ☒ NO					☐ NEW				☐ EXISTING					
FIRE ALARM SYSTEM:	☐ YES ☒ NO					☐ NEW				☐ EXISTING					3.2.4.1.(1)
MAJOR OCCUPANCY(S):	☐ A2 ASSEMBLY					☐ D (RESTAURANT LOW OCCUPANT LOAD)				☒ E (RETAIL LIMITED FOOD SERVICE ESTABLISHMENT)					3.1.2.1
MAJOR OCCUPANCY FIRE SEPARATION:	MAJOR OCCUPANCY	MINIMUM REQUIRED F.R.R. FIRE SEPARATION HOUR													3.1.3.1
		A1	A2	A3	A4	B1	B2	B3	C	D	E	F1	F2	F3	
	A2	1	-	1	1	2	2	2	1	1	2	*	2	1	
	D	1	1	1	1	2	2	2	1	-	-	3	-	-	
	E	2	2	2	2	2	2	2	2	-	-	3	-	-	
	* NO MAJOR OCCUPANCY OF GROUP F1 SHALL BE CONTAINED WITHIN A BUILDING WITH ANY OCCUPANCY CLASSIFIED AS GROUP A, B OR C. ** MAY BE SUSPENDED BY REQUIREMENTS OF BUILDING CLASSIFICATION.														
FLAME SPREAD RATING FOR:		INTERIOR WALL FINISHES				CEILING FINISHES					EXITS				3.1.13.2.(1)
	COMBUSTIBLE	MAX 150 MSR				MAX 150 MSR					MAX 25 MSR				
	NON-COMBUSTIBLE	MAX 1" (25MM) THICK AND MAX 150 FSR				MAX 1" (25MM) THICK AND MAX 25 FSR OR MAX 150 IF < 10%					MAX 25 MSR				3.1.5.10.(2) & (3)
OCCUPANT LOAD:	OCCUPANCY LOAD IS BY DESIGN, BASED ON FIXED NUMBER OF SEATS, PLUS STAFF. A PERMANENT SIGN INDICATING THE OCCUPANCY LOAD SHALL BE POSTED IN A CONSPICUOUS LOCATION.														3.1.17.1.(1).(C) 3.1.17.1.(2)
		INT. SEATING		QUEUED		STAFF				TOTAL					
	EXISTING	-		-		-				-					
	PROPOSED	30		10		5				45					
	* REQUIRED ACCESSIBLE SEATING IS 1% OF EACH AREA PROVIDING SEATING.														3.8.2.3.(3)
FIRE EXTINGUISHER:	TO BE PROVIDED IN ACCORDANCE WITH REGIONAL REGULATIONS AND NFPA 10.														3.2.5.16.(1)
NUMBER OF EXITS:	2 EXITS PROVIDED.														3.4.2.1
MAXIMUM TRAVEL DISTANCE:	MAX. = 98.4 FT. (30 M)					PROVIDED = 80.5 FT. (24.5 M) AND 49 FT. (15 M)									3.4.2.5
EXIT WIDTH:	EXIT CAPACITY = 1/4" (6 MM) PER PERSON 50 OCCUPANCY LOAD. 1/4" (6 MM) X 50 PERSONS = 12.5" (318 MM)														3.4.3.2
	* MINIMUM CLEAR WIDTH FOR DOORWAY = 33.5" (850 MM)														3.4.3.2.8.A
PLUMBING FIXTURE REQUIREMENT:	FIXTURE COUNT	MALE		FEMALE		UNISEX		UNIVERSAL		ALLOW FOR OCC. LOAD					3.7.2.2
	EXISTING	-		-		-		-		-					
PROVIDED →	REQUIRED	-		-		-		2		50					

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STARBUCKS TEMPLATE VERSION: i2021.10.22

ARCHITECT OF RECORD

2024-10-18

PROJECT NAME:
TABER

PROJECT ADDRESS:
5508 46 AVE, TABER, AB, T1G 2B1

collabor8
ARCHITECTURE + DESIGN (Alberta) INC.

STORE #: 83647
PROJECT #: 102293-001
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2	2024-09-17	PK	ISSUED FOR 90% REVIEW
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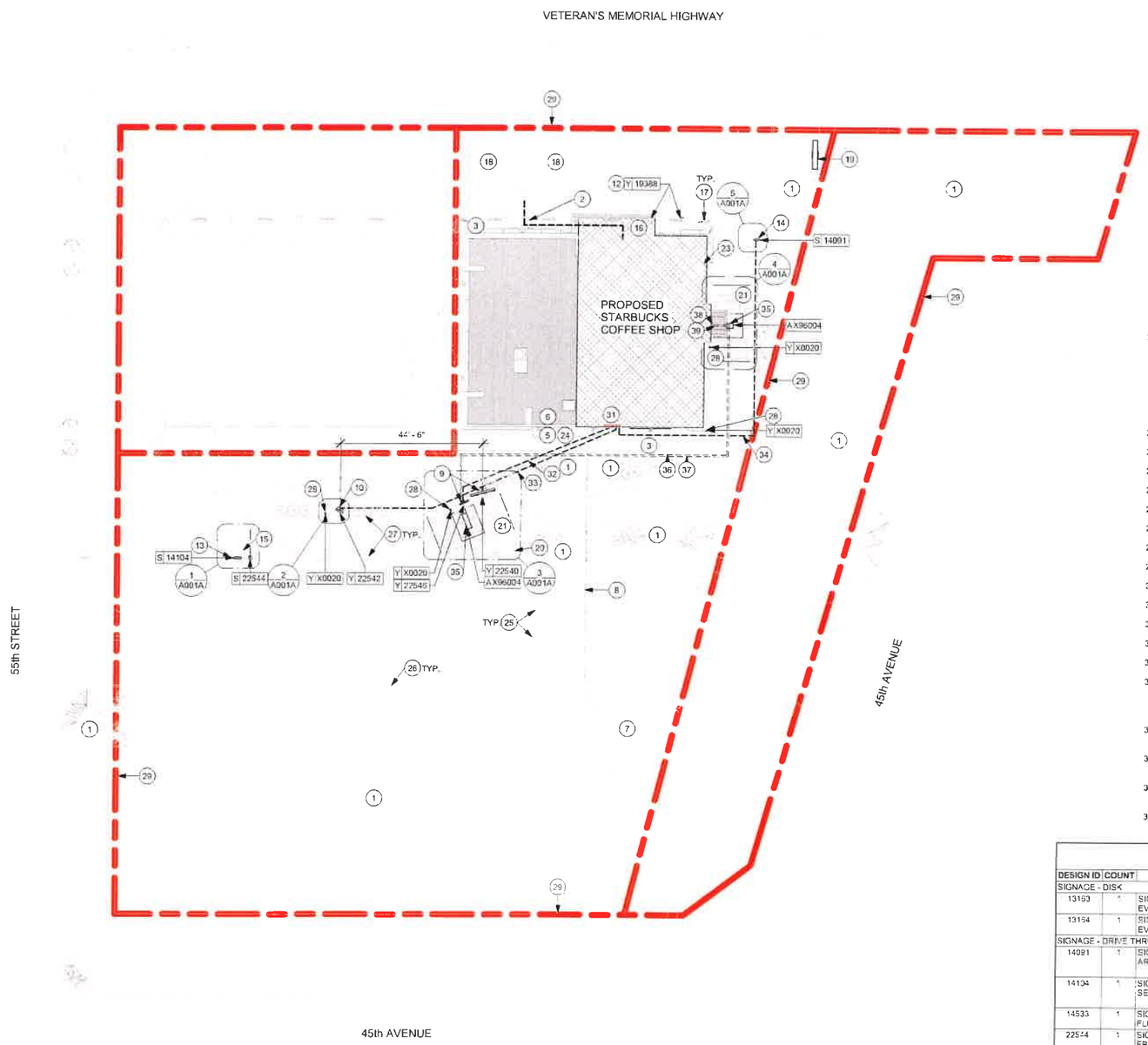
SHEET TITLE:
CODE ANALYSIS FOR CANADA PROJECTS
SCALE: AS SHOWN

SHEET NUMBER:
G002b

SITE SCHEDULE - "Y"					
DESIGN ID	COUNT	DESCRIPTION	FURN. BY	INST. BY	COMMENTS
EXTERIOR MENU					
22540	1	MENU BOARD - DT 5 PANEL SQUARE FRAME FREESTANDING - 95X62IN 2415X1575MM - BLACK	SV	SV	FOOTINGS AND ANCHOR BOLTS BY LL
22542	1	MENU BOARD - DT PRE MENU SQUARE FRAME FREESTANDING - 29X61IN 735X1550MM - BLACK	SV	SV	FOOTINGS AND ANCHOR BOLTS BY LL
22548	1	MENU BOARD - DT DIGITAL ORDER SCREEN WITH POST - BLACK	VD	SV	FOOTINGS AND ANCHOR BOLTS BY LL
OTHER					
X0020	5	STEEL PIPE BOLLARD	LL	LL	LL TO FURNISH AND INSTALL 6" DIAMETER STEEL PIPE BOLLARDS PAINTED BLACK WITH REFLECTIVE TAPE NEAR THE TOP SPACED AT 5.75"



1 SITE PLAN
Scale: 1" = 20'-0"

KEYED NOTES

1. EXISTING LANDSCAPED AREA.
2. ACCESSIBLE PATH OF TRAVEL.
3. EXISTING CONCRETE WALKWAY
4. RESERVED.
5. EXISTING INCOMING WATER LOCATION.
6. ELECTRICAL CABINET AND METER LOCATION
7. LOCATION OF NEW GARBAGE ENCLOSURE BY LANDLORD.
8. PEDESTRIAN PATH TO TRASH ENCLOSURE.
9. FREESTANDING 5 PANEL MENU BOARD WITH DIGITAL ORDER SCREEN FOOTINGS AND CONDUIT BY LL.
10. DT PRE-MENU FOOTING AND POWER CONDUIT LL.
11. RESERVED.
12. STARBUCKS SHORT TERM PARKING SPOT SIGN WITH A POST INSTALLED BY GC AND SIGNAGE FURNISHED AND INSTALLED BY SV/SV
13. DT ILLUMINATED DIRECTIONAL ARROW SIGN FOOTINGS BY LL. POWER CONDUIT NOT REQUIRED.
14. DT ILLUMINATED DIRECTIONAL EXIT/THANK YOU SIGN FOOTINGS AND CONDUIT BY LL.
15. CLEARANCE BAR FOOTING AND CONDUIT BY LL.
16. STORE ENTRANCE BY LL.
17. EXISTING ACCESSIBLE CURB/RAMP BY LANDLORD.
18. EXISTING ACCESSIBLE PARKING STALL BY LANDLORD.
19. PYLON SIGN LOCATION BY LL.
20. EXISTING TRANSFROMER LOCATION.
21. DRIVE-THRU CONCRETE PAD - LL IS RESPONSIBLE FOR PROVIDING CONCRETE PAD AS INDICATED, CONSTRUCTED OF 6" THICK CONCRETE REINFORCED WITH WELDED WIRE MESH. THE PAD SHALL BE THE WIDTH OF THE DRIVE-THRU LANE (OR NO LESS THAN 12' WIDE) AND LENGTH 24' CENTERED ON DT WINDOW AND DOS. CONCRETE PAD NEED TO BE CLEAR OF REBAR WITHIN 3 FEET OF DETECTOR LOOPS. REFER TO SITE PLAN FOR LOCATION.
22. BIKE RACK TO BE SUPPLIED AND INSTALLED BY LL.
23. EXISTING HOSE BIB.
24. EXISTING GAS METER LOCATION.
25. PAINTED DIRECTIONAL ARROWS ON ASPHALT BY LL.
26. PARKING LOT LINE PAINTING BY LL.
27. CONCRETE CURBING ALONG DT LANE BY LL.
28. NEW BOLLARDS SUPPLIED AND INSTALLED BY LL.
29. PROPERTY LINE.
30. RESERVED.
31. LOCATION OF TENANT ELECTRICAL PANELS.
32. 1" CONDUIT BY LL DOS x1.
33. 1" CONDUIT BY LL: ILLUMINATED MENU BOARDS x2;
34. 1" CONDUIT BY LL FOR SIGNAGE.
35. VEHICLE DETECTOR LOOP SUPPLIED BY SB AND INSTALLED BY LL. LL TO INSTALL AS PER HME INSTRUCTIONS. LL TO COORDINATE DETECTOR LOOP DELIVERY WITH STARBUCKS.
36. 1" CONDUIT BY LL (1) VIDEO, CAMERA, (1) SPARED 1" CONDUIT (1) MICROPHONE, SPEAKER, LOOPED.
37. CONDUIT FROM DT TO DOS CANNOT EXCEED 300 FEET (91 M).
38. 3/4" CONDUIT BY LL EXTEND FROM BUILDING TO EDGE OF CURB FOR DETECTOR LOOP.
39. DETECTOR LOOP EDGE CENTERED ON WINDOW 2" (50MM) BELOW FINAL GRADE. ROUTE (1) CONDUIT TO DT POS AND TERMINATE NEAR TIMER SIGNAL PROCESSOR (TSP).

GENERAL NOTES

A. REFER TO EXTERIOR ELEVATIONS ON SHEET A201 FOR BUILDING SIGNAGE LOCATION AND DESIGN ID. REFER TO ELECTRICAL PLANS FOR ELECTRICAL REQUIREMENTS.

B. LANDSCAPING TO BE PROVIDED PER ZONING CODE AND SUSTAINABILITY REQUIREMENTS.

C. DRIVE-THRU EQUIPMENT INCLUDING VEHICLE DETECTION LOOP, WIRELESS COMMUNICATION AND MONITORS SHALL BE COORDINATED BY STARBUCKS CONSTRUCTION MANAGER. REFER TO ELECTRICAL DRAWINGS FOR ADDITIONAL REQUIREMENTS.

D. PROVIDE 6" (150MM) THICK CONCRETE PAVING THE LENGTH OF THE DRIVE-THRU LANE, EXTENT TO INCLUDE DRIVE-THRU ENTRY POINT THROUGH WINDOW STANDING PAD.

E. GENERAL CONTRACTOR TO APPLY CONCRETE SEALER TO ALL EXTERIOR CONCRETE PATIO AND WALKWAY SURFACES.

F. GENERAL CONTRACTOR TO VERIFY ALL EXISTING ELEVATIONS AND BUILDING CONDITIONS IN FIELD PRIOR TO START OF CONSTRUCTION.

G. PROVIDE DETECTABLE WARNING (IF APPLICABLE PER LOCAL CODE) AT TRANSITION FROM SIDEWALK TO DRIVE AISLE.

H. ACCESSIBLE PARKING SPACES AND ACCESS AISLES SHALL HAVE SURFACE SLOPE NOT TO EXCEED 2% IN ALL DIRECTIONS.

I. REFER TO ELECTRICAL DRAWINGS FOR SITE RELATED ELECTRICAL WORK.

J. SCRAPE AND REPAINT ALL EXISTING PAINTED SITE FEATURES INCLUDING, BUT NOT LIMITED TO CURBS, BOLLARDS, RAILINGS AND SITE LIGHTING BASES.

