



AGENDA

REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, MARCH 23, 2015 AT 5:00 PM., IMMEDIATELY FOLLOWING THE PUBLIC HEARING AT 5:00 PM.

		<u>MOTION</u>
ITEM No. 1.	CALL TO ORDER	
ITEM No. 2.	ADOPTION OF THE AGENDA	X
ITEM No. 3.	DELEGATIONS	
ITEM No. 3.A.	DELEGATION: TABER RESILIENCY CAMPAIGN	X
ITEM No. 3.B.	DELEGATION: TEAM RADIO BROADCAST TABER ASSOCIATION	X
ITEM No. 4.	ADOPTION OF THE MINUTES	
ITEM No. 4.A.	MINUTES PUBLIC HEARING MEETING OF COUNCIL: MARCH 9, 2015	X
ITEM No. 4.B.	MINUTES REGULAR MEETING OF COUNCIL: MARCH 9, 2015	X
ITEM No. 4.C.	MINUTES SPECIAL MEETING OF COUNCIL: MARCH 12, 2015	X
ITEM No. 5.	BUSINESS ARISING FROM THE MINUTES	
ITEM No. 5.A.	MSI INITIATIVE – OPTIONS	X
ITEM No. 6.	BYLAWS	
ITEM No. 6.A.	BYLAW 6-2015 2ND AND 3RD READING	X
ITEM No. 6.B.	PROPOSED BYLAW 7-2015 1ST READING	X
ITEM No. 7.	ACTION ITEMS	
ITEM No. 7.A.	TABER RESILIENCY CAMPAIGN - COUNCIL DISCRETIONARY FUND REQUEST	X
ITEM No. 7.B.	TEAM RADIO BROADCAST TABER ASSOCIATION RESPONSE TO DELEGATION	X
ITEM No. 7.C.	EUREKA INDUSTRIAL SUBDIVISION GRANT APPLICATION	X
ITEM No. 7.D.	50TH STREET ROAD CONSTRUCTION PROJECT	X
ITEM No. 7.E.	AUDIT COMMITTEE RECOMMENDATIONS	X
ITEM No. 7.F.	TABER AND DISTRICT REGIONAL WASTE MANAGEMENT AUTHORITY REQUEST	X
ITEM No. 7.G.	INFORMATION FOR COUNCIL	X
ITEM No. 7.H.	DEPARTMENT REPORTS	X



ITEM No. 7.I.	MAYOR AND COUNCILLOR REPORTS (VERBAL)	X
ITEM No. 8.	MEDIA INQUIRIES	
ITEM No. 9.	CLOSED SESSION	X
ITEM No. 9.A.	FOIPP S. 27 (PRIVILEGED INFORMATION)	
ITEM No. 9.B.	FOIPP ACT, SECTION 19: CONFIDENTIAL EVALUATIONS	
ITEM No. 9.C.	FOIPP S. 16 (DISCLOSURE HARMFUL TO THE BUSINESS INTERESTS OF A THIRD PARTY)	
ITEM No. 10.	OPEN SESSION	X
ITEM No. 11.	CLOSE OF MEETING	X



Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: Delegation: Taber Resiliency Campaign	
Recommendation:	That Council accepts the information provided by the Taber Resiliency Campaign Delegation, for information purposes.
Background:	<p>Council previously approved the Community Grant Program which applies to the 2016 calendar year. For 2015 Council approved the annual waivers in the Recreation Facility Rental Fee Waiver and Reduction Policy. As per the current policy "Policy Statement – section 10" this application was submitted directly to Council for consideration.</p> <p>Amanda Lawrence, on behalf of the Taber Resiliency Campaign will be present at the meeting to present their request to Council for funding to cover the cost of the Community Centre Auditorium rental fee for 2015.</p> <p>A Request for Decision item is included later in the agenda package.</p>
Legislation / Authority:	MGA – s. 3; Policy PS-Rec-3
Strategic Plan Alignment:	Strengthen our core infrastructure and services in a fiscally responsible manner.
Financial Implication:	Not for this Agenda Item at this time.
Service Level / Staff Resource Implication:	The service level will remain status quo.
Justification:	A presentation from this delegation allows for Council awareness of community functions.
Alternative(s):	Council could seek clarification from the delegation on matters pertaining to this event.



Attachment(s):	Council Discretionary Fund Application - Taber Resiliency Campaign Community Grant Program Policy Community Grant Program Procedure
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APPROVALS:	
Originated By:	Greg Birch
Chief Administrative Officer (CAO) or Designate:	



Town of Taber

COMMUNITY GRANT APPLICATION FORM

Grant being applied for (please check one)

- Community Services Grant (Refer to Community Grant Policy before completing this Application)
 Council Discretionary Fund

Is this project (please check one)

- Ongoing (weekly/monthly)
 A onetime project/event *Annually*

NAME OF PROJECT/PROGRAM/EVENT BEING APPLIED FOR: *Resiliency Campaign & Celebration*

DATE: *May 7, 2015*

ORGANIZATION CONTACT INFORMATION

Name of Organization:	<i>Resiliency Campaign and Celebration</i>
Mailing Address:	<i>C/O BEW FCSS 5009 56 St Taber AB</i>
Phone Number:	<i>---</i>
Website/E-mail	<i>---</i>
Incorporation Number (Societies Act)	<i>N/A</i>

*AB
T1C71MS*

PRIMARY CONTACT FOR THIS GRANT APPLICATION

Name and Title:	<i>Amanda Lawrence</i>
Phone Number:	<i>403-223-1230</i>
E-mail:	<i>amanda.lawrence.2013@gmail.com</i>

CHECKLIST: These documents must be submitted to the Town of Taber with this Application

✓	Completed application form
N/A	List of Board of Directors (include names, board positions and phone numbers)
N/A	Organization's financial information (most recent financial statements audited) <i>NO monies carried over from previous years</i>
✓	List of other organizations supporting this Project/Other funding sources
✓	Project Budget

1. PROJECT INFORMATION:

Project for which funding is being requested:	Resiliency Campaign & Celebration
Date of function: Specify setup/takedown	May 7, 2015 1 day
Projected completion date:	May 7, 2015
Category: (check one)	<input type="checkbox"/> Culture <input type="checkbox"/> Facilities <input type="checkbox"/> Recreation - Aquafun Centre <input type="checkbox"/> Recreation - Sportsfields <input type="checkbox"/> Recreation - Auditorium <input checked="" type="checkbox"/> Special Activities

Overview Statement describing the project (community need, target group, activities, etc.):

The Resiliency Committee has initiated a postcard Campaign to grade 5 students to publicly acknowledge an adult that has made a difference in their lives. The Committee does this through presentations. The students are asked to brainstorm and write a list of people who support them and made a difference in their lives. Approximately 20 cards are chosen to be read at a celebration, however everyone is invited to attend the celebration.

Who in the community will benefit from this project? Is it open to the general public?

This group is open to everyone in Taber and is advertised as such

Number of Taber residents who will benefit from this project:

all

Volunteer Participation:

a) Number of volunteers involved:

10-15 individuals

b) In what roles/activities will they be involved:

Community recognition, interaction with students and mentors, food distribution

Community: How will the Community learn about the project?

Each school will have invitations sent home with the gr. 5 students, it will be in school newspapers, it will be advertised in Community News in Taber Times + a billboard will be placed in the Community Centre parking lot.

Evaluation: How will your organization measure the success of the completed project?

- Attendance of Community members
- amount of consents brought back from students.
- participation/understanding of 40 developmental assets

How will your organization provide recognition for the Town of Taber's contribution?

- Town of Taber will be recognized in programs and during the Thank You Speech.

Other Comments?

2. FINANCIAL INFORMATION:

<p>Grant/waiver amount requested:</p>	<p>\$320⁰⁰ Cost of Community Centre.</p>
<p>Grant/waiver amount requested represents what % of total budget:</p>	<p>Just about 11. % of total budget</p>
<p>Have you received previous funding/waivers from the Town of Taber in past years? If so, please elaborate the purpose and the total grant/waiver amount received:</p>	<p>yes - 2014. \$320⁰⁰ Cost of Community Centre.</p>
<p>If your request is not fully funded by Council, can you complete your project/event:</p>	<p>We may have to find a different location, that is not so central, and convenient.</p>
<p>Complete the attached Form A to provide a detailed budget of the project. Identify all sources of confirmed and anticipated revenues and expenditures (including other grants and generated revenues).</p>	

FORM "A" GRANT APPLICATION
Town of Taber

Project Revenues:

	ITEM	SOURCE	Budgeted/Projected	Actual
1	Grant Funding	Taber youth initiative	\$500.00	\$
2	Grant Funding	Town of Taber	\$300.00	\$
3	Grant Funding			\$
4	Grant Funding			\$
5	Fundraising	NIA-		\$
6	Fee for Service/Participation			\$
7	Donations	Free service discounts	\$350.00	\$
8	GST Refund	NIA		\$
9	Other Revenue - detail	Family Connections	\$500.00	\$
10	Other Revenue - detail	ATIS - Adoptions & MH	\$500.00	\$
11	Other Revenue - detail	BEW FCSS	\$500.00	\$
12	Other Revenue - detail			\$
TOTAL REVENUES			\$2670.00	\$

in kind does not include HCS

Project Expenditures:

#	Item	Budgeted/Projected	Costs
13	Contracted (professional or other) services		\$
14	Freight/Courier		\$
15	Telephone/Fax		\$
16	Postage	\$175.00	\$
17	Training Courses		\$
18	Computer Services		\$
19	Building rental	\$300.00	\$
20	Furniture/Equipment Rental	\$300.00	\$
21	Insurance		\$
22	Janitorial		\$
23	General Goods & Supplies (please detail) *	\$705.00	\$
24	Office Supplies & Stationery	\$250.00	\$
25	Food & Beverage Supplies	\$700.00	\$
26	Recreation/Craft Supplies /decoration	\$320.00	\$
27	Fundraising Expenses		\$
28	Other expenses -detail		\$
29	Other expenses -detail		\$
30	Other expenses -detail		\$
31	Other expenses -detail		\$
32	Other expenses -detail		\$
33	Other expenses -detail		\$

* 23 - stretchy men
 - magnets
 - bookmarks

34	Other expenses - detail		\$
35	Other expenses - detail		\$
		TOTAL EXPENDITURES	\$ <u>2670.00</u> \$

*Please attach supplementary information as required VERIFICATION

The undersigned verifies that the information provided in this accounting form is correct and complete. The current President or Treasurer of the organization must sign this application.

A. Lawrence

Amanda Lawrence

Signature of President/Treasurer
Representative of Comm. Htee.

Name (please print)

403 223 7230

March 8/15

Phone Number

Date

This information is collected for the purposes of determining eligibility of an applicant to receive a M.D. of Blighorn grant, and is collected pursuant to the Freedom of Information and Protection of Privacy Act.

If you or your organization has any questions regarding the Town of Taber, Grant Policy, this application, or the application process, please contact the Recreation Manager at (403) 382-9521 or direct (403) 223-5544 ext. 4. Completed applications, with all required documents, can be submitted to the Recreation Manager:

Regular Mail or Courier:	Fax:	E-mail:
Town of Taber Recreation Board Attention: Recreation Manager A - 4900 50 ST Taber, Alberta, T1G 1T1	(403) 223-5530	Aline.Holmen@taber.ca

		<h2>Community Grants Program</h2>
Policy No.: PS-REC-3	Council Resolution No.: 553/14	
Department: Community Services	Authority: Council	
Effective Date: 24/11/14	Revision Date:	
Review Date: September 2015	Repealed Date:	
Supersedes: Recreation Facilities Rental Fee Waiver and Reduction Requests Policy PS-REC-2		
Related Procedure No.: PS-REC-3		
Related Procedure Name: Community Grants Program		

Purpose

The Town of Taber is committed to continued support of community groups and their programs, which benefit the citizens of Taber. The purpose of this policy is to provide a framework for the Recreation Board to review submissions of grant funding/waiver requests submitted by community organizations for recreation, culture, or other activities undertaken by community based organizations.

Policy Statement

- 1) The Town of Taber recognizes the value realized from efforts of community organizations that enhance the life and social wellbeing of our residents. Recreation Community Grant requests will be reviewed and considered by the Recreation Board. The Recreation Board will make recommendations to Town of Taber Council, regarding such requests.
- 2) The Town may provide grants under two regular programs: the Community Grants program to be reviewed by the Recreation Board with recommendations to Council for final approval, and the Council Discretionary Fund to be considered directly by Council.
- 3) Cash donations, grant funding, and waivers for services and facilities may be provided to assist organizations with their projects or events.
- 4) Requests will not be considered by individuals or organizations that function for profit.
- 5) Community Grant requests are considered annually; Community Grants that receive approval are not a commitment by the municipality to continue such grants in the future.



[Handwritten signature]

- 6) Council will review the recommended submissions for approval annually at their last meeting of October.
- 7) By way of resolution, Council shall establish a list of community groups and organizations that are eligible for grant funding for the upcoming year.
- 8) Administration will include in the annual operating budget, a grant expense in the associated Recreation functions, to be considered annually by Council.
- 9) Administration shall establish procedures for this policy and shall be responsible to ensure the spirit and intent of the policy is adhered to.
- 10) Council Discretionary Fund – Council may on an irregular basis, consider requests for funds from community organizations or individuals, for special activities, new initiatives, worthwhile causes or other purposes that are “one of a kind”. Funds approved shall be used in the same calendar year as requested. A budget figure as set by Council annually is to be placed in the fund for the disbursement if required. Any project/event/activity not eligible under the Community Grant Program will be submitted directly to Council for consideration at its next regular meeting.
- 11) For clarity this policy does not include the value of labour resources provided by the Town of Taber in support of the annual Cornfest or Remembrance Day events.

Additional References

N/A



MAYOR

09/12/14
DATE



CHIEF ADMINISTRATIVE OFFICER

DECEMBER 9 / 2014
DATE





Community Grants Program

Procedure No.: PS-REC-3	Council Resolution No.: N/A
Department: Community Services	Authority: CAO
Effective Date: 24/11/14	Revision Date:
Review Date: September 2015	Repealed Date:
Supersedes: Recreation Facilities Rental Fee Waiver And Reductions Procedure PS-REC-2	
Related Policy No.: PS-REC-3	
Related Policy Name: Community Grants Program	

Purpose

The purpose is to establish consistent operating guidelines for the Recreation Community Grant Requests by Community Organizations or groups.

Operating Guidelines

1) Eligibility

Applications will only be considered for:

- Not-for-Profit or volunteer based organizations that operate within the Town of Taber and MD of Taber.
- Programs, projects or events that contribute to the social well-being of the community or address a community need.
- Organizations that have not received financial support from the Town previously for the same project in that calendar year. Capital projects will only be eligible for a grant/waiver one time.
- Applications submitted on the prescribed form.
- Discretionary Fund applications complete the application form and submit directly to Council via the CAO/Council Assistant.

- 2) Approvals may include distribution of a financial grant, donation or fee waiver or reduction.



3) Funding requests will be considered based on the following:

- a. Financial impact on the Municipality;
- b. Type of request including capital, operational or maintenance expenses. If the request is for a capital project then the organization must be able to demonstrate their ability to maintain the project in the long term;
- c. Number of people reached by the request, the benefit to the community, and the significance of the event or activity;
- d. Promotion of cultural, heritage, social, or well-being of the community;
- e. Organizations with an established history of service to the community;
- f. Demonstration of financial need by producing current financial statements for their organizations not to exceed 50% of the total project cost;
- g. Identification of fundraising efforts to date or explain why fundraising is not a viable option; and,
- h. Explanation of the contributions of their group towards the event by way of volunteerism, in kind contributions and financial contributions.

4) Community Grants will not be considered for the following:

- a) Groups of a political nature;
- b) School activities which are already supported through school tax levy;
- c) Entertainment or social functions with no direct tangible benefit to the community at large;
- d) Projects, activities or events that stand to make a profit to their organization or are commercial in nature;
- e) Discriminatory activities or events or those that would incite hatred towards any group;
- f) Activities or events that are unlawful;
- g) Activities or events that are contrary to the policies of the municipality;
- h) Circumstances where the budget previously set for grant funding under this policy has been exhausted subject only to further application to Council for additional funding; and,
- i) Any other reason deemed unsuitable by the Town at its sole discretion.



5) Process:

- a. Community Organizations or groups, must complete the Recreation Community Grant Application available on-line, at the Aquafun Centre and at the Town of Taber Administration Building;
 - b. Application for the following calendar year must be submitted by August 31st for consideration under this program. In order to be considered applications must be submitted in full with all requirements. Deadline will not be extended for incomplete application submissions;
 - c. Grants are approved for the following calendar year. Applicants can expect to receive a decision for their request by December 31st of the year the application was submitted;
 - d. If approved, funding must be spent as outlined in the application and as approved by Council. Unused funding must be returned to the Town of Taber;
 - e. Accounting for the funds received must be submitted by August 31st of the year that the grant is received. Dependent on the size of the project, a progress report may be requested. Failure to submit an accounting report may result in disqualification from receiving funds in future years;
 - f. The Recreation Board will review all applications and make recommendations to Council who is the final granting authority;
 - g. The Taber Recreation Board reserves the right to ask any applicant to address the board;
 - h. For facility related applications that are approved, the user group/organization is responsible to contact the Town and formally book the requested facility/facilities.
- 6) Successful applicants must agree to recognize the Town's contribution to their project, activity or event in all related public information, including printed materials, social media and newspaper.
- 7) In approving the Recreation Community Grant, the municipality may impose such conditions or restrictions as it deems fit.



- 8) Decisions will be made based on the total amount of grant funding allocated by Council in a particular budget year. Approvals may be awarded by Council, as a percentage based on the total number of applications and the funds allocated in the annual operating budget.



CHIEF ADMINISTRATIVE OFFICER

DECEMBER 9 / 2014
DATE





Town of Taber

COMMUNITY GRANT APPLICATION FORM

Grant being applied for (please check one)

- Community Services Grant (Refer to Community Grant Policy before completing this Application)
- Council Discretionary Fund

Is this project (please check one)

- Ongoing (weekly/monthly)
- A onetime project/event

NAME OF PROJECT/PROGRAM/EVENT BEING APPLIED FOR:

DATE:

ORGANIZATION CONTACT INFORMATION

Name of Organization:	
Mailing Address:	
Phone Number:	
Website/E-mail	
Incorporation Number (Societies Act)	

PRIMARY CONTACT FOR THIS GRANT APPLICATION

Name and Title:	
Phone Number:	
E-mail:	

CHECKLIST: These documents must be submitted to the Town of Taber with this Application

	Completed application form
	List of Board of Directors (include names, board positions and phone numbers)
	Organization's financial information (most recent financial statements audited)
	List of other organizations supporting this Project/Other funding sources
	Project Budget

1. PROJECT INFORMATION:

Project for which funding is being requested:	
Date of function: Specify setup/takedown	
Projected completion date:	
Category: (check one)	<input type="checkbox"/> Culture <input type="checkbox"/> Facilities <input type="checkbox"/> Recreation – Aquafun Centre <input type="checkbox"/> Recreation – Sportsfields <input type="checkbox"/> Recreation – Auditorium <input type="checkbox"/> Special Activities

Overview Statement describing the project (community need, target group, activities, etc.):

Who in the community will benefit from this project? Is it open to the general public?

