



HENK DE VLIAGER
MAYOR
FORWARDED: APRIL 24, 2014

AGENDA

REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY APRIL 28, 2014 AT 5:00 PM.

MOTION

ITEM NO. 1. CALL TO ORDER

ITEM NO. 2. ADOPTION OF THE AGENDA

X

ITEM NO. 3. DELEGATIONS

- A) RFD Taber Police Service:
Bylaw Department Statistics and Overview

X

ITEM NO. 4. ADOPTION OF THE MINUTES

- A) RFD Special Meeting of Council April 1, 2014
B) RFD Subdivision Authority Meeting of Council April 14, 2014
C) RFD Regular Meeting of Council April 14, 2014

X

X

X

ITEM NO. 5. BUSINESS ARISING FROM THE MINUTES - NONE

ITEM NO. 6. BYLAWS

- A) RFD Proposed Traffic Control Bylaw 6-2005 Amending Bylaw 7-2014 to Exempt
Some Trailers:
1st Reading

X

ITEM NO. 7. ACTION ITEMS

- A) RFD Recycling Services:
2014 Contract to Purchase Recycling Services
B) RFD Assessment Services Agreement
C) RFD Community Future's Marketing and Economic Development Position
D) RFD Bylaw Enforcement:
Standard of Bylaw Enforcement in Taber
E) RFD Lease of Old Police Station, Library and Court House
F) RFD Inter-municipal Protective Services Committee:
Proposed Amendment to Intermunicipal Protective Services Committee
Terms of Reference
G) RFD Emergency Management:
Appointment of Director of Emergency Management

X

X

X

X

X

X

X



- | | | | |
|----|-----|---------------------------------------|---|
| H) | RFD | Information For Council | X |
| I) | RFD | Department Reports | X |
| J) | RFD | Mayor and Councillor Reports (Verbal) | X |

ITEM NO. 8. MEDIA INQUIRIES

ITEM NO. 9. CLOSED SESSION

- Disclosure harmful to business interests of a third party (*FOIPP Act Section 16*)
- Advice from officials (*FOIPP Act Section 24*)

ITEM NO. 10. OPEN SESSION

ITEM NO. 11. CLOSE OF MEETING

X
X
X
X
X



TOWN OF TABER COUNCIL REQUEST FOR DECISION

Subject: Delegation: Taber Police Service		Date of April 28, 2014
		Agenda:
Prepared By: Kerry Van Ham, Council & CAO Assistant		
Attachments: Community Peace Officer (CPO) Quarterly Report: 1 st Quarter of 2014 (included in the Department Reports under Agenda Item 7.H)		
Topic: Bylaw Department Statistics and Overview		
Background:	Senior Constable Dave Gyepesi and CPO Brandon Bullock will provide information regarding the Bylaw function and activities of this department.	
Options:	1. That Council receives the presentation from the Taber Police Service regarding the Bylaw Department function and activities, for information purposes.	
Recommendation: Option #1 - That Council receives the presentation from the Taber Police Service regarding the Bylaw Department function and activities, for information purposes.		
Approval Date:	April 24, 2014	CAO:



Agenda Item No. 4.A)

TOWN OF TABER COUNCIL REQUEST FOR DECISION

Subject:	Special Minutes of Council	Date of	April 28, 2014
		Agenda:	
Prepared By:	Kerry Van Ham, Council & CAO Assistant		
Attachments:	Minutes		
Topic:	Minutes of the Special Meeting of Council, April 1, 2014		
Background:			
Options:	<ol style="list-style-type: none">1. That Council adopts the minutes of the Special Meeting of Council held on April 1, 2014, as presented.2. That Council adopts the minutes of the Special Meeting of Council held on April 1, 2014, as amended.		
Recommendation:	That Council adopts the minutes of the Special Meeting of Council held on April 1, 2014 as presented.		
Approval Date:	April 24, 2014	CAO:	<i>TCS</i>

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 MONDAY, APRIL 1, 2014, AT 5:00 PM.

PRESENT: Mayor Henk De Vlieger
Councillor Randy Sparks
Councillor Andrew Prokop
Councillor Rick Popadynetz
Councillor Jack Brewin
Councillor Laura Ross-Giroux

ABSENT: Councillor Joe Strojwas

ALSO PRESENT:
Greg Birch, Chief Administrative Officer (CAO)

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.

RES.143/14 MOVED by Councillor Brewin that Council adopt the agenda as presented.

CARRIED UNANIMOUSLY

CLOSED SESSION

RES.144/14 MOVED by Councillor Ross-Giroux that Council moves to Closed Session to discuss matters subject to *FOIPP Act* Section 24.

CARRIED UNANIMOUSLY AT 5:02 PM

OPEN SESSION

RES.145/14 MOVED by Councillor Prokop that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 5:54 PM

CLOSE OF MEETING

RES.146/14 MOVED by Councillor Prokop that this Special Meeting of Council is hereby closed.

CARRIED UNANIMOUSLY AT 5:54 PM

MAYOR

CHIEF ADMINISTRATIVE OFFICER



TOWN OF TABER COUNCIL REQUEST FOR DECISION

Subject:	Subdivision Authority Minutes of Council	Date of	April 28, 2014
		Agenda:	
Prepared By:	Kerry Van Ham, Council & CAO Assistant		
Attachments:	Minutes		
Topic:	Minutes of the Subdivision Authority Meeting of Council, April 14, 2014		
Background:			
Options:	<ol style="list-style-type: none">1. That Council adopts the minutes of the Subdivision Authority Meeting of Council held on April 14, 2014, as presented.2. That Council adopts the minutes of the Subdivision Authority Meeting of Council held on April 14, 2014, as amended.		
Recommendation:	That Council adopts the minutes of the Subdivision Authority Meeting of Council held on April 14, 2014 as presented.		
Approval Date:	April 24, 2014	CAO:	<i>TLB</i>

MINUTES OF THE MEETING OF THE SUBDIVISION AUTHORITY OF
THE TOWN OF TABER, HELD IN THE COUNCIL CHAMBERS,
ADMINISTRATION BUILDING, ON MONDAY, APRIL 14, 2014, AT
5:00 PM.

PRESENT: Mayor Henk De Vlieger
Councillor Randy Sparks
Councillor Andrew Prokop
Councillor Rick Popadynetz
Councillor Jack Brewin
Councillor Joe Strojwas
Councillor Laura Ross-Giroux

ALSO PRESENT:

Greg Birch, Chief Administrative Officer (CAO)
Cory Armfelt, Director of Planning & Economic
Development
Dale Culler, Director of Corporate Services
Kerry Van Ham, Council & CAO Assistant
Trevor Busch, Taber Times

ORDER

Mayor De Vlieger called the Regular Meeting of the Subdivision
Authority to Order at 5:00 PM.

ADOPTION OF THE AGENDA

Mayor De Vlieger inquired if there were any additions or deletions to the
Agenda.

RES.147/14 MOVED by Councillor Brewin that the Subdivision Authority adopt the
agenda as presented.

CARRIED UNANIMOUSLY

SUBDIVISION APPLICATION**A) TT-14-0-003****5812 60 Ave****To subdivide 0.413 HA into 2 industrial lots**

C. Armfelt presented the application and reviewed the recommended conditions. He explained the intent of the proposed conditions of subdivision approval, particularly: to make sure water and sanitary service connections are appropriate, and to address storm water in anticipation of storm water planning to be done in the industrial area.

The Municipal Planning Commission and Administration are recommending approval.

Council members questioned existing drainage limitations in the industrial area and suggested a change in wording to condition number 9.

RES.148/14 MOVED by Councillor Sparks that the Subdivision Authority approves Application TT-14-0-003 with the following conditions:

1. That this approval shall apply to LOT 1, BLOCK 4, PLAN 7711362 –5812 60 Ave.
2. Pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes, if any, shall be paid to the Town of Taber prior to endorsement.
3. The subdivision shall be registered in a manner satisfactory to the Land Titles Office.
4. Easements or rights of way shall be registered against the land for the provision of gas, power and electrical utilities, all municipal services, and waste management facilities, plus any other service considerations as required. The developer is responsible for making suitable arrangements with the relevant utility companies and/or town for the provision of services prior to final endorsement of the plan.
5. A side yard setback waiver of 1.09m is granted for the proposed west Lot 12.
6. South fence line must be relocated onto the property line, obtain the benefit of an encroachment agreement or be removed as it is currently encroaching into the adjacent lot to the south of the property.

SUBDIVISION APPLICATION – CONT'D**A) TT-14-0-003****5812 60 Ave****To subdivide 0.413 HA into 2 industrial lots – Cont'd**

7. Individual water service and sanitary service connections are to be verified for each lot. Servicing drawings are to be provided to the Town of Taber and approved to be adequate by the Public Works Department prior to endorsement.
8. In the event the water service and sanitary connections to each lot are not adequate or need to be established, the applicant shall supply drawings showing a servicing plan. The drawings are to be approved by the Town of Taber Public Works Department and the applicant shall enter into a servicing agreement with the Town for completion of this installation prior to endorsement. The agreement may be registered on title by Caveat and the applicant shall post security related to the agreement in an amount as determined by the Planning and Economic Development Department.
9. Storm water is to be managed on each parcel, and plans demonstrating this condition are to be provided to the Town of Taber and to be to the satisfaction of the Public Works department.
10. Access management to the current and proposed lot will require approval from the Town of Taber Public Services Department. The Town reserves the right to alter the access in light of the storm water mitigation.

CARRIED UNANIMOUSLY

63/2014

April 14, 2014

CLOSE OF MEETING

RES.149/14 MOVED by Councillor Ross-Giroux that the Subdivision Authority adjourn the meeting.

CARRIED UNANIMOUSLY AT 5:10 PM

CHAIR

CHIEF ADMINISTRATIVE OFFICER

63/2014

April 14, 2014



Agenda Item No. 4.C)

TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Subject:	Regular Minutes of Council	Date of	April 28, 2014
		Agenda:	
Prepared By:	Kerry Van Ham, Council & CAO Assistant		
Attachments:	Minutes		
Topic:	Minutes of the Regular Meeting of Council, April 14, 2014		
Background:			
Options:	<ol style="list-style-type: none">1. That Council adopts the minutes of the Regular Meeting of Council held on April 14, 2014, as presented.2. That Council adopts the minutes of the Regular Meeting of Council held on April 14, 2014, as amended.		
Recommendation:	That Council adopts the minutes of the Regular Meeting of Council held on April 14, 2014 as presented.		
Approval	April 24, 2014	CAO:	
Date:			

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, APRIL 14, 2014, AT 5:10 PM., IMMEDIATELY FOLLOWING THE SUBDIVISION AUTHORITY MEETING AT 5:00 PM.