K. SEE SHEET A002 FOR ARCHITECTURAL SITE DETAILS.

LEGEND

LANDSCAPED AREA

CONCRETE DRIVE THRU PAD

ACCESSIBLE PATH OF TRAVEL

RESPONSIBILITY LEGEND

GC GENERAL CONTRACTOR
LL LANDLORD
SB STARBUCKS
SV SIGNAGE VENDOR

EXTERIOR SIGNAGE SCHEDULE - "S"					
DESIGN ID	COUNT	DESCRIPTION	FURN. BY	INST. BY	COMMENTS
SIGNAGE - DISK					
13153	1	SIGN - DISK SF ILLUMINATED FLUSH MOUNTED EVOLVED - 48IN 1220MM	SV	SV	
13154	1	SIGN - DISK SF ILLUMINATED FLUSH MOUNTED EVOLVED - 60IN 1525MM	SV	SV	
SIGNAGE - DRIVE THRU					
14091	1	SIGN - DT DIRECTIONAL EXIT SIGN ILLUMINATED ARROW SERIES - 46IN 1170VM	SV	SV	FOOTING, CONDUIT AND ANCHOR BOLTS BY LL; VERIFY DETAILS WITH SHOP DRAWINGS FROM MANUFACTURER; REFER TO DETAIL 8/A002B
14104	1	SIGN - DT DIRECTIONAL ILLUMINATED ARROW SERIES WITH LOGO - 46IN 1170MM	SV	SV	FOOTING, CONDUIT AND ANCHOR BOLTS BY LL. VERIFY DETAILS WITH SHOP DRAWINGS FROM MANUFACTURER. REFER TO DETAIL 8/A002B
14533	1	SIGN - DRIVE THRU ILLUMINATED ARROW SERIES FLUSH MOUNTED - RH - 62IN 1575VM	SV	SV	
22544	1	SIGN - DT CLEARANCE BAR SQUARE FRAME FREESTANDING - BLACK AND DARK GREEN	SV	SV	FOOTING, CONDUIT AND ANCHOR BOLTS BY LL; VERIFY DETAILS WITH SHOP DRAWINGS FROM MANUFACTURER, REFER TO DETAIL 9/A002A
SIGNAGE - OTHER					
19388	2	SIGN - 10 MINUTE PARKING	SV	SV	POST INSTALLED BY GC
SIGNAGE - PYLON DISK					
14098	1	SIGN - PYLON DISK DRIVE THRU 24HR ILLUMINATED ARROW SERIES - 108IN 2745MM	SV	SV	
SIGNAGE - WORDMARK					
18496	1	SIGN - WORDMARK STARBUCKS FLUSH MOUNTED - 16IN 405MM	SV	SV	WHITE LETTERS

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SEATTLE, WASHINGTON 98134
(206) 318-1575

STARBUCKS TEMPLATE VERSION: i2021.10.22

ARCHITECT OF RECORD

2024-10-16

PROJECT NAME:
TABER

PROJECT ADDRESS:
5508 46 AVE, TABER, AB, T1G 2B1

collabor8
ARCHITECTURE + DESIGN (Alberta) INC.

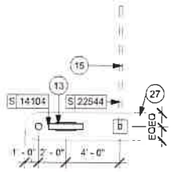
STORE #: 83647
PROJECT #: 102293-001
ISSUE DATE: 15-08-2024
DESIGN MANAGER: ROCIO MONROY GARNICA
CONSTRUCTION MGR: SARA SCHELLE
DRAWN BY: PETER KOLLAR

Revision Schedule

Rev	Date	By	Description
1	2024-08-14	PK	ISSUED FOR 50% REVIEW
2	2024-09-11	PK	ISSUED FOR 90% REVIEW
3	2024-09-27	PK	ISSUED FOR DEVELOPMENT PERMIT / BUILDING PERMIT

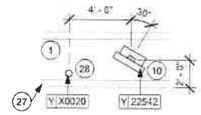
SHEET TITLE
ARCHITECTURAL SITE PLAN
SCALE: AS SHOWN

SHEET NUMBER:
A001



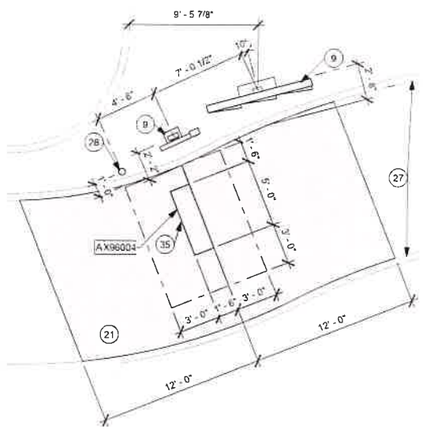
1 ENLARGED PLAN - DIRECTIONAL SIGNAGE & CLEARANCE BAR

Scale 3/16" = 1'-0"



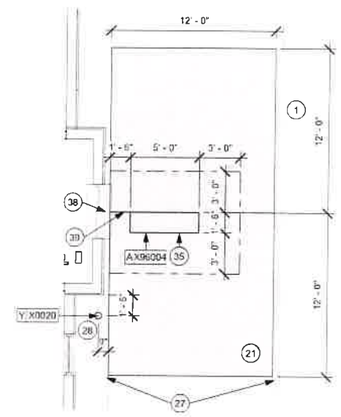
2 ENLARGED PLAN - PRE MENU BOARD

Scale 3/16" = 1'-0"



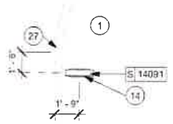
3 ENLARGED PLAN - ORDER SCREEN AND 5 PANEL MENU BOARD

Scale 3/16" = 1'-0"



4 ENLARGED PLAN - DRIVE-THRU WINDOW

Scale 3/16" = 1'-0"



5 ENLARGED PLAN - "THANK YOU" SIGN

Scale 3/16" = 1'-0"

KEYED NOTES

1. EXISTING LANDSCAPED AREA.
2. ACCESSIBLE PATH OF TRAVEL.
3. EXISTING CONCRETE WALKWAY.
4. RESERVED.
5. EXISTING INCOMING WATER LOCATION.
6. ELECTRICAL CABINET AND METER LOCATION
7. LOCATION OF NEW GARBAGE ENCLOSURE BY LANDLORD.
8. PEDESTRIAN PATH TO TRASH ENCLOSURE.
9. FREESTANDING 5 PANEL MENU BOARD WITH DIGITAL ORDER SCREEN FOOTINGS AND CONDUIT BY LL.
10. DT PRE-MENU FOOTING AND POWER CONDUIT LL.
11. RESERVED.
12. STARBUCKS SHORT TERM PARKING SPOT SIGN WITH A POST INSTALLED BY GC AND SIGNAGE FURNISHED AND INSTALLED BY SV/SV
13. DT ILLUMINATED DIRECTIONAL ARROW SIGN FOOTINGS BY LL. POWER CONDUIT NOT REQUIRED.
14. DT ILLUMINATED DIRECTIONAL EXIT/THANK YOU SIGN FOOTINGS AND CONDUIT BY LL.
15. CLEARANCE BAR FOOTING AND CONDUIT BY LL.
16. STORE ENTRANCE BY LL.
17. EXISTING ACCESSIBLE CURB/RAMP BY LANDLORD.
18. EXISTING ACCESSIBLE PARKING STALL BY LANDLORD.
19. PYLON SIGN LOCATION BY LL.
20. EXISTING TRANSFROMER LOCATION.
21. DRIVE-THRU CONCRETE PAD - LL IS RESPONSIBLE FOR PROVIDING CONCRETE PAD AS INDICATED, CONSTRUCTED OF 6" THICK CONCRETE REINFORCED WITH WELDED WIRE MESH. THE PAD SHALL BE THE WIDTH OF THE DRIVE-THRU LANE (OR NO LESS THAN 12' WIDE) AND LENGTH 24' CENTERED ON DT WINDOW AND DOS. CONCRETE PAD NEED TO BE CLEAR OF REBAR WITHIN 3 FEET OF DETECTOR LOOPS. REFER TO SITE PLAN FOR LOCATION.
22. BIKE RACK TO BE SUPPLIED AND INSTALLED BY LL.
23. EXISTING HOSE BIB.
24. EXISTING GAS METER LOCATION.
25. PAINTED DIRECTIONAL ARROWS ON ASPHALT BY LL.
26. PARKING LOT LINE PAINTING BY LL.
27. CONCRETE CURBING ALONG DT LANE BY LL.
28. NEW BOLLARDS SUPPLIED AND INSTALLED BY LL.
29. PROPERTY LINE.
30. RESERVED.
31. LOCATION OF TENANT ELECTRICAL PANELS.
32. 1" CONDUIT BY LL: DOS x1.
33. 1" CONDUIT BY LL: ILLUMINATED MENU BOARDS x2.
34. 1" CONDUIT BY LL FOR SIGNAGE.
35. VEHICLE DETECTOR LOOP SUPPLIED BY SB AND INSTALLED BY LL. LL TO INSTALL AS PER HME INSTRUCTIONS. LL TO COORDINATE DETECTOR LOOP DELIVERY WITH STARBUCKS.
36. 1" CONDUIT BY LL: (1) VIDEO, CAMERA, (1) SPARED 1" CONDUIT: (1) MICROPHONE, SPEAKER, LOOPED.
37. CONDUIT FROM DT TO DOS CANNOT EXCEED 300 FEET (91 M).
38. 3/4" CONDUIT BY LL. EXTEND FROM BUILDING TO EDGE OF CURB FOR DETECTOR LOOP.
39. DETECTOR LOOP EDGE CENTERED ON WINDOW 2" (50MM) BELOW FINAL GRADE. ROUTE (1) CONDUIT TO DT POS AND TERMINATE NEAR TIMER SIGNAL PROCESSOR (TSP).

GENERAL NOTES

A. REFER TO EXTERIOR ELEVATIONS ON SHEET A201 FOR BUILDING SIGNAGE LOCATION AND DESIGN ID. REFER TO ELECTRICAL PLANS FOR ELECTRICAL REQUIREMENTS.

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C. DRIVE-THRU EQUIPMENT INCLUDING VEHICLE DETECTION LOOP, WIRELESS COMMUNICATION AND MONITORS SHALL BE COORDINATED BY STARBUCKS CONSTRUCTION MANAGER. REFER TO ELECTRICAL DRAWINGS FOR ADDITIONAL REQUIREMENTS.

D. PROVIDE 6" (150MM) THICK CONCRETE PAVING THE LENGTH OF THE DRIVE-THRU LANE. EXTENT TO INCLUDE DRIVE-THRU ENTRY POINT THROUGH WINDOW STANDING PAD.

E. GENERAL CONTRACTOR TO APPLY CONCRETE SEALER TO ALL EXTERIOR CONCRETE PATIO AND WALKWAY SURFACES.

F. GENERAL CONTRACTOR TO VERIFY ALL EXISTING ELEVATIONS AND BUILDING CONDITIONS IN FIELD PRIOR TO START OF CONSTRUCTION.

G. PROVIDE DETECTABLE WARNING (IF APPLICABLE PER LOCAL CODE) AT TRANSITION FROM SIDEWALK TO DRIVE AISLE.

H. ACCESSIBLE PARKING SPACES AND ACCESS AISLES SHALL HAVE SURFACE SLOPE NOT TO EXCEED 2% IN ALL DIRECTIONS.

I. REFER TO ELECTRICAL DRAWINGS FOR SITE RELATED ELECTRICAL WORK.

J. SCRAPE AND REPAINT ALL EXISTING PAINTED SITE FEATURES, INCLUDING, BUT NOT LIMITED TO CURBS, BOLLARDS, RAILINGS AND SITE LIGHTING BASES.

K. SEE SHEET A002 FOR ARCHITECTURAL SITE DETAILS.

LEGEND

LANDSCAPED AREA

CONCRETE DRIVE THRU PAD

ACCESSIBLE PATH OF TRAVEL

N

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STARBUCKS TEMPLATE VERSION: i2021.10.22

ARCHITECT OF RECORD

2024-10-16

PROJECT NAME:
TABER

PROJECT ADDRESS:
5508 46 AVE, TABER, AB, T1G 2B1

collabor8
ARCHITECTURE + DESIGN (ALBERTA) INC

STORE #:	83647
PROJECT #:	102293-001
ISSUE DATE:	15-08-2024
DESIGN MANAGER	ROCIO MONROY GARNICA
CONSTRUCTION MGR:	SARA SCHELLE
DRAWN BY:	PETER KOLLAR

Revision Schedule

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2	2024-09-11	PK	ISSUED FOR 90% REVIEW
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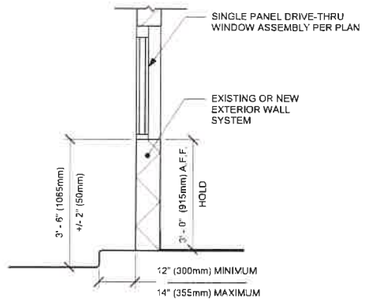
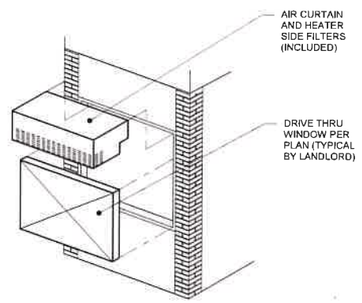
SHEET TITLE
ENLARGED SITE PLANS

SCALE: AS SHOWN

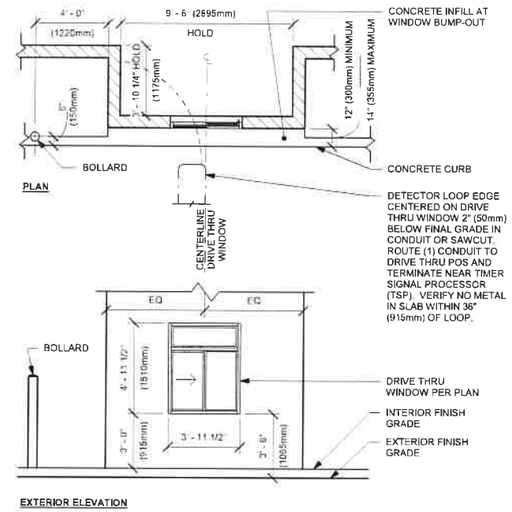
SHEET NUMBER:
A001A



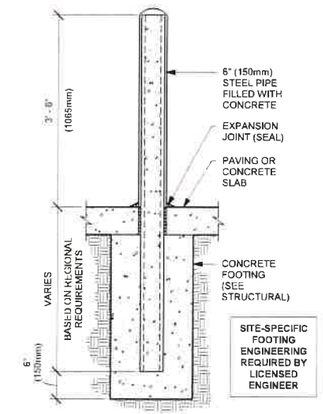
1 DRIVE THRU WINDOW SECTION
Scale 1/2" = 1'-0"



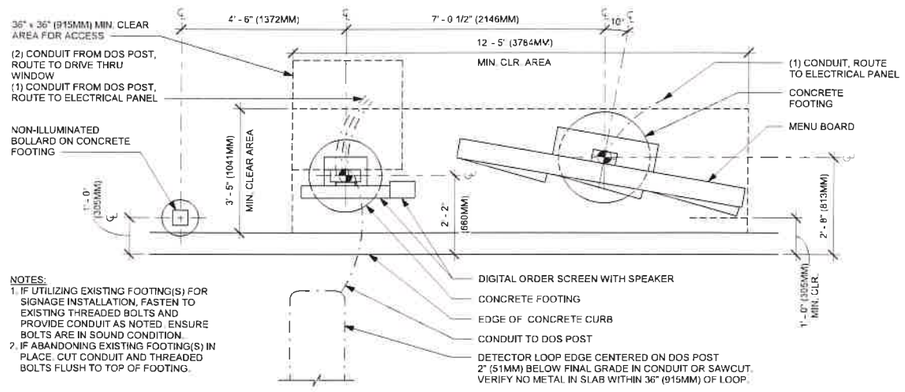
2 DRIVE THRU WINDOW AND AIR CURTAIN
Scale 1/2" = 1'-0"



3 DRIVE THRU WINDOW BUMP-OUT
Scale 1/4" = 1'-0"

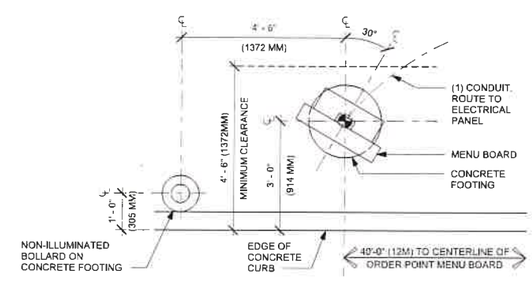


4 SITE - GENERAL BOLLARD DETAIL - X0020
Scale 3/4" = 1'-0"



NOTES:
1. IF UTILIZING EXISTING FOOTING(S) FOR SIGNAGE INSTALLATION, FASTEN TO EXISTING THREADED BOLTS AND PROVIDE CONDUIT AS NOTED. ENSURE BOLTS ARE IN SOUND CONDITION.
2. IF ABANDONING EXISTING FOOTING(S) IN PLACE, CUT CONDUIT AND THREADED BOLTS FLUSH TO TOP OF FOOTING.