Number of Taber residents who will benefit from this project:

Volunteer Participation:

a) Number of volunteers involved:

b) In what roles/activities will they be involved:

Community: How will the Community learn about the project?

Evaluation: How will your organization measure the success of the completed project?

How will your organization provide recognition for the Town of Taber's contribution?

Other Comments?

2. FINANCIAL INFORMATION:

Grant/waiver amount requested:	
Grant/waiver amount requested represents what % of total budget:	
Have you received previous funding/waivers from the Town of Taber in past years? If so, please elaborate the purpose and the total grant/waiver amount received:	
If your request is not fully funded by Council, can you complete your project/event:	
Complete the attached Form A to provide a detailed budget of the project. Identify all sources of confirmed and anticipated revenues and expenditures (including other grants and generated revenues.	

FORM "A" GRANT APPLICATION

Town of Taber

Project Revenues:

	ITEM	SOURCE	Budgeted/Projected	Actual
1	Grant Funding			\$
2	Grant Funding			\$
3	Grant Funding			\$
4	Grant Funding			\$
5	Fundraising			\$
6	Fee for Service/Participation			\$
7	Donations			\$
8	GST Refund			\$
9	Other Revenue - detail			\$
10	Other Revenue –detail			\$
11	Other Revenue–detail			\$
12	Other Revenue–detail			\$
	TOTAL REVENUES			\$

Project Expenditures:

#	Item	Budgeted/Projected	Costs
13	Contracted (professional or other) services		\$
14	Freight/Courier		\$
15	Telephone/Fax		\$
16	Postage		\$
17	Training Courses		\$
18	Computer Services		\$
19	Building rental		\$
20	Furniture/Equipment Rental		\$
21	Insurance		\$
22	Janitorial		\$
23	General Goods & Supplies (please detail)		\$
24	Office Supplies & Stationery		\$
25	Food & Beverage Supplies		\$
26	Recreation/Craft Supplies		\$
27	Fundraising Expenses		\$
28	Other expenses –detail		\$
29	Other expenses –detail		\$
30	Other expenses –detail		\$
31	Other expenses –detail		\$
32	Other expenses –detail		\$
33	Other expenses –detail		\$

34	Other expenses –detail		\$
35	Other expenses –detail		\$
	TOTAL EXPENDITURES		\$

***Please attach supplementary information as required VERIFICATION**

The undersigned verifies that the information provided in this accounting form is correct and complete.
The current President or Treasurer of the organization must sign this application.

Signature of President/Treasurer

Name (please print)

Phone Number

Date

This information is collected for the purposes of determining eligibility of an applicant to receive a M.D. of Bighorn grant, and is collected pursuant to the Freedom of Information and Protection of Privacy Act.

If you or your organization has any questions regarding the Town of Taber, Grant Policy, this application, or the application process, please contact the Recreation Manager at (403) 382-9521 or direct (403) 223-5544 ext. 4. Completed applications, with all required documents, can be submitted to the Recreation Manager:

Regular Mail or Courier:	Fax:	E-mail:
Town of Taber Recreation Board Attention: Recreation Manager A - 4900 50 ST Taber, Alberta, T1G 1T1	(403) 223-5530	Aline.Holmen@taber.ca

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Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: Delegation: Team Radio Broadcast Taber Association	
Recommendation:	That Council accepts the information provided by the Team Radio Broadcast Taber Association Delegation, for information purposes.
Background:	Dick Loewen will be in attendance to provide information on the proposed community radio project.
Legislation / Authority:	MGA – s. 3
Strategic Plan Alignment:	Governance: Build partnerships with other governments and organizations where synergies may exist.
Financial Implication:	Not for this Agenda Item at this time.
Service Level / Staff Resource Implication:	The service level will remain status quo.
Justification:	A presentation from this delegation allows for Council awareness of community functions.
Alternative(s):	Council could seek clarification from the delegation on matters it deems pertinent.
Attachment(s):	Introductory Letter from CIAM



APPROVALS:	
Originated By:	Kerry Van Ham
Chief Administrative Officer (CAO) or Designate:	

March 17, 2015

Re: CIAM Media & Radio Broadcasting CIAM- FM Community Station (Taber, Alberta)

It has been a great privilege and joy to serve and broadcast in a non-commercial community format to our many of our Canadian communities out starting in Fort Vermilion, Alberta, now for almost fourteen years. Here at CIAM, we believe in community and community radio, involving and training volunteers and together bringing good news one heart, family and community at a time.

The positive response from the people in our broadcast areas and the Aboriginal reserves has been a great encouragement to us. Young and old people from our communities have been involved as volunteers in both broadcasting and programming. Because of their hard labour and dedication we can daily hear programs, music, news, local weather, community information, community messages, and interviews, catering to the needs and interests of the broadcast areas, especially context of local local ethnic languages.

CIAM's vision is to always further engage our communities in local produced programming, broadcasting of local and regional news and information that relates to social, economic, and community issues relevant to our communities, and to promote broadcasting that reflects the local culture and artistic expression. We believe it is important to encouraging local programming participation, especially in context of local music and spoken word talent.

Many of our communities in Alberta, BC and SK are closely connected. Over the years many people within these areas have inquired with CIAM in regards starting a rebroadcast of the CIAM-FM signal with the same non-commercial community format as CIAM. CIAM's vision is to help these communities to start community radio broadcasting as to introduce a new and distinct radio voice, to enhance the diversity of radio services and provide a broadcast service with local programming that encourage local talent development, community access to programming and volunteer participation.

The leadership of CIAM has long experience in community radio broadcasting from a management, programming, and technical implementation. CIAM's board of director is all Canadian, yet ethnically and culturally diverse. CIAM has and will continue to encourage membership, leadership, operation and programming primarily by members of the community at large. CIAM is committed to continue to provide in-house training to volunteers through its support center in Edmonton, as well as local on-site training in each broadcast community. CIAM will continue to train volunteers to provide technical support and to maintain the local transmitters as well as to produce distinct local community programming such as local weather reports, station liners, community messages, local music and programs. Once produced, all of the local community programming is forwarded to the originating station to be broadcasted over its transmitters.

In addition, members of the broadcast community are encouraged to participate in all aspects of operations and volunteer participation (90% of CIAM's 200 staff are volunteers). CIAM's mandate is to provide community access to the airwaves and thereby offering diverse programming which reflects the needs and interests of the local community.

Please do not hesitate to contact us for any further information. Thank you again for your kind support and encouragement.

**Sincerely,
Team Radio Broadcast Taber Association
Dick Loewen**



Council Request for Decision	
Meeting Date: 3/23/2015	
Subject: Minutes Public Hearing Meeting of Council: March 9, 2015	
Recommendation:	That Council adopts the minutes of the Public Hearing Meeting of Council held on March 9, 2015, as presented.
Background:	N/A
Legislation / Authority:	MGA, Section 208(1)(a)(c)
Strategic Plan Alignment:	N/A
Financial Implication:	N/A
Service Level / Staff Resource Implication:	N/A
Justification:	Approval of minutes is in accordance with the <i>Municipal Government Act</i> , Section 208
Alternative:	That Council adopts the minutes of the Public Hearing Meeting of Council held on March 9, 2015, as amended.



Attachment(s):	Minutes
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APPROVALS:	
Originated By:	Kerry Van Ham
Chief Administrative Officer (CAO) or Designate:	

MINUTES OF THE PUBLIC HEARING MEETING OF THE COUNCIL OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, MARCH 9, 2015, AT 5:00 PM.

Mayor:

De Vlieger, Henk

Councillors:

Brewin, Jack
Popadynetz, Rick
Prokop, Andrew
Ross-Giroux, Laura
Sparks, Randy
Strojwas, Joe

Chief Administrative Officer:

Birch, Greg

Staff:

Cressman, Rob
Culler, Dale
Tyo, Katie
Van Ham, Kerry

CALL TO ORDER

Mayor De Vlieger called the Public Hearing to Order at 5:02 PM.

Mayor De Vlieger declared a pecuniary interest and left the meeting at 5:02 PM.

Deputy Mayor Strojwas assumed the duties of Chair.

LAND USE AMENDMENT BYLAW NO. 5-2015

i) Explanation of purpose of Bylaw No. 5-2015

K. Tyo stated that on February 9, 2015, Council passed 1st Reading of Bylaw 5-2015.

LAND USE AMENDMENT BYLAW NO. 5-2015 – CONT'D**i) Explanation of purpose of Bylaw No. 5-2015 - Cont'd**

K. Tyo advised the purpose of draft Bylaw 5-2015, if approved, would be for rezoning of Lot 4 and a portion of Lot 15, Block 1, Plan 2545FB or civic address 5202 53 Street from Low Density Residential (LR-2) to Medium Density Residential (MDR), in accordance with Section 692(1) (f) of the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta 2000, as amended. The rezoning would allow for a 4 unit row house.

ii) Presentation of written or oral briefs AGAINST Bylaw No. 5-2015

Deputy Mayor Strojwas inquired if any written briefs had been received Against Bylaw No. 5-2015.

K. Tyo advised that no written briefs had been received Against Bylaw No. 5-2015.

Deputy Mayor Strojwas inquired if there was anyone present who wished to present an oral brief Against Bylaw No. 5-2015, and there was none.

iii) Presentation of written or oral briefs FOR Bylaw No. 5-2015

Deputy Mayor Strojwas inquired if any written briefs had been received For Bylaw No. 5-2015.

K. Tyo advised that no written briefs had been received For Bylaw No. 5-2015.

Deputy Mayor Strojwas inquired if there was anyone present who wished to present an oral brief For Bylaw No. 5-2015, and there was none.

RES.116/2015 MOVED by Councillor Brewin that Council accepts the information heard at the Public Hearing for Bylaw 5-2015.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

Deputy Mayor Strojwas declared that the Public Hearing is hereby closed at 5:06 PM.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DRAFT



Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: Minutes Regular Meeting of Council: March 9, 2015	
Recommendation:	That Council adopts the minutes of the Regular Meeting of Council held on March 9, 2015, as presented.
Background:	N/A
Legislation / Authority:	MGA, Section 208(1)(a)(c)
Strategic Plan Alignment:	N/A
Financial Implication:	N/A
Service Level / Staff Resource Implication:	N/A
Justification:	Approval of minutes is in accordance with the <i>Municipal Government Act</i> , Section 208
Alternative:	That Council adopts the minutes of the Regular Meeting of Council held on March 9, 2015, as amended.



Attachment(s):	Minutes
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APPROVALS:	
Originated By:	Kerry Van Ham
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, MARCH 09, 2015, AT 5:06 PM., IMMEDIATELY FOLLOWING THE PUBLIC HEARING AT 5:00 PM.

Mayor:

De Vlieger, Henk

Councillors:

Brewin, Jack
Popadynetz, Rick
Prokop, Andrew
Ross-Giroux, Laura
Sparks, Randy
Strojwas, Joe

Chief Administrative Officer:

Birch, Greg

Staff:

Cressman, Rob
Culler, Dale
Tyo, Katie
Van Ham, Kerry

CALL TO ORDER

Mayor De Vlieger called the Regular Meeting of Council to Order at 5:06 PM.

ADOPTION OF THE AGENDA

Mayor De Vlieger inquired if there were any additions or deletions to the Agenda, and advised additions to the Action Items and Closed Session portions of the Agenda.

ADOPTION OF THE AGENDA – CONT'D

RES.117/2015 MOVED by Councillor Popadynetz that Council adopts the Agenda as amended, to include the additions of Addendum "A" to Action Items 7.A), FOIPP Act, Section 23 "Local public body confidences" to Closed Session Agenda Item 9.D), and FOIPP Act, Section 19 "Confidential evaluations" to Closed Session Agenda Item 9.E).

CARRIED UNANIMOUSLY

DELEGATIONS

None.

ADOPTION OF THE MINUTES

A) Minutes Public Hearing Meeting of Council: February 23, 2015

RES.118/2015 MOVED by Councillor Strojwas that Council adopts the minutes of the Public Hearing Meeting of Council held on February 23, 2015, as presented.

CARRIED UNANIMOUSLY

B) Minutes Regular Meeting of Council: February 23, 2015

RES.119/2015 MOVED by Councillor Prokop that Council adopts the minutes of the Regular Meeting of Council held on February 23, 2015, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

A) Municipal Solid Waste & Recycling Information

G. Birch stated that on the February 9th, 2015 Council meeting Councillor Prokop moved that "Council directs Administration to investigate and bring forward other available information on waste management systems and recyclable systems used in Canada for the March 9th, 2015 Council Meeting".

Mr. Birch noted that Administration has compiled information on various waste and recycling systems throughout Canada and provided the prepared a binder for Council's review prior to the Council Meeting.

RES.120/2015 MOVED by Councillor Ross-Giroux that Council accepts the solid waste and recycling material for information, and requests that copies of the material be made available through the Town Administration Office and Taber Public Library for public use.

CARRIED UNANIMOUSLY

Mayor De Vlieger declared a pecuniary interest in the next Agenda Item, turned the meeting over to Deputy Mayor Strojwas, and left the meeting at 5:14 PM.

BYLAWS

A) Bylaw 5-2015 2nd and 3rd Reading

Council considered the comments received at the Public Hearing Meeting.

RES.121/2015 MOVED by Councillor Brewin that Council gives 2nd Reading to Bylaw 5-2015.

CARRIED UNANIMOUSLY

RES.122/2015 MOVED by Councillor Popadynetz that Council gives 3rd Reading to Bylaw 5-2015.

CARRIED UNANIMOUSLY

ACTION ITEMS

Mayor De Vlieger returned to the meeting at 5:16 PM.

A) Bio Can Presentation

G. Birch stated that Bio Can was asked to provide information on their proposed composting facility to be located at the Town of Taber's landfill site.

Representatives from Bio Can addressed concerns brought forward about the composting facility and provided information regarding permitted and non-permitted materials used for composting, odor concerns, pests i.e. mice, seagulls, insects etc., problems from other facilities, and the benefits of an organics program.

Councillor Ross-Giroux left the meeting at 4:47 PM.

Council discussed the proposed facility and benefits of a composting program.

Councillor Ross-Giroux returned to the meeting at 5:51 PM.

RES.123/2015 MOVED by Councillor Sparks that Council accepts Bio Can's presentation for information.

CARRIED UNANIMOUSLY

B) General Engineering Services RFP

G. Birch stated that at the December 15, 2014 Council directed administration to initiate a Request for Proposal for General Engineering Services.

Administration reviewed the submittals from the Request for Proposal and marked them for Technical Rating Requirements and Price Rating. The top three submittals from MPE Engineering Ltd., Stantec Consulting Ltd. and ISL Engineering and Land Services were selected to move forward for a presentation for Council.

ACTION ITEMS – CONT'D

B) General Engineering Services RFP

RES.124/2015 MOVED by Councillor Brewin that Council awards the General Engineering Services contract to MPE Engineering Ltd. for the term of 3 years with two option years.

CARRIED UNANIMOUSLY

C) CNRL Pipeline ROW Agreement

R. Cressman stated that Canadian Natural Resources Ltd. (CNRL) has requested the Town grant a 1.55 acre right of way (ROW) and 0.74 acre temporary work space for construction by CNRL of a produced water pipeline on land owned by the Town, south of Barnwell.

Administration has reviewed the project application package and determined the proposed ROW agreements are standard in the industry, per provincial regulatory requirements. Proposed fees payable to Taber in exchange for the temporary work space and ROW are consistent with rates in our area.

RES.125/2015 MOVED by Councillor Sparks that Council authorizes the Mayor and CAO to execute the pipeline right-of-way agreement with Canadian Natural Resources Ltd., as presented.

CARRIED UNANIMOUSLY

D) Recreation Sponsorship Program

R. Cressman stated that through a contract with Partnership Group (PG), the Recreation Sponsorship program kicked off phase 1 in November 2011 - development of assets inventory and valuation. The Town received PG's phase 1 report in June 2012. The Town invested \$61,819.45 in phase 1. Subsequently the Town entered into contract with Sponsorship Connections (SC) for phase 2 - sponsorship sales. The term was three years, ending June 30, 2015. To date sponsorship sales are \$21,200 compared to the Town's phase 2 investment of \$37,659.32.

ACTION ITEMS – CONT'D

D) Recreation Sponsorship Program – Cont'd

SC has since proposed to extend the term to June 30, 2016.

Council discussed the support of the Recreation Board to potentially extend the contract.

MOVED by Councillor Strojwas that Council accepts the staff report regarding the recreation sponsorship program for information purposes only.

Councillor Strojwas amended the original motion to include “doesn’t extend the contract with Sponsorship Connections.”

RES.126/2015 MOVED by Councillor Strojwas that Council accepts the staff report regarding the recreation sponsorship program for information purposes only, and doesn’t extend the contract with Sponsorship Connections.

DEFEATED

RES.127/2015 MOVED by Councillor Sparks that Council accepts the staff report regarding the recreation sponsorship program, and authorizes the Mayor and CAO to execute the contract amendment as presented, reflecting the term being extended to June 30, 2016 and Sponsorship Connections focusing its sales efforts on entities outside the Town and MD of Taber.

CARRIED

E) Information For Council

RES.128/2015 MOVED by Councillor Brewin that Council accepts the material received in this Agenda Item as information.

CARRIED UNANIMOUSLY

MEDIA INQUIRIES

None.

RES.129/2015 MOVED by Councillor Brewin that Council recess for 20 minutes.

CARRIED UNANIMOUSLY AT 6:42 PM

Mayor De Vlieger reconvened the meeting at 7:06 PM.

CLOSED SESSION

RES.130/2015 MOVED by Councillor Ross-Giroux that Council moves into Closed Session to discuss items subject to "Advice from Officials" (*FOIPP Act*, Section 24), "Disclosure harmful to business interests of a third party" (*FOIPP Act*, Section 16), and "Confidential evaluations" (*FOIPP Act*, Section 19).

CARRIED UNANIMOUSLY AT 7:06 PM

OPEN SESSION

RES.131/2015 MOVED by Councillor Sparks that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 8:58 PM

RES.132/2015 MOVED by Councillor Popadynetz that Council extend the meeting until approximately 9:15 PM.

CARRIED UNANIMOUSLY AT 8:59 PM

CLOSED SESSION

RES.133/2015 MOVED by Councillor Sparks to return to Closed Session.

CARRIED UNANIMOUSLY AT 8:59 PM

OPEN SESSION

RES.134/2015 MOVED by Councillor Popadynetz that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 9:15 PM

RES.135/2015 MOVED by Councillor Sparks that Council agrees to provide a sewer connection into the Town's sanitary collection and treatment system from the Municipal District of Taber's developed areas in Johnson's Addition and Horseshoe Estates with details and rates to be determined following further investigation.