PRESENT: Mayor Henk De Vlieger
Councillor Randy Sparks
Councillor Andrew Prokop
Councillor Rick Popadynetz
Councillor Jack Brewin
Councillor Joe Strojwas
Councillor Laura Ross-Giroux

ALSO PRESENT:

Greg Birch, Chief Administrative Officer (CAO)
Cory Armfelt, Director of Planning & Economic Development
Dale Culler, Director of Corporate Services
Kerry Van Ham, Council & CAO Assistant
Trevor Busch, Taber Times

ORDER

Mayor De Vlieger called the Regular Meeting of Council to Order at 5:10 PM.

ADOPTION OF THE AGENDA

Mayor De Vlieger inquired if there were any additions or deletions to the agenda.

G. Birch asked that two items that were received from Council members too late to be included in the agenda sent out on Thursday, now be added to the closed session agenda.

RES.150/14 MOVED by Councillor Brewin that Council add Addendum "A" *Disclosure harmful to business interests of a third party (FOIPP Act Section 16)* and Addendum "B" *Disclosure harmful to intergovernmental relations (FOIPP Act Section 21)* to Agenda Item 9, Closed Session.

CARRIED UNANIMOUSLY

ADOPTION OF THE AGENDA – CONT'D

RES.151/14 MOVED by Councillor Popadynetz that Council accept the Agenda as amended.

CARRIED UNANIMOUSLY

DELEGATIONS – NONE**ADOPTION OF THE MINUTES**

**A) Regular Meeting of Council:
March 24, 2014**

RES.152/14 MOVED by Councillor Ross-Giroux that Council adopts the Minutes of the Regular Meeting of Council held on March 24, 2014, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

**A) Notice of Resolution
2014 Special Operating Budget Items, 2014 Amended
Operating Budget**

The benefits and costs of undertaking a municipal census in 2014 were discussed.

RES.153/14 MOVED by Councillor Ross-Giroux that Council approves the Census Project in the amount of \$25,000 to be funded from general operating reserves.

DEFEATED

G. Birch noted that a records management system would assist in dealing with deficiencies in the Town's document and electronic filing systems.

RES.154/14 MOVED by Councillor Popadynetz that this topic be deferred until more information can be obtained.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES – CONT'D**A) Notice of Resolution
2014 Special Operating Budget Items, 2014 Amended
Operating Budget – Cont'd**

C. Armfelt described the request from a commercial land owner for a partnership whereby the landowner would install trees in a town sidewalk if the town provided the grates.

RES.155/14 MOVED by Councillor Strojwas that Council approves the Sidewalk Grates Project in the amount of \$5,000 to be funded from general operating reserves provided the trees are installed in front of the property, not near the intersection.

CARRIED UNANIMOUSLY

G. Birch suggested that if the Town developed its own design standards for street lighting it would save money in the long run.

RES.156/14 MOVED by Councillor Popadynetz that this project be deferred until more information is provided.

CARRIED

C. Armfelt stated that it was likely too late to add the Area Structure Plan Project to the work already underway for the Eureka Industrial Area development and suggested that Council not approve this item.

Councillor Popadynetz left the meeting at 5:56 PM.

Councillor Popadynetz returned to the meeting at 5:58 PM

RES.157/14 MOVED by Councillor Strojwas that Council not approve \$30,000 in funding for the full Eureka Area Structure Plan Project.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES – CONT'D**A) Notice of Resolution
2014 Special Operating Budget Items, 2014 Amended
Operating Budget – Cont'd**

Council discussed the pros and cons of undertaking a Recreation Master Plan, and using a consultant.

RES.158/14 MOVED by Councillor Brewin that Council not approve the Recreation Master Plan Project as recommended but instead that Administration undertake a consultation with recreation stakeholders, and that Council allocate a maximum of \$2,500 toward this consultation process from general operating reserves.

Councillor Popadynetz requested a friendly amendment, substituting a maximum cost of \$10,000 and investigating use of summer student or university resources .

The proposed friendly amendment was declined and the Mayor called the vote on the original motion.

CARRIED

G. Birch described the need for ceiling repairs in the Aquafun Centre.

RES.159/14 MOVED by Councillor Strojwas that Council approves the Aquafun Maintenance – Ceiling Replacement Project in the amount of \$12,000 to be funded from general operating reserves, including reception, hallway, and public change room areas.

CARRIED UNANIMOUSLY

The need for upgrades to the bar at the auditorium in the Taber Community Centre was discussed.

RES.160/14 MOVED by Councillor Brewin that Council approves the Community Centre Maintenance – Bar Upgrade Project in an amount not to exceed \$10,000 to be funded from general operating reserves.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES – CONT'D**A) Notice of Resolution
2014 Special Operating Budget Items, 2014 Amended
Operating Budget – Cont'd**

Council discussed the desire to upgrade the meeting rooms in the Community Centre, particularly to improve acoustics.

RES.161/14 MOVED by Councillor Strojwas that Council approves the Community Centre Maintenance – Meeting Room Upgrade Project in principle, and directs administration to bring back a proposal for acoustical and other upgrades prior to funding the project from general operating reserves.

CARRIED UNANIMOUSLY

The need for increased economic development initiatives was presented and various alternatives were contemplated.

RES.162/14 MOVED by Councillor Sparks that Council approves the Economic Development Initiative Project in the amount of \$25,000 to be funded from general operating reserves.

RES.163/14 MOVED by Councillor Ross-Giroux that Council recess for 20 minutes.

CARRIED AT 6:48 PM

Council reconvened the meeting at 7:16 PM.

BYLAWS**A) Proposed Gymnastics Club Debenture Bylaw 5-2014 and
Proposed Gymnastics Club Loan Bylaw 6-2014:
1st Reading**

Council discussed the proposed Gymnastics Club Debenture Bylaw and proposed Gymnastics Club Loan Bylaw including ownership, environment implications, taxes, and risk.

RES.164/14 MOVED by Councillor Strojwas that Council approves first reading of Bylaw 5-2014, being a bylaw authorizing the Town of Taber to incur indebtedness by the issuance of debentures to the Alberta Capital Finance Authority for financing the Taber Gymnastics Fitness Club building project;

BYLAWS – CONT'D**A) Proposed Gymnastics Club Debenture Bylaw 5-2014 and Proposed Gymnastics Club Loan Bylaw 6-2014:
1st Reading – Cont'd**

And,

That Council authorizes Administration to advertise for two (2) weeks in the local paper the Town of Taber's intent to borrow to finance the Taber Gymnastics Fitness Club building project.

CARRIED

RES.165/14 MOVED by Councillor Strojwas that Council approves the first reading of Bylaw 6-2014 being a bylaw authorizing the Town of Taber to lend by the issuance of debentures from the Alberta Capital Finance Authority for financing the Taber Gymnastics Fitness Club building project;

And,

That Council authorizes Administration to advertise for two (2) weeks in the local paper the Town of Taber's intent to lend to finance the Taber Gymnastics Fitness Club building project.

CARRIED

**B) Proposed Road Closure Bylaw 8-2014:
1st Reading**

C. Armfelt reported a request from a private party to purchase four parcels of Town owned land and the road closure that is required before this sale of land can take place if Council so desires.

RES.166/14 MOVED by Councillor Ross-Giroux that Council proceed with 1st Reading for Bylaw 8-2014 to close the government roadway in Plan 951 0236 and those portions of road contained within Lot 2, Block 3 Plan 141 _ _ _ _ , containing 0.806 Hectares (1.99 acres) more or less, excepting thereout all mines and minerals in the Town of Taber, and that a public hearing be held regarding the proposed road closure on May 12, 2014 in Council Chambers.

CARRIED UNANIMOUSLY

BYLAWS – CONT'D**C) Proposed Property Tax Bylaw 3-2014:
1st Reading**

D. Culler stated that the 2014 property tax rates have been calculated using the assessment roll provided by the Town's Assessor to raise the required revenues for both municipal needs and requisition purposes.

RES.167/14 MOVED by Councillor Popadynetz that Council gives first reading to Bylaw 3-2014 being the Property Tax Bylaw for the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

RES.168/14 MOVED by Councillor Prokop that Council gives second reading to Bylaw 3-2014 being the Property Tax Bylaw of the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

RES.169/14 MOVED by Councillor Brewin that Council unanimously agrees to proceed with third and final reading to Bylaw 3-2014 being the Property Tax Bylaw of the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

RES.170/14 MOVED by Councillor Sparks that Council gives third and final reading to Bylaw 3-2014 being the Property Tax Bylaw for the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

BYLAWS – CONT'D**D) Proposed Supplementary Property Tax Bylaw 4-2014:
1st Reading**

D. Culler informed Council that this proposed bylaw is brought forward to Council for consideration on a yearly basis. He stated that once the Property Tax rates have been established there is the option to pass a Supplementary Property Tax Bylaw for the year using the same rates contained in the Property Tax Bylaw.

RES.171/14 MOVED by Councillor Brewin that Council gives first reading to Bylaw 4-2014 being the Supplementary Property Tax Bylaw for the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

RES.172/14 MOVED by Councillor Ross-Giroux that Council gives second reading to Bylaw 4-2014 being the Supplementary Property Tax Bylaw of the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

RES.173/14 MOVED by Councillor Popadynetz that Council unanimously agrees to proceed with third and final reading to Bylaw 4-2014 being the Supplementary Property Tax Bylaw of the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

RES.174/14 MOVED by Councillor Prokop that Council gives third and final reading to Bylaw 4-2014 being the Supplementary Property Tax Bylaw for the Town of Taber, at this meeting.

CARRIED UNANIMOUSLY

ACTION ITEMS**A) Town of Taber Draft 2013 Audited Financial Statements**

D. Culler presented a high level overview of the Town of Taber Draft Audited Financial Statements.

RES.175/14 MOVED by Councillor Brewin that Council approves the Consolidated Financial Statements and the Financial Information Return for the year ended December 31, 2013, and makes available the approved Consolidated Financial Statements for the year ended December 31, 2013 in booklet format to any ratepayer free of charge.

CARRIED UNANIMOUSLY

B) Alberta Capital Finance Authority (ACFA) Master Loan Agreement

D. Culler explained that as of January 1, 2013 any new borrowing from ACFA requires a new Master Loan Agreement.

RES.176/14 MOVED by Councillor Brewin that Council approves the signing of a New Master Loan Agreement with Alberta Capital Finance Authority.

CARRIED UNANIMOUSLY

C) Policies to be Repealed

Administration is currently reviewing the Town's existing policies and procedures. Seven policies were recommended to Council to be repealed.

RES.177/14 MOVED by Councillor Sparks that Council repeals Damage Claims Policy No. 28C-45-79 as recommended.

CARRIED UNANIMOUSLY

RES.178/14 MOVED by Councillor Sparks that Council repeals Utility Deposit Policy No. 50C-24/01/94 as recommended.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D**C) Policies to be Repealed – Cont'd**

RES.179/14 MOVED by Councillor Sparks that Council repeals Utility Dept. Work Order Forms Policy No. 25M-80729 as recommended.