5 DTE - 5 PANEL 10° DT MENU BOARD, DIGITAL ORDER SCREEN
Scale 1/2" = 1'-0"



6 PRE-MENU 30 DEG - 22542
Scale 1/2" = 1'-0"

NOTES:

LANDLORD RESPONSIBLE FOR FOUNDATION AND FOOTINGS ON ALL MENU BOARD AND DRIVE-THRU ELEMENTS. SIGNAGE VENDOR TO SUPPLY TEMPLATES AND INSTALL MENU BOARDS ONLY.

PROTOTYPICAL DETAILS PROVIDED FOR REFERENCE ONLY. SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED PROFESSIONAL ENGINEER REGISTERED IN THE PROVINCE OF WORK. TYPICAL.

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STARBUCKS TEMPLATE VERSION: i2021.10.22

ARCHITECT OF RECORD

2024-10-16

PROJECT NAME:
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PROJECT ADDRESS:
5508 46 AVE, TABER, AB, T1G 2B1

collabor8
ARCHITECTURE • DESIGN COLLABORATIVE INC

STORE #:	83647
PROJECT #:	102293-001
ISSUE DATE:	15-08-2024
DESIGN MANAGER:	ROCIO MONROY GARNICA
CONSTRUCTION MGR:	SARA SCHELLE
DRAWN BY:	PETER KOLLAR

Revision Schedule

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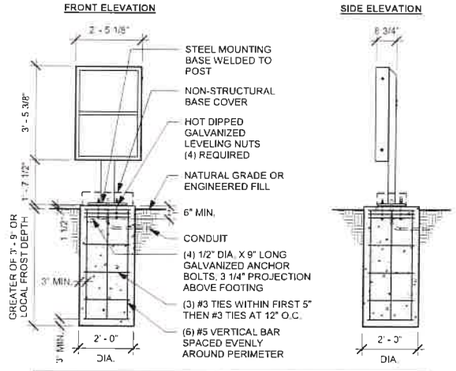
2	2024-09-11	PK	ISSUED FOR 90% REVIEW
3	2024-09-27	PK	ISSUED FOR DEVELOPMENT PERMIT / BUILDING PERMIT

SHEET TITLE:
ARCHITECTURAL SITE DETAILS
SCALE: AS SHOWN

SHEET NUMBER:
A002

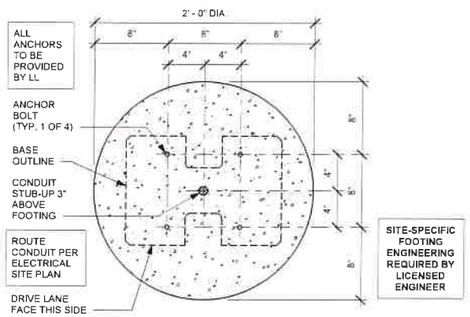


LL RESPONSIBLE FOR FOUNDATIONS AND FOOTINGS ON ALL MENU BOARD AND DRIVE THRU ELEMENTS. SIGNAGE VENDOR TO SUPPLY TEMPLATES AND INSTALL MENU BOARDS ONLY.

SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

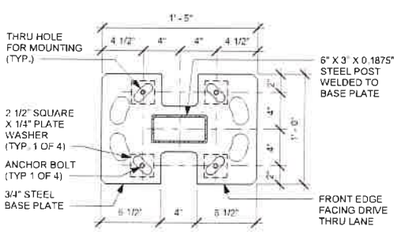
1 DTE PRE-MENU GROUND FOOTING - 22542

Scale: 3/8" = 1'-0"



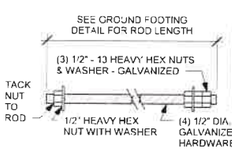
2 DTE PRE-MENU BOLT PATTERN (TOP VIEW)

Scale: 1 1/2" = 1'-0"



3 DTE PRE-MENU BASE PLATE

Scale: 1 1/2" = 1'-0"



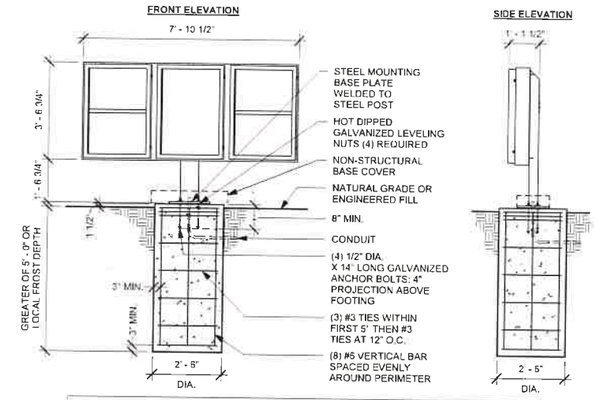
CENTER ANCHOR ROD PATTERN IN FOUNDATION

ALTERNATE ADHESIVE POST-INSTALLED ANCHORS: HILTI 1/2" DIA. HVU ADHESIVE CAPSULES AT 4" EMBEDMENT WITH A36 HOT-DIPPED GALVANIZED THREADED STEEL RODS AND HARDWARE. (4) REQUIRED

SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

4 DTE PRE-MENU ANCHOR ROD

Scale: 3" = 1'-0"

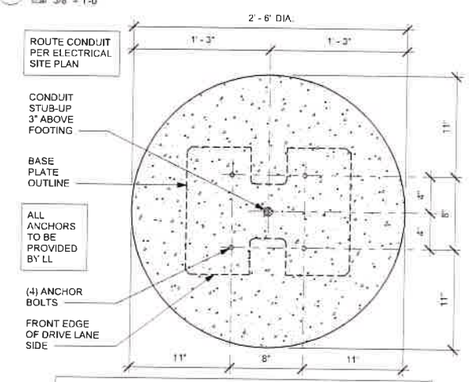


LL RESPONSIBLE FOR FOUNDATIONS AND FOOTINGS ON ALL MENU BOARD AND DRIVE THRU ELEMENTS. SIGNAGE VENDOR TO SUPPLY TEMPLATES AND INSTALL MENU BOARDS ONLY.

SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

5 DT 5-PANEL MENU BOARD GROUND FOOTING - 22540

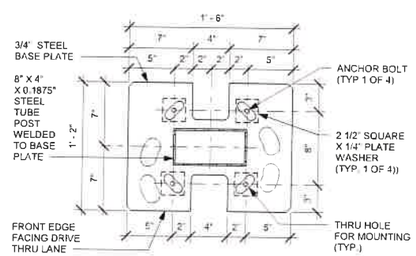
Scale: 3/8" = 1'-0"



SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

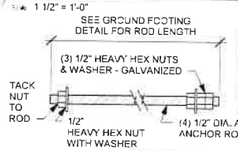
6 DTE 5-PANEL MENU BOARD BOLT PATTERN (TOP VIEW)

Scale: 1 1/2" = 1'-0"



7 DTE 5-PANEL MENU BOARD BASE PLATE

Scale: 1 1/2" = 1'-0"



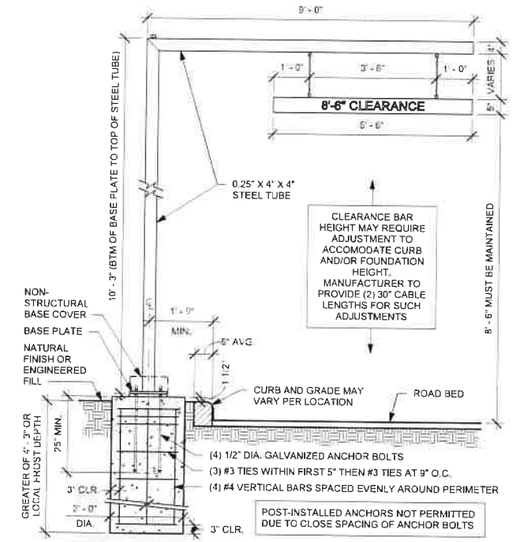
SEE SEPARATE DETAIL FOR ANCHOR ROD PATTERN IN FOUNDATION

ALTERNATE ADHESIVE POST-INSTALLED ANCHORS: HILTI 1/2" DIA. HVU ADHESIVE CAPSULES AT 8" EMBEDMENT WITH A36 HOT-DIPPED GALVANIZED THREADED STEEL RODS AND HARDWARE. (4) REQUIRED

SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

8 DTE 5-PANEL MENU BOARD ANCHOR ROD

Scale: 3" = 1'-0"

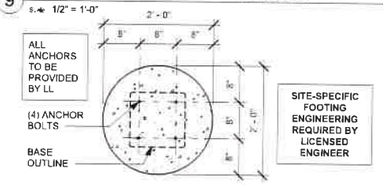


LL RESPONSIBLE FOR FOUNDATIONS AND FOOTINGS ON ALL MENU BOARD AND DRIVE THRU ELEMENTS. SIGNAGE VENDOR TO SUPPLY TEMPLATES AND INSTALL MENU BOARDS ONLY.

SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

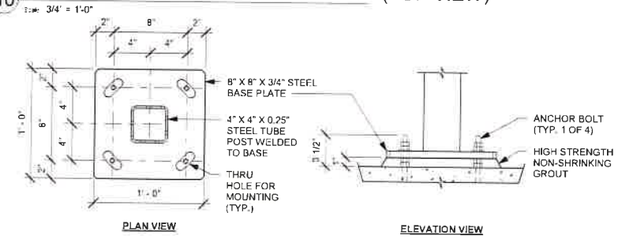
9 DTE CLEARANCE BAR GROUND FOOTING - 22544

Scale: 1/2" = 1'-0"



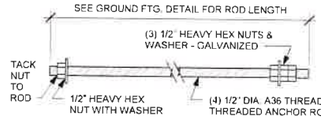
10 DTE CLEARANCE BAR BOLT PATTERN (TOP VIEW)

Scale: 3/4" = 1'-0"



11 DTE CLEARANCE BAR BASE PLATE

Scale: 1 1/2" = 1'-0"



CENTER ANCHOR ROD PATTERN IN FOUNDATION

SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

12 DTE CLEARANCE BAR ANCHOR ROD

Scale: 3" = 1'-0"

NOTES:

LANDLORD RESPONSIBLE FOR FOUNDATION AND FOOTINGS ON ALL MENU BOARD AND DRIVE-THRU ELEMENTS. SIGNAGE VENDOR TO SUPPLY TEMPLATES AND INSTALL MENU BOARDS ONLY.

PROTOTYPICAL DETAILS PROVIDED FOR REFERENCE ONLY. SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED PROFESSIONAL ENGINEER REGISTERED IN THE PROVINCE OF WORK. TYPICAL.

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STARBUCKS TEMPLATE VERSION: v2021.10.22

ARCHITECT OF RECORD

2024-10-16

PROJECT NAME: TABER

PROJECT ADDRESS: 5508 46 AVE, TABER, AB, T1G 2B1

collabor8 ARCHITECTURE + DESIGN (Alberta) INC

STORE #:	83647
PROJECT #:	102293-001
ISSUE DATE:	15-08-2024
DESIGN MANAGER	ROCIO MONROY GARNICA
CONSTRUCTION MGR:	SARA SCHELLE
DRAWN BY	PETER KOLLAR

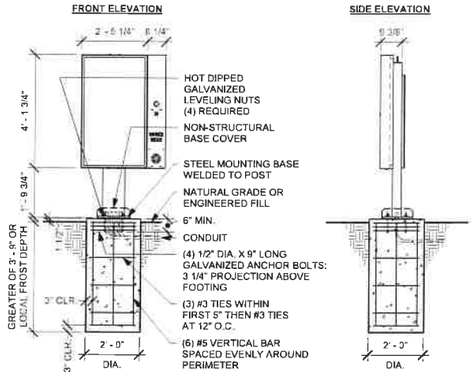
Revision Schedule

Rev	Date	By	Description
1	2024-08-12	PK	ISSUED FOR 50% REVIEW
2	2024-08-17	PK	ISSUED FOR 90% REVIEW
3	2024-09-27	PK	ISSUED FOR DEVELOPMENT PERMIT / BUILDING PERMIT

SHEET TITLE: ARCHITECTURAL SITE DETAILS

SCALE: AS SHOWN

SHEET NUMBER: A002A

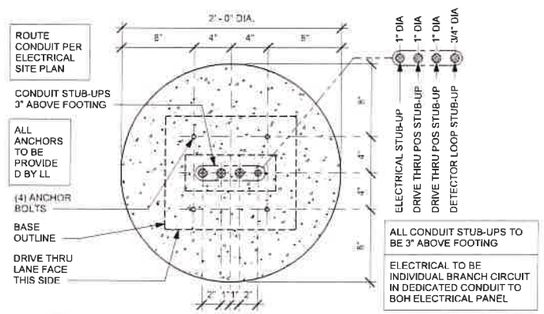


LL RESPONSIBLE FOR FOUNDATIONS AND FOOTINGS ON ALL MENU BOARD AND DRIVE THRU ELEMENTS. SIGNAGE VENDOR TO SUPPLY TEMPLATES AND INSTALL MENU BOARDS ONLY.

SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

1 DTE DOS POST GROUND FOOTING - 22546

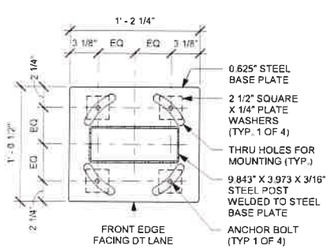
Scale: 3/8" = 1'-0"



SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

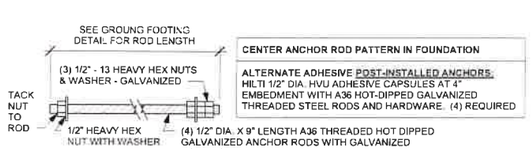
2 DTE DOS POST BOLT PATTERN (TOP VIEW)

Scale: 1 1/2" = 1'-0"



3 DTE DOS POST BASE PLATE

Scale: 1 1/2" = 1'-0"



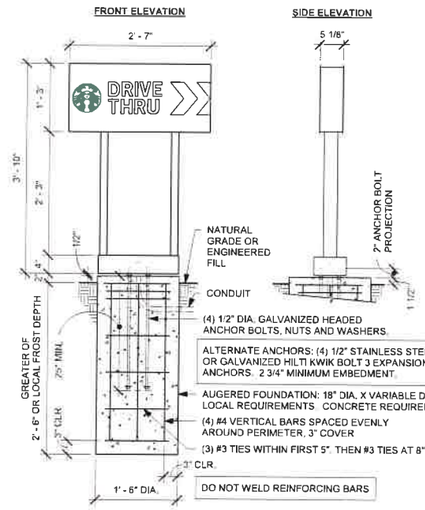
CENTER ANCHOR ROD PATTERN IN FOUNDATION

ALTERNATE ADHESIVE POST-INSTALLED ANCHORS: HILTI 1/2" DIA. HVU ADHESIVE CAPSULES AT 4" EMBEDMENT WITH A36 HOT-DIPPED GALVANIZED THREADED STEEL RODS AND HARDWARE. (4) REQUIRED

SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

4 DTE DOS POST ANCHOR ROD

Scale: 3" = 1'-0"

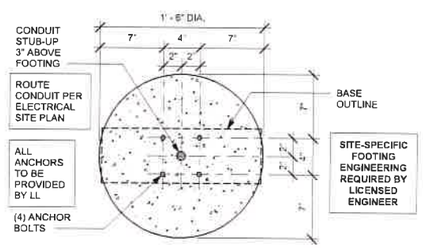


LL RESPONSIBLE FOR FOUNDATIONS AND FOOTINGS ON ALL MENU BOARD AND DRIVE THRU ELEMENTS. SIGNAGE VENDOR TO SUPPLY TEMPLATES AND INSTALL MENU BOARDS ONLY.

SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

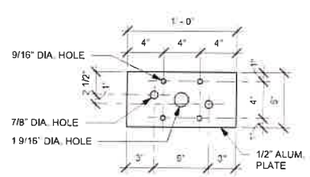
5 DTE ARROW AND LOGO SIGNAGE GROUND FOOTING - 14104

Scale: 3/4" = 1'-0"



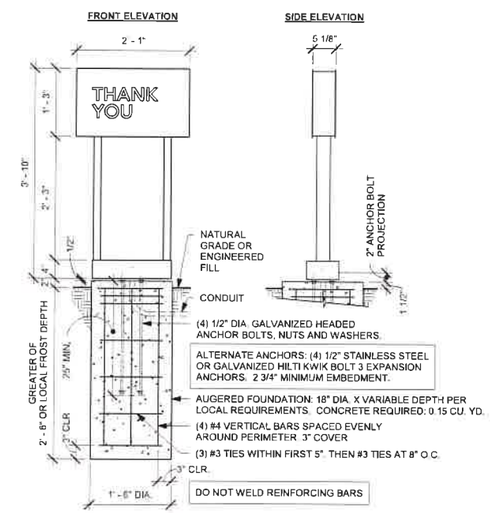
6 DTE ARROW AND LOGO SIGNAGE BOLT PATTERN (TOP VIEW)

Scale: 1 1/2" = 1'-0"



7 DTE ARROW AND LOGO SIGNAGE BASE PLATE

Scale: 1 1/2" = 1'-0"

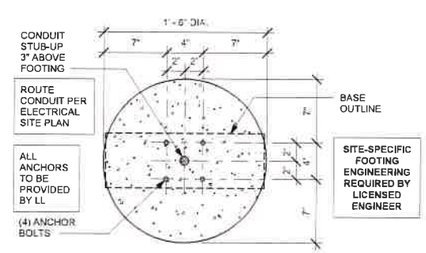


LL RESPONSIBLE FOR FOUNDATIONS AND FOOTINGS ON ALL MENU BOARD AND DRIVE THRU ELEMENTS. SIGNAGE VENDOR TO SUPPLY TEMPLATES AND INSTALL MENU BOARDS ONLY.

SITE-SPECIFIC FOOTING ENGINEERING REQUIRED BY LICENSED ENGINEER

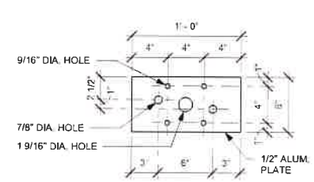
8 DTE EXIT SIGNAGE GROUND FOOTING - 14091

Scale: 3/4" = 1'-0"



9 DTE EXIT SIGNAGE BOLT PATTERN (TOP VIEW)

Scale: 1 1/2" = 1'-0"



10 DTE EXIT SIGNAGE BASE PLATE

Scale: 1 1/2" = 1'-0"

NOTES:

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ARCHITECT OF RECORD

2024-10-16

PROJECT NAME: TABER

PROJECT ADDRESS: 5508 46 AVE, TABER, AB, T1G 2B1

collabor8 ARCHITECTURE • DESIGN (Alberta) INC.

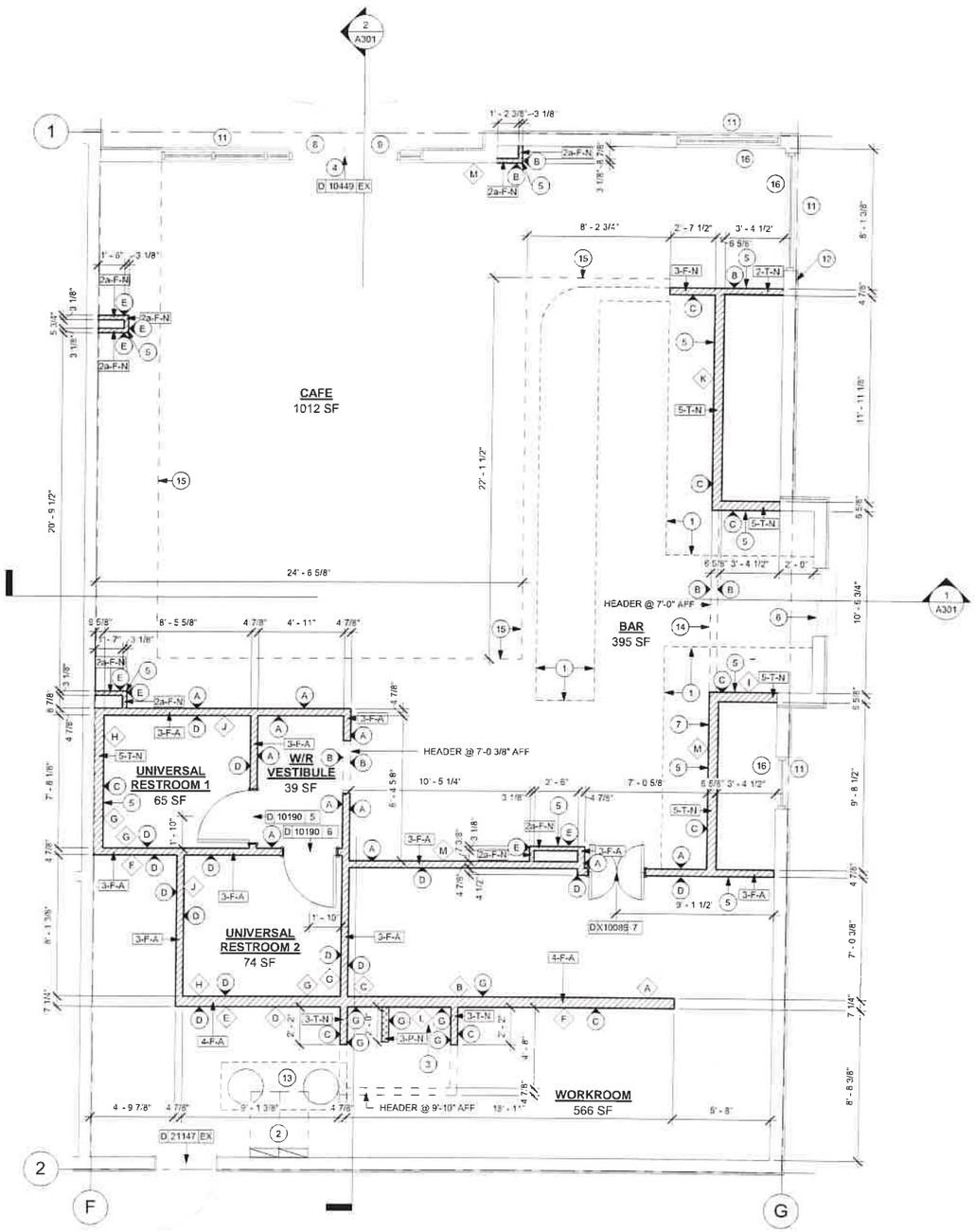
STORE #:	83647
PROJECT #:	102293-001
ISSUE DATE:	15-08-2024
DESIGN MANAGER:	ROCIO MONROY GARNICA
CONSTRUCTION MGR:	SARA SCHELLE
DRAWN BY	PETER KOLLAR

Revision Schedule

Rev	Date	By	Description
1	2024-08-14	PK	ISSUED FOR 50% REVIEW
2	2024-08-15	PK	ISSUED FOR 90% REVIEW
3	2024-08-27	PK	ISSUED FOR DEVELOPMENT PERMIT / BUILDING PERMIT

SHEET TITLE:
ARCHITECTURAL SITE DETAILS
SCALE: AS SHOWN

SHEET NUMBER:
A002B



1 FLOOR PLAN
SCALE 1/4" = 1'-0"

WALL SHEATHING KEY

SYMBOL	DESCRIPTION
▲	INDICATES SHEATHING TRANSITION
A	5/8" GYP. WALL BOARD (FULL WALL HEIGHT)
B	5/8" GYP. WALL BOARD (TERMINATE AT 6" (150MM) ABOVE CEILING)
C	5/8" CEMENTITIOUS BACKER BOARD (TERMINATE AT 6" (150MM) ABOVE CEILING)
D	5/8" CEMENTITIOUS BACKER BOARD (TERMINATE AT FINISH TRANSITION AS SHOWN ON INTERIOR ELEVATION W/ 5/8" GYP. WALL BOARD ABOVE (FULL WALL HEIGHT)).
E	5/8" PLYWOOD (TERMINATE AT 6" (150MM) ABOVE CEILING)
F	5/8" GYP. WALL BOARD (FULL WALL HEIGHT)
G	5/8" MOISTURE RESISTANT GYPSUM BOARD (FULL WALL HEIGHT)

KEYED NOTES

1. OUTLINE OF BAR PER CASEWORK MANUFACTURER.
2. ELECTRICAL PANEL LOCATIONS INSTALLED BY LL. MAINTAIN MINIMUM CLEARANCE AS REQUIRED BY CODE.
3. SHELF FOR WATER HEATER ABOVE. REFER TO INTERIOR ELEVATION FOR HEIGHT AND DETAILS FOR CONSTRUCTION OF PLATFORM AND SUPPORTING ASSEMBLY.
4. FRONT DOOR AIR CURTAIN SUPPLIED AND INSTALLED BY LL.
5. FUR OUT INTERIOR FACE OF WALL.
6. DRIVE-THRU WINDOW AND AIR CURTAIN BY LL. LL TO CONFIRM DT WINDOW CONFIGURATION.
7. MENU BOARD WALL PLYWOOD BLOCKING. REFER TO INTERIOR ELEVATIONS.
8. EXISTING BASE BUILDING DOOR. KEYING BY SB/GC.
9. AUTOMATIC DOOR OPENER W/HARDWARE, CLOSER SUPPLIED AND INSTALED BY LL AS PER NBC 2023-AE REQUIREMENTS. OPERATOR BUTTONS SUPPLIED AND INSTALLED BY LL AS PER NBC 2023-AE
10. FACE OF FINISHED WALLS TO BE ALIGNED.
11. EXISTING STOREFRONT GLAZING BY LL.
12. APPROXIMATE LOCATION OF EXISTING HOSE BIB BY LL.
13. 100 GPM GREASE INTERCEPTOR BY LL.
14. OUTLINE OF DT BULKHEAD U/S AT 7'-2" AFF.
15. OUTLINE OF SOFFIT ABOVE. U/S AT 10' - 6" AFF UP TO 11' - 4" AFF.
16. APPLY WINDOW FILM ON INTERIOR SIDE OF THE WINDOW BEFORE ERECTING INTERIOR FURRING WALL. COLOUR TO MATCH EXISTING WALL FINISH - "CARBON" FORMA PLANK

GENERAL NOTES

A. GENERAL CONTRACTOR TO VERIFY ALL DIMENSIONS AND NOTIFY STARBUCKS CONSTRUCTION MANAGER OF ANY DISCREPANCIES PRIOR TO CONSTRUCTION. ALL DIMENSIONS TO BE TAKEN FROM DESIGNATED DATUM POINT.

B. GENERAL CONTRACTOR TO PROVIDE FIRE TREATED 2X WOOD BLOCKING OR EQUIVALENT FOR COMPLETE AND SECURE SUPPORT OF ANY WALL MOUNTED EQUIPMENT, CABINETRY, FURNISHINGS, ARTWORK AND/OR SIGNAGE.

C. IF EXISTING EXTERIOR ENTRANCE THRESHOLD EXCEEDS MINIMUM BARRIER FREE PROVISION OF THE CODE, REMOVE AND REPLACE WITH ACCESSIBLE THRESHOLD. RAISED THRESHOLDS AND FLOOR LEVEL CHANGES AT ACCESSIBLE DOORWAYS TO BE BEVELED WITH A SLOPE NO GREATER THAN 1:12.

D. ALL DIMENSIONS ARE TO FINISHED FACE UNLESS SHOWN OR NOTED OTHERWISE.

E. INSTALL MOISTURE RESISTANT GREEN BOARD ON BACKBAR WALL PER PROJECT MANUAL.

F. ALL DOORS SHALL BE 32" (815MM) MINIMUM CLEAR OPENING WHEN OPENED TO 90 DEGREE POSITION UNLESS OTHERWISE NOTED.

G. SEE SHEET A501 FOR EXTERIOR DOOR AND WINDOW SCHEDULES.

H. STARBUCKS VENDOR TO PROVIDE DOOR HARDWARE COMPONENTS AND GC TO INSTALL.

I. VERIFY ALL EXISTING DOORS, HARDWARE AND FRAMES MEET STARBUCKS AND/OR CODE REQUIREMENTS.

J. PROVIDE FIRE EXTINGUISHERS AS NOTED ON THE APPROVED PLANS FROM THE CITY.

K. SEE STRUCTURAL FOR KNEE WALL BRACING.

L. SEE SHEET A501 FOR BUILDING DETAILS.

M. REFER TO SHEET I104 FOR FLOOR FINISHES.

WALL BLOCKING KEY

SYMBOL	ITEM	WEIGHT	HEIGHT A.F.F.	APPROX. WIDTH
A	WORKROOM HAND SINK	128 LBS (58 KG)	36" TO 40" (915MM TO 1015MM)	30" (760MM) BEHIND SINK
B	SHELVES ABOVE COMPARTMENT SINK	200 LBS (91 KG)	48" TO 76" (1220MM TO 1930MM)	96" (2440MM) CENTERED ABOVE COMPARTMENT SINK
C	UPPER WIRE SHELVES	BLOCKING SPECIFICATION TO BE PROVIDED BY VENDOR		
D	SHELVES AT MANAGER'S DESK	300 LBS (136 KG)	32" TO 96" (810MM TO 2440MM)	48" (1220MM) 3/4 (19MM) ACX PLYWOOD. CENTERED ON SHELVES
E	EQUIPMENT RACK AT MANAGER'S DESK	300 LBS (136 KG)	44" TO 96" (1120MM TO 2440MM)	28" (710MM) 3/4 (19MM) ACX PLYWOOD. CENTERED ON RACK
F	METRO SHELVES	BLOCKING SPECIFICATION TO BE PROVIDED BY VENDOR. IN-WALL BLOCKING PREFERRED. HOWEVER EXISTING FRP FINISHED WALL MAY RECEIVE SURFACE MOUNTED, PAINTED WHITE.		
G	RESTROOM GRAB BARS	200 LBS (91 KG)	30" TO 36" (760MM TO 915MM)	60" (1525MM) AROUND WATER CLOSET
H	RESTROOM HAND SINK	200 LBS (91 KG)	COMMERCIAL INSTALLATION REQUIRES CONCEALED ARM CARRIER. REFER TO MFR'S SPECIFICATION.	
I	MILLWORK BOXES	BLOCKING SPECIFICATION FOR FRENCH CLEATING SYSTEM. REFER TO DETAILS.		
J	DIAPER CHANGING STATION	250 LBS (113 KG)	40 1/2" TO 46 1/2" (1033MM TO 1180MM)	32" (810MM) BEHIND STATION
K	UPPER CBE SHELVING	BLOCKING SPECIFICATION FOR CBE METAL SHELVES. REFER TO VENDOR'S SPECIFICATION AND DETAILS.		
L	WATER FILTRATION SYSTEM	TBD BY VENDOR	COORDINATE LOCATION AND EXTENT WITH PENTAIR	
M	ALL ARTWORK, MENU BOARDS, FIXTURES, ACCESSORIES AND CASEWORK FABRICATIONS NOT OTHERWISE NOTED	TBD BY VENDOR (VARIES)	GC TO PROVIDE WALL BLOCKING AS REQUIRED FOR ALL ITEMS FOR A COMPLETE AND SECURE INSTALLATION. EXTEND BLOCKING 8" (205MM) BEYOND ON EACH SIDE OF EACH ITEM.	