CARRIED UNANIMOUSLY

RES.136/2015 MOVED by Councillor Strojwas that Council endorses the sale of Lot 12, Block 9, Plan 0714240 to TWH Oilfield Services for the price of \$90,000.00 per acre, meeting all of the requirements of the Municipal Government Act to facilitate the sale, and grant an option of first right of refusal to TWH Oilfield Services for purchase of Lot 11, Block 9, Plan 0714240 at a price of \$120,000.00 under a 72 hour clause.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

RES.137/2015 MOVED by Councillor Ross-Giroux that this Regular Meeting of Council is hereby closed.

CARRIED UNANIMOUSLY AT 9:19 PM

MAYOR

CHIEF ADMINISTRATIVE OFFICER

63/2015

Meeting Date 3/9/2015



Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: Minutes Special Meeting of Council: March 12, 2015	
Recommendation:	That Council adopts the minutes of the Special Meeting of Council held on March 12, 2015, as presented.
Background:	N/A
Legislation / Authority:	MGA, Section 208(1)(a)(c)
Strategic Plan Alignment:	N/A
Financial Implication:	N/A
Service Level / Staff Resource Implication:	N/A
Justification:	Approval of minutes is in accordance with the <i>Municipal Government Act</i> , Section 208
Alternative:	That Council adopts the minutes of the Special Meeting of Council held on March 12, 2015, as amended.



Attachment(s):	Minutes
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APPROVALS:	
Originated By:	Kerry Van Ham
Chief Administrative Officer (CAO) or Designate:	

MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON THURSDAY, MARCH 12, 2015, AT 5:00 PM.

Mayor:

De Vlieger, Henk

Councillors:

Brewin, Jack
Popadynetz, Rick
Prokop, Andrew
Ross-Giroux, Laura
Sparks, Randy
Strojwas, Joe

Chief Administrative Officer:

Birch, Greg

CALL TO ORDER

Mayor De Vlieger called the Special Meeting of Council to Order at 5:00 PM.

ADOPTION OF THE AGENDA

Mayor De Vlieger stated that because this was a special meeting, there could be no additions or deletions to the Agenda. Mayor De Vlieger noted that there was only one item on the Agenda and asked for its adoption.

RES.138/2015

MOVED by Councillor Sparks that Council adopts the Agenda as presented with one item in the Closed Session Item 9.A) "Disclosure harmful to law enforcement (FOIPP Act, Section 20).

CARRIED UNANIMOUSLY

DELEGATIONS

None.

ADOPTION OF THE MINUTES

None.

BUSINESS ARISING FROM THE MINUTES

None.

BYLAWS

None.

ACTION ITEMS

None.

MEDIA INQUIRIES

None.

CLOSED SESSION

RES.139/2015 MOVED by Councillor Prokop that Council moves into Closed Session to discuss an item subject to "Disclosure harmful to law enforcement" (*FOIPP Act*, Section 20).

CARRIED UNANIMOUSLY AT 5:03 PM

OPEN SESSION

RES.140/2015 MOVED by Councillor Sparks that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 5:49 PM

CLOSE OF MEETING

RES.141/2015 MOVED by Councillor Popadynetz that this
Regular Meeting of Council is hereby closed.

CARRIED UNANIMOUSLY AT 5:50 PM

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DRAFT

Council Request for Decision

Meeting Date: March 23, 2015	
Subject: MSI Initiative - Options	
Recommendation:	Council accepts the presentation provided by Councillor Sparks regarding his attendance at the 5 th Annual Alberta Recycling Spring Seminar, for information purposes.
Background:	<p>At Council's February 9, 2015 meeting, Mayor De Vlieger stated that Councillor Sparks would be attending a waste management conference in the near future. Therefore the Mayor proposed postponing the discussion on the MSW Initiative – Options Agenda item until the first Council Meeting in March.</p> <p><i>“RES.72/2015 MOVED by Councillor Brewin that Council tables this Agenda Item to the March 9, 2015 Council Meeting until Council receives more information to make a more informed decision as Councillor Sparks will be attending a waste management conference.</i></p> <p><i>CARRIED UNANIMOUSLY”</i></p> <p>Therefore, Councillor Sparks will provide verbal information regarding his attendance at the 5th Annual Alberta Recycling Spring Seminar that was held in Banff from February 25-27, 2015.</p>
Legislation / Authority:	MGA S.3 (Municipal Purposes) and S.5 (Powers, Duties and Functions)
Strategic Plan Alignment:	<p>Governance:</p> <p>Build partnerships with other governments and organizations where synergies may exist.</p>
Financial Implication:	Cost for conference attendance.
Service Level / Staff Resource Implication:	No significant impact at this time.
Justification:	To keep Council informed of current municipal and relevant information.



Alternative(s):	Council could choose to seek clarification on this matter. Council could discuss, in depth, any of the matters raised by this information and take action through either resolution or bylaw.
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Attachment(s):	None.
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APPROVALS:	
Originated By:	Kerry Van Ham
Chief Administrative Officer (CAO) or Designate:	



Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: Bylaw 6-2015 2nd and 3rd Reading	
Recommendation:	That Council gives 2 nd Reading to Bylaw 6-2015. That Council gives 3 rd Reading to Bylaw 6-2015.
Background:	<p>On February 23rd, Council passed 1st Reading of proposed Bylaw 6-2015. The proposed bylaw will rezone 4 lots which are currently zoned as Limited Institutional/Recreation (L-IR) and General Industrial (M-2) to Highway Industrial (M-4). The lots to be rezoned are 6216 – 60th St.; Lot 31 Block 27 Plan 8210712, 6210 – 60th St.; Lot 32 Block 27 Plan 8210712, 6204 – 60th St.; Lot 33 Block 27 Plan 8210712, and a portion of Lot 29 Block 27 Plan 8210712.</p> <p>The reason for the rezoning is on August 18, 2014 Council made a resolution to sell a portion of a Town-owned parcel (Lot 29 Block 27 Plan 8210712) to B&H Tank Systems Inc. One of the conditions of the land sale was the Town of Taber would rezone the portion of the parcel to be subdivided at the Town's expense. The subdivision of the parcel also includes the consolidation of the adjacent parcels owned by B&H Tank Systems Inc. thus the reason for the rezoning of the other 3 lots.</p>
Legislation / Authority:	Section 187 requires 3 readings of a proposed bylaw before the bylaw can be endorsed.
Strategic Plan Alignment:	Strategic Plan Economic Goal #1: Create conditions for business success and economic development, taking advantage of the Town's unique climate and location in Southern Alberta.
Financial Implication:	As per the Council Resolution 390/14 made on August 18, 2014 regarding the sale of land to B&H Tank Systems Inc., the amendment of the Land Use Bylaw will be at the expense of the Town of Taber. Please see Public Hearing Agenda Package for the full resolution.
Service Level / Staff Resource Implication:	The staff resource implication is the time required by staff to review the proposed bylaw and prepare the advertisement and documents for Council and the Public Hearing.



Justification:	By passing 2 nd and 3 rd Reading, Council will have fulfilled one of the conditions for the land sale.
Alternative(s):	Alternative #1: That Council does not pass 2 nd and 3 rd Reading of Bylaw 6-2015. Alternative #2: That Council defers the reading of 2 nd and 3 rd Reading of Bylaw 6-2015 to reflect on the information received at the Public Hearing.

Attachment(s):	Please see Public Hearing Agenda Package for attachments.
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APPROVALS:	
Originated By:	Katie Tyo
Chief Administrative Officer (CAO) or Designate:	



Council Request for Decision

Meeting Date: March 23, 2015	
Subject: Proposed Bylaw 7-2015 1st Reading	
Recommendation:	<p>Council gives 1st Reading to Bylaw 7-2015.</p> <p>Council holds a Public Hearing on April 13, 2015.</p>
Background:	<p>Administration is in receipt of a Land Use Bylaw amendment application. This amendment is put forward by the developer of Prairie Lake Estates. The proposed bylaw would amend Section 5: Low Density Residential (LR-1) of the Land Use Bylaw 4-2006. It would also rezone 4301 – 60th Ave or Lot 13 Block 4 Plan 1113664 from Medium Density Residential (MDR) to Low Density Residential (LR-1).</p> <p>The rezoning of 4301 – 60th Ave. would allow for single family lots and would meet the development objectives of the developer. However due to the shape of lot 4301 – 60th Ave. a few of the District Requirements in Section 5: Low Density Residential (LR-1) will have to be amended. Specifically, the Minimum Lot Area will be reduced from 450m² to 390m², the Minimum Lot Width will be reduced from 14m to 13m, and a Minimum Lot Width for Irregular Shaped Lots has been added with a minimum width of 11.5m. These changes will help facilitate the development of single family homes on this lot.</p> <p>To begin the process of amending Section 5 of the Land Use Bylaw 4-2006 and amending the Land Use Bylaw Map, Bylaw 7-2015 must undergo 1st Reading.</p>
Legislation / Authority:	Section 692 of the MGA allows for amendments to the Land-Use Bylaw.
Strategic Plan Alignment:	Family/Community Goal #1: Build a community that is affordable and attractive.
Financial Implication:	The applicant has paid the \$600.00 Land Use Bylaw Amendment Fee which covers the cost of circulating the application to affected parties, advertising, and preparation for the Council Meetings and the Public Hearing.
Service Level / Staff Resource Implication:	The staff resource implication is the time required by staff to review the proposed bylaw and prepare the advertisement and documents for Council and the Public Hearing.



Justification:	The 1 st Reading of Bylaw 7-2015 must be passed in order to continue the Land Use Bylaw amendment process.
Alternative(s):	<p>Alternative 1: That Council passes 1st Reading of Bylaw 7-2015 with amendments.</p> <p>That Council holds a Public Hearing March 13, 2015.</p> <p>Alternative 2: That Council does not pass 1st Reading of Bylaw 7-2015.</p>

Attachment(s):	<p>Bylaw 7-2015 Low Density Residential (LR-1) District Medium Density Residential (MDR) District Existing Land Use Map Proposed Land Use Map Application</p>
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APPROVALS:	
Originated By:	Katie Tyo
Chief Administrative Officer (CAO) or Designate:	

**TOWN OF TABER
BYLAW NO. 7-2015**

A BYLAW FOR THE PURPOSE OF AMENDING THE TOWN OF TABER LAND USE BYLAW IN ACCORDANCE WITH THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED

WHEREAS the Town of Taber adopted Land Use Bylaw No. 4-2006;

AND WHEREAS Council has received an application from a developer to amend Section 5: Low Density Residential (LR-1) District of the Land Use Bylaw No. 4-2006 to amend the District Requirements. This bylaw will also re-designate 4301 – 60th AVENUE; LOT 13 BLOCK 4 PLAN 1113664, from Medium Density Residential (MDR) to Low Density Residential (LR-1) in order to better achieve the development objectives of the developer in accordance with the Town of Taber Land Use Bylaw 4-2006.

AND WHEREAS Council, having considered at a public hearing the concerns of persons claiming to be affected by this bylaw amendment application, believes that the amendment of the Land Use Bylaw 4-2006 should be allowed in order to achieve the orderly, economical and beneficial use of land in the Town of Taber;

NOW THEREFORE, the Council of the Town of Taber in the Province of Alberta, duly assembled in Council hereby amends Bylaw 4-2006 as follows:

1. That the District Requirements of Section 5: Low Density Residential (LR-1) District is amended as per “Schedule A”.
2. The Land Use Map contained in Land Use Bylaw No. 4-2006 is amended by the re-districting of:

CIVIC ADDRESS 4301 – 60th AVENUE
LOT 13
BLOCK 4
PLAN 1113664
EXCEPTING THEREOUT ALL MINES AND MINERALS

as identified in the attached figure, “Schedule B”, from Medium Density Residential (MDR) to Low Density Residential (LR-1).

3. The remainder of Bylaw 4-2006 is not amended by this Bylaw 7-2015 and remains in full force and effect.
4. 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.

RES. ____ **READ** a first time this ____ day of _____, 2015.
RES. ____ **READ** a second time this ____ day of _____, 2015.
RES. ____ **READ** a third time this ____ day of _____, 2015.

Mayor

Chief Administrative Officer

“SCHEDULE A”

SECTION 5: Low Density Residential (LR-1) DISTRICT

(As amended Bylaw 7-2015, Xxxxxx xx, 2015)

1. Purpose

This district provides for single detached dwelling units.

2. Uses

No person shall use any lot or erect, alter or use any building or structure for any purpose except one or more of the following:

Permitted Uses

- (a) Single Detached Dwelling Unit
- (b) Garage (attached)
- (c) Utilities
- (d) Park

Discretionary Uses

- (a) Accessory Use, Building or Structure
- (b) Garage (detached)
- (c) Home Occupation
- (d) Public Use
- (e) Sign
- (f) Modular Home (Bylaw amendment 24-2007, January 28, 2008)**

3. District Requirements

In addition to the General Land Use Provisions contained in Section 3, the following regulations shall apply to every development in this district.

Minimum Lot Area:	390 m ²
Minimum Lot Width:	13 metres
Minimum Lot Width (Irregular shaped lot):	11.5 metres
Minimum Front Yard:	6.0 metres
Minimum Rear Yard:	7.0 metres
Minimum Interior Side Yard:	
a) Rear Lanes:	1.2 metres
b) Laneless:	1.2 metres if garage attached; 3 metres on one side and 1.2 metres on the other if no attached garage
Minimum Exterior Side Yard:	3.0 metres
Maximum Building Height:	10.5 metres
Maximum Coverage:	45%
Minimum Landscape Area:	30%

SECTION 5: Low Density Residential (LR-1) DISTRICT

Minimum Floor Area (excludes basement): 80m²

4. Special Requirements: Garages, Accessory Buildings and Structures

- (a) No accessory building or structure shall be erected in any yard other than the interior side yard or rear yard and shall be no closer to any lot line than 1.2 metres (4 feet). This special requirement shall not be applied to garages.
- (b) Garages accessed from a lane shall be a minimum of 1.5 metres from the lane right-of-way.

5. Special Requirements: Modular Home

Modular homes may only be approved by the Development Officer if the proposal meets the following criteria:

- 1) Where a developer's architectural controls, guidelines or standards are registered on title, the Development Officer shall address those guidelines when issuing a development permit on the property and may use these as a basis for refusal of modular construction where the proposal does not comply with those controls, guidelines or standards;
- 2) The proposed roof pitch of a proposed modular home must be consistent with the majority of homes within 100 metres of the proposal or must meet architectural controls, guidelines, or standards put in effect by the subdivision's developer;
- 3) Exterior finishing materials (i.e. siding, brick, stucco, or combination thereof) and the amount used must be consistent with the majority of homes within 100 metres of the proposal or must meet architectural controls, guidelines, or standards put in effect by the subdivision's developer;
- 4) Modular homes must have a foundation consistent with the majority of homes within 100 metres of the proposal or must meet architectural controls, guidelines, or standards put in effect by the subdivision's developer.

Proposals not meeting these requirements for Modular Homes in this district may be forwarded by the Development Officer to the Municipal Planning Commission for a decision. The Municipal Planning Commission may use these criteria as a basis for refusing the proposal but may also approve non-compliant proposals based on the merits of each particular application.

6. The remainder of By-Law 24-2007 amended by this By-Law remains in full force and effect.

“SCHEDULE B”



Subject portion of 4301 – 60th AVENUE; LOT 13, BLOCK 4, PLAN 1113664

From: Medium Density Residential (MDR)

To: Low Density Residential (LR-1)

SECTION 5: Low Density Residential (LR-1) DISTRICT

1. PURPOSE

This District provides for single detached dwelling units.

2. USES

No person shall use any lot or erect, alter or use any building or structure for any purpose except one or more of the following:

Permitted Uses

- (a) Single Detached Dwelling Unit
- (b) Garage (attached)
- (c) Utilities
- (d) Park

Discretionary Uses

- (a) Accessory Use, Building or Structure
- (b) Garage (detached)
- (c) Home Occupation
- (d) Public use
- (e) Sign
- (f) Modular Home (**Bylaw amendment 24-2007, January 28, 2008**)

3. DISTRICT REQUIREMENTS

In addition to the General Land Use Provisions contained in Section 3, the following regulations shall apply to every development in this district.

Minimum Lot Area:	450 m ²
Minimum Lot Width:	14 metres
Minimum Front Yard:	6.0 metres
Minimum Rear Yard:	7.0 metres
Minimum Interior Side Yard:	
a) Rear Lanes:	1.2 metres
b) Laneless:	1.2 metres if garage attached; 3 metres on one side and 1.2 metres on the other if no attached garage
Minimum Exterior Side Yard:	3.0 metres
Maximum Building Height:	10.5 metres
Maximum Coverage:	45%

SECTION 5: Low Density Residential (LR-1) DISTRICT

Minimum Landscaped Area:	30%
Minimum Floor Area (excludes basement):	80 m ²

4. SPECIAL REQUIREMENTS: GARAGES, ACCESSORY BUILDINGS AND STRUCTURES

- (a) No accessory building or structure shall be erected in any yard other than the interior side yard or rear yard and shall be no closer to any lot line than 1.2 metres (4 feet). This special requirement shall not be applied to garages.
- (b) Garages accessed from a lane shall be a minimum of 1.5 metres from the lane right-of-way.

5. SPECIAL REQUIREMENTS: MODULAR HOME

Modular homes may only be approved by the Development Officer if the proposal meets the following criteria:

- 1) Where a developer's architectural controls, guidelines or standards are registered on title, the Development Officer shall address those guidelines when issuing a development permit on the property and may use these as a basis for refusal of modular construction where the proposal does not comply with those controls, guidelines or standards.
- 2) The proposed roof pitch of a proposed modular home must be consistent with the majority of homes within 100 metres of the proposal or must meet architectural controls, guidelines, or standards put in effect by the subdivision's developer;
- 3) Exterior finishing materials (i.e. siding, brick, stucco, or combinations thereof) and the amount used must be consistent with the majority of homes within 100 metres of the proposal or must meet architectural controls, guidelines, or standards put in effect by the subdivision's developer;
- 4) Modular homes must have a foundation consistent with the majority of homes within 100 metres of the proposal or must meet architectural controls, guidelines, or standards put in effect by the subdivision's developer.

Proposals not meeting these requirements for Modular Homes in this district may be forwarded by the Development Officer to the Municipal Planning Commission for a decision. The Municipal Planning Commission may use these criteria as a basis for refusing the proposal but may also approve non-compliant proposals based on the merits of each particular application”.

- 6. The remainder of By-Law 24-2007 amended by this By-Law remains in full force and effect.

SECTION 13: Medium Density Residential (MDR) DISTRICT

1. Purpose

This district is intended to provide for medium density residential development. This can be applied either to condominium or rental development in new areas developing under the guidance of an Area Structure Plan but may also be used for infill development (areas previously developed) on corner lots.

2. Uses

No person shall use any lot or erect, alter or use any building or structure for any purpose except one or more of the following:

Permitted Uses

- (a) Four-plex dwellings
- (b) Park
- (c) Row Housing dwellings
- (d) Utilities

Discretionary Uses

- (a) Accessory Building, Structure, or Use
- (b) Apartment Building and Apartment Dwelling
- (c) Day Care Facility
- (d) Garage
- (e) Garage, Parking
- (f) Group Care Facility
- (g) Home Occupation
- (h) Institutional use
- (i) Park
- (j) Public Use
- (k) Senior Citizens' Complex
- (l) Utilities

3. District Requirements

In addition to the General Land Use Provisions contained in Section 3, the following regulations shall apply to every development in this district.