CARRIED UNANIMOUSLY

RES.180/14 MOVED by Councillor Sparks that Council repeals Utility Shut-Off and Re-connection Policy No. 41-001 as recommended.

CARRIED UNANIMOUSLY

RES.181/14 MOVED by Councillor Sparks that Council repeals Vandalism of Town Facilities Policy No. 51M-8238 as recommended.

CARRIED UNANIMOUSLY

RES.182/14 MOVED by Councillor Sparks that Council repeals Water Meter Readings Policy No. 54S-81882 as recommended.

CARRIED UNANIMOUSLY

RES.183/14 MOVED by Councillor Sparks that Council repeals Water/Sewer Connection Fees Policy No. 10C-432/88 as recommended.

CARRIED UNANIMOUSLY

**C) Performing Arts Centre Committee:
Terms of Reference**

R. Cressman and Councillor Ross-Giroux prepared the proposed terms of reference for a committee that was established conceptually following a resolution at the March 10, 2014 meeting of Council.

RES.184/14 MOVED by Councillor Popadynetz that Council approves the terms of reference for the Performing Arts Centre Committee as presented and directs Administration to initiate recruitment of committee members.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D**D) Christian Reformed Church
Recreation Facility Rental Fee Waiver Application**

Councillor Brewin left the meeting at 8:43 PM.

The details of the request were presented. This was reviewed and recommended by the Recreation Board at its meeting of April 3, 2014.

RES.185/14 MOVED by Councillor Sparks that Council approves a waiver of the April 22, 2014 auditorium / white room rental fees for the Taber Christian Reformed Church event in an amount not to exceed \$382.85.

CARRIED UNANIMOUSLY

D) Information for Council

Councillor Brewin returned to the meeting at 8:46 PM.

RES.186/14 MOVED by Councillor Brewin that Council accepts the material received in this agenda item as information.

CARRIED UNANIMOUSLY

MEDIA INQUIRIES – NONE

RES.187/14 MOVED by Councillor Brewin that Council extend this meeting until 10:00 PM at the latest.

CARRIED

CLOSED SESSION

RES.188/14 MOVED by Councillor Ross-Giroux that Council moves to Closed Session to discuss matters subject to *"Disclosure harmful to business interests of a third party (FOIPP Act Section 16)*.

CARRIED UNANIMOUSLY AT 8:52 PM

OPEN SESSION

RES.189/14 MOVED by Councillor Brewin that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 9:57 PM

RES.190/14 MOVED by Councillor Brewin that Council agrees that the Municipal District of Taber may maintain and upgrade those portions of the service road located on the south side of Highway 3, between Range Road 17-0 and Highway 36, that are within the Town of Taber, and directs Town administration to prepare an agreement that would authorize such maintenance and upgrade while continuing the Town's direction, control and management of that service road pursuant to Section 18 of the Municipal Government Act.

CLOSE OF MEETING

RES.191/14 MOVED by Councillor Popadynetz that this Regular Meeting of Council is hereby closed.

CARRIED UNANIMOUSLY AT 9:59 PM

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Agenda Item No. 6.A)

TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Table with 2 columns and multiple rows containing subject, date, prepared by, attachments, topic, background, options, recommendation, and approval date.

BYLAW No. 06-2005 AMENDMENT AS PROPOSED
BY COUNCILLOR STROJWAS

Bylaw:

10.11 a) No person shall park any trailer, whether designated for occupancy by persons or for carrying of goods or equipment upon any highway unless the said trailer is attached to a vehicle by which it may be propelled or drawn and when so attached the trailer shall be deemed part of that vehicle and subject to the regulations pertaining to vehicles.

Bylaw Amendment:

10.11 a) No person shall park any trailer, whether designated for occupancy by persons or for carrying of goods or equipment upon any highway unless the said trailer is attached to a vehicle by which it may be propelled or drawn and when so attached the trailer shall be deemed part of that vehicle and subject to the regulations pertaining to vehicles.

i) If the above trailer is a construction or maintenance trailer being used in its every day course of business, either new construction, maintaining or renovating existing, at its jobsite location, then the said trailer is exempt from bylaw 10.11 a)

**TOWN OF TABER
BYLAW 7-2014**

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING TRAFFIC CONTROL BYLAW NO. 6-2005 AS IT APPLIES TO THE PARKING OF TRAILERS ON MUNICIPAL HIGHWAYS WITHIN THE TOWN OF TABER.

WHEREAS THE Town of Taber adopted Traffic Control Bylaw No. 6-2005 pursuant to the *Municipal Government Act* and the *Traffic Safety Act*, being Chapters M-26 and T-6 respectively of the Revised Statutes of Alberta 2000, and any amendments thereto;

AND WHEREAS Council believes that Bylaw No. 6-2005 should be amended to allow construction or maintenance trailers to be detached from their towing vehicles and left on a highway (as defined in Bylaw No. 6-2005) for short periods of time during the day when the trailers are adjacent to a job site;

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

1.0 That Bylaw 6-2005, Traffic Bylaw, Clause 10.11 be amended by the additional wording illustrated in italics, so as to read:

- a) No person shall park any trailer, whether designated for occupancy by persons or for carrying of goods or equipment upon any highway unless the said trailer is attached to a vehicle by which it may be propelled or drawn and when so attached the trailer shall be deemed part of that vehicle and subject to the regulations pertaining to vehicles, *except that:*

i.) Trailers used for construction, maintenance or delivery purposes may be left on a highway directly adjacent to a work or pick-up/delivery site for a maximum ten (10) hour period provided: workers are actively engaged at that site, or are present for pick-up/delivery purposes; and, the trailers are properly supported at their hitch points so as not to damage the highway surface; and, warning cones are set out on the highway both in front and behind the corners of the trailers that are furthest from the curb or highway edge.

2.0 INTENTION OF TOWN COUNCIL

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

3.0 RESCINDED OR AMENDED BYLAWS

Bylaw No. 6-2005 is hereby amended.

**TOWN OF TABER
BYLAW 7-2014**

4.0 EFFECTIVE DATE

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

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

TOWN OF TABER

MAYOR

CHIEF ADMINISTRATIVE OFFICER (C.A.O)

DRAFT

TOWN OF TABER

BYLAW NO. 6-2005

TRAFFIC CONTROL BYLAW



TOWN OF
TABER

**TOWN OF TABER
TRAFFIC CONTROL BYLAW NO. 06-2005**

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA,
TO REGULATE HIGHWAY TRAFFIC IN THE TOWN.

WHEREAS the Municipal Council of the Town of Taber, in the Province of Alberta, duly assembled, may pass a Bylaw and or regulations pursuant to Division 1, Section 7 of the Municipal Government Act, being Chapter M-26.2, Revised Statutes of Alberta 2000, and any amendments thereto;

AND WHEREAS the Traffic Safety Act, Revised Statutes of Alberta 2000, Chapter T-6, empowers the Town Council to pass By-Laws dealing with the regulation, control and management of vehicles and pedestrians traffic;

AND WHEREAS the Council of the Town of Taber, in the Province of Alberta, deems it proper and expedient to introduce regulations, controls and management of vehicles and pedestrians within the corporate limits of the Town of Taber,

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

SECTION: DEFINITIONS

- 1.01 This ByLaw may be cited as "The Traffic By-Law" and shall be taken to apply within the corporate limits of the Town of Taber.
- 1.02 In this ByLaw, unless the context otherwise requires terms defined shall have the same meaning as is ascribed to them in the Traffic Safety Act, Revised Statutes of Alberta 2000, Chapter T-6 and amendments thereto.
- 1.03 "Alley" means a narrow highway providing access to the rear of buildings and parcels of land.
- 1.04 "Bicycle" means a cycle propelled by human power upon which a person may ride, regardless of the number of wheels it may have
- 1.05 "Boulevard" means, in an urban area, that part of the highway that:
- i) is not a roadway, and
 - ii) is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians.
- 1.06 "Bylaw Enforcement Officer" means a person or persons employed by the Town of Taber and authorized to enforce the Bylaws of the Town of Taber

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1.07 **"Centre Line"** means:

- i) the center of a roadway measured from the curbs or, in the absence of curbs, from the edges of the roadway, or
- ii) in the case of a highway designated by traffic control devices,
 - a) as an offset centre highway, or
 - b) as a highway having a certain number of traffic lanes for traffic moving in a certain direction at all times or at specified times, and a line dividing the lanes for traffic moving in the opposite direction, or
- iii) in the case of a divided highway, that portion of the highway separating the roadways for traffic moving in opposite directions.

1.08 **"Chief Administrative Officer (CAO)"** means the CAO of the Town of Taber, in the Province of Alberta, as appointed by resolution of council.

1.09 **"Commercial Vehicles"** means:

- i) a truck, trailer or semi-trailer, except,
 - a) a truck, trailer or semi-trailer that is a public service vehicle,
- or
- b) a truck, trailer or semi-trailer or any class of vehicle that by the regulations or by an order of the Alberta Motor Transport Board is exempted from being classified as a commercial vehicle,
- and
- ii) includes
 - a) a motor vehicle from which sales are made of goods, wares, merchandise or commodity, and
 - b) a motor vehicle by means of which delivery of goods, wares, merchandise or commodity to a purchaser or consignee thereof.

1.10 **"Council"** means the Municipal Council of the Town of Taber, in the Province of Alberta.

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- 1.11 **"Crosswalk"** means:
- i) that part of a roadway at an intersection included within the connection of the lateral line of the sidewalks on opposite sides of the highway measured from the curbs, or in absence of curbs from the edge of the roadway; or
 - ii) any part of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by sign or by lines or by other markings on the road surface.
- 1.12 **"Curb"** means the actual curb if there is one, and if there is no curb in existence shall mean the division of a highway between the roadway and the sidewalk and boulevard as the case may be.
- 1.13 **"Highway"** means any thoroughfare, driveway, street, road, trail, avenue, parkway, viaduct, lane, alley, square bridge causeway, trestle way, or other place whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and
- i) includes
 - a) a sidewalk (including a boulevard portion of the sidewalk)
 - b) where a ditch lies adjacent to a parallel with the roadway, the ditch, and
 - c) where a highway right-of-way is contained between fences or between a fence and one side of the roadway, all the land between the fence and the edge of the roadway, as the case may be,
 - but
 - ii) does not include a place declared by the Lieutenant Governor in Council not to be a highway.
- 1.14 **"Intersection"** means the area embraced within the prolongation or connection of:
- i) the lateral curb lines or, if none,
 - ii) the exterior edges of the roadways,

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of two or more highways which join one another at an angle whether or not one highway crosses the other.