INTERIOR WALL SCHEDULE

TAG	DESCRIPTION	INSULATION	NOTES
2-T-N	3 5/8" 20 GA STUD FURRING WALL	NONE	FULL HT. WALL. SEE PLAN FOR WALL SHEATHING.
2a-F-N	2 1/2" 20 GA STUD FURRING WALL	NONE	FULL HT. WALL. SEE PLAN FOR WALL SHEATHING.
3-F-A	3 5/8" 20 GA STUDS @ 16" O.C.	ACOUSTIC	FULL HT. WALL. SEE PLAN FOR WALL SHEATHING.
3-F-N	3 5/8" 20 GA STUDS @ 16" O.C.	NONE	FULL HT. WALL. SEE PLAN FOR WALL SHEATHING.
3-P-N	3 5/8" 16 GA STUDS @ 16" O.C.	NONE	PARTIAL HT. WALL W/ ROKW RIGID CONNECTORS AT FLOOR. SEE ELEVATIONS FOR WALL HT. SEE PLAN FOR WALL SHEATHING.
3-T-N	3 5/8" 20 GA STUDS @ 16" O.C.	NONE	TERMINATE 6" ABOVE CEILING. PROVIDE 45 DEGREE METAL STUD BRACING AT 48" O.C. FROM STUD WALL TO STRUCTURE ABOVE. SEE PLAN FOR WALL SHEATHING.
4-F-A	5" 20 GA STUDS @ 16" O.C.	ACOUSTIC	FULL HT. WALL. SEE PLAN FOR WALL SHEATHING.
5-T-N	5" 20 GA STUD FURRING WALL	NONE	TERMINATE 6" ABOVE CEILING. SEE PLAN FOR WALL SHEATHING.

GENERAL LEGEND

- NEW FULL HEIGHT WALL
- NEW PARTIAL HEIGHT WALL
- EXISTING WALL
- XX — WALL BLOCKING CALL-OUT
- XX — WALL SHEATHING CALL-OUT
- DIMENSION DATUM POINT

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ARCHITECT OF RECORD

2024-10-16

PROJECT NAME: TABER

PROJECT ADDRESS: 5508 46 AVE, TABER, AB, T1G 2B1

collabor8 ARCHITECTURE + DESIGN | AB Arch | INC

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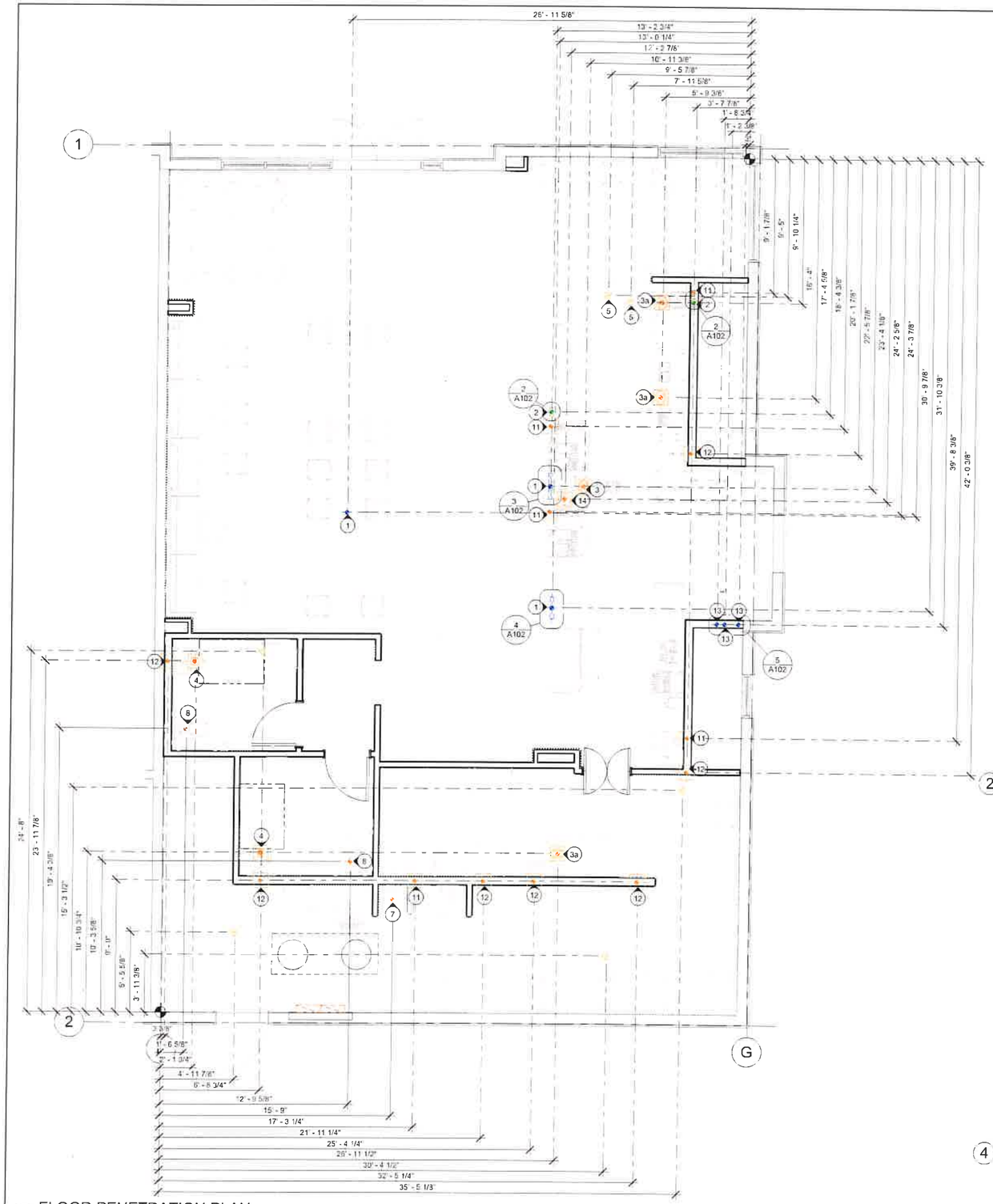
Revision Schedule

Rev	Date	By	Description
1	2024-08-13	PK	ISSUED FOR 50% REVIEW
2	2024-08-11	PK	ISSUED FOR 90% REVIEW
3	2024-09-27	PK	ISSUED FOR DEVELOPMENT PERMIT / BUILDING PERMIT

SHEET TITLE:
BUILDING FLOOR PLAN

SCALE: AS SHOWN

SHEET NUMBER:
A101



1 FLOOR PENETRATION PLAN
Scale 1/4" = 1'-0"

KEYED NOTES

1. ELECTRICAL STUB-UP LOCATION, REFER TO ELECTRICAL DRAWINGS FOR MORE INFORMATION.
2. PLUMBING STUB-UP LOCATION. 1/2" DIA. AND 3/4" DIA.
3. FUNNEL DRAIN LOCATION TO GREASE INTERCEPTOR; 3" DIA., PROVIDE 12"x12" CONCRETE LEAVE-OUT.

3a. FUNNEL DRAIN LOCATION TO SANITARY MAIN; 3" DIA., PROVIDE 12"x12" CONCRETE LEAVE-OUT.

4. FLOOR DRAIN LOCATION: 3" DIA.
5. FLOOR CLEAN-OUT.
6. RESERVED.
7. MOP SINK WASTE: 2" DIA.
8. WATER CLOSET WASTE: 3" DIA.
9. GREASE WASTE INTERCEPTOR.
10. VENT. SEE PLUMBING SHEETS FOR INDIVIDUAL LINE LOCATION.
11. SANITARY WASTE TO GREASE INTERCEPTOR / VENT. SEE PLUMBING SHEETS FOR INDIVIDUAL LINE LOCATION.
12. SANITARY WASTE TO SANITARY MAIN / VENT. SEE PLUMBING SHEETS FOR INDIVIDUAL LINE LOCATION.
13. DT ELECTRICAL STUB-UP LOCATION.
14. HUB DRAIN TO GREASE INTECEPTOR. 3" DIA. SEE PLUMBING SHEETS.

GENERAL NOTES

A. ALL STUB-UP DIMENSIONS ARE RELATIVE TO FINISHED WALL LOCATIONS (SHOWN AS OUTLINES ON THIS PLAN). REFER TO FLOOR PLAN FOR WALL PLACEMENT.

B. FLOOR SINK: REFER TO CUT SHEETS FOR COMPONENT SPECIFICATIONS AND CUTOUT REQUIREMENTS.

C. WASTE LINE PENETRATIONS: REFER TO PLUMBING PLANS FOR INDIVIDUAL LINE LOCATIONS.

D. STUB-UP PENETRATIONS: REFER TO ELECTRICAL AND PLUMBING PLANS FOR INDIVIDUAL STUB-UP LOCATIONS.

E. TOILET FLOOR PENETRATION: REFER TO CUT SHEETS FOR STUB-UP LOCATION RELATIVE TO FINISHED WALL.

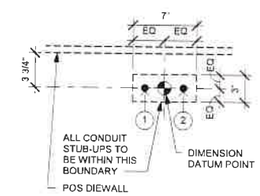
F. PENETRATION TO BE LOCATED ON CENTERLINE OF WALL OR AS REQUIRED PER CONDITIONS.

G. TRENCHING OUTLINE FOR GUIDELINE USE ONLY. GENERAL CONTRACTOR TO COORDINATE WITH SPECIFIC TRADES AND SITE CONDITIONS TO DETERMINE ACTUAL LAYOUT.

H. REFER TO SHEET I104 FOR FLOOR FINISHES.

LEGEND

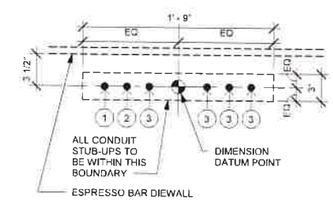
- EXISTING WALL
- NEW WALL
- CONCRETE LEAVE-OUT
- DATUM POINT
- FLOOR DRAIN
- FLOOR CLEAN-OUT
- FUNNEL DRAIN
- HUB DRAIN



ESPRESSO BAR PLUMBING STUB-UP KEY	
1	CWF STUB-UP
2	CW STUB-UP

NOTE: SEE SHEET A102 - BUILDING FLOOR PENETRATION PLAN FOR FINAL DIMENSIONED LOCATION.

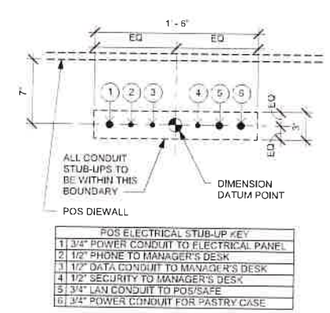
2 PLUMBING STUB-UPS AT ESPRESSO BAR
Scale 1 1/2" = 1'-0"



ESPRESSO BAR ELECTRICAL STUB-UP KEY	
1	3/4" LAN CONDUIT
2	3/4" LAN CONDUIT TO MANAGER'S WORKSTATION
3	3/4" ISOLATED GROUND POWER CONDUIT

NOTE: SEE SHEET A102 - BUILDING FLOOR PENETRATION PLAN FOR FINAL DIMENSIONED LOCATION.

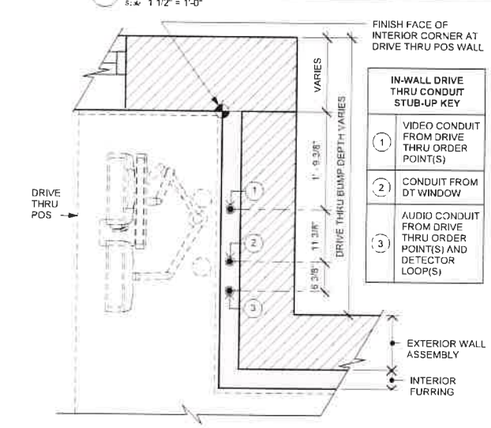
3 ELECTRICAL STUB-UPS AT ESPRESSO BAR
Scale 1 1/2" = 1'-0"



POS ELECTRICAL STUB-UP KEY	
1	3/4" POWER CONDUIT TO ELECTRICAL PANEL
2	1/2" PHONE TO MANAGER'S DESK
3	1/2" DATA CONDUIT TO MANAGER'S DESK
4	1/2" SECURITY TO MANAGER'S DESK
5	3/4" LAN CONDUIT TO POS/SAFE
6	3/4" POWER CONDUIT FOR PASTRY CASE

NOTE: SEE SHEET A102 - BUILDING FLOOR PENETRATION PLAN FOR FINAL DIMENSIONED LOCATION.

4 ELECTRICAL STUB-UPS AT POS
Scale 1 1/2" = 1'-0"



IN-WALL DRIVE THRU CONDUIT STUB-UP KEY	
1	VIDEO CONDUIT FROM DRIVE THRU ORDER POINT(S)
2	CONDUIT FROM DT WINDOW
3	AUDIO CONDUIT FROM DRIVE THRU ORDER POINT(S) AND DETECTOR LOOP(S)

5 DRIVE THRU POS IN-WALL CONDUIT STUB-UPS
Scale 3/4" = 1'-0"

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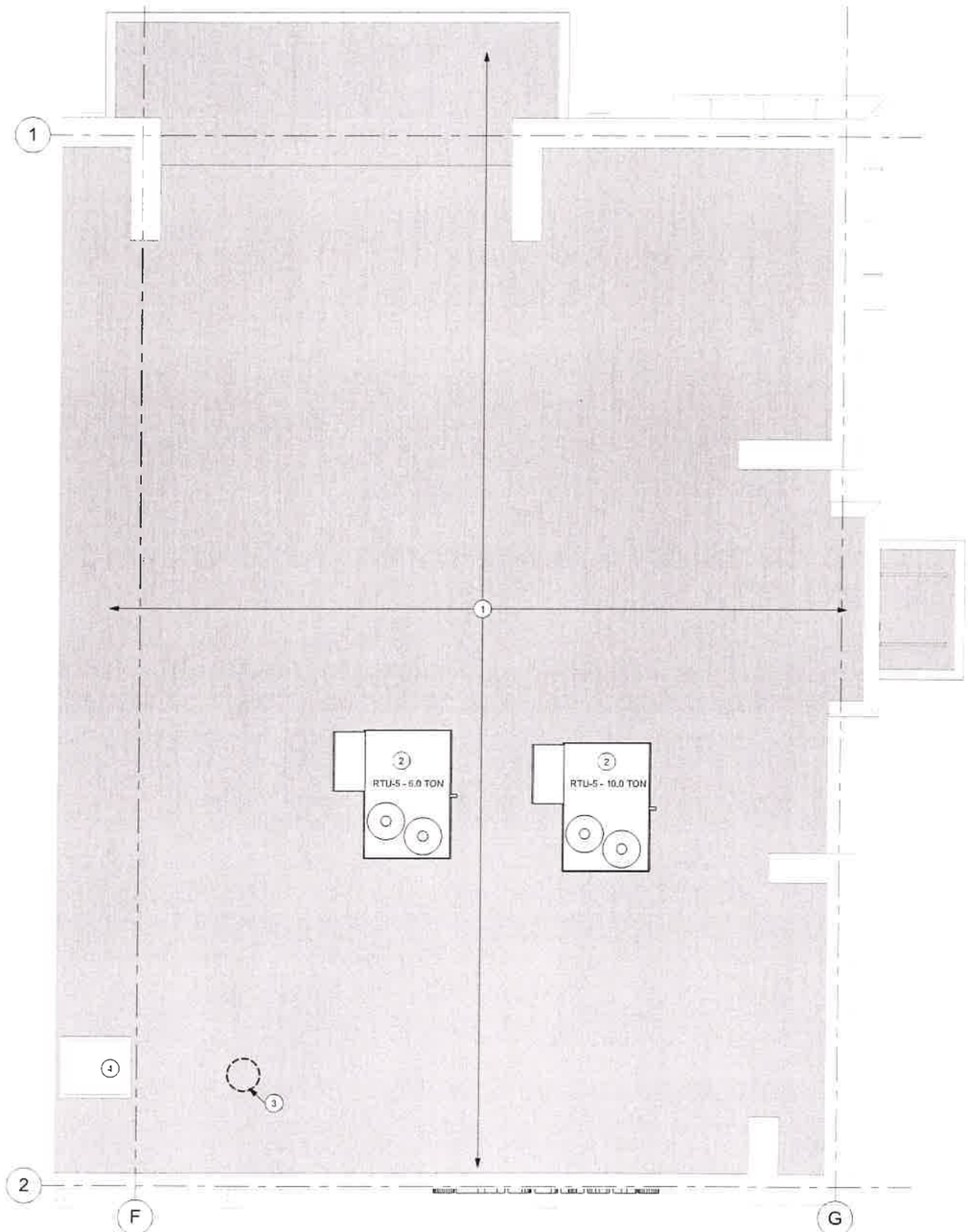
STORE #:	83647
PROJECT #:	102293-001
ISSUE DATE:	15-08-2024
DESIGN MANAGER	ROCIO MONROY GARNICA
CONSTRUCTION MGR:	SARA SCHELLE
DRAWN BY:	PETER KOLLAR

Revision Schedule

Rev	Date	By	Description
1	2024-08-14	PK	ISSUED FOR 50% REVIEW
2	2024-08-11	PK	ISSUED FOR 90% REVIEW
3	2024-09-27	PK	ISSUED FOR DEVELOPMENT PERMIT / BUILDING PERMIT

SHEET TITLE:
BUILDING FLOOR PENETRATION PLAN
SCALE: AS SHOWN

SHEET NUMBER:
A102



1 SITE PLAN
Scale: 1/4" = 1'-0"

KEYED NOTES

1. EXISTING TO REMAIN (ETR).
2. APPROXIMATE LOCATION OF ROOF TOP UNITS. PROVIDED BY LL.
3. RESTROOM EXHAUST FAN BY LL. SEE MECHANICAL. LL TO MATCH PROPOSED LOCATION.
4. ROOF ACCESS HATCH BY LL.