SECTION 13: Medium Density Residential (MDR) DISTRICT

Minimum Lot Area:

- (a) Seniors' Complex, and Group Care Facility:
800 m² for first 4 units, plus 100 m² for each additional unit
- (b) Apartments, Four-plex, Row Housing: 200 m²/unit

Minimum Lot Width:

- (a) Row Housing:
20 metres/condominium or rental block or 6 metres/unit,
except corner units shall have 8 metres.
- (b) All Other Uses: 20 metres

Minimum Front Yard:

5.0 metres or 3.0 metres if all parking provided from a rear lane, subject to approval of the site plan by the Development Authority.

Minimum Rear Yard:

5.0 metres

Minimum Interior Side Yard:

3 metres for buildings containing more than three units; 1.2 metres for all other uses, except row housing shall be 0 metres along the common vertical wall separating each unit.

Minimum Separation Between Buildings:

3 metres

Minimum Exterior Side Yard:

3 metres

Maximum Building Height:

4 storeys for apartment buildings and 10.5 metres for all other uses

Maximum Coverage:

50%

Minimum Landscaped Area:

20%

Maximum Site Density:

50 units per hectare

4. Special Requirements: Accessory Buildings and Structures

- (a) No accessory building or structure shall be erected in any yard other than the interior side yard or rear yard and shall be no closer to any lot line than 1.2 metres (4 feet).
- (b) Access to accessory buildings from the rear yard or back lane will not be permitted.

SECTION 13: Medium Density Residential (MDR) DISTRICT

5. **Special Requirement: Measuring Front Yard Setbacks**

The front yard setback for a condominium land unit may be measured from the edge of asphalt of a private condominium road but not from a public road.

6. **Special Requirements: Four-plex Development**

In addition to the requirements of Section 3, General Provisions, four-plex development shall be limited to corner lot locations. Applications shall provide a detailed site plan detailing proposed landscaping and parking areas, including provision for no less than 36 m² of private amenity space per unit, all to the satisfaction of the Development Authority. This private amenity space shall not include parking areas. All proposals shall provide detailed elevation drawings that describe exterior cladding materials acceptable to the Development Authority. Exterior design should complement the character of the neighbourhood and surrounding buildings.

7. **Special Requirement: Site Lighting**

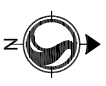
All outdoor site lighting shall be located and arranged so that no direct rays of light are directed at any adjoining properties, interfere with the use and enjoyment of neighbouring lands, or interfere with the effectiveness of any traffic control device. Outdoor site lighting fixtures shall be installed with the light directed and deflected away from public roads and neighbouring properties. These lighting fixtures shall not be more than 9 metres above finished grade.

8. **Special Requirement: Site Design and Exterior Finish of Buildings and Structures**

Where site development guidelines/standards are in effect for a condominium complex and have been provided to the Development Authority, the Development Authority shall address those guidelines when issuing any development permit within the boundaries of the condominium project. Conditions of approval may address landscape design, elevation features of the building or structure including exterior finish/cladding, roof lines, and any other matter intended to ensure consistent and complementary site, building and finishing materials throughout the condominium complex.



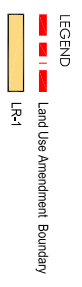
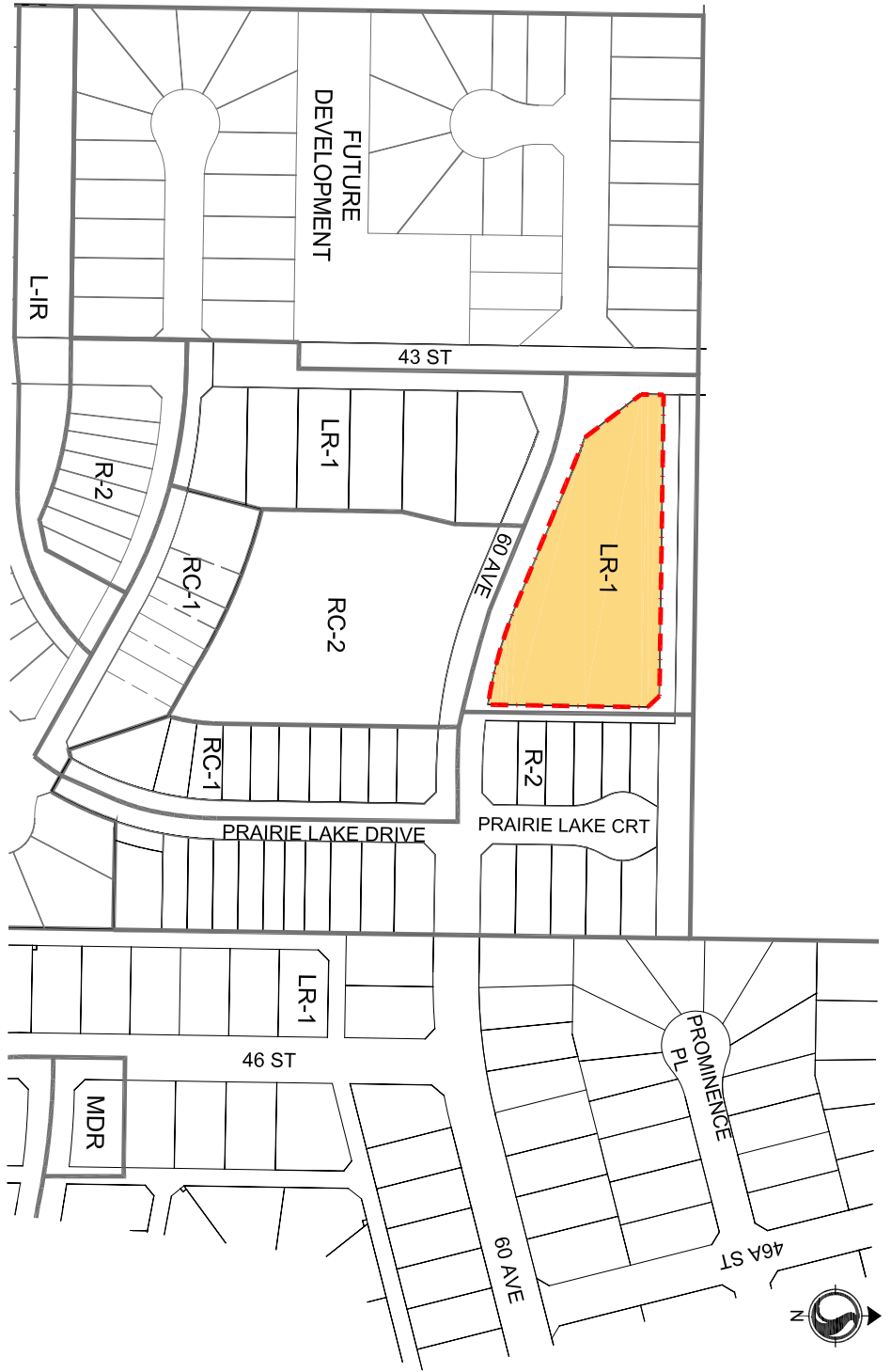
LEGEND
 Land Use Amendment Boundary
 MDR



#290, 240 - 4th Street South
 Lethbridge, Alberta, Canada
 www.stantec.com

Client/Project
 SOUTH ALTA TRADING COMPANY LTD.
 PRAIRIE LAKE ESTATES
 Figure No. 1.0
 Title
 PHASE 1B
 EXISTING LAND USE

March, 2015
 112847820



#290, 240 - 4th Street South
 Lethbridge, Alberta, Canada
 www.stantec.com

Client/Project
 SOUTH ALTA TRADING COMPANY LTD.
 PRAIRIE LAKE ESTATES

Figure No. _____
 Title
 2.0
 PHASE 1B
 PROPOSED LAND USE

**Land Use Bylaw Amendment
FORM F**



Planning Department
A4900-50 Street
Taber AB T1G 1T1
ph: (403) 223-5500
fx: (403) 223-5530
email: planning@taber.ca

APPLICATION NO: _____ BYLAW NO: _____
RECEIVED DATE: _____ ROLL NO: _____
FEE RECEIVED: _____

Applicant

I/We hereby make application to amend the Land Use bylaw:

Name: Sid Tams (South Alta Trading Company Ltd.) Phone: _____

Address: [REDACTED] _____

Legal Description of Land Subject to Amendment:

Municipal Address: Prairie Lake Estates

Legal Description: Lot: 13 (NW¼-6-10-16-W4M)

Block: 4 Plan: 111 3664

Amendment Proposed: From: MDR

To: LR-1

If applying for a text amendment, please provide the proposed text, the relevant Section, if any, and an explanation of the proposed amendment

See attached : Existing Land Use, Figure 1.0

Proposed Land Use, Figure 2.0

Section 5: Low Density Residential (LR-1) District text edits

Reasons in Support of Application *(in order to properly evaluate an application for amendment, the Town must be provided with a complete concept for the land. Please indicate everything which is presently built on the land, and any use or development proposed for that land and provide whatever maps, diagrams, and text you feel are needed)*

To allow for low density lot housing styles as dictated by market conditions.

See the above attached.

Date: Mar 5 / 2015

Signed: [Signature]

The personal information requested on this form is being collected for the processing of a land use bylaw amendment application, under the authority of the Municipal Government Act (MGA) and is protected by the Freedom of Information and Protection of Privacy (FOIP) Act. If you have any questions about the collection, contact our FOIP Coordinator at (403) 223-5500.

Registered Owner(S) Or Person Acting On Their Behalf

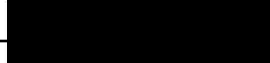
I, Sid Tams hereby certify that I:

X is the registered owner, or
 are authorized to act on behalf of the registered owner(s)

and that the information given on the form is complete and is, to the best of my knowledge, a true statement of the facts relating to this application for approval. 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 F Mar 5/2015

Phone (hm): 

Phone (wk):

Authorization From Registered Owner(S) Of Land Subject To Amendment

I/We, South Alta Trading Co. Ltd. the
registered owner(s) of the land subject to this amendment, do hereby authorize
 Sid Tams to act on our behalf with respect to this proposal to amend
the Land Use Bylaw.

Registered Owners' Signature 

Date Mar 5/2015



Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: Taber Resiliency Campaign - Council Discretionary Fund Request Response to Delegation	
Recommendation:	That Council approve the Community Grant Application – Council Discretionary Fund for the 2015 Taber Resiliency Campaign, with the funding source to be accumulated surplus.
Background:	<p>The Taber Resiliency Campaign committee has submitted a Community Grant Application – Council Discretionary Fund application and is seeking funds to support the cost of the Community Centre Auditorium rental for their event being held May 7, 2015.</p> <p>This is an event that occurs once per year for Grade 5 students in Taber allowing them to publicly acknowledge an adult that has made a difference in their lives. Of all submissions approximately 20 are selected to be read at the celebration.</p> <p>The event is open to everyone who wishes to attend.</p>
Legislation / Authority:	MGA – s 3(b), Fee Bylaw 18-2014, Community Grant Program Policy PS-Rec-3.
Strategic Plan Alignment:	Strengthen our core infrastructure and services in a fiscally responsible manner.
Financial Implication:	Should Council agree to this request the 2015 rates apply. The Town's operating revenues would be reduced by \$462.00 in this calendar year.
Service Level / Staff Resource Implication:	Cost of time/labour to process this request and ensure facility is prepared to accommodate the event.
Justification:	The recommendation did not come from the Recreation Board as Administration is following the Community Grant Program Policy and Procedure that was approved by Council on November 24, 2014. The 2015 budget for Grants to Individuals and Organization contains only amounts for specific purposes, there were no unidentified amounts.



Alternative(s):	Council may grant 100% rental fee reduction or a partial rental fee reduction for this request. Council may also choose not to support this request.
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Attachment(s):	All attachments are contained in the Delegation Request for Decision earlier in the Agenda.
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APPROVALS:	
Originated By:	Greg Birch
Chief Administrative Officer (CAO) or Designate:	



Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: Team Radio Broadcast Taber Association Response to Delegation	
Recommendation:	Council provides a letter of support for the Team Radio Broadcast Taber Association.
Background:	The Team Radio Broadcast Taber Association is requesting a letter of support from Council in order to include in their application to the CRTC for licensing purposes.
Legislation / Authority:	MGA – s. 3
Strategic Plan Alignment:	Governance: Build partnerships with other governments and organizations where synergies may exist.
Financial Implication:	Not for this Agenda Item at this time.
Service Level / Staff Resource Implication:	If Council chooses, there will be a staff implication to construct the letter of support.
Justification:	Council awareness of community functions.
Alternative(s):	Council could choose not to provide a letter of support.
Attachment(s):	All attachments provided in the Delegation portion of the Agenda Item.



APPROVALS:	
Originated By:	Kerry Van Ham
Chief Administrative Officer (CAO) or Designate:	



Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: Eureka Industrial Subdivision Grant Application	
Recommendation:	Council directs Administration to proceed for grant funding for the Eureka Industrial Subdivision.
Background:	<p>On September 8, 2014 Council meeting; Councillor Popadynetz moved that “Council supports the servicing and development of the Eureka Industrial area as per the design brief developed by Associated Engineering; and</p> <p>Council supports the earmarking of money during the 2015 budget process for construction of the new intersection and servicing for the initial phase.”</p> <p>Administration would like to seek grant funding for the Eureka Industrial subdivision.</p>
Legislation / Authority:	MGA - Division 2 Roads and Division 3 Public Utilities.
Strategic Plan Alignment:	<p>Strengthen our core infrastructure and services in a fiscally responsible manner.</p> <p>To create conditions for business success and economic development, taking advantage of the Town’s unique climate and location in southern Alberta.</p>
Financial Implication:	Eureka industrial subdivision was in the 2015 capital budget.
Service Level / Staff Resource Implication:	Staff will be involved with design, tender and construction process.
Justification:	Provides economic development for the Town of Taber.
Alternative(s):	Direct administration to revise the development to lessen servicing and development costs.



Attachment(s):	
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APPROVALS:	
Originated By:	Gary Scherer
Chief Administrative Officer (CAO) or Designate:	



Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: 50th Street Road Construction Project	
Recommendation:	Council directs Administration to construct 50 th Street road rehabilitation to industrial collector road standards.
Background:	<p>At the January 12, 2015 Council meeting Councillor Brewin moved that Council directs Administration to enter into discussion with the MD of Taber to determine if they are willing to participate in the 50th Street upgrade from 64th Avenue to 80th Avenue and bring more information back to Council.</p> <p>Administration has been in contact with the MD of Taber about the project. The MD has asked that any requests be formalized to them.</p> <p>Administration is recommending 50th Street road rehabilitation be built to Industrial Collector Road standards. The cost is 25% more due to two layers of asphalt and a thicker granular base as shown on the drawings and quantity calculations from MPE Engineering. This road structure is based for truck route applications. The industrial collector road has a longer life span of an additional 10 years. Costs may be lowered if only one layer of asphalt is installed this year and the additional layer is added next year.</p> <p>Also attached are the drawings and quantities for a Minor Collector Road standard which is primarily used for light vehicles and not for truck routes.</p> <p>Council may choose to re-designate the road and remove it as a truck route, but having the road structure for a truck route will allow Council future options to designate the road back to a truck route.</p>
Legislation / Authority:	MGA - Part 3 Division 2 Roads and Division 3 Public Utilities
Strategic Plan Alignment:	<p>Create conditions for business success and economic development, taking advantage of the Town's unique climate and location in southern Alberta.</p> <p>Strengthen our core infrastructure and services in a fiscally responsible manner.</p>
Financial Implication:	Project is in the 2015 capital budget.



Service Level / Staff Resource Implication:	Staff will manage project overview, tender and construction.
Justification:	Provides industrial and commercial businesses a place to build or expand.
Alternative(s):	Council directs Administration to construct 50 th Street road rehabilitation to minor collector road standards.

Attachment(s):	Minor & Industrial Collector Road Structure
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APPROVALS:	
Originated By:	Gary Scherer
Chief Administrative Officer (CAO) or Designate:	



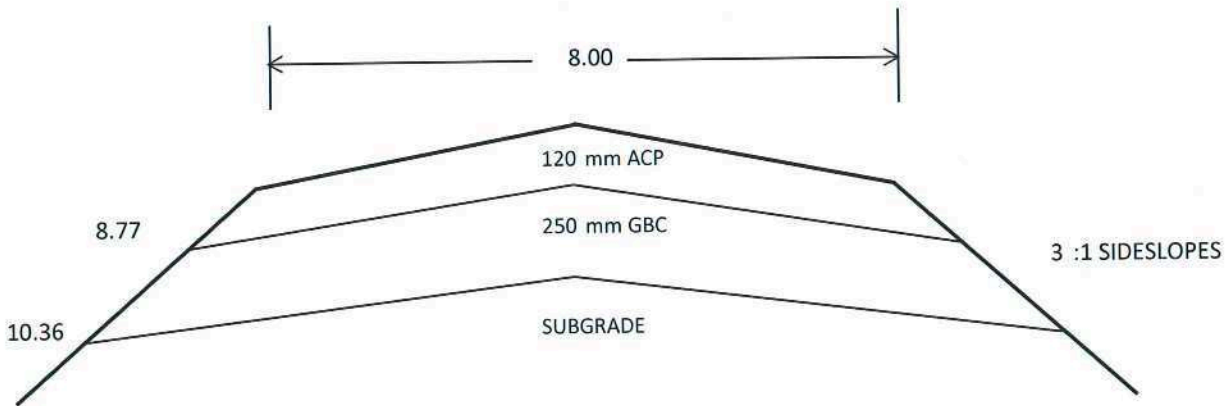
QUANTITY CALCULATIONS

Project: 50th Street - Mill, Grade, Base and Pave
Project No.: 1415-008-00

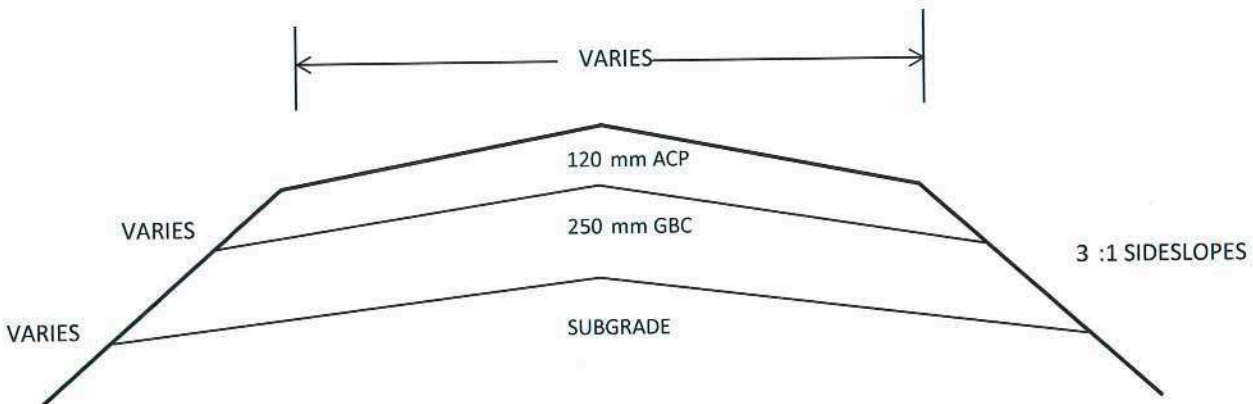
Option 1
Minor Collector Road

From: 64th Ave km 1+000 To: 80th Ave km 2+610

Length: 1.610 km



TYPICAL ROAD CROSS SECTION
N.T.S.