- 1.15 **"Parade or Procession"** with the exception of a military parade or funeral procession shall mean any group of,
- i) more than fifty (50) pedestrians, or,
 - ii) more than ten (10) vehicles, or
 - iii) any combination of pedestrians and vehicles which together exceed fifty (50) in number, on a highway, excluding a sidewalk, that is likely to block, obstruct, impede, hinder or otherwise interfere with pedestrians or vehicular traffic on the highway.
- 1.16 **"Park When Prohibited"** means to allow a vehicle to (whether occupied or not) to remain standing in one place, except:
- i) when standing temporarily for the purpose of and while actually engaged in loading or unloading passengers, or
 - ii) when standing in obedience to a Peace officer or traffic control device.
- 1.17 **"Passenger Loading Zone"** shall mean a space on a portion of a highway designated by the CAO and marked by sign permitting parking therein for the period of loading or unloading passengers, and the said sign shall indicate the time or times when the space is restricted to these purposes.
- 1.18 **"Peace Officer"** means a member of the Royal Canadian Mounted Police, a member of the Town of Taber Police Service, or a Special Constable.
- 1.19 **"Pedestrian"** means a person afoot or a person in a wheelchair.
- 1.20 **"Premises"** means a business premise or other premise normally used for the servicing or repair of heavy vehicles, but will not include a residential premise(s).
- 1.21 **"Roadway"** means that part of a highway intended for use by vehicular traffic.
- 1.22 **"Service Road"** means a road that runs parallel to a main road and is separated from the main road by a boulevard or curb.

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- 1.23 **"Sidewalk"** means that part of a highway especially adapted to the use of or ordinarily used by pedestrians, and includes that part of the highway between the curb line (or the edge of the roadway, where there is no curb line) and the adjacent property line, whether or not paved or improved.
- 1.24 **"Stop"** means:
- i) when required, a complete cessation from vehicular movement, and
 - ii) when prohibited, any halting even momentarily of a vehicle, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of a Peace Officer or traffic control device.
- 1.25 **"Time"** whenever **"TIME"** is referred to in this Bylaw it shall mean either Mountain Standard Time or Mountain Daylight Saving Time, whichever is proclaimed to be in effect by the Province of Alberta.
- 1.26 **"Town"** means the Town of Taber in the Province of Alberta.
- 1.27 **"Trailway"** means the trail for public use to walk, jog, bicycle, skateboard, wheelchair and rollerblade. Motorized vehicles (other than motorized wheelchair) are not permitted for use on the trailway.
- 1.28 **"Traffic Control Device"** means:
- i) any sign, signal, marking or device placed, marked or erected under the authority of the ByLaw for the purpose of regulating, warning or guiding traffic,
 - ii) a traffic control device, whether manually, electrically or mechanically operated, by which traffic is directed to stop and to proceed.
- 1.29 **"Trailer"** means a vehicle so designed that it may be attached to or drawn by a motor vehicle and intended to transport property or persons and includes any trailer that is designed, constructed and equipped as a dwelling place, living abode or sleeping place, either permanently or temporarily, but does not include machinery or equipment used in the construction or maintenance of highways.

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- 1.30 **"Truck"** means a vehicle designed primarily for the transportation of property or equipment, but does not include a chassiscab, crawler mounted vehicle, trailer, machinery or equipment used in the construction or maintenance of highways or an off-highway vehicle as defined in the Traffic Safety Act.
- 1.31 **"Truck Loading and Unloading Zone"** shall mean a space on a portion of a highway designated by the CAO and marked by a sign for the purpose of loading or unloading, permitting truck only parking while loading and unloading, for a period as indicated by the said sign.
- 1.32 **"Truck Tractor"** means a truck that is designed primarily for drawing another vehicle and that is not to carry any load other than part of the weight of the vehicle drawn, and includes a vehicle that is designed to accommodate a fifth wheel coupling, but does not include a crane equipment breakdown vehicle.
- 1.33 **"Vehicle"** means a device in, upon or by which a person or thing may be transported or drawn upon a highway.

SECTION II: SPEED LIMITS

- 2.01 Pursuant to the provisions of the Traffic Safety Act, Revised Statutes of Alberta 2000, Chapter T-6, the maximum or minimum speeds for designated highways shall be prescribed in Schedule "E" and attached hereto.

SECTION III: PARADES OR PROCESSIONS

- 3.01 Any persons desiring to hold a parade or procession within the Town of Taber shall, at least 72 hours prior to the time they desire to hold same, make application in writing to the CAO and in such application shall furnish to the CAO information with respect to the following:
- a) the name and address of the applicant, and if such applicant is an organization, the names, address and occupations of the executive thereof,
 - b) the nature and object of such parade or procession,
 - c) the day, date and hours during which same will be held,
 - d) the intended route thereof,

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- e) the approximate number of persons who will take part therein,
- f) the approximate size, number and nature of flags, banners, placards or such similar things to be carried therein and particulars of signs, inscriptions and wording to be exhibited thereon, and such written application shall bear the signatures and address of the persons who will be in control of such parade or procession and who undertake to be responsible for the good order and conduct of same.

3.02 The CAO may for any reason which appears to him/her improper, refuse to issue a permission, but in the event of such refusal the applicants concerned may apply to the Council THEREFORE, and the Council may by resolution or otherwise direct the issue of such permission, subject to the provisions of this Bylaw.

3.03 No person shall hold or take part in any parade or procession unless permission has been issued by the CAO or Town Council.

3.04 During such parade or procession:

- a) no person driving any vehicle shall drive through the ranks of any parade or procession, or obstruct, impede or interfere with same,
- b) all pedestrians not taking part therein shall be restricted to the use of the sidewalk area.

3.05 No parade or procession shall move at a slower speed so as to impede continuous movement, or obstruct any highway for a longer period than is reasonably necessary.

SECTION IV: FIRES

4.01.1 In case of a fire within the Town, any Peace Officer or member of the Fire Department may designate in any manner a line or lines near the location of the fire beyond which no member of the public shall pass, and no unauthorized persons, whether on foot, on horse or in a vehicle shall cross such line or lines.

4.02 The Emergency Services Director of the Fire Department of the Town or any member of the Fire Department acting under his instruction shall have the right to move or cause to be moved any vehicle which may be deemed necessary to move or have moved for the purpose of

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carrying out any duty, work or undertaking of the Fire Department of the Town and the expense for moving the vehicle will be at the expense of the registered owner of the said vehicle.

SECTION V: HEAVY VEHICLE

- 5.01 For the purpose of Section V "Heavy Vehicle" means:
- a) a vehicle with or without load exceeding the registered weight of Five Thousand (5000) kilograms (11,000 Lbs.) or more, exceeding Eleven (11) metres (36 feet) in length,
 - b) a vehicle with a trailer with or without a load which exceeds Five Thousand (5000) kilograms (11,000 Lbs.) in total weight or Eleven (11) metres (36 feet) in total length.
- 5.02 No person shall operate or park a heavy vehicle on a highway other than a highway specified in Schedule "A" hereof, which said Schedule is hereby incorporated into and made part of this Bylaw and such Schedule may be amended by resolution of Council or by the CAO.
- 5.03 The following shall not be deemed to be operating a vehicle in contravention of Section 5.02 if the vehicle was being operated on the most direct and practicable route between the premises or location concerned and the nearest truck route:
- a) persons delivering or collecting goods or merchandise to or from the premises of bona fide customers,
 - b) persons going to or from business premises of the owner of the heavy vehicle concerned,
 - c) persons moving a building for which the necessary Moving Permit has been issued by the Town,
 - d) persons going to or from premises for the servicing or repairing of heavy vehicles,
 - e) persons pulling a disabled vehicle from a highway prohibited to heavy vehicles.
- 5.04 The following shall not be deemed to be in contravention of Section 5.02;
- a) persons driving a public passenger vehicle,

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- b) persons driving a vehicle that is owned by or actually in the service of the Town and that is actually engaged in work at locations not designated as a truck route,
- c) persons specified in the foregoing subsection must carry and produce upon demand of a Peace Officer proof that the vehicle being driven is actually in the service of the Town.

SECTION VI: MAXIMUM WEIGHTS

- 6.01 For the purpose of this Section "Maximum Weight" means;
- a) the maximum legal weight allowed for a vehicle and load pursuant to the official registration certificate or interim registration certificate issued by the Province of Alberta for such vehicles provided,
 - b) that the weight recorded on such certificate for a vehicle when the combined weight of the vehicle and heaviest load that may be carried is in accordance with the provisions of the Traffic Safety Act and regulations thereunder.
- 6.02 Unless they have first obtained a permit as provided in Subsection 6.07 of this section, a person shall not drive on a roadway any vehicle or combination of attached vehicles with a weight including or excluding any load thereon, in excess of the maximum weight.
- 6.03 Whenever in their opinion, there is a contravention of Subsection 6.02 of this Section, a Peace Officer may escort the driver and vehicle(s) (or other person in charge or control of a vehicle or combination of attached vehicles) suspected of being on a roadway in contravention of such Subsection, to the nearest adequate weight scale to determine the weight of such vehicle or combination of attached vehicles and load carried thereon. The weight slip or slips shall be given to the Peace Officer and may be retained by him, and if the weight of any loaded vehicle or combination of attached loaded vehicles is in excess of the maximum weight, the Peace Officer, in addition to any prosecution for contravention of Subsection 6.02 hereof, may require that any load or portion thereof in excess of maximum weight be removed before the vehicle or combination of attached vehicles are again taken upon the highway.
- 6.04 A weight slip given to a Peace Officer under Subsection 6.03 of this Section and submitted by him/her in evidence in court shall be prima facie proof of the authenticity of the weigh slip and of the particulars

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thereon submitted in evidence, and of the accuracy to the weigh scale used.

- 6.05 A person driving or in charge or control of a vehicle or combination of attached vehicles suspected by a Peace Officer of being on a roadway in contravention of Subsection 6.02 of this Section shall, when requested by the Peace Officer, produce for such Officers inspection any official registration certificate or interim registration certificate for such vehicle or vehicles that may have been issued by the Province of Alberta showing the maximum weight of such vehicle or combination of attached vehicles.
- 6.06 Particulars obtained by a Peace Officer from a registration certificate produced to him under Subsection 6.05 of this Section and submitted by him as evidence in court shall be prima facie proof of the authenticity of such certificate and of the particulars thereon submitted in evidence.
- 6.07 Notwithstanding the other provisions of this Section, a person may apply to the CAO for a permit to allow on a roadway a vehicle or combination of attached vehicles with weight in excess of maximum weight. The CAO may grant such permit for such purposes and for such periods as he may set out therein or may refuse to grant a permit.
- 6.08 Notwithstanding the provisions of this Section, and excepting passenger buses, the maximum vehicle rating permitted on the Community Centre Parking Area, located within the area of 50 Street to 48 Street and 48 Avenue to 65 Metres (213 feet) south of 47 Avenue legally defined as Block C, Plan 7282 J.K., shall be 910 kilograms (one ton), except by special permission provided by the CAO.