GENERAL NOTES

A. GENERAL CONTRACTOR TO VERIFY ALL DIMENSIONS AND NOTIFY STARBUCKS CONSTRUCTION MANAGER OF ANY DISCREPANCIES PRIOR TO CONSTRUCTION. ALL DIMENSIONS TO BE TAKEN FROM DESIGNATED DATUM POINT.

B. IN FREEZE THAW CLIMATES ONLY: INSTALL SELF-REGULATING HEAT TAPE IN ALL DOWNSPOUTS. SEE ELECTRICAL FOR FURTHER INFORMATION.

C. ROOF TOP PLUMBING VENTS ARE NOT SHOWN FOR CLARITY. REFER TO PLUMBING DRAWINGS FOR VTR LOCATIONS AND FURTHER INFORMATION.

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STARBUCKS TEMPLATE VERSION: i2021.10.22

ARCHITECT OF RECORD

2024-10-16

PROJECT NAME:
TABER

PROJECT ADDRESS:
5508 46 AVE, TABER, AB, T1G 2B1

collabor8
ARCHITECTURE + DESIGN (Alberta) INC

STORE #:	83647
PROJECT #:	102293-001
ISSUE DATE:	15-08-2024
DESIGN MANAGER	ROCIO MONROY GARNICA
CONSTRUCTION MGR:	SARA SCHELLE
DRAWN BY:	PETER KOLLAR

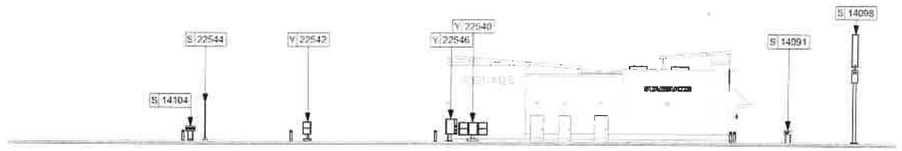
Revision Schedule

Rev	Date	By	Description
1	2024-08-14	PK	ISSUED FOR 50% REVIEW
2	2024-09-11	PK	ISSUED FOR 90% REVIEW
3	2024-09-27	PK	ISSUED FOR DEVELOPMENT PERMIT / BUILDING PERMIT

SHEET TITLE:
BUILDING ROOF PLAN

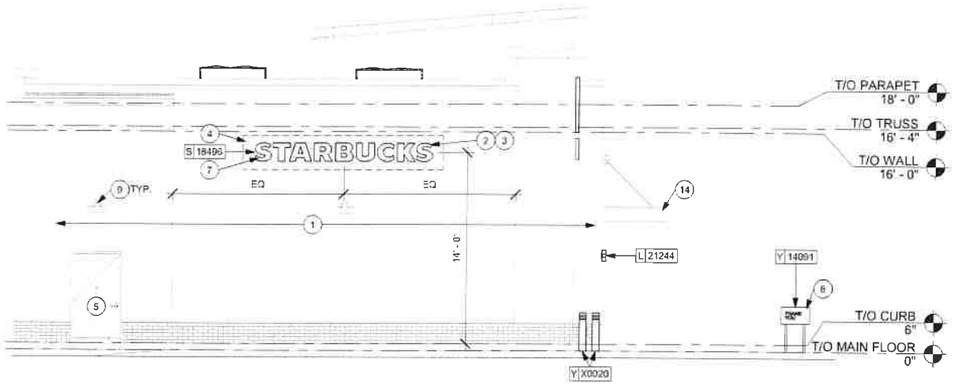
SCALE: AS SHOWN

SHEET NUMBER:
A103



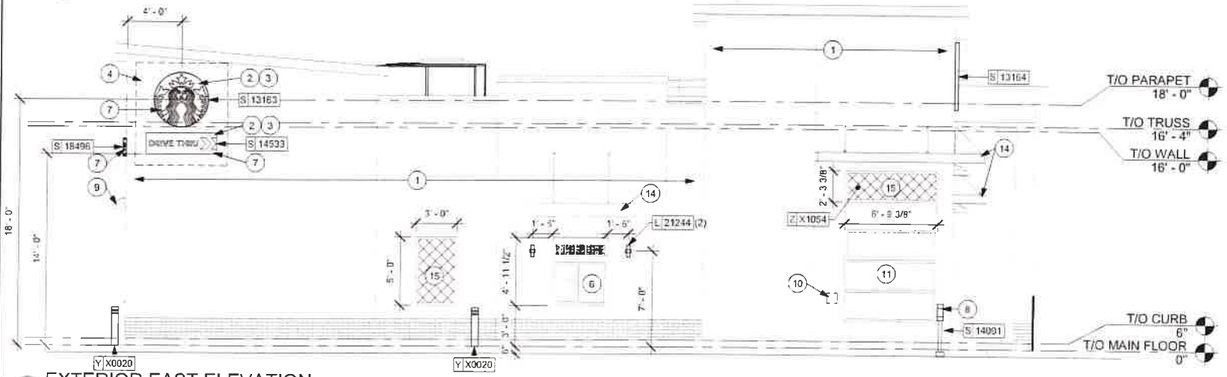
4 OVERALL EXTERIOR SITE ELEVATION - SOUTH

Scale: 1" = 20'-0"



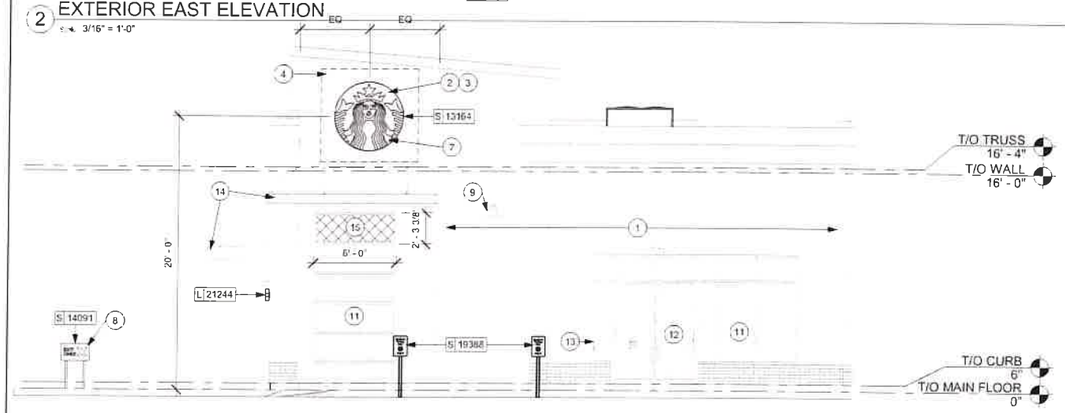
3 EXTERIOR SOUTH ELEVATION

Scale: 3/16" = 1'-0"



2 EXTERIOR EAST ELEVATION

Scale: 3/16" = 1'-0"



1 EXTERIOR NORTH ELEVATION

Scale: 3/16" = 1'-0"

KEYED NOTES

1. EXISTING TO REMAIN (ETR).
2. LL TO PROVIDE J-BOX FOR BUILDING SIGNAGE. COORDINATE LOCATION WITH SIGNAGE VENDOR SHOP DRAWINGS.
3. LL TO PROVIDE SIGNAGE DISCONNECT ON INSIDE FACE OF WALL.
4. 5/8" MARINE GRADE PLYWOOD BLOCKING FOR EXTERIOR SIGNAGE INSTALLED BY LL. EXTEND BLOCKING 8" (205MM) MIN. BEYOND EDGE OF SIGNAGE.
5. SECONDARY EXIT 42" HOLLOW METAL SERVICE DOOR BY LL.
6. DT WINDOW. LL PROVIDE READY ACCESS DT SERVICE WINDOW. WINDOW AND AIR CURTAIN FINISH TO MATCH ADJACENT STOREFRONT.
7. NEW BUILDING SIGNAGE.
8. NEW DRIVE-THRU SIGNAGE AND MENU BOARDS.
9. EXTERIOR LIGHTING BY LL.
10. EXISTING HOSE BIB BY LL. SEE PLUMBING DRAWINGS.
11. GLAZED STOREFRONT BY LL.
12. STORE ENTRANCE BY LL.
13. AUTOMATIC DOOR OPENER W/HARDWARE, CLOSER SUPPLIED AND INSTALED BY LL AS PER NBC 2019-AE REQUIREMENTS.
14. EXISTING CANOPY BY LL.
15. APPLY NEW WINDOW FILM ON INTERIOR SIDE OF THE WINDOW BEFORE ERECTING INTERIOR FURRING WALL. COLOUR TO MATCH EXISTING WALL FINISH - "CARBON" FORMA PLANK
16. STARBUCKS SHORT TERM PARKING SPOT SIGN WITH A POST INSTALLED BY GC AND SIGNAGE FURNISHED AND INSTALLED BY SV/SV

GENERAL NOTES

A. GENERAL CONTRACTOR TO COORDINATE AND SCHEDULE SIGNAGE INSTALLATION WITH THE SIGNAGE CONTRACTOR PROVIDING A MINIMUM SCHEDULING NOTICE OF 4 WEEKS AND 1 WEEK PRIOR TO SCHEDULED DATE OF INSTALLATION. CONSTRUCTION MANAGER TO PROVIDE GENERAL CONTRACTOR WITH SIGNAGE CONTRACTOR CONTACT INFORMATION.

B. GENERAL CONTRACTOR SHALL COORDINATE WITH ELECTRICAL CONTRACTOR TO FURNISH AND INSTALL ELECTRICAL CIRCUITS INCLUDING ALL CONDUIT, WIRE, CONNECTIONS AND BREAKER AT PANEL BOARD NECESSARY TO SERVE SIGNAGE.

C. GENERAL CONTRACTOR TO PROVIDE FIRE TREATED 2X WOOD BLOCKING OR EQUIVALENT FOR COMPLETE AND SECURE SUPPORT OF ANY WALL-MOUNTED EQUIPMENT, CABINETRY, FURNISHINGS, ARTWORK AND/OR SIGNAGE.

D. SIGNAGE CONTRACTOR SHALL VERIFY SIZE AND LOCATION OF ANY AND ALL ALLOWABLE MONUMENT OR POLE SIGNAGE AND PROVIDE SHOP DRAWING(S) PRIOR TO FABRICATION TO THE STARBUCKS DESIGNER FOR APPROVAL.

E. SIGNAGE CONTRACTOR TO INSTALL SIGNAGE IN COMPLIANCE WITH LOCAL CODES AND OBTAIN PERMIT.

F. SIGNAGE CONTRACTOR TO SUPPLY SHOP DRAWINGS TO CONSTRUCTION MANAGER AND TO THE GENERAL CONTRACTOR AS NEEDED. GENERAL CONTRACTOR TO NOTIFY CONSTRUCTION MANAGER IMMEDIATELY IF SHOP DRAWINGS OR INSTALLATION IS IN DISCREPANCY WITH ARCHITECTURAL DRAWINGS.

G. GENERAL CONTRACTOR TO CLEAN, PATCH AND REPAIR EXISTING EXTERIOR AS REQUIRED.

EXTERIOR LIGHTING FIXTURE SCHEDULE - "EL"

DESIGN ID	COUNT	DESCRIPTION	FURN. BY	INST. BY	BULB	COMMENTS
SCONCE						
21244	2	SCONCE - BK LIGHTING OLYMPUS - BLACK	LL	LL	AS PACKAGED (1) LED PAR 20 550LM 3000K	OR LL PREFERED FIXTURE APPROVED BY STARBUCKS

SITE SCHEDULE - "Y"

DESIGN ID	COUNT	DESCRIPTION	FURN. BY	INST. BY	COMMENTS
EXTERIOR MENU					
22540	1	MENU BOARD - DT 5 PANEL SQUARE FRAME FREESTANDING - 95X92IN 2415X1575VM - BLACK	SV	SV	FOOTINGS AND ANCHOR BOLTS BY LL
22542	1	MENU BOARD - DT PRE MENU SQUARE FRAME FREESTANDING - 29X61IN 735X1550MM - BLACK	SV	SV	FOOTINGS AND ANCHOR BOLTS BY LL
22546	1	MENU BOARD - DT DIGITAL ORDER SCREEN WITH POST - BLACK	VD	SV	FOOTINGS AND ANCHOR BOLTS BY LL
OTHER					
X0020	5	STEEL PIPE BOLLARD	LL	LL	LL TO FURNISH AND INSTALL 6" DIAMETER STEEL PIPE BOLLARDS PAINTED BLACK WITH REFLECTIVE TAPE NEAR THE TOP SPACED AT 5.75'

EXTERIOR SIGNAGE SCHEDULE - "S"

DESIGN ID	COUNT	DESCRIPTION	FURN. BY	INST. BY	COMMENTS
SIGNAGE - DISK					
13163	1	SIGN - DISK SF ILLUMINATED FLUSH MOUNTED EVOLVED - 48IN 1220MM	SV	SV	
13164	1	SIGN - DISK SF ILLUMINATED FLUSH MOUNTED EVOLVED - 60IN 1525MM	SV	SV	
SIGNAGE - DRIVE THRU					
14091	1	SIGN - DT DIRECTIONAL EXIT SIGN ILLUMINATED ARROW SERIES - 46IN 1170MM	SV	SV	FOOTING, CONDUIT AND ANCHOR BOLTS BY LL; VERIFY DETAILS WITH SHOP DRAWINGS FROM MANUFACTURER. REFER TO DETAIL 8/A002B
14104	1	SIGN - DT DIRECTIONAL ILLUMINATED ARROW SERIES WITH LOGO - 46IN 1170MM	SV	SV	FOOTING, CONDUIT AND ANCHOR BOLTS BY LL; VERIFY DETAILS WITH SHOP DRAWINGS FROM MANUFACTURER: REFER TO DETAIL A/A002B
14533	1	SIGN - DRIVE THRU ILLUMINATED ARROW SERIES FLUSH MOUNTED - RH - 62IN 1575MM	SV	SV	
22544	1	SIGN - DT CLEARANCE BAR SQUARE FRAME FREESTANDING - BLACK AND DARK GREEN	SV	SV	FOOTING, CONDUIT AND ANCHOR BOLTS BY LL; VERIFY DETAILS WITH SHOP DRAWINGS FROM MANUFACTURER: REFER TO DETAIL 9/A002A
SIGNAGE - OTHER					
19388	2	SIGN - 10 MINUTE PARKING	SV	SV	POST INSTALLED BY GC
SIGNAGE - PYLON DISK					
14098	1	SIGN - PYLON DISK DRIVE THRU 24-HR ILLUMINATED ARROW SERIES - 108IN 2745MM	SV	SV	
SIGNAGE - WORDMARK					
18496	1	SIGN - WORDMARK STARBUCKS FLUSH MOUNTED - 16IN 405MM	SV	SV	WHITE LETTERS

WINDOW FILM SCHEDULE - "Z"

DESIGN ID	AREA	DESCRIPTION	FURN. BY	INST. BY	COMMENTS
X1054	36 SF	OPAQUE CARBON: WINDOW FILM ON INTERIOR SIDE OF THE WINDOW	VD	VD	OPAQUE FILM. VD TO COORDINATE W/SBUX DESIGNER FOR DETAILS. GC TO COORDINATE TIMING OF THE FILM INSTALL WITH SB PROJECT SPECIALIST. WINDOW FILM TO MATCH EXISTING WALL COLOUR

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ARCHITECT OF RECORD

2024-10-16

PROJECT NAME:
TABER

PROJECT ADDRESS:
5508 46 AVE, TABER, AB, T1G 2B1

collabor8
ARCHITECTURE + DESIGN (Alberta) INC.