TYPICAL APPROACH & ROAD ALLOWANCE CROSS SECTION
N.T.S.



QUANTITY CALCULATIONS

Project: 50th Street - Mill, Grade, Base and Pave
Project No.: 1415-008-00

Option 1
 Minor Collector Road

From: 64th Ave km 1+000 **To:** 80th Ave km 2+610 **Length:** 1.610 km

Pavement Width	8.000	m	ACP	T	WIDTH
Sideslope	3	:1	top lift	0.06	m
Road Crown	2.0%		1st lift	0.06	m
					8.000 m
					8.383 m

GBC	T	WIDTH	Subgrade	WIDTH
top lift	0.1	m		10.362 m
1st lift	0.15	m		
		8.766 m		
		9.404 m		

1.0 Mobilization									1	L.S.
2.0 Site Occupancy									5	days
days - expected bonus										
3.0 Cutting of Pavement										
	NUMBER	WIDTH	LENGTH							
	5		15	=	75 m	Various Road Surface	USE	75		m
4.0 Cold Asphalt Milling										
60 mm Average depth										
	NUMBER	WIDTH	LENGTH							
	1	7.4	1610	=	11,914 m ²	Main alignment only	USE	12,000		m ²
5.0 Waste Excavation										
310 mm average depth										
	NUMBER	WIDTH	LENGTH	DEPTH						
	1	9.181	1,610	0.31	=	4,582.16 m ³	Road Surface			
	1	12.000	50	0.31	=	186.00 m ³	Road Allowances			
	10	12.000	10	0.31	=	372.00 m ³	Farm Entrances			
						5,140.16 m ³		USE	5,200	m ³
6.0 Subgrade Preparation										
	NUMBER	WIDTH	LENGTH							
	1	10.362	1,610.00		=	16,682 m ²		USE	16,700	m ²
7.0 Geotextile - Supply and Install										
	NUMBER	WIDTH	LENGTH							
	10	10.362	250.00		=	2,590 m ²		USE	2,600	m ²
8.0 Sub-Base Granular										
	UNIT WT.	NUMBER	DEPTH	WIDTH	LENGTH					
	2.30	1	0.150	9.404	1,610	=	5,224 t	Road Structure		
	2.30	1	0.150	9.404	60	=	195 t	Road Allowances		
	2.30	10	0.150	9.404	10	=	324 t	Farm Entrances		
						TOTAL	5,743 t	USE	5,800	t
9.0 Base Granular										
	UNIT WT.	NUMBER	DEPTH	WIDTH	LENGTH					
	2.30	1	0.100	8.766	1,610	=	3,246 t	Road Structure		
	2.30	1	0.100	8.766	60	=	121 t	Road Allowances		
	2.30	10	0.100	8.766	10	=	202 t	Farm Entrances		
						TOTAL	3,569 t	USE	3,600	t
10.0 ACP										
	UNIT WT.	NUMBER	DEPTH	WIDTH	LENGTH					
	2.38	1	0.120	8.383	1,610	=	3,855 t	Road Structure		
	2.38	1	0.120	8.383	60	=	144 t	Road Allowances		
	2.38	10	0.120	8.383	10	=	239 t	Farm Entrances		
						TOTAL	4,238 t	USE	4,300	t



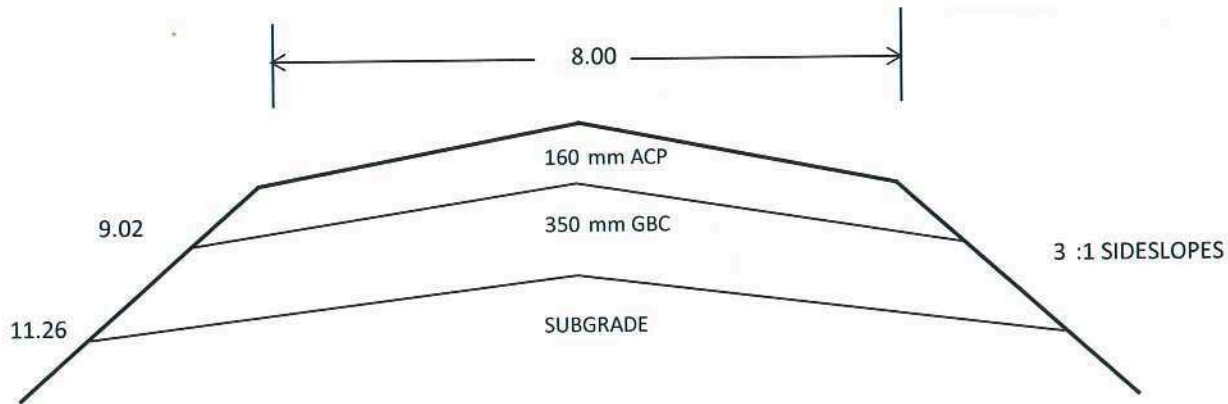
QUANTITY CALCULATIONS

Project: 50th Street - Mill, Grade, Base and Pave
Project No.: 1415-008-00

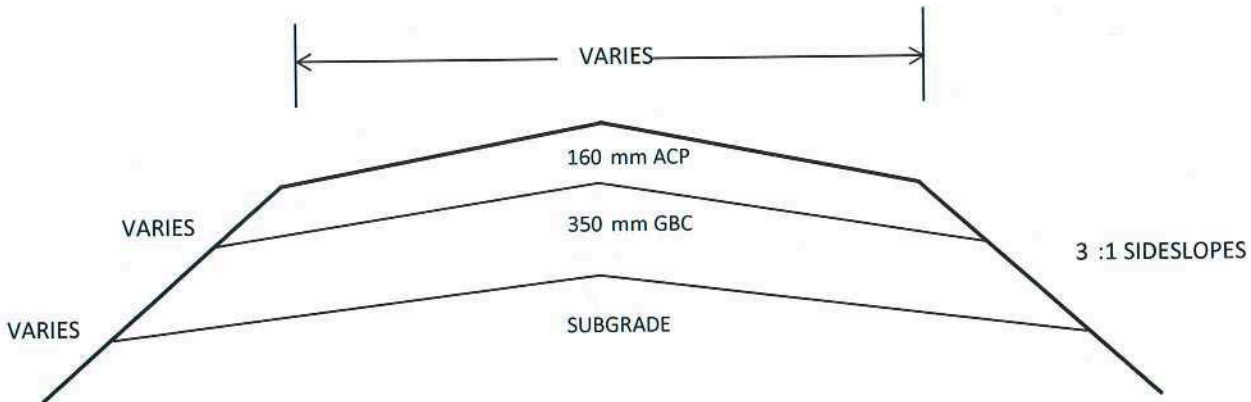
Option 2
Industrial Collector Road

From: 64th Ave km 1+000 To: 80th Ave km 2+610

Length: 1.610 km



TYPICAL ROAD CROSS SECTION
N.T.S.



TYPICAL APPROACH & ROAD ALLOWANCE CROSS SECTION
N.T.S.



Council Request for Decision

Meeting Date: March 23, 2015

Subject: Audit Committee Recommendations

Recommendation:

1. That Council approves the transfer of capital reserves to fund the AVLS Computer Replacement project in the amount of \$36,379.50 to be included in the fiscal year ending December 31, 2014.
2. That Council approves the transfer of capital reserves to fund the Police car insurance replacement project in the amount of \$32,886.77 from capital reserves to be included in the fiscal year ending December 31, 2014.
3. That council approves the transfer of capital reserves to fund the overages for the Police Truck project in the amount of \$5,637.44 and the By-Law truck project in the amount of \$6,133.52 for a total of \$11,770.96 from capital reserves to be included in the fiscal year ending December 31, 2014.
4. That council approves the transfer of capital reserves to to fund the overages for the Waste recycling containers project in the amount of \$225.00 and The Zero turn mower project in the amount of \$126.06 for a total of \$351.06 from capital reserves to be included in the fiscal year ending December 31, 2014.
5. That council approves the transfer of amounts available from unrestricted net assets of \$806,784.74 to general capital



	<p>reserves to be included in the fiscal year ending December 31, 2014.</p>
<p>Background:</p>	<p>The issue of capital project reporting and funding was discussed at the March 11, 2015 Audit Committee meeting. At that Audit Committee meeting the following motions were made:</p> <p>RES. 5/15 MOVED by Councillor Prokop that the Audit Committee approves the recommendation to Council to fund the AVLS Computer Replacement project in the amount of \$36,379.50 from capital reserves. There are unspent dollars that were budgeted for two capital projects (Radio repeater replacement in the amount of \$25,000 and Patrol car camera sets in the amount of \$30,500). CARRIED UNANIMOUSLY</p> <p>RES. 6/15 MOVED by Councillor Prokop that the Audit Committee approves the recommendation to Council to fund the Police car insurance replacement project in the amount of \$32,886.77 from capital reserves, based on the understanding that the Town has received insurance proceeds that have been transferred to the vehicle reserve fund to cover the cost of the replacement vehicle. CARRIED UNANIMOUSLY</p> <p>RES. 7/15 MOVED by Councillor Prokop that the Audit Committee approves the recommendation to Council to fund the overages for the Police Truck project in the amount of \$5,637.44 and the By-Law truck project in the amount of \$6,133.52 from capital reserves. \$10,000 will come from the proceeds of the Durango trade-in and the difference of \$1,770.96 will be additional reserve dollars. CARRIED UNANIMOUSLY</p> <p>RES. 8/15 MOVED by Councillor Prokop that the Audit Committee approves the recommendation to Council to fund the overages for the Waste recycling containers project in the amount of \$225.00 and The Zero turn mower project in the amount of \$126.06 for a total of \$351.06 from capital reserves</p>



	CARRIED UNANIMOUSLY
	<p>RES.10/15 MOVED by Councillor Prokop that the Audit Committee approves the recommendation to Council that it approves the transfer of amounts available from unrestricted net assets of \$806,784.74 to General Capital Reserves.</p> <p style="text-align: right;">CARRIED</p> <p>UNANIMOUSLY</p>
Legislation / Authority:	MGA Section 248
Strategic Plan Alignment:	No close alignment
Financial Implication:	The results of operations for the year ended December 31, 2014 resulted in less funding being drawn from reserves than was budgeted resulting in higher ending reserve balances than was expected. The impact of the requests will not have a negative impact to the Town.
Service Level / Staff Resource Implication:	Existing staff resources
Justification:	To provide a consistent funding source for capital projects which should come from the capital reserves.
Alternative(s):	That council not approve any additional capital reserves for the fiscal year ending December 31, 2014.

Attachment(s):	<p>Capital Variance Report AVLS Capital Project Summary Police Car Insurance Capital Project Summary Bylaw Truck Capital Project Summary Accumulated Surplus</p>
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APPROVALS:	
Originated By:	Dale Culler
Chief Administrative Officer (CAO) or Designate:	

2014 CAPITAL VARIANCE REPORT	Budget	Actual	Capital	Operating	WIP	Variance	Reserves Budget	Council Amendment	Reserves Transfer Capital	Reserves Transfer Operating	Reserves Variance	Additional Council Request Needed
2010 Project - Admin Building Renovation	25,000.00	-	-	-	-	(25,000.00)	25,000.00	-	-	-	(25,000.00)	-
2014 Project - Photocopier Replacement	25,000.00	20,949.80	20,949.80	-	-	(4,050.20)	25,000.00	-	20,949.80	-	(4,050.20)	-
2012 Project - Meeting Management Software	30,000.00	27,350.00	27,350.00	-	-	(2,650.00)	30,000.00	-	27,350.00	-	(2,650.00)	-
2014 Project - Annual Computer Replacement	50,000.00	45,004.45	45,004.45	-	-	(4,995.55)	50,000.00	-	45,004.45	-	(4,995.55)	-
2014 Project - Server Virtualization	33,000.00	24,092.57	24,092.57	-	-	(8,907.43)	33,000.00	-	24,092.57	-	(8,907.43)	-
2014 Project - Diamond Software Version Upgrades	30,000.00	7,535.48	7,535.48	-	-	(22,464.52)	30,000.00	-	7,535.48	-	(22,464.52)	-
2014 Project - Purchase Requisitions Software	40,000.00	38,947.70	38,947.70	-	-	(1,052.30)	40,000.00	-	38,947.70	-	(1,052.30)	-
2014 Project - Asset Management Software	65,000.00	61,069.18	61,069.18	-	-	(3,930.82)	65,000.00	-	61,069.18	-	(3,930.82)	-
2014 Project - AVLS Computer Replacement	35,000.00	36,379.50	36,379.50	-	-	1,379.50	-	-	36,379.50	-	36,379.50	36,379.50
2014 Project - Network Patch Panel	6,000.00	1,909.00	1,909.00	-	-	(4,091.00)	6,000.00	-	1,909.00	-	(4,091.00)	-
2014 Project - Radio Repeater Replacement	25,000.00	-	-	-	-	(25,000.00)	25,000.00	-	-	-	(25,000.00)	-
2014 Project - Patrol Car Camera Sets	30,500.00	-	-	-	-	(30,500.00)	30,500.00	-	-	-	(30,500.00)	-
2014 Project - Live Scan Fingerprint System	40,000.00	39,960.00	39,960.00	-	-	(40.00)	40,000.00	-	39,960.00	-	(40.00)	-
2014 Project - Computer Aided Dispatch Bell CAD	325,000.00	120,122.74	9,087.96	-	111,034.78	(204,877.26)	-	-	-	-	-	-
2013 Project - Police Car - Insurance Replacement	-	32,886.77	32,886.77	-	-	32,886.77	-	-	32,886.77	-	32,886.77	32,886.77
2014 Project - Police Car	37,500.00	43,137.44	43,137.44	-	-	5,637.44	37,500.00	-	43,137.44	-	5,637.44	5,637.44
2014 Project - Emergency Training Centre	90,000.00	-	-	-	-	(90,000.00)	30,000.00	-	-	-	(30,000.00)	-
2013 Project - Portable Generator for EOC	20,000.00	-	-	-	-	(20,000.00)	20,000.00	-	-	-	(20,000.00)	-
2014 Project - By-Law Truck	36,500.00	42,633.52	42,633.52	-	-	6,133.52	36,500.00	-	42,633.52	-	6,133.52	6,133.52
2014 Project - Annual Concrete Program	412,500.00	341,729.11	210,290.32	131,438.79	-	(70,770.89)	412,500.00	-	210,290.32	-	(202,209.68)	-
2015 Project - Bi-Annual Capital Works Program	125,000.00	-	-	-	-	(125,000.00)	31,250.00	-	-	-	(31,250.00)	-
2014 Project - 46th Avenue Sidewalk	75,000.00	-	-	-	-	(75,000.00)	75,000.00	-	-	-	(75,000.00)	-
2014 Project - Eureka Development & Intersection	1,700,000.00	57,712.16	-	-	57,712.16	(1,642,287.84)	-	-	57,712.16	-	57,712.16	-
2014 Project - 50th Street Gateway	75,000.00	36,351.18	-	-	36,351.18	(38,648.82)	75,000.00	-	36,351.18	-	(38,648.82)	-
2014 Project - Sidewalks - Internal	-	41,088.43	41,088.43	-	-	41,088.43	-	-	-	41,088.43	41,088.43	-
2014 Project - Industrial Snow Blower	110,000.00	121,039.96	121,039.96	-	-	11,039.96	110,000.00	11,039.96	110,059.96	10,980.00	-	-
2013 Project - 3/4 Ton Truck	31,500.00	27,790.25	27,790.25	-	-	(3,709.75)	31,500.00	-	27,790.25	-	(3,709.75)	-
2013 Project - Tandem Truck	160,000.00	155,731.25	155,731.25	-	-	(4,268.75)	160,000.00	-	155,731.25	-	(4,268.75)	-
2014 Project - Sander/Tandem Dump Truck	210,000.00	133,470.17	133,470.17	-	-	(76,529.83)	210,000.00	-	133,470.17	-	(76,529.83)	-
2014 Project - Council Storm Drain Initiative	-	-	-	-	-	-	-	-	-	-	-	-
2012 Project - Water Loading Station Replacement	300,000.00	294,089.24	248,902.97	45,186.27	-	(5,910.76)	300,000.00	-	248,902.97	-	(51,097.03)	-
2014 Project - Water Meter Replacement Program	150,000.00	147,199.23	147,199.23	-	-	(2,800.77)	150,000.00	-	147,199.23	-	(2,800.77)	-
2015 Project - Industrial Lagoons & Effluent Irrigation System	300,000.00	344,346.41	-	277,350.00	66,996.41	44,346.41	37,200.00	300,000.00	66,996.41	-	(270,203.59)	-
2014 Project - Screw Auger Replacement	55,000.00	49,453.80	49,453.80	-	-	(5,546.20)	55,000.00	-	49,453.80	-	(5,546.20)	-
2014 Project - Solid Waste Bins Program (Tan)	22,000.00	17,792.13	17,792.13	-	-	(4,207.87)	22,000.00	-	17,792.13	-	(4,207.87)	-
2014 Project - Waste & Recycling Containers	10,000.00	10,225.00	10,225.00	-	-	225.00	10,000.00	-	10,225.00	-	225.00	225.00
2014 Project - Cemetery Row K Development	65,000.00	11,970.21	11,970.21	-	-	(53,029.79)	65,000.00	-	11,970.21	-	(53,029.79)	-
2014 Project - Prairie Estates Subdivision	-	2,668,615.00	2,668,615.00	-	-	2,668,615.00	-	-	-	-	-	-
2012 Project - Taber Centre for the Performing Art	-	-	-	-	-	-	-	-	-	-	-	-
2013 Project - Chamber/Museum Roof Replacement	57,000.00	37,894.00	37,894.00	-	-	(19,106.00)	57,000.00	-	37,894.00	-	(19,106.00)	-
2014 Project - Old Library & Police Roof Replace	130,000.00	-	-	-	-	(130,000.00)	-	-	-	-	-	-
2014 Project - Old Court House	150,000.00	7,693.91	-	-	7,693.91	(142,306.09)	10,000.00	-	7,693.91	-	(2,306.09)	-
2014 Project - HVAC Units	-	25,486.16	25,486.16	-	-	25,486.16	-	-	-	-	-	-
2014 Project - Large Arena Snow Melt Pit	75,000.00	57,155.50	-	-	57,155.50	(17,844.50)	75,000.00	-	57,155.50	-	(17,844.50)	-
2014 Project - Zero Turn Mower	17,500.00	17,626.06	17,626.06	-	-	126.06	17,500.00	-	17,626.06	-	126.06	126.06