SECTION VII: DANGEROUS GOODS

- 7.01 Definitions of terms (for Dangerous Goods, only);
- a) **"Assembly Occupancy"** means the occupancy or the use of a building or part thereof, by a gathering or persons for civic, political, travel, religious, social educational, recreational or like purposes for the consumption of food or drink.
 - b) **"Carrier"** means any person operating a vehicle used for the conveying of dangerous goods into, through or out of the Town by any vehicle including, but not so as to restrict the foregoing, truck, trailer or semi-trailer.

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- c) **"Dangerous Goods"** means any product, substance or organism that falls within any of the classes listed in Schedule "B" attached to and forming part of this Bylaw.
- d) **"Dangerous Goods Truck Route"** means a highway so designated in Schedule "C" attached to and forming part of this Bylaw and such Schedule may be amended by resolution of Council or by the CAO.
- e) **"Institutional occupancy"** means the occupancy or use of a building or part thereof by persons harboured or detained to receive medical care or treatment, or by persons involuntarily detained.
- f) **"Permitted Vehicle Storage Location"** means any area which is at least one hundred and fifty (150) metres away from the nearest residential, institutional or assembly occupancy and/or is acceptable to the Fire Chief of the Town of Taber.
- g) **"Residential Occupancy"** means the occupancy or use of a building or part thereof by persons for whom sleeping accommodation is provided, but who are not harboured or detained to receive medical care or treatment or are not involuntarily detained.

7.02 No carrier shall enter or leave or travel within the Town other than on a dangerous goods truck route, except a carrier may for the purpose of obtaining a dangerous goods vehicle storage location, drive his/her vehicle on a combination of truck routes forming the most accessible connection between the delivery point, collection point or permitted vehicle storage location, and a dangerous goods truck route.

7.03 This Bylaw shall not apply to the following quantities of dangerous goods properly packaged and protected, being transported for delivery within the Town:

- a) individual containers of less than 250 kilograms (551Lbs.), of consumer packaged merchandise transported by vehicles with a gross vehicle weight under 13,700 kilograms (30,202 lbs.),
- b) fuel in the tank or tanks of the carrier vehicle, provided the fuel is carried in permanently mounted tanks with direct lines to the fuel system of the vehicle,
- c) in any case where a special permission is issued by the Fire Chief of the Town of Taber pursuant to this Bylaw.

7.04 No carrier shall stop within the Town except;

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- a) at a permitted vehicle storage location,
 - b) to load or unload the dangerous goods,
 - c) in compliance with directions of a Peace Officer or Traffic Control Device,
 - d) due to mechanical failure of the carrier vehicle or a motor vehicle accident involving the carrier vehicle. If this occurs the carrier must inform the Police of the nature of the dangerous goods.
 - e) to refuel or repair the vehicle providing the routes to the particular service station or garage conform to those routes described in Section 7.02,
 - f) in those areas designated as truck routes where parking is permitted.
- 7.05 a) A carrier shall, when requested by a Peace Officer, produce for such officer's inspection a bill of lading, a permit issued pursuant to this Bylaw, an industrial waste report, or other documents showing the origin and destination of the trip and a description of the load.
- b) Particulars obtained by a Peace Officer under Section 7.05 (a) and submitted as evidence in Court shall be prima facie proof of the particulars thereon submitted in evidence without proof of the signature or official capacity of the person signing the bills of lading.

SECTION VIII: PARKING OR STANDING SPECIAL CLASSES OF VEHICLES

- 8.01 No person shall angle park any vehicle which exceeds five and eight-tenths (5.8) metres (19 feet) in length upon any highway except at such locations as have been designated by the CAO either by sign or in writing.
- 8.02 The foregoing restrictions shall not apply;
- a) so as to prohibit such vehicles being parked on a highway for the purpose of unloading or loading goods to or from premises abutting such highway providing that if the loading or unloading is taking place during a period of restricted visibility, then the vehicle and its trailer shall have all front and rear lights illuminated,

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- b) to a vehicle or a vehicle with any type of trailer attached thereto which has been left parked because of a breakdown or emergency if the person in charge or control of the vehicle can establish that he/she has taken immediate action to arrange the removal of the vehicle forthwith,
 - c) No person shall park a trailer from a truck-tractor unit without being connected to the truck-tractor (per the Public Highways development Act, Section 43. (1), (2), (3), and (4)), at any time on any highway within the Town of Taber. Non compliance will result in a traffic tag as indicated (Schedule "D"), plus the unit will be towed and impounded, with the release from impoundment at the onwer's expense.
- 8.03 No person shall park a truck-tractor unit, with or without a trailer attached thereto it, on any highway of the Town except as listed in Schedule "A" which is attached to and forms part of this Bylaw, subject to the exclusion for trailer drop off in 8.04 below.
- 8.04 This Section shall not apply where a vehicle or trailer is obliged to be parked while being loaded or unloaded in the course of its ordinary business.
- 8.05 No person shall park a motor vehicle on any highway in the Town of Taber exceeding the registered weight of 5000 kilograms (11,000 Lbs.), when registered weight is in accordance with provisions of the Traffic Safety Act and regulations thererunder, except as listed in areas outlined in Schedule "A" which is attached to and forms part of this Bylaw.

SECTION IX: RIGHTS AND DUTIES OF PEDESTRIANS

- 9.01 No pedestrian shall crowd or jostle other pedestrians in such a manner as to create or cause discomfort, disturbance or confusion.
- 9.02 a) No person shall stand in a group of three (3) or more persons or so near to each other on any highway as to obstruct the entrance to buildings or to obstruct or prevent other persons using such a highway and forthwith after request has been made by a Peace Officer or other person duly authorized to do so, shall disperse and move away.
- b) No person shall so conduct themselves or otherwise position themselves on a highway in a manner as to obstruct vehicular or pedestrian traffic or as to inconvenience any other person upon the highway.

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- 9.03 Nothing in Section 9.02 shall be construed as prohibiting the assembly of persons for the purpose of watching a parade or procession duly authorized by the Town.
- 9.04 No person shall stand upon a highway for the purpose of soliciting a ride from the driver of any vehicle.
- 9.05 No person shall race or cause a race upon any roadway unless so authorized by the CAO in writing.

SECTION X: PARKING

- 10.01 No person shall park a vehicle upon a highway in such a manner that any part of the vehicle is within three (3) metres, (10 feet), of the centre line of the highway providing that the foregoing shall only apply to highways where the portion thereof intended for vehicular traffic is twelve (12) metres (40 feet) or more in width.
- 10.02 When angle parking is permitted or required and guide lines are visible on the roadway, a driver shall park his/her vehicle;
- a) with its sides between and parallel to any two guidelines, and
 - b) with one front wheel not more than 500 millimetres (20 inches) from the curb or edge of the roadway.
- 10.03 Notwithstanding the provisions of the Traffic Safety Act, a vehicle may be parked at right angle to the curb in a Cul-de-Sac providing that the vehicle is not parked in such a manner as not to interfere with the flow of traffic in the Cul-de-Sac.
- 10.04 Parking shall be parallel to the curb except in areas listed in Schedule "F" which is attached to and forms part of this Bylaw and such Schedule may be amended from time to time by resolution of Council or by the CAO.
- 10.05 No person shall park a vehicle for any period of time whatsoever at the following locations;
- a) upon any portion of a highway adjacent to any structure in the course of erection or repair when such parking will impede or obstruct traffic,
 - b) in any truck loading or unloading zone marked by sign indicating the restrictions which apply thereto except a commercial vehicle lawfully engaged in loading or unloading merchandise.

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Notwithstanding the foregoing, such space may be used for normal parking of vehicles on Sunday or any Holiday or at times other than those restricted by the sign.

- c) Where the vehicle may in any way interfere with the use of a doorway intended as a fire or emergency exit from any building abutting the highway.
- d) In the entrance to any Fire Hall or any Police Station or the Ambulance entranceway to any hospital.
- e) No person shall park a vehicle at a place or area where the sign indicates that parking is restricted to a special class of vehicles only.
- f) For the purpose of the foregoing Subsection, the following special classes of vehicles are established;
 - i) Police Vehicles
 - ii) Taber Handi-Bus
 - iii) Tour Line Buses
 - iv) Funeral Cars
 - v) School Buses
 - vi) Taxicabs
 - vii) Vehicles marked for the Handicapped
 - viii) Other as may be established by resolution of Council from time to time.
- g) i) Upon any roadway or alley providing emergency vehicle access to a multiple unit development, except where such alley or roadway is marked as such by signs on or near such alley or roadway.
- ii) In this Section, multiple unit developments shall mean a development consisting of two or more self contained units on a parcel of land in excess of one thousand (1000) square metres (10,764 square feet) and without restricting the generality of the foregoing shall include shopping centres and townhouse developments.

10.06 a) Except when actually taking or discharging passengers no person shall park a vehicle at the following locations;

- i) in a passenger loading zone marked with a sign,
- ii) on any portion of a highway marked by signs as "No Parking".

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- 10.07 a) No person shall park a vehicle in any alley unless a sign otherwise permits, except for the following purposes,
- i) the loading or unloading of goods from commercial vehicles for a period not exceeding thirty (30) minutes, or
 - ii) the loading or unloading of goods or passengers from a vehicle other than a commercial vehicle for a period not exceeding five (5) minutes.
- b) Notwithstanding Subsection i) and ii) above, no person while loading or unloading passengers or goods shall park a vehicle in such a manner as may obstruct the passage of other vehicles along the alley.
- 10.08 a) Where a sign restricts the parking of vehicles to a time limit it shall be an offence to park a vehicle in excess of the time so designated and marked on the sign. The time limits are specified in Schedule "F" which is attached to and forms part of this Bylaw,
- b) In order to determine the time which a vehicle has been parked in a location where parking is restricted to a specific time a Police Officer or another person charged with the enforcement of parking prohibitions and restrictions may place an erasable chalk mark on the tread of the tire on parked or stopped vehicles without such Police Officer or other person or the Town incurring any liability for so doing.
- c) If after the issuance of a traffic tag to a vehicle for a first violation of Section 10.08 a) hereof and a vehicle is parked for further periods of time in excess of that permitted on the applicable traffic device, then a second and additional offence shall be deemed to have occurred,
- d) The provisions of Section 10.08 shall not apply on a Sunday or on a Holiday.
- 10.09 a) No person shall park or leave a vehicle on private land unless required or permitted by the ByLaw, the Traffic Safety Act or by Traffic Control Devices or in compliance with the directions of a Peace Officer unless such person has obtained the permission of the owner, tenant, occupant or person in charge of the private land.