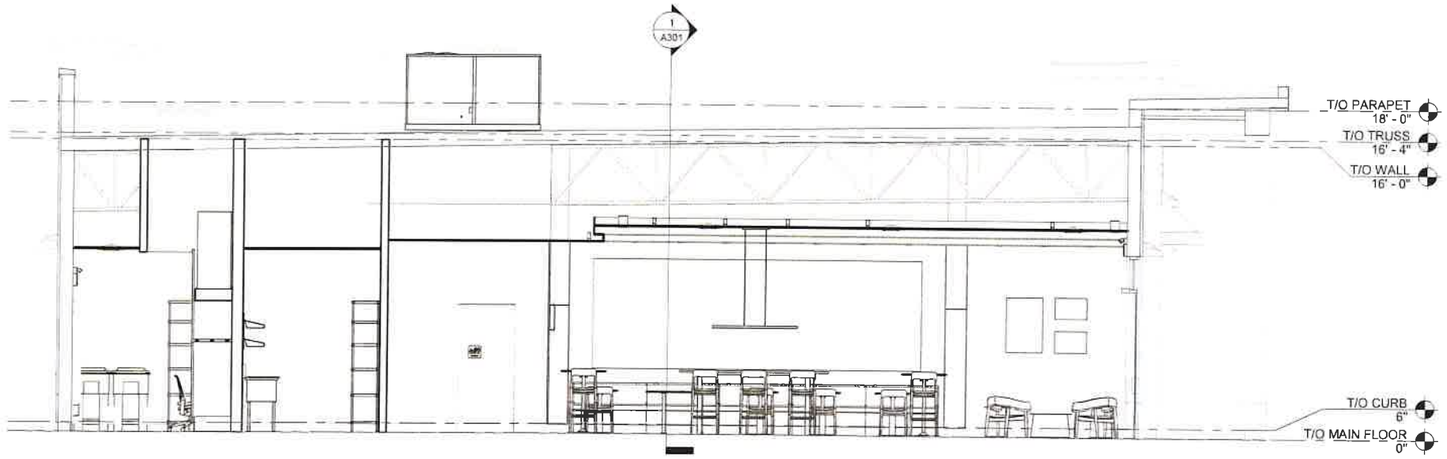
STORE #: 83647
PROJECT #: 102293-001
ISSUE DATE: 15-08-2024
DESIGN MANAGER: ROCIO MONROY GARNICA
CONSTRUCTION MGR: SARA SCHELLE
DRAWN BY: PETER KOLLAR

Revision Schedule

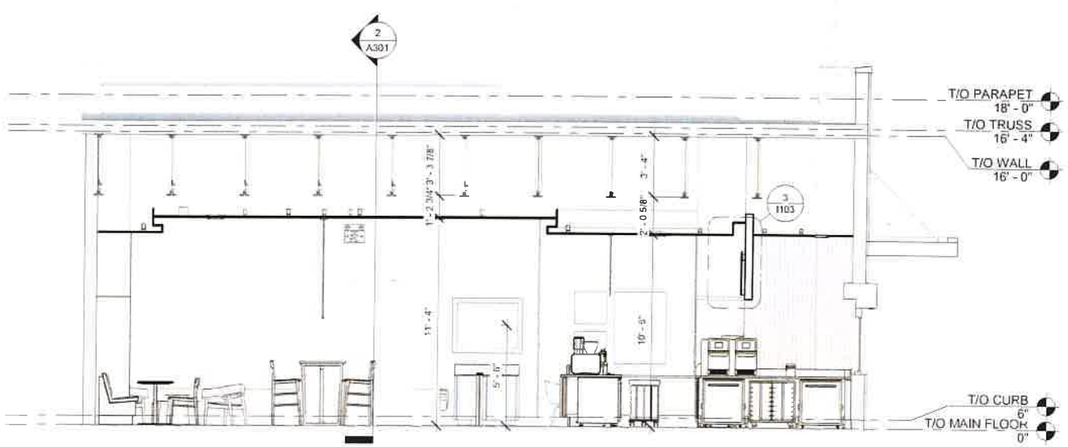
Rev	Date	By	Description
1	2024-08-14	PK	ISSUED FOR 50% REVIEW
2	2024-09-17	PK	ISSUED FOR 90% REVIEW
3	2024-09-27	PK	ISSUED FOR DEVELOPMENT PERMIT / BUILDING PERMIT

SHEET TITLE:
BUILDING EXTERIOR ELEVATIONS
SCALE: AS SHOWN

SHEET NUMBER:
A201



2 Section 2
Scale 1/4" = 1'-0"



1 Section 1
Scale 1/4" = 1'-0"

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2024-10-16

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Revision Schedule

Rev	Date	By	Description
1	2024-08-14	PK	ISSUED FOR 50% REVIEW
2	2024-08-27	PK	ISSUED FOR 90% REVIEW
3	2024-09-27	PK	ISSUED FOR DEVELOPMENT PERMIT / BUILDING PERMIT

SHEET TITLE
BUILDING SECTIONS

SCALE: AS SHOWN

SHEET NUMBER:
A301


46 Ave (West-Bound)
46 Ave (East-Bound)
Service Rd
55 St
45 Ave

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Removal of Reserve Designation - 53 St S

Recommendation:
That Council requests the removal of the reserve designation on the property at Plan: 7810080 Block: 54 Lot: R1.

And that Council directs Administration to put together a plan to incorporate community recreation and beautification for this neighborhood with the sale proceeds.

Background:
Administration would like to request the removal of the "reserve" designation from a 2.14-acre parcel of land at 53 St & 40 Ave S. This designation was applied to this property in 1978, as part of a subdivision requirement. This piece is a municipal reserve, which offers flexibility in its use and disposal, in comparison with conservation or environmental reserves.

Reserve land is a part of larger subdivision and development plan as the neighborhood is designed and built. The MGA states that developers can set aside a portion of land as reserve, or the developer can pay the fair market price for that required portion of land to the municipality for other recreational purposes. In essence, this designation was the default option for developers.

Section 666 (1) of the MGA states that:

> *"666(1) Subject to section 663, a subdivision authority may require the owner of a parcel of land that is the subject of a proposed subdivision:*
>
> 1. *To provide part of the parcel of land as municipal reserve, school reserve or municipal and school reserve*
> 2. *To provide money in place of municipal reserve, school reserve or municipal and school reserve, or*
> 3. *To provide any combination of land or money referred to in clauses (a) and (b)."*

Removal of the designation of municipal reserve is a common practice in Alberta. Currently in Southern Alberta, Fort MacLeod is in process of removing "reserve" designations from a parcel of land in their jurisdiction. Crowsnest Pass, Leduc, Lac St Anne, And Red Deer County are other municipalities who have removed this designation on parcels of land in the past year.

If Council should decide to remove the reserve designation and dispose of the land, the proceeds of that sale are required to be used to support other recreation purposes in the Town.

Section 671 (4) of the MGA states that:

> *"671 (4) Money provided in place of municipal reserve, school reserve or municipal and school reserve and the interest earned on that money:*
>
> *1. Must be accounted for separately, and*
>
> *2. May be used only for any or all of the purposes referred to in subsection (2)."*

Section 671(2) of the MGA states:

> *"671(2) Municipal reserve, school reserve or municipal and school reserve may be used by a municipality or school board or by them jointly for any or all of the following purposes:*
>
> *1. A public park;*
>
> *2. A public recreation area;*
>
> *3. School board purposes;*
>
> *4. To separate areas of land that are used for different purposes."*

This parcel of land can be subdivided to keep a portion of Ernest Meyers Park intact, administration recognizes that Ernest Meyers was a long-time teacher and principal of LT Westlake School and do not wish to detract from what was dedicated in his memory.

The subdivided space would be a great place for a storm pond, and it is an option to use the money from the disposal of a portion of this land to create a neighborhood community recreational space that all of the local residents can enjoy. The addition of walking trails, benches, trees and greenery can be incorporated to beautify the space.

There are other options as well that any money from the disposal of land could be used for, such as retrofitting current parks to be safer and more accessible, creating new features at local parks, or to upgrading current recreational facilities or any specific recreation-based projects.

This RFD is to remove the designation of reserve from the land title. Any development on the land will require a separate public engagement process and hearing before any development permits can be issued.

Legislation / Authority:
Sections 661 & 671 of the MGA

Strategic Plan Alignment:
Develop Community and Promote Growth.

Financial Implication:
Any money received in the disposal of the sale of this land would need to be used for recreational purposes in the town, there are various options Council can choose from in terms of how that money is spent.

Service Level / Staff Resource Implication:
Land designations and sales fall under the Planning & Economic Development department. Any initiative taken by Council with the funds of any disposal of the land will be planned and presented to Council for approval.

Justification:
To steward the land within town to the best available use. This could provide some much-needed housing options as well as creating a neighbourhood recreational space.

Alternative(s):

1. That Council requests the removal of the reserve designation on the property at Plan: 7810080 Block: 54, Lot: R1.

   And that Council directs Administration to put together a plan to use any funds from disposal of the property to _____.

2. That Council accepts this as information.

Attachment(s): 2.14 Acre South

APPROVALS:

Originated By:
Amy Allred

Chief Administrative Officer (CAO) or Designate: _____


41 Ave
54 St
53 St
40 Ave
55 St
40 Ave
39 Ave
52 St
38 Ave

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Removal of Reserve Designation 56 St &62 Ave

Recommendation:
That Council requests the removal of the reserve designation on the property at Plan: 8210712 Block: 27, Lot: 28MR.

And that Council directs Administration to put together a plan to incorporate community recreation and beautification for the parcel of land at Plan: 8210712 Block: 27, Lot: 29.

Background:
Administration would like to request the removal of the "reserve" designation from a 2.1-acre parcel of land at 56th Street and 62nd Avenue. This designation was applied to this property in 1982, as part of a subdivision requirement. This piece is a municipal reserve, which offers flexibility in its use and disposal, in comparison with conservation or environmental reserves.

Reserve land is a part of larger subdivision and development plans as the neighborhood is designed and built. The MGA states that developers can set aside a portion of land as reserve, or the developer can pay the fair market price for that required portion of land to the municipality for other recreational purposes. In essence, this designation was the default option for developers.

Section 666 (1) of the MGA states that:

> *"666(1) Subject to section 663, a subdivision authority may require the owner of a parcel of land that is the subject of a proposed subdivision:*

1. *To provide part of the parcel of land as municipal reserve, school reserve or municipal and school reserve*
2. *To provide money in place of municipal reserve, school reserve or municipal and school reserve, or*
3. *To provide any combination of land or money referred to in clauses (a) and (b). "*

Removal of the designation of municipal reserve is a common practice in Alberta. Currently in Southern Alberta, Fort MacLeod is in process of removing "reserve" designations from a parcel of land in their jurisdiction. Crowsnest Pass, Leduc, Lac St Anne, And Red Deer County are other municipalities who have removed this designation on parcels of land in the past year.

If Council should decide to remove the reserve designation and dispose of the land, the proceeds of that sale are required to be used to support other recreation purposes in the Town.

Section 671 (4) of the MGA states that:

"671 (4) Money provided in place of municipal reserve, school reserve or municipal and school reserve and the interest earned on that money:

1. *Must be accounted for separately, and*
2. *May be used only for any or all of the purposes referred to in subsection (2)."*

Section 671(2) of the MGA states:

"671(2) Municipal reserve, school reserve or municipal and school reserve may be used by a municipality or school board or by them jointly for any or all of the following purposes:

1. *A public park;*
2. *A public recreation area;*
3. *School board purposes;*
4. *To separate areas of land that are used for different purposes."*

This parcel of land is adjacent to a large greenspace of 17 acres with an incorporated storm pond. It is an option, to use the money from the disposal of the 2.1 acres to beautify this space – create walking trails, adding some benches, trees and greenery to this space for the community to enjoy. Currently in that neighborhood, there is not a community recreational space like this. It would benefit all the local neighborhood residents.

In many of our newer developed neighborhoods, like Westview, storm ponds areas have become community recreational spaces.

There are other options as well, such as retrofitting current parks to be safer and more accessible, creating new features at local parks, or upgrading current recreational facilities or any specific recreation-based projects.

This RFD is to remove the designation of reserve from the land title. Any development on the land will require a separate public engagement process and hearing before any development permits can be issued.

Legislation / Authority:
Sections 661 & 671 of the MGA

Strategic Plan Alignment:
Develop Community and Promote Growth.

Financial Implication:
Any money received in the disposal of the sale of this land would need to be used for recreational purposes in the town, there are various options Council can choose from in terms of how that money is spent.

Service Level / Staff Resource Implication:
Land designations and sales fall under the Planning & Economic Development department. Any initiative taken by Council with the funds of any disposal of the land will be planned and presented to Council for approval.

Justification:
To steward the land within town to the best available use. This could provide some much-needed housing options as well as creating a neighbourhood recreational space.

Alternative(s):

1. That Council requests the removal of the reserve designation on the property at Plan: 8210712 Block: 27, Lot: 28MR.

   And that Council directs Administration to put together a plan to use any funds from disposal of the property to _____.

2. That Council accepts this as information.

Attachment(s): 2.1 Acre North

APPROVALS:

Originated By:
Amy Allred

Chief Administrative Officer (CAO) or Designate: _____


60 St
58 St
57 St
56 St
55 St
53 St
60 Ave
64 Ave

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Flag Pole request

Recommendation:
Council directs administration to add the installation of Flag Poles and flags at the Trout Pond, in the amount of $13,352.00, to the 2025 Operating Budget.

Background:

At the August 19,2024 meeting of Taber Town Council, the following motion was passed:

> ***RES 269/2024 MOVED by Mayor Prokop that Administration investigates flag poles and flags, primarily the Canadian Flag, Provincial Flag, and the Town of Taber Flag, to be displayed at the Taber Trout Pond, and report back to Council with cost estimates.***

Administration brought this resolution to the Taber Recreation Board for their approval.

At the September 5, 2024, meeting of the Taber Recreation Board, the following motion was passed:

> ***RES. 23/2024 MOVED by Councillor B. Hildebrand that the Recreation Board recommends to the Town Council to approve funds to install up to 4 flag poles and flags at the Trout Pond Recreation Area and to reach out to the MD of Taber regarding a municipal flag depending on the results of the conversation with the MD of Taber.***
>
> ***CARRIED UNANIMOUSLY***

Administration has investigated the cost of installing flags and flag poles. The 3 poles would cost approximately $10,852 and installation would require $2,500. An additional estimated cost would be $600/year for flags. The M.D. of Taber has approved the purchase of a fourth pole that would fly the M.D. of Taber flag that the Town of Taber would install at the same time as the other 3 poles.

Legislation / Authority:
Municipal Government Act

Strategic Plan Alignment:

Develop Community & Promote Growth

Financial Implication:
Initial cost of $13,352 plus $600 annually

Service Level / Staff Resource Implication:
Minimal service impact. Staff will be required to change damaged or aged flags that they currently don't do.

Justification:
Council requested this addition.

Alternative(s):
1. Council requests additional information from Administration to be brought back at a later date.
2. Council suggests an alternative to placing more flags.
3. Council accepts the information in this Agenda Item for Information.
4. Council could direct Administration to incorporate flags within future signage for the Trout Pond Recreation area.

Attachment(s):

APPROVALS:

Originated By:
Brian Martin

Chief Administrative Officer (CAO) or Designate: _____

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Ad Hoc Committee Appointment Request - TDCALA

Recommendation:

That Council appoints Councillor Firth to the Taber and District Community Adult Learning Association until the 2025 Council Organizational Meeting.