2014 CAPITAL VARIANCE REPORT	Budget	Actual	Capital	Operating	WIP	Variance	Reserves Budget	Council Amendment	Reserves Transfer Capital	Reserves Transfer Operating	Reserves Variance	Additional Council Request Needed
2014 Project - Cenotaph Restoration	15,000.00	24,996.98	24,996.98	-	-	9,996.98	15,000.00	-	12,498.49	-	(2,501.51)	-
2014 Project - Park Benches	7,500.00	-	-	-	-	(7,500.00)	-	-	-	-	-	-
2014 Project - 50 Avenue Improvements	20,000.00	-	-	-	-	(20,000.00)	20,000.00	-	-	-	(20,000.00)	-
2014 Project - Spray Park	-	90,042.78	65,042.78	25,000.00	-	90,042.78	-	-	-	-	-	-
2014 Project - Spray Park	-	272,059.27	272,059.27	-	-	272,059.27	-	2,032.85	-	2,032.85	-	-
2014 Project - 3/4 Ton Truck w/ Service Body	51,540.00	-	-	-	-	(51,540.00)	51,540.00	-	-	-	(51,540.00)	-
2014 Project - Flat Deck Trailer	5,000.00	3,285.25	3,285.25	-	-	(1,714.75)	5,000.00	-	3,285.25	-	(1,714.75)	-
2014 Project - Sports Field Line Painter	10,000.00	10,919.00	10,919.00	-	-	919.00	10,000.00	919.00	10,919.00	-	-	-
2014 Project - Aluminum Sports Field Bleachers	7,500.00	5,314.61	5,314.61	-	-	(2,185.39)	7,500.00	-	5,314.61	-	(2,185.39)	-
2014 Project - KMMSC Entry Slide Gate	30,000.00	12,106.77	12,106.77	-	-	(17,893.23)	30,000.00	-	12,106.77	-	(17,893.23)	-
2014 Project - Floor Scrubber	7,500.00	6,250.00	6,250.00	-	-	(1,250.00)	7,500.00	-	6,250.00	-	(1,250.00)	-
-	-	-	-	-	-	-	-	-	-	-	-	-
	5,328,040.00	5,571,411.97	4,755,492.97	478,975.06	336,943.94	243,371.97	2,573,990.00	313,991.81	1,876,544.04	54,101.28	(957,336.49)	81,388.29

2014 CAPITAL VARIANCE REPORT	Budget	Actual	Capital	Operating	WIP	Variance	Reserves Budget	Council Amendment	Reserves Transfer Capital	Reserves Transfer Operating	Reserves Variance	Additional Council Request Needed
Land	-	-	-	-	-	-	-	-	-	-	-	-
Land improvements	130,000.00	321,133.23	321,133.23	-	-	191,133.23	130,000.00	2,032.85	36,575.47	2,032.85	(93,424.53)	-
Buildings	527,000.00	192,786.19	102,936.78	25,000.00	-	(334,213.81)	197,000.00	-	102,743.41	-	(94,256.59)	-
Engineering structures	2,987,500.00	3,783,931.53	3,168,896.72	453,975.06	-	796,431.53	930,950.00	300,000.00	620,253.04	41,088.43	(569,608.53)	-
Machinery and equipment	1,156,500.00	837,911.62	726,876.84	-	-	(318,588.38)	789,000.00	11,958.96	681,322.72	10,980.00	(108,656.24)	36,730.56
Vehicles	527,040.00	435,649.40	435,649.40	-	-	(91,390.60)	527,040.00	-	435,649.40	-	(91,390.60)	44,657.73
MSR restricted	-	-	-	-	-	-	-	-	-	-	-	-
Assets under construction	-	-	336,943.94	-	-	-	-	-	-	-	-	-
	5,328,040.00	5,571,411.97	5,092,436.91	478,975.06	-	243,371.97	2,573,990.00	313,991.81	1,876,544.04	54,101.28	(957,336.49)	81,388.29



Capital Project Summary

Project Title:	2014 Project – AVLS Computer Replacement
Project Budget:	\$35,000.00
Actual Expenditure:	\$36,379.50
Variance:	\$1,379.50
Variance %:	3.9%

The impetus for this project came from the Protective Services Committee. There was a need to do a lifecycle replacement of the computers and network equipment in emergency vehicles, particularly since the type of modem used was being phased out by Telus. The M.D. and the Town of Taber agreed to co-ordinate the replacement of our electronic equipment, so the change would take place across the entire 911 calling region at the same time.

This project covered the replacement of the computers, antennas, GPS units, modems, and all installation & cabling in the emergency vehicles participating in the Automatic Vehicle Locating System (AVLS). At the Town of Taber, this was done on seven Fire Department vehicles.

When the 2014 capital budget was approved this project was to be funded from donations; however the exact donation source was not identified. Discussions held with the IT manager during preparation of the year end determined that while there is no documentation to support where the donations were to come from, presumably the funding source was coming from the Taber Charity Auction (TCA) donations.

During preparation of the 2014 budget there was a total of \$140,000 deferred from prior year donations that could cover the following projects that were identified as being funded from donations:

1. Emergency Training Centre - \$90,000 - \$30,000 from donations; plus an additional \$30,000 from anticipated 2014 donations to fund the second phase of the project in the 2015 capital budget. There was also an understanding the Town and MD would each contribute 1/3 each to the project. The MD contribution was ultimately not approved by their Council and the Town will not receive any MD funding for this project.
2. Computer Aided Dispatch - \$325,000 - \$75,000 from donations
3. AVLS Computer Replacement - \$35,000 - \$35,000 donations

During the year, certain events happened that impacted these three projects. The Fire Chief resigned and a new Fire Chief was hired that had a different vision for the Emergency

Training Centre. Council has supported the new vision for the Emergency Training Centre which has changed the scope of the project and the funding required.

The Computer Aided Dispatch project was awarded and per discussion with the Police Chief because of the scope of the project, there was no longer a need to go forward with the Radio Repeater Replacement project in the amount of \$25,000 and the Patrol Car Camera Sets in the amount of \$30,500 which were both to be funded from reserves. Also, in the 2015 capital budget, the Town amended the funding source of the remaining \$75,000 not covered by the Regional Collaboration Program grant to come from its own reserves to free up donations to fund the Emergency Training Centre.

This leaves the AVLS Computer Replacement project which was budgeted to be funded from donations. Administration is proposing to reallocate the unused reserves set aside from the Radio Repeater Replacement and Patrol Car Camera Set projects to the AVLS project in order to maximize TCA donations to facilitate the construction of the Emergency Training Centre.

Based on the details and explanation above, Administration is asking the Audit Committee to recommend support of the reserve transfer in the amount of \$36,379.50 to fund the AVLS Computer Replacement project.



Capital Project Summary

Project Title:	2014 Project – Police Car – Insurance Replacement
Project Budget:	\$0 – Not budgeted
Actual Expenditure:	\$32,886.77
Variance:	\$32,886.77
Variance %:	N/A

On July 5, 2013 during a thunder and hail storm a Taber Police Services patrol car entered into an intersection where water had collected. The car slowed to avoid creating a wake and stalled after the engine took in water. The water was over the officer's knees causing damage to the engine and interior of the car. The incident was reported to the Town's insurance provider for investigation. After the insurance provider completed its investigation it wrote the vehicle off. This vehicle replacement project spanned across both 2013 and 2014. The 2013 project expenditures were recorded as work in progress until the project costs were finalized in fiscal year 2014. The Town received the final insurance advances in 2014 and the project has been closed with a total cost of \$56,740.11 (2013 - \$23,853.34 and 2014 - \$32,886.77).

As insurance replacement projects cannot be anticipated during budget deliberations they are not budgeted for. Administration still needs to have an approved funding source for the expenditures associated with their replacement since authorization does not come from the budget. The funds do come from insurance proceeds but there is no formal authorization for the expenditures unless the CAO determines that the purchase is an emergency purchase. The replacement in this case was not determined to be an emergency and Administration is requesting that Council approve the funding through a resolution.

The proceeds on the sale of Town assets are transferred into the capital reserve funds to help offset the cost of replacing new assets. Similarly insurance proceeds would also be transferred to the capital reserve funds. With the approval of the transfer from the capital reserve fund for the expenditures, assuming that the insurance proceeds are equal to the loss, the transaction then becomes an in and an out of the capital reserve fund with little to no impact on the Town's capital reserve balances.

Based on the details and explanation above, the Audit Committee passed a motion on March 11th 2015 in support of the additional transfer request.



Capital Project Summary

Project Title:	2014 Project – Bylaw Truck
Project Budget:	\$36,500
Actual Expenditure:	\$42,633.52
Variance:	\$6,133.52
Variance %:	16.8%

Explanation: Two capital projects were run at that same time to replace a police truck and the bylaw truck. A trade-in was negotiated for the police truck rather than the auction process, which netted us \$10K. It was agreed that this money would be applied to the total cost between the two units.

Explanation: The old bylaw truck remains in the fleet as there are still some serviceable miles, it will be used for seasonal work as the previous seasonal vehicle was worn out.

Explanation: After replacing the police truck there was \$4,362.56 left over from the trade-in value of the police truck transaction.

Conclusion

Based on the details and explanation above, there is a request to have the Audit Committee recommend support of the additional transfer in the amount of \$1,770.96.

A. Rudd – Chief of Police

TOWN OF TABER
Accumulated surplus
December 31, 2014

	Unrestricted Net Assets	Reserves	Equity in tangible capital assets	2014	2013
Beginning balance	(2,408,781.50)	(10,398,567.62)	(108,664,801.90)	(121,472,151.02)	(2,408,781.50)
Excess of revenue over expenses	(2,654,987.54)			(2,654,987.54)	(4,193,277.94)
Operating reserves					
Transfers to reserves	632,344.45	(632,344.45)		-	494,289.01
Transfers from reserves	(329,488.70)	329,488.70		-	(200,998.51)
Capital reserves					
Transfers to reserves	2,560,910.15	(2,560,910.15)		-	3,264,681.83
Transfers from reserves for operating purposes	(478,975.06)	478,975.06		-	(347,468.83)
Transfers from reserves for capital purposes		1,876,544.04	(1,876,544.04)	-	(971,820.82)
Capital investing					
Capital assets internally funded	212,208.67		(212,208.67)	-	5,742,001.72
Contributed assets	3,003,684.20		(3,003,684.20)	-	25,593.68
Amortization of tangible capital assets	(4,166,683.00)		4,166,683.00	-	(3,980,601.00)
Transfer of land held for resale	(59,633.00)		59,633.00	-	-
Proceeds on disposal of capital assets	(27,892.75)		27,892.75	-	(147,185.00)
Loss on disposal of tangible capital assets	(23,144.25)		23,144.25	-	(207,143.36)
Capital financing					
Proceeds of capital debt issued	-		-	-	-
Principal payment of capital debt	524,872.09		(524,872.09)	-	521,929.22
Plug	-		-	-	-
Total	(3,215,566.24)	(10,906,814.42)	(110,004,757.90)	(124,127,138.56)	(2,408,781.50)
Additional Reserve Contribution Available	(806,784.74)	806,784.74			
	(2,408,781.50)	(11,713,599.16)	(110,004,757.90)	(124,127,138.56)	(2,408,781.50)

Council Request for Decision

Meeting Date: March 23, 2015

Subject: Taber and District Regional Waste Management Authority Request

Recommendation:

That Council agree to Ownership Option #4 proposed by Brownlee LLP for the allocation of assets previously thought to be owned by the Taber and District Regional Management Authority, as recommended by the Authority; and further, that Council recommend to the other municipal members of the Authority that the existing Authority be disbanded in the near future because the 1991 agreement is no longer valid and, instead, those municipalities consider a new agreement based generally on the one proposed by the Town of Taber at the February 12, 2015 Waste Management Authority meeting.

Background:

The Town has received a letter dated February 18, 2015 from the Taber and District Regional Waste Management Authority (copy attached). It notes that at the Authority's February 12, 2015 meeting, the members discussed the allocation of assets. In that the Authority cannot legally own any assets, a solution must be identified. A memo from Brownlee LLP (included in the Closed Session portion of this agenda package as information protected from disclosure through FOIPP s. 27 – Privileged Information) identified four options. The Authority members selected Option #4 and recommended this to the member municipalities. The Authority is asking that the members provide direction so that the assets can be distributed. The letter then talks about the need for a "service agreement".

What the letter does not discuss in any detail is the long term status of the Authority itself. The Taber and District Regional Waste Management Authority was established through a 1991 agreement that is no longer valid because the applicable Alberta Government legislation changed in 1994 through the MGA. Moreover, the Authority agreement is not being followed by the members and there has been a set of unwritten operating practises that have developed instead. This has allowed for a co-operative effort in waste management (a good thing) but has also allowed for some unnecessary practises (such as the collection of financial reserves by the Authority to provide money for replacement of assets). Town of Taber administration believes that a new agreement for an intermunicipal working relationship should be created and has drafted one that was reviewed by the Authority members on February 12 (copy attached). Taber administration believes that forming a new committee to retain a co-operative relationship is as important as deciding how best to deal with the assets. In fact, the agreement should drive the asset distribution issue, not the other way around. That explains the second part of the

	<p>Recommendation above. In this regard note that Clause 4.0 of the draft agreement is important in that it deals with some of the concerns of the Authority's municipal members, such as the preservation of equal access to transfer sites and non-discrimination in pricing for waste disposal. The draft created by Town of Taber administration could serve as a starting point for discussion.</p>
Legislation / Authority:	<p>MGA s. 5 (Powers, Duties and Functions) and, depending on future direction, s. 54 (Providing Services In Other Areas) and s. 7 (General Jurisdiction to Pass Bylaws).</p>
Strategic Plan Alignment:	<p>Strategic Initiative: Strengthen ties, where appropriate, with the Municipal District of Taber, Town of Vauxhall and Village of Barnwell to reduce the property tax burden.</p>
Financial Implication:	<p>There is likely no specific financial implication that can be identified and guaranteed although a more clear management structure should reduce inefficiencies while still allowing the benefits of group purchasing. The change in ownership of the assets will mean that the Town (rather than the Authority) looks after building a reserve fund. Finally, budget accounting will be simpler because the Authority will not have to be treated as a separate entity for accounting purposes.</p>
Service Level / Staff Resource Implication:	<p>The staff commitment should be reduced (see Financial Implications above).</p>
Justification:	<p>The asset ownership situation should be cleared up because the Authority cannot own assets under the current legislation and structure. Option #4 seems to be the easiest way to do this and is recommended by the municipal representatives on the Authority. The second part of the Recommendation is equally important because the Authority agreement as it currently exists has expired, and the Authority does not operate in accordance with the 1991 agreement anyway. A new partnership should be formed.</p>
Alternative(s):	<ol style="list-style-type: none"> 1. For the asset ownership issue, Council could select one of the other three options. 2. Regarding the proposed new agreement issue, Council could simply continue the existing practise even though the Authority has no official standing. Council could also suggest some other remedy for correcting the existing agreement, rather than the draft proposed by administration. 3. The current MGA allows for the creation of service commissions but administration does not recommend that alternative for intermunicipal



	cooperation at this time.
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Attachment(s):	Regional Waste Management Authority letter of February 18, 2015 Draft new solid waste management agreement
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APPROVALS:	
Originated By:	Greg Birch
Chief Administrative Officer (CAO) or Designate:	

TABER AND DISTRICT REGIONAL WASTE MANAGEMENT AUTHORITY

February 18, 2015

Honorable Mayor and Council
Town of Taber
4900A – 50th Street
Taber, AB
T1G 1T1



Attention: Honorable Mayor and Council

Dear Mayor and Council:

RE: Taber & District Regional Waste Management Authority Agreement

Please find attached a draft copy of the minutes from the February 12, 2015 Taber & District Regional Waste Management Authority meeting. The Authority recommends that the member municipalities pursue Ownership Option #4 as proposed by John McDonnell of Brownlee LLP as detailed in the attached Memorandum, with a joint committee agreement for regional planning purposes.

Ownership option #4 entails all members of the Authority will own their assets in their own name. There will be no asset transfers to either each other or to another separate third party. There will be a service agreement amongst the parties to determine how:

- Services are to be provided amongst each other.
- Committee for mutual decision making.
- Entitlement to use each other's assets, where necessary (ex. Transfer stations, lands, etc.)
- Mutual indemnities to allocate liability and responsibility to the appropriate parties.
- Responsibility to repair/replace/maintain assets.

The Taber & District Regional Waste Management Authority Agreement will provide draft service agreements and a committee agreement if all member municipalities accept this recommendation to proceed. Please reply to the Taber & District Regional Waste Management Authority by March 31, 2015 with your council's decision resolution.

Sincerely,

Rick Popadynetz
Chairman

February 12, 2015

Minutes of the regular meeting of the Taber and District Regional Waste Management Authority, held in the MD of Taber Council Chambers of the Administration Building at Taber, Alberta, on Thursday, February 12, 2015.

Attendance

Those present were
Duff Dunsmore
Dwight Tolton
Jack Brewin
Rick Popadynetz
Darrell Turner
Richard Phillips

Also present
Bryan Badura
Gary Scherer
John Sinclair
Greg Birch
Bob Wallace
Cris Burns
Tom Machacek

Resolution No	Agenda Item #	
	1.	<u>Call to Order</u> Rick Popadynetz called the meeting to order at 5 00 p.m.
	2	<u>Agenda</u> MOVED by Darrell Turner that the agenda be accepted with the following addition: 4C – Town of Taber Draft Agreement CARRIED
Resolution No WA-2015-131	3 A	<u>Minutes – December 17, 2014</u> MOVED by Jack Brewin that the minutes of the regular meeting held on December 17, 2014 be accepted as presented. CARRIED
Resolution No. WA-2015-132	4 A	<u>Brownlee LLP – Memorandum</u> Bryan Badura discussed the Memorandum provided by Brownlee LLP. MOVED by Richard Phillips to recommend to the member Councils to pursue Option 4 as proposed by John McDonnell of Brownlee LLP which reads: No assets will be transferred and everyone will each own theirs. Bilateral service agreements will be entered into between each Party that owns the asset and that one who uses the Asset. There may also be a joint committee agreement for regional planning purposes. CARRIED
Resolution No. WA-2015-133	4.C	<u>Town of Taber Draft Agreement</u> Greg Birch discussed the draft agreement proposed by the Town of Taber. Darrell Turner asked about future contracts for services such as trucking.
	4.B	<u>Authority Agreement</u> MOVED by Jack Brewin to accept the Authority Agreement for information. CARRIED
Resolution No. WA-2015-134	5 A	<u>Taber Transfer Station</u> A report on the Taber Transfer Station was provided. MOVED by Dwight Tolton to accept the Transfer Station report. CARRIED
Resolution No. WA-2015-135	5 B	<u>MD of Taber Transfer Station</u> A report on the MD of Taber Transfer Station was provided MOVED by Duff Dunsmore to accept the MD of Taber Transfer Station report. CARRIED
Resolution No. WA-2015-136	5.C	<u>Vauxhall Transfer Station</u> Cris indicated that Vauxhall is working on the fire insurance claim.