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- b) A vehicle parked contrary to Subsection a) may be impounded and removed and an information and complaint may be laid against the registered owner or person in charge of the illegally parked vehicle.
- 10.10 No person shall park a vehicle upon any land owned by the Town of Taber, which the Town uses or permits to be used as a playground, recreation area, or public park, except on such part thereof as the CAO may designate by sign or signs.
- 10.11 a) No person shall park any trailer, whether designated for occupancy by persons or for carrying of goods or equipment upon any highway unless the said trailer is attached to a vehicle by which it may be propelled or drawn and when so attached the trailer shall be deemed part of that vehicle and subject to the regulations pertaining to vehicles.
- b) No person shall occupy or permit another person to occupy a mobile unit upon a highway or upon public property unless such property has been designated for use as a mobile unit park or trailer court.
- c) For the purpose of this Section " Mobile Unit " means;
- i) any vacation trailer or house trailer or relocatable trailer; or
- ii) any structure whether ordinarily equipped with wheels or not, that is constructed or manufactured to be moved from one point to another by being towed or carried and to provide living accommodations for or other use by one or more persons.
- 10.12 No person shall park any vehicle upon the Community Centre parking area located within the area of 50 Street to 48 Street and 48 Avenue to 65 metres (212 feet) south of 47 Avenue legally defined as Block 3, Plan 7282 J.K., for more than twenty-four (24) consecutive hours.
- 10.13 A person being in charge or control of a garage, service station, radio shop or other premises where repairs or installations are made to vehicles for compensation, shall not leave or cause or suffer or permit to be left on any street a vehicle which is left in his/her possession for carrying out of repairs or making installations or for any other purpose whatsoever.
- 10.14 No owner or operator of any self-propelled type of vehicle which is incapable of being moved under its own power shall cause or permit such vehicle to be parked or left standing on any street.

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- 10.15 Subsection 10.14 does not apply to a vehicle which has been left parked because of a breakdown or other emergency if the person in charge or control of the vehicle can establish that he/she has taken immediate action to arrange for the removal of the vehicle forthwith.
- 10.16 Notwithstanding any other provision of this Bylaw, the following classes of motor vehicles are exempt from parking prohibitions;
- a) Emergency Vehicles
 - b) Public Utility Vehicles
 - c) Municipal or Other Government Public Services Vehicles
 - d) Towing Service Vehicles
- while any such vehicle is being used in work requiring that it be stopped or parked in contravention of any such prohibition.
- 10.17 No person shall park a vehicle on a Town owned Parking lot in contravention of the signs placed in the said Parking lot.

SECTION XI: AUTHORITY OF THE CAO

- 11.01 The CAO is hereby delegated the authority to prescribe where traffic control devices are to be located, including traffic control devices restricting the speed of vehicles and such traffic control devices located by such persons pursuant to a delegation made under this clause shall be deemed to have been made by Bylaw of the municipality and to maintain a record of all such locations which shall be open to public inspection during normal business hours.
- 11.02 The CAO is hereby authorized to designate or may allow crosswalks upon any highway and to mark the same or cause the same to be marked.
- 11.03 The CAO is hereby authorized to designate any highway intersection or other place on a highway as a place at which no left hand turn or right hand turn or both shall be made, and shall cause the said places to be signed, barricaded or otherwise restricted.
- 11.04 The CAO is hereby authorized to designate any intersection or place on a highway, including a place where a railway right-of-way crosses a highway, as a place where U-Turns are prohibited and shall cause same to be marked.
- 11.05 When Town Council has approved of any highway or part of a highway being designated for one-way traffic then the CAO shall cause the same to be marked with signs.

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- 11.06 The CAO is hereby authorized to designate any highway as one which is closed temporarily in whole or in part to traffic and shall cause such highway to be marked.
- 11.07 The CAO is hereby authorized to designate any roadway as one to be divided into traffic lanes of such number as may be considered proper.
- 11.08 The CAO is hereby authorized to designate "School Zones" and "Playground Zones". The CAO shall cause such zones to be marked by signs posted along the highway or by markings on the pavement or by signs or lights or both, posted or suspended over the highway.
- 11.09 When Town Council has designated vehicles speed on any highway or portion of a highway, then the CAO shall cause such speed limits to be marked.
- 11.10 The CAO is hereby authorized to designate any boulevard upon which parking is permitted and shall cause signs permitting such parking to be erected thereon.
- 11.11 The CAO may designate and cause to be properly marked portions of highway prohibiting parking at any time.
- 11.12 The CAO is hereby authorized to designate portions of highway where parking is limited to a period of time and shall cause signs to be erected indicating such parking limitations.
- 11.13 The CAO is hereby authorized to designate passenger or truck loading or unloading zones and shall cause the same to be marked.
- 11.14
- a) Notwithstanding any other provisions in this By-Law the CAO may cause "No Parking" signs to be placed on or near roadways for roadway maintenance or construction purposes,
 - b) After such signs are placed on or near a roadway, no person shall park or leave a vehicle on that portion of roadway contrary to provisions of such signs.
 - c)
 - i) When roadway maintenance or construction commences, vehicles parked on the signed roadway may be removed pursuant to Section 11.12 hereof.
 - ii) When it is practicable the vehicle, on removal from the signed roadway will be left nearby to minimize the inconveniences and expenses to its owner or operator and the registered owner of

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the vehicle shall pay all expenses for the removal of the vehicle.

- 11.15 a) When Town Council has approved of any highway or part of a highway being designated for a "Dangerous Goods Route" and such highway description is recorded in Schedule "C" which is attached to and forms part of this Bylaw, then the CAO shall cause the same to be marked with signs,
- b) When Town Council has approved of any highway or part of a highway being designated for "Truck Routes" and such highway description is recorded in Schedule "A" which is attached to and forms part of this Bylaw, then the CAO shall cause the same to be marked with signs reading "Truck Route".
- 11.16 The CAO is hereby authorized to designate those portions of highway upon which parking is prohibited between the hours of 2:00 o'clock in the forenoon and 7:00 o'clock in the forenoon of any day of the week from Monday to Saturday inclusive, and shall cause the same to be marked by sign.
- 11.17 The CAO is hereby authorized to specify the types of vehicles which are prohibited from parking on any Town owned parking lots and shall cause a sign to be erected on the said parking lot setting forth such prohibition.
- 11.18 The CAO is hereby authorized to designate angle parking on any highway and cause the same to be marked.
- 11.19 The CAO is hereby authorized in case of unfavourable road conditions to limit loads upon Town highways.
- 11.20 The CAO is hereby authorized to prohibit or restrict by sign the movement of vehicles from private driveways onto a highway or from a highway onto private driveways where such prohibition or restriction is deemed advisable in the public interest and for the better regulation of traffic.
- 11.21 The CAO is hereby authorized to close any existing median or divider on any municipal highway.
- 11.22 The CAO is hereby authorized to designate portions of highways within the Town for the use of bicycles only and to regulate the movement of bicycles upon the portion of such highway designed for use by bicycles.

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- 11.23** The CAO is hereby authorized to appoint one or more Bylaw Enforcement Officers who should have the authority of a Peace Officer only with respect to the enforcement of the Bylaws of the Town of Taber.

SECTION XII: POWERS OF PEACE OFFICERS

- 12.01** Any Peace Officer is hereby authorized to remove or cause to be removed any vehicle or trailer.
- a) parked in contravention of a provision of this Bylaw, or
 - b) where emergency conditions may require such removal from a highway. Such vehicle may be removed to a place designated by the CAO where it will remain impounded until claimed by the owner or his/her agent.
- 12.02** A notice or commonly called a Traffic Tag having printed wording approved by the CAO may be issued by a Peace Officer or Bylaw Enforcement Officer, to any person alleged to have breached any provision of this Bylaw and the said notice shall require forfeiture and payment of the appropriate fine specified in Schedule "D" attached hereto and declared to be part of this Bylaw, to such officials as the CAO may designate.
- 12.03** A Traffic Tag shall be deemed to be sufficiently served;
- a) if served personally on the accused, or
 - b) if mailed to the address of the Registered Owner of the vehicle concerned, or to the person concerned, or
 - c) if attached to or left upon the vehicle in respect of which the offence is alleged to have been committed.
- 12.04** Upon production of any such Tag within seven (7) days from the date of service thereof together with the payment prescribed in Schedule "D" to an official designated by the CAO to receive such payment an official receipt for the payment shall be issued and subject to the provisions of Section 12.05 of this Section, such payment shall be accepted in lieu of prosecution.
- 12.05** If the person upon whom any such Tag is served fails to pay the required sum within the time limit of Twenty-Two (22) consecutive days, the provisions of this Section for acceptance of payment in lieu of prosecution does not apply.

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- 12.06 If a person has been prosecuted for the offence named in the Traffic Tag and has been convicted of such offence, then the fine imposed shall not be less than the original amount indicated on the said Traffic Tag.
- 12.07 Nothing in this Section contained shall:
- a) prevent any person from defending a charge of committing a breach of this Bylaw,
 - b) prevent any Peace Officer or other person from laying any information and complaint against any other person whether or not such other persons has made a payment under the provisions of Section 12.02 and 12.08 for a breach of any of the provisions of this Bvlaw.
- 12.08 Each Peace Officer and By-Law Enforcement Officer is hereby charged with the duty of enforcing the provisions of this Bylaw.
- 12.09 No person other than the owner or the driver of a motor vehicle shall remove any Notice or Tag placed on or affixed to the motor vehicle by a Peace Officer or Bylaw Enforcement Officer in the course of his/her duties.
- 12.10 Where a motor vehicle is driven, parked, used or left in contravention of any of the provisions of this Bylaw the owner of the motor vehicle is guilty of the contravention and is liable to the penalty provided in this Bylaw, unless he/she proves to the satisfaction of the Court, trying the charge for the contravention, that at the time of the contravention the motor vehicle was not driven, used, parked or left by him/her or by some other person with the owners consent, expressed or implied.

SECTION XIII: PENALTIES

- 13.01 If a penalty is not defined in this Bylaw then this Section shall apply.
- 13.02 Any person who commits a breach of any of the provisions of this Bylaw shall upon summary conviction before a Court of competent jurisdiction be liable to a fine not exceeding Twenty Five Hundred Dollars (\$2500.00) exclusive of costs and in case of nonpayment of the fine and costs imposed, to imprisonment of a period not exceeding six (6) months unless such fine and costs including the cost of committal are sooner paid
- 13.03 a) If a person contravenes a Section of this Bylaw which incurs costs to the Town for repairs or replacement then the repairs or replacement may be done by the Town at the expense of the

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person in contravention of this Bylaw. If the person in contravention does not pay such expenses promptly upon being invoiced the Town may recover the expenses thereof with costs by action in any Court of competent jurisdiction.