Background:

Administration has received correspondence from Taber and District Community Adult Learning Association requesting a member of Council to sit on the Board of Directors.

Councillor Firth currently sits on this board and has stated that she would like to continue with her time on the board.

Legislation / Authority:
Municipal Government Act, Section 197 (1).

Strategic Plan Alignment:
Define & Practice Good Governance

Financial Implication:
None.

Service Level / Staff Resource Implication:
Staff involvement in documenting appointments and sending to applicable external stakeholders.

Justification:
The Organizational Meeting requirement is in adherence to the *Municipal Government Act*. A request was made from the Association to appoint a member of Council to the Board.

Alternative(s):

1. Council appoints _____ to the Taber and District Community Adult Learning Association until the 2025 Council Organizational Meeting.

Attachment(s): TDCALA Appointment Request

APPROVALS:

Originated By:
Brittany Gilbertson

Chief Administrative Officer (CAO) or Designate: _____

Taber and District Community Adult Learning Association
5011 49 Ave, Taber, AB T1G 1V9 (403)-223-1169
www.taberadultlearning.com

October 16, 2024

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

To the Esteemed Members of Council:

Taber and District Community Adult Learning Association is pleased to formally invite Council to sit on our Board of Directors.

My name is Shehzad Bandukda, and I am the Executive Director here at Taber and District Community Adult Learning Association. We serve the Town of Taber, along with other municipalities within the MD of Taber, with supports such as Newcomer Services, Employment Services, English as an Additional Language, and many more programs.

As we are located in the heart of the Town of Taber, we believe that having a Town Councilor on our board would be a valuable asset to both organizations. As a member of Taber and District Community Adult Learning Association's board you would be able to help oversee the image of our organization, address any issues or conflicts, oversee the strategic plan, and help promote the work we do within the community.

Board meetings are held once a month, on the third Wednesday of the month, and are approximately 2 hours in duration. Board members serve a term of one-year, with renewals being addressed at the AGM.

Thank you for taking the time to read this email and considering becoming a part of our great organization. We are available for any questions or comments at shehzad.bandukda@taberadultlearning.com or dakota.funk@taberadultlearning.com.

Sincerely,

Shehzad Bandukda
Executive Director

"Changing and improving one life at a time."

Council Request for Decision

Meeting Date: November 12, 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.
The Procedural Bylaw states that: *"All final resolutions, other than a recommended motion provided by Administration in the Request for Decision, must be presented to Administration in writing."*
Administration shall ensure that Council Motion Templates are made available to all members of Council at all Meetings.

Legislation / Authority:
Municipal Government Act, Section 153, Section 154, Section 180, and Section 249.
Procedural Bylaw 11-2022, Section 6.3.4

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?
August 19, 2024	266/2024	MOVED by Councillor Sorensen that Council directs Administration to come back to Council with investigating how we can better prepare for the life expectancy of our assets and a maintenance plan.	Facility Maintenance	*In Progress*
August 19, 2024	268/2024	MOVED by Councillor Brewin that Council directs Administration to investigate the possibility of extending 43rd Street through the development there, being even somewhat temporary with a grader and some gravel, just to make passageway through there a little easier, to 56th Avenue.	Public Works	**Completed**
August 19, 2024	269/2024	MOVED by Mayor Prokop that Council directs Administration to investigate flag poles and flags, primarily the Canadian Flag, Provincial Flag, and the Town of Taber flag, to be displayed at the Taber Trout Pond, and report back to Council with cost estimates.	Recreation	*In Progress*
September 9, 2024	295/2024	MOVED by Mayor Prokop that Council directs Administration to investigate the possibility of the Town of Taber to be capable of the installation of asphalt and/or concrete replacement, and report back to Council with approximate costs, requirements and feasibility.	Public Works	*In Progress*
September 23, 2024	310/2024	MOVED by Councillor Sorensen that Council directs Administration to investigate whether or not there is a Town of Taber Communications Plan which outline goals, objectives and specific actions that helps assist Council and staff in the organization in connecting with citizens.	Administrative Services	**Completed**

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

Council Request for Decision

Meeting Date: November 12, 2024

Subject:
Delegation - Taber Safe Haven Women's Shelter Society Funding Request

Recommendation:
Council discussion is requested.

Background:
Taber Safe Haven Women's Shelter Society has provided correspondence to Administration requesting to present to Council as a delegation.
Within the presentation materials provided, Safe Haven has indicated that they are requesting funds in the amount of $25,000.00 per year for three years to establish a solid foundation for the Community Resource Advocate position.
Safe Haven has also indicated that they are pursuing additional grant funding for the position.

Legislation / Authority:
Municipal Government Act, Section 6: Natural Person Powers

Strategic Plan Alignment:
Enhance Sense of Community

Financial Implication:
$25,000.00 per year for three years.

Service Level / Staff Resource Implication:
No change.

Justification:
Taber Safe Haven Women's Shelter Society has requested to present to Council the request for funding support.

Alternative(s):

1. Council directs Administration to add $25,000.00 to the 2025, 2026 and 2027 Operating Budgets for the Taber Safe Haven Women's Shelter Society.
2. Council directs Administration to add $_____ to the _____ Operating Budgets, for the Taber Safe Haven Women's Shelter Society.
3. Council thanks Taber Safe Haven Women's Shelter Society for their presentation and wishes the society well in their efforts to obtain grants for the position.

Attachment(s): Delegation Submission Form

Letter of Request

APPROVALS:

Originated By:
Brittany Gilbertson

Chief Administrative Officer (CAO) or Designate: _____

TOWN OF TABER

Council Presentation Submission Form

Michelle Higginson	Taber Safe Haven Women's Shelter Society
Name	Organization (if applicable)
Michelle Higginson	
Name of Presenter (if different from above)	
6411 56 St, Taber	4032230483
Address	Phone Number
director@tabersafehaven.ca	November 12th 2024
Email (if applicable)	Council Meeting Date Requested

Please submit this form to the Town Administration Building, care of the Administrative Services Department (A - 4900 50th Street, Taber, AB, T1G 1T1) or email it to admin@taber.ca

Topic of Presentation

Please be specific, provide details, and attach additional information if required. If you are asking for a letter of support, please provide a draft of the proposed letter addressed to the appropriate body.

Taber Safe Haven is looking for funding to help us implement a Community Resource Advocate position. The position would help intergrate women and children leaving the shelter seemlessly and successfuly into the community by providing in shelter assistance with the search for housing, employment, help navigating the legal system and community supports. Additional information attached

TOWN OF TABER

Council Presentation Submission Form

Purpose of Delegation (please circle one)		
Request Action/ Support/ Policy Change	Request Funds	Other (please specify)

Desired Resolution (please indicate the outcome you would like from Council)

Funding

Activities to date relative to the matter (fundraising, campaigns, other organizational support, etc.)

We have applied to Lethrbidge Community fund for partial funding but have not heard back yet

Financial Implications

To be used only if funding is being requested. Please identify amount and purpose for the funds.

We are requesting $25,000 per year for three years to establish a solid foundation for our Community Advocate program, which will deliver vital, personalized support to shelter clients from their first day with us. This funding will enable our advocate to assist victims of abuse with navigating essential resources such as housing, employment, and legal support, helping them work toward long-term stability and independence. By embedding this role within our shelter operations, we aim to address ongoing client needs comprehensively, reducing the risk of return to crisis situations and fostering sustainable change.

Acknowledgements	Initial
I acknowledge that my presentation is limited to ten (10) minutes total, not including questions or deliberation from Council.	
I acknowledge that I shall provide all the necessary information and presentation materials to Town of Taber Administration prior to the deadline* for inclusion in the agenda.	
I understand that the information provided herein and in my presentation along with my name and contact information will become part of the public record and part of the Town's official documents and recordings of Council meetings. I also acknowledge that these materials are available for the public to access on various Town channels.	

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

October 25th 2024
Town of Taber Council

Dear Mayor and Council Members,

On behalf of Taber Safe Haven, I am pleased to submit this proposal for consideration by the Town of Taber Council to be considered as a Community Related Organization. We are requesting $25,000 per year for three years to support the establishment of a Community Advocate position dedicated to assisting women and children fleeing abusive situations. This essential role will enable us to provide immediate, hands-on support to clients at our emergency shelter and help them rebuild their lives in our community.

The Community Advocate will focus on assisting clients in securing housing, accessing employment resources, and obtaining necessary legal and identification documents, empowering them to transition successfully from the shelter into stable and independent living situations. With the Council's support, we aim to provide sustainable, long-term solutions to complex challenges facing vulnerable families in Taber and surrounding area.

This program will have a far-reaching impact on our community by enhancing independence, reducing reliance on emergency services, and fostering positive contributions to the local economy. Beyond these direct benefits, the program will create a more resilient and supportive network of local service providers, making a meaningful difference in the lives of an estimated 250-300 women and 200-400 children annually.

We appreciate the Town of Taber Council's consideration of this request to partner in the creation of this critical role. Together, we can offer hope and empower individuals to create a path from crisis to independence, strengthening our community for all.

Warm regards,

Michelle Higginson
Executive Director
Taber Safe Haven

director@tabersafehaven.ca

403 223 0483

Project Summary:

Taber Safe Haven is requesting funding to establish a Community Advocate position to support women and children fleeing abuse. This advocate will provide immediate assistance with housing, employment, income support, ID replacement and navigating legal services, helping clients successfully transition out of the shelter and into independent living. The total project cost is $65,000, with a request of $25,000 from the Town of Taber to help fund this crucial role. The project is set to begin in January 2025 and will run indefinitely.

Detailed Project Description:

Total Project Cost:
The total cost of this project is $65,000, which includes the salary and benefits for the Community Advocate, program materials, and any associated administrative expenses. This budget ensures the advocate is equipped to offer personalized, hands-on support to each client.

Town of Taber Request:
We are requesting $25,000 from the Town of Taber to fund a portion of the Community Advocate Program. This essential financial support will enable us to hire an advocate and implement the program to meet the growing needs of women and children escaping domestic violence in Taber.

Use of Grant Funding:
The grant will specifically fund the hiring and operation of the Community Advocate position. This advocate will play a key role in helping women access housing, find employment, and navigate the legal systems necessary to break free from cycles of abuse. The funding will support the program is running for a full three years, giving clients the ongoing support they need to achieve stability.

Project Start and End Date:
The Community Advocate program is scheduled to start on January 1, 2025, and run indefinitely. The initial one-year period will allow us to assess the program's effectiveness and secure additional funding for its continuation based on demonstrated impact.

Project Need:
Women and children fleeing abuse often arrive at Taber Safe Haven in crisis, in need of more than just emergency shelter. Without immediate access to assistance with securing housing, employment, ID replacement, legal assistance and other resources, many struggle to transition out of the shelter successfully. A Community Advocate can address this gap by providing dedicated support to help these women find stability quickly, ensuring they don't remain trapped in cycles of dependence or risk returning to unsafe environments.

How We Identified This Need:
Through our work at Taber Safe Haven, we've identified a critical need for more personalized, long-term support for our clients. Women have repeatedly expressed the challenges they face in securing housing, employment, ID replacement, and legal assistance, all of which are essential to building stable, independent lives. Without dedicated assistance, these obstacles often prevent women from leaving the shelter in a timely manner, creating a backlog and limiting the shelter's capacity to serve other women in crisis.

This need was further confirmed through discussions with local agencies, service providers, and clients themselves, all of whom highlighted the difficulties women face in navigating complex systems without adequate support. The creation of a Community Advocate position directly addresses these concerns by offering individualized guidance and advocacy to empower women to rebuild their lives.

Outcomes:

1. **Quicker Transitions:**
   The Community Advocate will help clients secure housing and employment as quickly as possible, significantly reducing the amount of time women and children spend in the shelter. This will enable the shelter to serve more clients over time and prevent overcrowding.

2. **Increased Independence:**
   By providing personalized, ongoing support, the advocate will empower women to take control of their lives and achieve long-term independence. This includes navigating legal systems, accessing community resources, and developing the life skills necessary to sustain stable housing and employment.

3. **Stronger Community Connections:**
   The advocate will act as a liaison between women in crisis and community organizations, fostering stronger relationships between the shelter and local service providers. This will build a more resilient support network for women and children in the Taber area, ensuring they have access to the resources they need to thrive after leaving the shelter.

4. **Reduction in Social Service Dependency:**
   With guidance from the Community Advocate, women will be better equipped to achieve self-sufficiency, reducing their need for ongoing social services. By helping them find stable housing and employment, the program will decrease their reliance on emergency and transitional services, freeing up community resources for others in need.
5. **Improved Outcomes for Children:**
   Many of the women accessing Taber Safe Haven have children who are also affected by the trauma of abuse. By supporting their mothers in securing stability and independence, the program will have a positive ripple effect on these children, providing them with a safer, more secure environment to grow and thrive.

Why This Project Matters Now:
Now is the ideal time to fund the Community Advocate position. The economic and social impacts of the pandemic have only heightened the challenges faced by women and children fleeing abuse, including rising rates of domestic violence, financial instability, and homelessness. The need for comprehensive, long-term support is more urgent than ever, and without immediate action, many women may struggle to transition out of crisis.

The Community Advocate will provide the hands-on support women need to rebuild their lives, offering hope and a path to independence at a time when so many are vulnerable. Additionally, the creation of this position aligns with a growing recognition within our community of the importance of collaboration between local agencies, health services, and legal systems. By funding this project now, we can strengthen these partnerships and create a more effective, integrated service network for women in crisis.

Who Will Benefit from This Project:
The Community Advocate Program will directly benefit women transitioning out of the Taber Safe Haven Shelter, who often face significant barriers to rebuilding their lives. The program is expected to serve approximately 250 to 300 women annually. Additionally, their children, an estimated 200 to 400, will indirectly benefit by gaining more stable, secure environments. The entire community, including local businesses and social service providers, will also benefit as the program reduces dependence on emergency services and promotes economic contributions from empowered women.

Anticipated Outcomes:

1. **Improved Independence:**
   Women will receive personalized support and planning, enabling them to secure stable housing, employment, and legal aid. This will empower them to regain control of their lives and achieve long-term financial independence.

2. **Reduced Reliance on Social Services:**
   Through job readiness training, workshops, and coordinated resources, women will be better equipped to transition from reliance on emergency services to becoming productive members of the community.

3. **Stronger Community Networks:**
   By fostering partnerships between local agencies, the Community Advocate Program will create a stronger, more cohesive support network for women in need, increasing the overall resilience of the community.

4. **Increased Social Equity:**
   By addressing obstacles such as homelessness, unemployment, and legal challenges, the program will help reduce social barriers and contribute to a more inclusive and supportive community for all residents.

5.

Overall Impact:
In total, the Community Advocate program is expected to directly and indirectly impact several hundred individuals annually. By empowering women to rebuild their lives and providing a more stable environment for their children, the program will create a ripple effect of positive change throughout the community. As women gain independence, they will contribute to the social and economic fabric of Taber, helping to foster a more resilient and inclusive community for all.

Conclusion:
Funding the Community Advocate position will have a transformative impact on the lives of women and children fleeing abuse in Taber. By offering immediate, personalized support in securing housing, employment, ID replacement, and legal assistance, this program will provide a clear path from crisis to independence. We believe this position is essential to the long-term success of our clients, and we hope the Town of Taber will partner with us in making this vision a reality.

Here's a budget breakdown for the Community Advocate Program:

Community Advocate Program Budget

Expense Category	Total Cost	Notes
Personnel Costs		
Community Advocate Salary	$45,000	Annual salary for a full-time advocate
Training and Development	$3,000	Professional training on advocacy and support
Program Operations		
Program Supplies	$4,000	Resources for clients (e.g., workbooks)
Office Supplies and Technology	$2,000	Computer, printer, office supplies
Facilities and Overhead		
Facility Utilities & Maintenance	$5,000	Utilities and general upkeep costs
Community Outreach and Engagement		
Public Awareness Campaign	$3,500	Printed materials, event promotions
Miscellaneous	$2,500	Contingency funds for unforeseen expenses
Total Program Cost	**$65,000**	
Funding Request from Town of Taber	**$25,000**	Per year for 3 years to establish foundation
Other Funding Sources	**$40,000**	Fundraising, grants, and in-kind donations