- Resolution No
WA-2015-137
- MOVED by Jack Brewin to accept the Vauxhall Transfer Station report
CARRIED
- 6 B Other Business – Town of Taber Memo – Composting Possibility Update
Greg Birch discussed the Town of Taber recycling update
- Resolution No
WA-2015-138
- MOVED by Darrell Turner to accept the Town of Taber memo for information
CARRIED
- 6 C 5th Annual Alberta Recycling Spring Seminar
- Resolution No
WA-2015-139
- MOVED by Duff Dunsmore to accept the 5th Annual Alberta Recycling Spring Seminar brochure for information
CARRIED
- 7 A Financial Statement – December 31, 2014
Bryan Badura discussed the Financial Statement ending December 31, 2014
- Resolution No
WA-2015-140
- MOVED by Richard Phillips that the Financial Statement ending December 31, 2014 be accepted
CARRIED
- 7 B Taber Transfer Site – December 31, 2014
- Resolution No
WA-2015-141
- MOVED by Jack Brewin that the Financial Statement ending December 31, 2014 be accepted
CARRIED
- 7 C 2015 Budget
- Resolution No
WA-2015-142
- MOVED by Darrell Turner to accept the 2015 budget
CARRIED
- 9 Adjourn
- Resolution No
WA-2015-143
- MOVED by Jack Brewin that the meeting adjourn at 6:15 p.m.
CARRIED

Chairman

Secretary

TABER AND DISTRICT SOLID WASTE MANAGEMENT AGREEMENT

THIS AGREEMENT made this ____ day of _____, 2015

BETWEEN the following parties:

VILLAGE OF BARNWELL

TOWN OF VAUXHALL

MUNICIPAL DISTRICT OF TABER

TOWN OF TABER

(herein after referred to as the “Participating Municipalities”)

WHEREAS the July 12, 1990 agreement establishing the Taber and District Regional Landfill Authority has expired and no longer reflects how the Participating Municipalities operate municipal solid waste facilities in the region;

AND WHEREAS the Participating Municipalities wish to continue to partner to establish efficient, effective and environmentally friendly municipal solid waste management systems;

AND WHEREAS the Participating Municipalities believe that the best way to do this is to form a committee of elected officials who meet periodically to seek the benefits of cooperation;

AND WHEREAS the *Municipal Government Act*, RSA 2000, Chapter M-26 as amended, allows municipalities to impose duties onto themselves (MGA s.5) and also to have those duties apply in other municipalities through adoption of bylaws (MGA s.12);

NOW THEREFORE, the Participating Municipalities agree as follows:

1.0 NAME OF AGREEMENT

This Agreement may be cited as the “Taber and District Solid Waste Management Agreement”.

2.0 DEFINITIONS

In this Bylaw:

Act	means the <i>Municipal Government Act</i> , RSA, 2000 Chapter M-26 and amendments thereto;
Committee	means the members designated by the Participating Municipalities to represent them for the purposes of this Agreement;
Council	means the elected Council of the referenced municipality;
Organizational Meeting of Council	means the annual organizational meeting of any of the Participating Municipalities as required by the <i>MGA</i> ;
Secretary	means the administrative member of a Participating Municipality who is selected by the Participating Municipalities to prepare meeting agendas and take minutes.

3.0 COMMITTEE APPOINTMENT AND TERM

- 3.1 The Committee formed pursuant to this Agreement shall be called the "Taber and District Solid Waste Management Committee".
- 3.2 The Committee shall comprise eight (8) members, two (2) each from every Participating Municipality.
- 3.3 The Committee members shall be elected Council members from the Participating Municipalities.
- 3.4 The two (2) members of each Participating Municipality shall be appointed for a one year term commencing on the day of their appointment at an Organizational Meeting of Council and shall terminate at the next Organizational Meeting of the member's respective Council.

TABER AND DISTRICT SOLID WASTE MANAGEMENT AGREEMENT

- 3.5 Should any vacancies occur on the Committee, the municipal Council responsible for that appointment shall, as soon as reasonably practical, appoint another person to complete the unexpired term.
- 3.6 No member shall serve on the Committee for a period longer than three (3) consecutive years.
- 3.7 A Committee member shall be removed from the Committee if he or she:
 - 3.7.1 Is no longer a member of a Participating Municipality Council; or
 - 3.7.2 Is absent from three (3) consecutive meetings of the Committee unless such absence is authorized by resolution of the Committee and recorded in its minutes; or
 - 3.7.3 Participates in any discussion or votes upon any matter that may involve a pecuniary interest within the meaning of the *Municipal Government Act*.

4.0 COMMITTEE OBJECTIVES, POWERS AND DUTIES

- 4.1 The primary objectives of the Committee are to:
 - 4.1.1 Establish a forum for discussion of municipal solid waste initiatives;
 - 4.1.2 Ensure equity in municipal solid waste disposal rates for residents and businesses of the Participating Municipalities at any landfill or waste transfer site, recognizing that each municipality shall set its own rates;
 - 4.1.3 Ensure equal access to municipal solid waste handling and disposal facilities for residents and businesses of the Participating Municipalities.
- 4.2 The Committee shall have no power over the Participating Municipalities but may make recommendations to the Councils of those Municipalities.
- 4.3 The Committee shall have no authority to enter into contracts or otherwise bind the Participating Municipalities.
- 4.4 The Committee shall seek to obtain operational efficiencies across the region by sharing ideas and insights.
- 4.5 The Committee shall seek joint grant opportunities for funding.

TABER AND DISTRICT SOLID WASTE MANAGEMENT AGREEMENT

- 4.6 The Committee shall look for opportunities to obtain lower costs through joint purchasing.

5.0 COMMITTEE OPERATING PROCEDURES

- 5.1 The first meeting held by the Committee in each year shall be deemed an Organizational Meeting of the Committee.
- 5.2 At the Committee's annual Organizational Meeting, the Committee shall elect from its members a Chair and one Vice Chair, establish its regular meeting schedule, and carry out such other business necessary for conducting the coming year's activities.
- 5.3 The Chair and Vice Chair shall be from different municipalities.
- 5.4 Meetings of the Committee shall be held not less than twice per year and shall be open to the public.
- 5.5 A special meeting of the Committee may be held at the written request of any of the members of the Participating Municipalities sent to the Chair and the Secretary, and the special meeting shall be scheduled by the Chair within thirty (30) days of the request.
- 5.6 A quorum of the Committee is deemed to have been achieved if five (5) or more appointed members attend a Committee meeting.

6.0 SECRETARY

- 6.1 The Committee shall select a Participating Municipality to provide an administrative person to serve as Secretary to the Committee at its Organizational Meeting, and an effort shall be made to rotate that responsibility through each of the Participating Municipalities on an annual basis in an effort to seek equity.
- 6.2 The Secretary of the Committee shall:
- 6.2.1 Notify all members and advisors of the Committee of the arrangements for the holding of each regular or special meeting of the Committee;
 - 6.2.2 Keep proper and accurate minutes of the proceedings of all meetings of the Committee, true copies of which shall be sent to the CAO of each Participating Municipality as soon as possible after each meeting;

TABER AND DISTRICT SOLID WASTE MANAGEMENT AGREEMENT

6.2.3 Carry out such other administrative duties as the Committee may specify.

7.0 EFFECTIVE DATE

7.1 This Agreement shall take effect on the date it is adopted by bylaw of each of the Participating Municipalities.

8.0 TERMINATION

8.1 This Agreement is binding upon all Participating Municipalities for a ten year period ending December 31, 2025.

8.2 Any Participating Municipality may withdraw from this Agreement six (6) months after providing written notification to the other Participating Municipalities regarding its intention to withdraw.

VILLAGE OF BARNWELL

MAYOR

CHIEF ADMINISTRATIVE OFFICER (C.A.O)

TOWN OF VAUXHALL

MAYOR

CHIEF ADMINISTRATIVE OFFICER (C.A.O)

MUNICIPAL DISTRICT OF TABER

MAYOR

CHIEF ADMINISTRATIVE OFFICER (C.A.O)

TOWN OF TABER

MAYOR

CHIEF ADMINISTRATIVE OFFICER (C.A.O)

DRAFT



Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: Information For Council	
Recommendation:	That Council accepts the material received in this Agenda Item as information.
Background:	<p>The Town receives communication on an on-going basis that is likely of interest to Council. In most cases, this communication is provided simply as information to Council and no comment is needed. In some cases, though, Council may wish to seek clarification on the matter from its administration or from the originator of the communication, or even to challenge the matter through Council discussion. Placing the communication on Council's agenda allows these opportunities.</p> <p>The relevant communication for this Council agenda is:</p> <ol style="list-style-type: none"> 1. Historic Taber Courthouse – Administration has reviewed and approved two contemplated change order requests, within the approved capital budget. The first is in the amount of \$2,400 for supply/installation of insulation and roofing materials to resolve the main entrance roof leak identified by the contractor and brought to the attention of the Town during the early stages of construction. The second is in the amount of \$4,675 for additional costs associated with supply/installation of exterior staircase handrails that satisfy provincial requirements of significant historical features. The original tender package specified pipe rail style handrails only. 2. The City of Airdrie has been contracted to provide census services to the Town of Taber for the 2015 municipal census. The census is set to start mid-April and will end June 30, 2015. Generally what occurs is the Town of Taber will send the City of Airdrie a listing of all residential addresses and the City of Airdrie will give each address a PIN number. This PIN number will be delivered to each residential address and residents may then use the PIN to take the online census survey. Any households who do not take the online census survey will then be mapped and an enumerator will be sent to those addresses to collect the census information via iPad. Once all the information has been collected, the information will be analyzed. The flat rate for the online census and related services is \$4,500.00 however there will be an



	<p>additional charge for the use of the iPads. The lease rate per iPad is \$375.00 and the Town of Taber will require 5 iPads for a total of \$1,875.00.</p> <p>3. The Taber Public Library Board approved their Financial Statements for the period ended December 31, 2014 on March 10, 2015. See attached copy of the financial statements. The results of operations of the Taber Public Library are consolidated into the results of operations for the Town of Taber for the period ended December 31, 2014.</p>
Legislation / Authority:	MGA s. 3 (Municipal Purposes) and s. 5 (Powers, Duties and Functions)
Strategic Plan Alignment:	<p>Governance:</p> <p>Build partnerships with other governments and organizations where synergies may exist.</p>
Financial Implication:	<p>These will vary with information items.</p> <p>For item #1 above, the total additional costs associated with both change orders is \$7,075.</p>
Service Level / Staff Resource Implication:	<p>These will vary with information items.</p> <p>For item #1 above the roof replacement will preserve interior finishes in the main entrance and the handrails will satisfy historical conservation requirements as required for this provincial historic building.</p>
Justification:	To keep Council informed of current municipal information and correspondences.
Alternative(s):	<ol style="list-style-type: none"> 1. Council could seek clarification on any of the matters from Administration. 2. Council could discuss, in depth, any of the matters raised by this communication and take action through either resolution or bylaw.

Attachment(s):	Taber Public Library Financial Statements
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APPROVALS:	
Originated By:	Kerry Van Ham
Chief Administrative Officer (CAO) or Designate:	

COPY

**TABER PUBLIC LIBRARY
FINANCIAL STATEMENTS
DECEMBER 31, 2014**

Auditor's Report
Statement of Financial Position
Statement of Operations
Statement of Changes in Net Assets
Statement of Cash Flows
Notes to Financial Statements

McNiven Newman LLP

Professional Accountants

INDEPENDENT AUDITOR'S REPORT

To the Members and the Board of the Taber Public Library

We have audited the accompanying financial statements of the Taber Public Library, which comprise the statements of financial position as at December 31, 2014 and the statement of operations, statements of changes in net assets and the statement of cash flows for the year then ended, and a summary of accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards and for such internal controls as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Basis for Qualified Opinion

In common with many library organizations, the Taber Public Library derives a significant portion of its revenue from fines, memberships and fundraising, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Taber Public Library and we were not able to determine whether any adjustments might have been necessary to fines, memberships and fundraising revenue, excess of revenue over expenditures, assets, liabilities and unrestricted net assets.

Qualified Opinion

In our opinion, except for the effect of adjustments, if any, which may have been determined to be necessary had we been able to satisfy ourselves concerning the completeness of revenues referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2014 and the results of its operations, change in net assets and cash flows for the year then ended, in accordance with Canadian accounting standards for not-for-profit organizations.

McNiven Newman LLP

**McNiven Newman LLP
Professional Accountants**

**Vauxhall, Alberta
March 10, 2015**



TABER PUBLIC LIBRARY

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2014

	2014	2013
ASSETS		
Current Assets		
Cash	\$ 200,829	\$ 190,338
Accounts receivable and accrued assets (net)	5,590	9
GST recoverable	2,464	4,192
	208,883	194,539
Investments (note 3)	10,000	10,000
	\$ 218,883	\$ 204,539
LIABILITIES		
Current Liabilities		
Accounts payable and accrued liabilities	\$ 14,379	\$ 13,606
Payroll liabilities payable	1,566	1,239
	15,945	14,845
UNRESTRICTED NET ASSETS		
Unrestricted Net Assets	202,938	189,694
	202,938	189,694
	\$ 218,883	\$ 204,539

On Behalf of the Board:

 Director
 Director

McNiven Newman LLP

Professional Accountants

TABER PUBLIC LIBRARY

STATEMENT OF OPERATIONS YEAR ENDED DECEMBER 31, 2014

	Budget (Unaudited)	2014	2013
SALES			
Grants			
Town of Taber	\$ 224,463	\$ 224,463	\$ 224,463
Provincial	42,624	42,624	42,624
Summer Temporary Employment Program	2,000	2,030	2,262
Municipal District of Taber	11,500	10,500	10,500
Other	3,000		
Fines	7,206	6,035	7,158
Donations and fundraising	8,000	13,683	11,091
Memberships	10,000	8,670	9,065
Interest	250	305	391
Book replacement and sales	250	292	302
Photocopies	1,500	1,943	1,703
Miscellaneous	4,620	3,835	3,373
	315,413	314,380	312,932
EXPENDITURES			
Advertising	750	967	835
Conference and course fees	7,870	6,881	4,632
Dues and subscriptions	3,980	3,681	3,640
Equipment rental	3,800	3,537	3,537
Freight and postage	250	404	282
Fundraising and miscellaneous	900	2,937	1,803
Insurance	2,800	2,841	2,588
Interest and bank charges	1,375	1,677	1,415
Maintenance and repairs	4,000	48	304
Office	4,750	5,195	4,275
Professional fees	3,400	3,200	3,700
Property, plant and equipment	5,000	9,215	2,845
Purchases	30,100	29,310	28,931
Subcontract and casual wages	26,075	23,532	24,337
Telephone	3,000	2,954	2,884
Utilities	36,800	23,087	29,663
Wages and employee benefits	191,500	181,246	180,867
Workers compensation	600	424	443
	326,950	301,136	296,981
EXCESS OF REVENUE OVER EXPENDITURES	\$ (11,537)	\$ 13,244	\$ 15,951

STATEMENT OF CHANGES IN NET ASSETS YEAR ENDED DECEMBER 31, 2014

	2014	2013
BALANCE, BEGINNING OF YEAR	\$ 189,694	\$ 173,743
Excess of Revenue over Expenditures	13,244	15,951
BALANCE, END OF YEAR	\$ 202,938	\$ 189,694

McNiven Newman LLP

Professional Accountants

TABER PUBLIC LIBRARY

STATEMENT OF CASH FLOW

YEAR ENDED DECEMBER 31, 2014

	2014	2013
OPERATING ACTIVITIES		
Cash received from operations	\$ 310,527	\$ 314,754
Cash paid to suppliers and employees	(300,036)	(291,499)
	10,491	23,255
INVESTING ACTIVITIES		
Purchase of long term investments		(10,000)
		(10,000)
INCREASE IN CASH AND TEMPORARY INVESTMENTS	10,491	13,255
CASH AND TEMPORARY INVESTMENTS, BEGINNING OF YEAR	190,338	177,083
CASH AND TEMPORARY INVESTMENTS, END OF YEAR	\$ 200,829	\$ 190,338
Cash and temporary investments are comprised of:		
Cash	\$ 46	\$ 46
Chequing	\$ 11,053	\$ 10,938
Savings	\$ 189,730	\$ 179,354
	\$ 200,829	\$ 190,338

TABER PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2014

1. NATURE OF OPERATIONS

Taber Public Library is a registered charitable organization under the Income Tax Act and as such pays no income tax. The library operates under the Alberta Community Development Arts and Libraries Branch.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a) Basis of Presentation

These financial statements have been prepared in accordance with Public Sector Accounting Standards (PSA) as issued by the Public Sector Accounting Board (PSAB) under the mandate of the Province of Alberta.

a) Revenue Recognition

Taber Public Library follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Investment income includes dividends and interest income as well as realized and unrealized investment gains and losses. Unrealized gains and losses are included in investment income and recognized as revenue in the statement of operations, deferred or reported directly in net assets depending on the nature of any external restrictions imposed on the investment income.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

b) Property, Plant and Equipment

Property, plant and equipment purchases are charged against operations as expenditures in the period incurred and are not recorded on the statement of financial position. Property, plant and equipment purchased but not recorded on the statement of financial position consist of furniture, fixtures and computers. Amortization is not provided for in the accounts.

c) Contributed Services

Volunteers contribute time to assist the library in carrying out its activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

d) Income Taxes

Under the Canadian Income Tax Act, Section 149(1)(1), Taber Public Library is exempt from income taxes.

e) Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates. Significant estimates include accrued liabilities.

TABER PUBLIC LIBRARY

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2014

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

f) Financial Instruments

Financial instruments of the organization consist mainly of cash, accounts receivable, investments and accounts payable and accrued liabilities. There are no significant differences between the carrying values of these amounts and their estimated market value due to the short term maturities of these instruments.

The Taber Public Library measures all its financial assets and financial liabilities at cost. Financial assets measured at cost include cash and accounts receivable. Financial liabilities measured at cost include accounts payable and accrued liabilities.

Short and long term investments are measured at fair market value. Investments that are GIC's, have carrying values that equal their estimated fair market value.

3. INVESTMENTS

	<u>2014</u>	<u>2013</u>
First Choice Savings GIC; interest at 1.9%; matures June, 2016	\$ <u>10,000</u>	\$ <u>10,000</u>

4. RELATED PARTY TRANSACTIONS

Taber Public Library conducts transactions with the Town of Taber in the normal course of business. The organization received funds from the Town of Taber in the form of a grant for \$ 224,463 (2013 - \$ 224,463). These transactions are recorded at the exchange amount, which represents the amount agreed by both parties.

5. FINANCIAL INSTRUMENTS

The Taber Public Library is exposed to various risks through its financial instruments. The risks at December 31, 2014 are as follows: credit risk, liquidity risk, currency risk, and other price risk.