- b) This expense shall be in addition to any fines or penalties imposed for contravention of this Bylaw or The Traffic Safety Act.

SECTION XIV: OBSTRUCTION TO VISION

- 14.01 No owner or occupant of private property in the Town shall allow Hedges, Shrubs or Trees, whether planted before or after the date of the passing of this Bylaw to grow or remain at a greater height than 76.2 centimetres (30 inches) at any place on such parcel of land at or adjacent to or within a distance of Five (5) metres (16.4 feet) measured from the corner of the street intersection nearest to the parcel of land concerned.
- 14.02 In the case of trees growing on any private property within the Town, whether planted before or after the date of the passing of this Bylaw, the owner or occupant concerned shall trim the said trees in such a way that no branches or foliage of said trees shall be at a lesser height than 160 centimetres (63 inches) at any place on such parcel of land at or adjacent to and within a distance of five (5) metres (16.4 feet) measured from the corner of the street intersection nearest to such trees.
- 14.03 If a person is directed by a Peace Officer and /or a development officer and/or by a Bylaw Enforcement Officer to reduce any Hedges, Shrubs or Trees referred to in Section 14.01 or 14.02 and fails to carry out such directions within Seven (7) days of receipt of such direction, the Town may remove any such hedge, shrub or tree or reduce it to the required height, and if, the cost of such work is not paid on demand by the owner or occupant of the property in question, the Town may recover the expenses of such work, cost by action in any Court of competent jurisdiction, or may charge the expenses of the work as taxes due against such property.
- 14.04 A person shall not build, erect or allow to continue in existence a fence, wall or other structure other than a building on private property at or adjacent to and within five (5) metres (16.4 feet) from a street intersection to a height greater than 76 centimetres (30 inches).
- 14.05 The maximum height provided in Section 14.01, 14.02 and 14.04 of this section shall be measured from the top of the curb where there is a sidewalk or from the level of the crown of the roadway where there is no sidewalk.

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- 14.06 If contrary to the provisions of Section 14.04 any fence, wall or structure other than a building, is erected beyond the maximum height allowed by said Section a Peace Officer may order the person responsible therefore forthwith at his own expense to remove or reduce the height of the fence, wall or other than a building, to be within the maximum height allowed by Section 14.04 and if the person responsible for same neglects or refuses to reduce the height thereof or remove it the Town may proceed to reduce the height as required and may charge the costs thereof to the person on whose land the said fence, wall or structure other than a building exists.
- 14.07 No person shall store lumber or other materials at or adjacent to and within five (5) metres (16.4 feet) from a street intersection to a height greater than 76.2 centimetres (30 inches) measured from the top of the curb where there is a sidewalk or from the level of the crown of the roadway where there is no sidewalk.
- 14.08 Nothing contained in this Section shall effect the liability of any person to prosecution for breach of this Section.

SECTION XV: CYCLISTS, SKATERS, HORSES AND HORSE- DRAWN VEHICLES

- 15.01 No person shall ride a bicycle having a wheel diameter in excess of Forty (40) centimetres (16 inches) on any sidewalk except where permitted by a sign.
- 15.02 No person shall ice skate or toboggan upon a roadway.
- 15.03 No person shall coast on a sled, toboggan, skis or other conveyance, except a bicycle or rollerblades, upon a highway.
- 15.04 Every person skateboarding, roller skating or rollerblading upon a sidewalk or trailway shall:
- a) yield the right-of-way to pedestrians,
 - b) when passing a pedestrian, or other person on a sidewalk, use care and control required to ensure the safety of the pedestrian or other person,
 - c) stay at a reasonable distance from other persons using the sidewalk, and
 - d) give an audible signal before overtaking a pedestrian, which signal will be produced a reasonable time prior to overtaking, by voice, bell or other warning device, which is audible to the pedestrian.

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- 15.05** No person shall skateboard, roller skate or rollerblade upon a sidewalk or trailway at any rate of speed that is unreasonable having regard to the nature, condition, and use of the sidewalk or trailway and the amount and kind of pedestrian traffic that is or might reasonably be expected to be on the sidewalk or trailway.
- 15.06** No rally or race involving roller skaters or rollerblades or an other person shall be held upon any sidewalk or trailway, unless authorized to do so by the CAO.
- 15.07** No person skateboarding, roller skating or rollerblading shall cross any highway at any point other than at a crosswalk or an intersection. The driver of a vehicle is not relieved from exercising due care.
- 15.08** Skateboarders, roller skaters and rollerbladers use sidewalks or trailways at their own risk and the Town does not warrant any sidewalk or trailway as being suitable for skateboards, roller skates or rollerblades.
- 15.09** a) No person shall ride, drive, walk, any horse or any other animal, with the exception of small pets on a leash, in or on any sidewalk, trailway boulevard, park, highway or any other public place within the Town of Taber.
- b) This provision shall not apply to Rodeos, or parades within the Town or other activities approved in writing by the CAO and during such activities, that the driver or any other person in charge of any horse-drawn vehicle on a highway shall remain upon such vehicle while in motion, or shall walk beside the horse drawing such vehicle.

SECTION XVI: TAXICABS

- 16.01** The CAO is hereby authorized and empowered to designate and properly mark by signs certain stalls or parking spaces to be known as "Taxicab Stands", for the exclusive use of vehicles for hire.
- 16.02** Any person carrying on the business of letting vehicles for hire hereinafter called a "Taxicab Operator" may apply to the CAO for the location of one taxicab stand, but the taxicab operator will only be allotted space for the parking of one (1) taxi.
- 16.03** The CAO may prescribe from time to time the fees to be charged a taxicab operator for each additional parking space or stall, and may charge the cost of installing and maintaining signs to the taxicab operator.

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- 16.04 a) No person shall stop or park a vehicle that is not a taxicab in either a marked taxicab stand allotted to a company or in an open taxicab zone.
- b) No operator of a taxicab shall stop or park and leave his/her vehicle unattended for a period exceeding Fifteen (15) minutes at any taxicab stand.
- 16.05 Notwithstanding other provisions in this Bylaw or any other Bylaw, a taxicab shall be classified as an ordinary vehicle not entitled to the benefit of the foregoing Section if, while parked, on its windshield there is a printed sign, approved as to form by the CAO, stating that the vehicle is not for hire.
- 16.06 Notwithstanding the other provisions of this Section, the Chief of Police may permit taxicabs, while waiting for hire, to stand at a designated location to provide accommodation for the public attending any special function or event.
- 16.07 Notwithstanding the other provisions of this Bylaw all vehicles being used for hire, as taxicabs, must comply with regulations as set forth in the Livery Act, The Business Licencing Bylaw and must also;
- a) have all vehicles inspected annually by a certified automotive repair shop and the inspection carried out by a certified mechanic, to ensure that the vehicle is mechanically sound, and safe for the transporting of the public, and carried in the vehicle at all times and be produced upon demand of a Peace Officer, and
- b) a copy of the annual inspection report shall be provided to the Bylaw Enforcement Officer within 7 days of each completed inspection,
- c) a copy of the annual inspection report is to be carried in the vehicle at all times to be produced to a Peace Officer upon demand,
- d) should the operator of a vehicle being used as a taxicab not be able to produce copies of the inspection upon demand or request of a Peace Officer, then the vehicle being used will be considered not to be a proper taxicab and therefore may not be used as such, and charges could be laid for being in contravention of this Section of the Bylaw.

SECTION XVII: MISCELLANEOUS

- 17.01 No person shall load or unload goods or merchandise across a sidewalk or boulevard where loading and unloading facilities have been provided in

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the premises to which the goods or merchandise are being delivered or from which they are being taken.

- 17.02 The use of Bicycles, Skateboards and Rollerblades are permitted in the Town in accordance with the rules as set forth by the Traffic Safety Act, or as otherwise provided in this Bylaw.
- 17.03 a) No person shall place any sign, notice or structure upon a Town highway or boulevard or upon abutting Town property including public walks unless authorized by the CAO to do so.
- b) Any sign, notice or other object placed on or beside a Town highway or upon abutting public lands including boulevards and sidewalks shall be liable for the removal and immediate disposal by the Town without any notice or warning to the owner thereof.
- 17.04 No person shall drain and/or flush any fluid from a vehicle upon a highway so that the materials of the vehicle falls upon the roadway.
- 17.05 a) No person shall wash a vehicle upon a roadway or so near a highway as to result in the depositing of mud or creating slush or ice upon a public sidewalk or roadway.
- b) No person operating premises for the sale of new or used vehicles or for the washing of these vehicles shall wash such vehicles so as to result in the placement of mud or slush upon the public sidewalk or roadways.
- c) No person shall wash any article in such a manner as to result in mud, grease, oil or any item being placed upon a public roadway, boulevard or sidewalk.
- d) No person operating a business premises to which entry or exit for vehicles is made by crossings located between the highway curb and private property shall allow water, mud, slush, ice or frozen snow to remain on the public sidewalk or roadway portion of such crossing, but will keep same clean and clear of all such matter, liquids or substances as may become a hazard to pedestrians.
- 17.06 If contrary to Section 17.05, deposits have been made without authorization and the Town removes same, the expenses shall be chargeable to the person responsible, which shall be in addition to any fine or penalty imposed.
- 17.07 No person shall operate a motor vehicle, with the exception of a School Bus between the intersections of 54 Avenue and 56 Avenue on 54

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Street when the Traffic Control Lights are flashing during the times as listed in Schedule "G" which is attached to and forms part of this Bylaw and which said Schedule "G" may be amended from time to time by the CAO.

- 17.08 No persons shall play any games on a roadway, alley or highway in the Town of Taber.
- 17.09 No person shall cast, project or throw any stones, balls of snow, ice or other missiles dangerous to the public, or use any bow or arrow, catapult or other such contraption on any of the highways or public places in the Town of Taber.
- 17.10 No person shall drive a vehicle across any open land owned by the Town of Taber, unless so authorized by the CAO.
- 17.11 No person shall wilfully remove, throw down, deface, alter or destroy a Traffic Control Device placed, marked or erected on or beside a highway.
- 17.12 No person shall place or cause to be placed any hand bills or other advertising matter on or in a vehicle without the permission of the owner or person in charge of the vehicle.
- 17.13 No person shall break, tear, or remove any pavement, sidewalk, curbing, macadamizing or other road surface, or cause excavation in or under any street in the Town for any purpose, without first having obtained permission from the Town to do so, and if such permit is granted the work shall be under the inspection of the Town and replaced or relaid in a manner compatible with the installation prior to the construction.
- 17.14 No person other than an employee of the Town properly authorized on their behalf shall dig or move any earth or other material from any Street, Lane, Square or other property of the Town, nor shall any person dispose of or place earth or other materials on any Street, Lane or Square or other public property except with the permission, in writing, specifically issued to such persons by the Town.
- 17.15 The Town of Taber may authorize the placing or setting up of barricades and other safe guards including warning lights, reflectors, signs and other safety devices on or in, abutting, along or across any highway, street, avenue, lane or public place within the Town of Taber. A person not authorized to do so in writing by the Town shall remove, displace, tear down, overthrow, injure, damage or interfere in any way with any such barricades or safe guards placed by the Town.