Credit Risk

Credit risk is the risk that an entity may default on its' contractual obligations to the Taber Public Library resulting in a financial loss.

The credit risk for Taber Public Library has been minimized as the amounts receivable are due from government and a Canadian financial institution that is heavily regulated.

Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of currency risk, interest rate risk, and other price risk.

a) Currency Risk

Currency risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate relative to the Canadian dollar due to changes in foreign exchange rates. The Taber Public Library infrequently, if ever, transacts in foreign currencies.

TABER PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2014

5. FINANCIAL INSTRUMENTS (cont).

Market Risk (cont.)

b) Interest Rate Risk

Interest rate risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate due to changes in market interest rates. The exposure of the Taber Public Library arises from its interest bearing assets. The Taber Public Library's cash includes amounts on deposit with financial institutions and a GIC that earns interest at market rates. The difference between the interest rate on the GIC and the amount on deposit is negligible.

c) Other Price Risk

Other price risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate because of changes in market prices (other than those arising from currency risk or interest rate risk), whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting all similar instruments traded in the market

Changes in Risk

There have been no changes in the Taber Public Library's exposure from the prior year. It is management's opinion that the organization is not exposed to significant interest, currency, or credit risk arising from these financial instruments.

6. COMPARATIVE FIGURES

Where applicable, certain 2013 comparative figures may be reclassified to conform with the presentation adopted for the current year.



Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: Department Reports	
Recommendation:	That Council accepts the Department Reports for information.
Background:	The Department Reports are supplied for Council information. In most cases, this communication is provided simply as information to Council and no comment is needed. In some cases, though, Council may wish to seek clarification on the matter from its administration or from the originator of the communication, or even to challenge the matter through Council discussion. Placing the communication on Council's agenda allows these opportunities.
Legislation / Authority:	MGA, Section 207(c)
Strategic Plan Alignment:	Governance: Make the Town of Taber an employer of choice, where employees are self-assured, valued, respected and viewed as the corporation's strongest assets.
Financial Implication:	N/A
Service Level / Staff Resource Implication:	The service level will remain status quo.
Justification:	To keep Council informed of departmental happenings.
Alternative:	Council could seek clarification on any of the matters from Administration.



Attachment(s):	Recreation Manager Report March 2015 Fire chiefs report Engineering & Public Works Report March, 2015 Director of Community Services report Planning and development Corporate Services Police
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APPROVALS:	
Originated By:	Kerry Van Ham
Chief Administrative Officer (CAO) or Designate:	

RECREATION Manager Report
March 2015
Aline Holmen

- Recruitment occurring for the following:
 - Recruiting for a Recreation Operator 3 position at the arena.
 - Recruitment underway for Summer Seasonal staff for Parks
 - Recruitment completed for Summer Seasonal Program staff
- Orientation and training has been underway for the past few weeks for the Supervisor position.
- Preparing template for Health and Safety action plan for Management team.
- Continue to gather information for the Recreation Master Plan from the main User Groups. Preparing the household survey to be distributed in the near future.
- Completed initial review process for job descriptions for all positions within Recreation.
- The team continues to work on the process of completing Job Task evaluations for the Arena/Parks functions, then Hazard Identification regarding those tasks and the creation of Safe Work Procedures for those tasks. WHMIS/MSDS Sheets have also been updated in all Recreation areas.
- Working with Supervisor to develop and implement various processes at the arena.
- Preparation for outdoor season occurring including initial inspections of all parks. Skateboard Park and Dog Park are now being checked daily and garbage removed. Measures have been taken at KMMSF to address grass areas damaged by fertilizer in fall.
- Initial prep for Programs activities underway including roadway approvals for 5/10km Run, Movie in the Park for Canada Day, etc
- Small ice arena is now closed for the season. Ice removal occurred the week of March 16th and will be prepped for the 4 on 4 tournament event being held March 27-29, 2015
- Prepared for and held first planning meeting with 4 on 4 Hockey Tournament organizers.
- Addressing several incidents of vandalism including a broken window in a door at arena, and graffiti at the Skateboard Park.
- Coordinated First Aid courses and recertification's for Town staff in February.
- Community Registration Event completed and well attended.
- Continue to look at Facility Booking Program/Online Registration options
- Attended ECC Emergency Management course at Firehall Feb. 4, 2015
- Attended the Emergency Social Services Course March 4, 2015
- Registered for Emergency Social Services Online course beginning April 1, 2015
- Attended numerous meetings regarding CUPE negotiations.
- Continue to communicate with Sponsorship Connections regarding Sponsorship Program updates.
- Assisting various groups with their special events.
- Conducted H&S meetings for staff in the pool and arena functions.
- Completed and submitted Heritage Canada grant funding application for Canada Day 2015.
- Coordinated 2015 Building Maintenance project schedule utilizing funds approved in the budget with Building Maintenance Coordinator.
- Reviewed with staff the storage at Auditorium and items moved accordingly.
- Continue to work with Users with respect to the new Community Grant Program.
- Coordinating spring and summer programming including swim club scheduling, swim lessons, etc.
- Spring swim lesson registration occurred March 14, numerous spots were still available as of Monday, March 16
- Planning underway for spring Sportsfields User meeting to be held March 25th.
- Planning underway for spring Ice User meeting to be held in April.

Fire Chief Department report

- Completed 3 Fire inspections of different buildings within the Town of Taber.
- Established a Contract with Fire training Solutions to build the Fire Training building.
- Attended 10 Fire Calls.
- Reviewed 3 building permits.
- 7 members certified as Basic Safety Codes Officers
- 22 + 2 Grassy Lake Members Attended Wild fire orientation instructed by ESRD
- 36 Workers from Linden View were trained on Fire Extinguishers
- 20 people ESS Training
- Engine 62 had the tank to Pump switch replace under warranty
- 12 student were given a home alone presentation
- Chief attend the Corn Fest meeting to present the possibility of hosting the Scott Fit Challenge in 2017
- Chief assisted in new mechanic position interviews
- Chief attend ½ day work shop on student work programs in the community
- Chief attend the Zone 7 Chiefs meeting in Coaldale
- Chief had his 6 month assessment this was passed ☺
-

Practice Nights

Practice occurred 4 times and one Saturday of training for the month of February with **303hrs** of training delivered.
Calls Taber Emergency Services spent **120 hours** on calls this month.



Town of Taber

Engineering and Public Works Department Report March, 2015

General Info

- Water fill station pressure stabilization valve is install and working well
- 2014 capital works project, Tollestrup Const to start the week of March 23, 2015.
- Storm water master almost completed MPE will be presenting to Council on the April 13 meeting.
- 2015 RFP's for Herder Mower, half ton truck and Schulte XH 1500 Series 3 Rotary Cutter mower are closed and equipment is ordered.
- 50th Street road reconstruction detail design has started.
- Assesment of the water line replacement on 52nd Ave from 54 Street to 57 Street has started.
- Assessing and tabulating future asphalt and sidewalk replacement.

Transportation

- Fill in potholes using a new product, also looking at alternative methods of reusing our millings for pothole repairs
- Grade roads (to transfer station) and alleys
- Public works is using new sanding truck
- Street sweeping has begun
- Sweeping of pathways
- Cleaning of composting facilites
- Additional catch basins ordered and are scheduled to be installed in the 2015 construction season
- Repairing existing garbage bins
- Tree trimming and removal starting in lanes and boulevards
- Monthly Health and Safety Meeting.

Solid Waste Collection and Transfer Station

- **Still dumping of furniture and tree branches in lanes**
- Repair garbage bin lids and painting bins
- Develope a plan to; review, assess, modernize and implement a new waste management system; looking at other alternatives
- GPS the location of all solid waste containers
- Monthly Health and Safety Meeting.



Director of Community Services

March 16, 2015

Activities from the past month

- Review with **CNRL** re: proposed pipeline construction, water, sewer and road crossings
- Arranged **execution of lease agreement** - WW irrigation land, agricultural land and grazing land
- Attended **Emerging Trends in Municipal Law** seminar sponsored by Brownlee LLP Feb 19
- Completed **job descriptions** review; updated job descriptions to reflect current duties
- Drafted and distributed **arena dressing rooms addition** Request for Proposals package
- Attended **Emergency Social Services** workshop March 4
- Along w/ T. Smith and J. Wilms, met with our **arena refrigeration services** contractor as it relates to regular maintenance program and additional services we require in 2015
- Along w/ A Holmen and G Birch, explored contract amendments with **Sponsorship Connections Inc.** re: sponsorship program
- Along w/ A Holmen and T Moffatt, reviewed status of **recreation software program** options, a component of the regional collaboration initiative being led by the City of Lethbridge, February 20
- Attended regular **Council meetings** February 23 and March 9
- Attended and participated in regular **Management team meetings** February 24 and March 10
- Participated in implementation of "**Workplace**" purchasing program
- Attended **Group Facilitation** workshop sponsored by AB Municipal Affairs February 25-27
- Along w/ A Holmen and chair L Wyna, reviewed **Recreation Board meeting protocols** March 3
- Attended meeting with Telus representatives re: **2015 fibre optic project**
- Attended grand opening of **Taber Fitness and Gymnastics Club** facility March 13
- Reviewed **Recreation Master Plan** household survey; prepared survey distribution strategy
- Along w/ T Moffatt and J Wilms, reviewed and confirmed access points for **Shaw Go WiFi** service at Community Centre and Aquafun Centre on March 5
- Coordinated access for VerSet Summer Hockey Camp representative and Hockey Night in Canada camera crew; the **VerSet Skills Camp** will be featured on Hockey Night in Canada Sunday March 29
- Along w/ Cory Armfelt, reviewed impacts of **50 Street gateway project** on community centre and aquafun centre parking and traffic flow
- Along w L Farough, attended **Performing Arts Centre** committee kick-off meeting with RKH (architectural services) March 9
- Along w/ several other Town staff, hosted General Information & Site meeting for Arena Dressing Rooms Addition project March 11
- Attended Town Office Building committee meeting March 16
- Along w/ A Holmen, met March 16 with G Scherer and MPE representatives as it relates to the **50th Street road reconstruction work** and access to the cemetery, Ken McDonald Memorial Sportsfield Complex and Legion Campground & Youth Centre
- Monitoring **Historic Courthouse** entry rehabilitation project; approved two contract change orders and construction completion extension request to March 31
- **H&S program** - monthly inspections/mtgs; prepare H&S mtg agenda/minutes; review reports, etc.
- **Personnel** – mtgs w/ staff; payroll processing; 2015 vacation requests, support to department staff

Activities planned for upcoming month

- Prepare **Recreation Board meeting protocols** for review at April 2 meeting
- **Recreation master plan** project – household survey
- **Performing Arts Centre committee** – sites assessment, concept designs and cost estimate
- Attend **Mandatory Proponent's Meetings** for Arena Dressing Rooms Addition project
- Emergency management program – **Emergency Coordination Centre** tabletop exercise Mar 19
- Historic Taber **courthouse main entrance** restoration completion
- Receive and coordinate installation of Auditorium emergency **back-up generator**
- Continue working w/ Sponsorship Connections re: **recreation sponsorship** discoveries & proposals
- **Health & Safety program** – participate in monthly inspections, monthly mtgs, review reports
- **Leases** – Curling rink, Arena Advertising Signs, Ar-Tech & Horizon Implements lease areas



Town of Taber

Planning and Economic Development Department Report March 2015

Besides the standard permitting and development permit evaluation duties the Planning and Economic Development Department has engaged in, the following activities have been undertaken:

Land Sales

- Facilitating the sale of numerous parcels of town land in the Eureka Industrial Area and other parcels in town.

Economic Development

- Managing/providing content for the economic development website,
- Working with Alberta Transportation and our consultants regarding the Eureka industrial intersection,
- Participating in the creation of the Regional Tourism Vision Strategy,
- Working with a Telus to update their services within the town boundary,
- Updating the Town of Taber Economic Development twitter account,
- Working with Stantec regarding the 50th street west downtown access upgrades,

Bylaws

- Working with a developer to customize land use districts to facilitate neighbourhood development,
- Developing a Request for Proposal to finalise the Municipal Development Plan and review the Land Use Bylaw,
- Developing a Request for Proposal to review the Offsite Levy Bylaw,

Subdivision

- Pursuing the subdivision of a parcel of land to facilitate a sale of town land,

Development

- Working with shallow utility providers complete the package submission for a new phase of development in Taber,

Other

- Taking training and organizing logistics for the upcoming community census,
- Reviewing and responding to development initiatives in the intermunicipal fringe area,
- Liaising with the Oldman Watershed Council regarding the Taber Irrigation District water quality enhancement initiatives,
- Meeting with Associated Engineering regarding the intersection on Highway 36,
- Responding to queries from interested service providers for the Safety Codes contract RFP,
- Participating in the Southgrow Economic Summit,
- Participating in discussions regarding Land-Based Tourism Opportunities in the region for with Tourism Alberta,
- Participating in the Office Renovation Committee for the Administration Building.



Town of Taber

CORPORATE SERVICES REPORT for February 24, 2015 – March 23, 2015

Corporate Services

- Participated in regularly scheduled management meetings that follow Council meetings.
- Attended the monthly health and safety meetings.
- Attended weekly meetings with Corporate Services staff to review and assign projects and timelines.
- Responding to various insurance claims.
- Preparing and reviewing monthly financial reports.
- Work continues with the Administration Building Renovation Committee. We have met with the Architect that prepared the 2011 tender and have received a proposal for them to put together a floor plan, construction documents and project management. The committee has also investigated other sites and is looking to make a recommendation to Council.
- Audit Field work is now completed and a draft set of financial statements have been prepared.
- Met with the Audit Committee to go over the results of operations for the year ended December 31, 2014. Several recommendations will be coming out the Audit Committee meeting for Council to consider. Once Council has made its decision on the Audit Committee recommendations then the financial statements can be finalized and the Audit Committee will meet with the Auditor in April and make a recommendation on the financial statements. Council must approve the financial statements prior to April 30th 2015 in order to submit them to Alberta Municipal Affairs prior to the May 1st deadline.

- Currently working on calculations to prepare the property tax rate bylaw and an amended budget so that tax notices can be sent out at the end of April.

Information Technology Department

Significant progress was made on the iNet Dispatch System project during the past few weeks. iNet staff were onsite to install and configure the iNet software on our local servers at the Taber Police Station. We performed base level testing on this software to confirm it was all working, as well as testing two emergency vehicles, one from the Fire Department and one from the Police Department. The mobile units were able to connect and operate at a base level. The next step is to create interfaces with other systems, starting with the Telus 911 telephone ani/ali data feed. This feed has been successfully connected to the iNet servers and programmers are building the link to this service.

We have done some planning and design work with Shaw with regards to installing Shaw GoWiFi services at the Community Centre and Town Administration Building. We have an initial wiring design, and will be doing a walk-through with Shaw to finalize the wiring pathways. There is a tentative date scheduled for installation and training on a new Permit module for the Planning Department.

The Town has donated two of our surplus computers to Taber & District Housing.

Highlights from our activities:

- Repairs:
 - Repaired Xerox copier for Finance Department
 - Repaired Public Works projector
- Installations:
 - Set up 2 PCs for iNet training
 - Set up 2 new workstations for Paramount Professional Question & Answer program at Taber Police Service (TPS)
 - Replaced a PC at the Pool Mechanical Room
- Software repairs and upgrades:

- Troubleshooting Cash Plus Call Accounting & System Centre Server software issues
- Upgraded FirePro software

Training:

- I.T. staff attended a course on Emergency Social Services – How To Set Up a Reception Centre

Currently working on:

- Regional iNet CAD Project
- Permitting software module

Human Resources Department

- Recruitment/Selection process is ongoing for the following positions:
 - Permanent Full-time
 - Recreation Operator III, Engineering and Public Works Manager
 - Permanent Part-time
 - None
 - Temporary Full-time
 - Lifeguard II, Custodian
 - Temporary Part-time
 - None
 - Casual
 - Lifeguard I
 - Seasonal
 - Working through recruitment and selection process for all summer seasonal positions

Currently working on:

- Seniority list for all union employees.
- Part of Town negotiating committee for CUPE Collective Agreement which expires Dec 31, 2014. Working on drafting initial proposals and developing negotiating strategy.
- Part of negotiating committee for renewal of Management Agreement for 2015 and beyond.
- Managing one employees' return to work using the Disability Management Program
- Setting up and implementing new Human Resources Information System over the next 2-3 months.
- Taking Public Information Officer Course online from JIBC for Emergency Coordination Centre role throughout April and May 2015.
- Overseeing consultant conducting salary comparison study
- Managing job description updating project for all jobs within the organization to be used by the consultant in the salary comparison study.

**MAYOR'S REPORT
2015**

	Jan	Feb	TOTAL YTD 2015	Comparison 2014 YTD
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TRAFFIC				
- Impaired Operation/Related Offences	1	3	6	5
- Dangerous Operation of Motor Vehicle	0	0	0	0
- Traffic collisions	12	5	21	23
- Other criminal code	0	1	2	1
- Provincial Traffic Offences	129	161	299	448

LIQUOR ACT				
	3	8	13	8

OTHER CRIMINAL CODE				
- Other criminal code	10	18	33	39
- Offensive weapons	1	1	3	4
- Corruption (Public Mischief)	0	0	0	0

DRUG ENFORCEMENT				
- Trafficking	1	0	1	1
- Possession	1	6	8	5
- Other	0	0	0	4

CRIMES AGAINST A PERSON				
- Sexual offences	0	0	1	7
- Robbery/Extortion/Harassment/Threats	6	6	13	16
- Offences - Death Related or Endangering Life	0	0	0	1
- Kidnapping/Hostage/Abduction	0	0	0	0
- Assaults	6	3	10	12

CRIMES AGAINST PROPERTY				
- Theft under \$5000	2	5	11	13
- Theft over \$5000	2	1	3	3
- Possession of Stolen Goods	1	1	2	0
- Fraud	2	1	4	3
- Break and Enter	0	0	0	2
- Arson	0	0	1	0
- Mischief	4	8	13	4

BYLAW				
- Traffic	2	0	2	3
- Other (non-traffic calls)	1	8	39	33



Council Request for Decision	
Meeting Date: March 23, 2015	
Subject: Mayor and Councillor Reports (Verbal)	
Recommendation:	That Council accepts the Mayor and Councillor Reports for information.
Background:	Updates are provided verbally to inform Council of individual elected official activity. This could come in the form of meeting attendance to Council's Boards, Commissions, Committees, ad hoc organizations or meetings intended to strengthen municipal reputation and visibility.
Legislation / Authority:	<i>MGA, Section 207(c)</i>
Strategic Plan Alignment:	Governance: Build partnerships with other governments and organizations where synergies may exist.
Financial Implication:	N/A
Service Level / Staff Resource Implication:	The service level will remain status quo.
Justification:	To keep all of Council informed of elected official activity.
Alternative:	Council could seek clarification on any of the matters.

Attachment(s):	None.
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APPROVALS:	
Originated By:	Kerry Van Ham
Chief Administrative Officer (CAO) or Designate:	