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SECTION XVIII: SHOPPING CARTS

- 18.01 a) Every owner of a business premise shall display therein at a conspicuous place a sign stating that shopping carts cannot be removed from said premises or its parking area pursuant to this Bylaw.
- b) Every owner of a shopping cart shall have the company name painted, printed or stamped thereon or plainly attached by a plate or similar device so as to readily identify the ownership of the cart.
- c) No customer or other person shall remove a shopping cart from any premises or parking area referred to in this Section.

SECTION XIX: ELECTRICAL CORDS

- 19.01 No person shall cause any electrical extension cords to be conveyed across a public sidewalk unless the said extension cord is conveyed above the sidewalk subject to the following conditions;
- a) The electrical extension cord must be of a grade approved for outdoor use.
- b) A sturdy device of a nonconductive material not susceptible to wind action must be used to support and convey the extension cord above the surface of the sidewalk at a height of not less than 2.15 metres (7 feet).
- c) All electrical extension cords and portable supporting devices shall be removed from boulevards not later than April 30th of each year.
- 19.02 a) The Town may issue an Order in regards to the removal of the electrical extension cord and portable supporting device and within Five (5) days of same may enter upon the property to remove the said electrical extension cord and portable supporting device unless a hazard exists then the removal by the Town shall be immediate,
- b) Upon failure of the Owner to comply with the aforementioned order, the Town may enter upon the property and charge the costs of the work done against the property as taxes due and owing and collectible in the same manner as taxes.

SECTION XX: SNOW ROUTES/STREET CLEANING ROUTES

- 20.01 a) No person shall park a vehicle or permit a vehicle to be parked on a highway marked as a snow route.

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- b) Subsection a) applies when the snow route has been declared in effect by the CAO by advertising on radio and is in effect for a period of Seventy-Two (72) hours unless extended by a further declaration for another Seventy-Two (72) hours by the CAO,
 - c) All vehicles parked on signed snow routes after the declaration indicated in Subsection b) are subject to immediate removal, at the expense of the registered owner of the said vehicle.
- 20.02
- a) No person shall park a vehicle or permit a vehicle to be parked on a highway, designated by the CAO, as a "Street Cleaning Route".
 - b) Subsection a) applies when the Street Cleaning Route has been declared in effect by the CAO by advertising on radio or by the posting of signs and is in effect for a period of Twelve (12) hours.
 - c) All vehicles parked on signed Street Cleaning Routes after the declaration indicated in Subsection b) is subject to immediate removal at the expense of the registered owner of the said vehicle or to a fine as set out in Schedule "D" which is attached to and forms part of this Bylaw, and said Schedule "D" may be amended from time to time by resolution of Council.

SECTION XXI: HANDICAPPED PARKING

- 21.01 The CAO is hereby authorized to establish such parking zones as are deemed necessary for the exclusive use by Handicapped Persons, who operate or travel by motor vehicle.
- 21.02 An owner or operator of a motor vehicle used for the transportation of a handicapped person(s) may apply to the Alberta Rehabilitation Council for the Disabled for a portable placard identifying the vehicle as being used for the transportation of handicapped persons, to be issued to the applicant, which will indicate that the motor vehicle bearing such a placard may be parked in a parking zone designated for handicapped persons. The placard must be an official placard issued by a motor vehicle licencing agent for the Province of Alberta.
- 21.03 A placard issued to an applicant pursuant to Section 21.02 of this Bylaw must be displayed on the drivers side of the dashboard, rearview mirror of the motor vehicle used by the applicant, thereby indicating that the vehicle may be parked in a zone designated by the CAO for the use of handicapped persons.

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21.04 The operator of a vehicle which is not identified by a placard issued pursuant to Section 21.03 of this Bylaw as a vehicle operated or used by a handicapped person shall not stop or park the vehicle in a zone designated by the CAO as being for the use of handicapped persons.

SECTION XXII: TRANSITION SECTION

22.01 All traffic control devices which are under the Council or CAO's authority in place on the effective date of this Bylaw shall be deemed to be valid traffic control devices for the purpose of this Bylaw. Any additions or deletions of traffic control devices can be made by Council through resolution or by the CAO.

22.02 All School Zones and Playground Zones in effect immediately prior to the coming into force of this Bylaw shall be continued in effect until removed or amended by resolution of Council or by the CAO.

SECTION XXIII

23.01 Bylaw 01-2001 and Bylaw 08-2002 are hereby repealed in their entirety.

23.02 Every person who contravenes a Section of this Bylaw is guilty of an offence and shall forfeit and pay a penalty as set forth in Schedule "D" which is attached to and forms part of this Bylaw.

23.03 The provisions of this Bylaw do not apply to employees or agents of the Town of Taber carrying out work authorized by the Town.

23.04 Where the Bylaw states "CAO" may authorize such changes, it shall be deemed that Council also may do the same.

23.05 Schedules to this Bylaw may be amended from time to time in accordance with the provisions of this Bylaw

23.06 This Bylaw shall take force and effect upon the final reading thereof.

RES.170/05 READ a first time this 9TH day of May 2005.

RES.187/05 READ a second time this 24th day of May 2005.



Agenda Item No. 7.A)

**TOWN OF TABER
COUNCIL REQUEST FOR DECISION**

Subject: Recycling Services

Date of April 28, 2014

Agenda:

Prepared By: Jordi Nickolet, Manager of Engineering and Public Works

Attachments: Summary Sheet of Tenders Received

Topic: 2014 – Contract to Purchase Recycling Services

Background:

The Town began to contract out its collection and processing of recyclable material through Jen-Ko Rentals Ltd. beginning in 1994. Jen-Ko Rentals Ltd. and the Town entered into their most recent agreement on January 9th, 2006, which was for a five (5) year term expiring on December 31, 2010. Since that time Jen-Ko Rentals Ltd. has been providing recycling services without an agreement, but has been receiving yearly increases to their fee based slightly higher than the CPI index for those years.

On January 9th, 2014 Town Administration consisting of Mr. Birch, Mr. Culler and I met with Mr. Ray Tymko, owner of Jen-Ko Rentals Ltd. to discuss his recycling proposal prepared on December 4th, 2013. Unfortunately the Town and Mr. Tymko could not come to an agreement and on February 26, 2014 the Town tendered recycling services.

The tender opening was on Wednesday March 26, 2014 and two bids for recycling services were received. See attached summary sheet. Both bids are complete, compliant, and mathematically correct. The low bid was from Jen-Ko Rental Ltd at 14,730 per month for the first year and \$15,170 per month for the second year excluding GST.

Both bids came in over budget and exceed the budgeted revenue estimate for recycling fees collected from residents and business owners. If Council chooses to approve the low tender bid, then Administration is recommending that Council increase recycling rates in the Schedule of Fees Bylaw as the proposed funding source, and amends the operating budget accordingly to authorize the increased expenditure. This is to ensure the budget remains balanced.

Once Council has provided direction for recycling services, Administration will include any approved changes resulting from Council's decision, if any, into the proposed amended budget document and Schedule of Fees Bylaw that Administration is proposing to bring forward to Council in May.

Continued

Options:

1. Council could amend the budget for recycling and award the recycling services tender to Jen-Ko Rental Ltd. for \$14,730 per month for the first year and \$15,170 per month for the second year (excluding GST).
2. Council could reject the bids and direct administration to retender recycling with a different scope.
3. Council could reject the bids and discontinue recycling services in the short-term.

Recommendation:

1. That Council accepts of the low tender bid for recycling services and awards the contract to Jen-Ko Rentals Ltd for \$14,730 per month for May 1, 2014 to April 30, 2015 and \$15,170 per month for May 1, 2015 to April 30, 2016.

And

2. That Council approves an increase in the 2014 operating budget in the amount of \$50,200 to cover the additional recycling fees required under the tender, and instructs Administration to bring the Schedule of Fee Bylaw back to Council once recycling rates can be established to fairly fund the extra expense.

**Approval
Date:**

April 24, 2014

CAO: 



SUMMARY SHEET OF TENDERS RECEIVED

PROJECT: 2014 Recycling Services Attenders: Charmaine Kollen-Nelson, Jordi Nicklet, Dale Culler

TENDERS RECEIVED UP TO: TIME: 10:00 AM DATE: Wednesday, March 26, 2014 LOCATION: TOWN OF TABER

Meeting Open 10:01 AM

Close Meeting 10:07 am

Contractor Name and Address	Total Tender Amount (RFP)	Delivery Date & Time	Price Before GST	GST	Total Cost	
JENKO-RENTALS LTD. 6003-60 AVE Taber, AB T1G 2C1	yr1 \$14,730.00 / mo + GST	MAY 1 2014 - APRIL 30, 2015				
	yr2 \$15,170.00 / mo + GST		MAY 1 2015 - APR 30 2016			
WASTE MANAGEMENT 2230-39 street N Lethbridge, AB T1H 5J2	(Month to be Completed) yr1 \$22,620.00 / mo + Fuel Surcharge + GST	MAY 1 2014 - APRIL 30, 2015				
	yr2 \$23,442.00 / mo + GST + Fuel Surcharge		MAY 1, 2015 - APR 30, 2016			



TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Table with 2 columns and multiple rows. Rows include: Subject (Assessment Services Agreement), Date of (April 28, 2014), Prepared By (Dale Culler), Attachments (Proposed Professional Services Agreement), Topic (Assessment Services), Background (The Town's professional services contract with Benchmark Assessment Consultants Inc. is due to be renewed on April 30, 2014...), Options (1. That Council approves entering into the Professional Services Agreement with Benchmark Assessment Consultants Inc. to be effective May 1, 2014 until revoked by Council...), Recommendations (1. That Council authorizes the Mayor and CAO to enter into the Professional Services Agreement with Benchmark Assessment Consultants Inc. effective May 1, 2014 until revoked by Council...), and Approval Date (April 24, 2014) with CAO signature.

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT MADE THIS 1ST DAY OF May, 2014 BETWEEN:

THE TOWN OF TABER
(referred to as the "Municipality")

OF THE FIRST PART

-and-

BENCHMARK ASSESSMENT CONSULTANTS INC.
(referred to as the "Consultants")

OF THE SECOND PART

WHEREAS:

- A. The Municipality requires assessments of all lands and premises within the Municipality's boundaries primarily for taxation purposes;
- B. The Consultant is in the business of supplying assessment services to various municipalities throughout Alberta;
- C. The Municipality and the Consultant wish to enter into a written agreement for the supply of the assessment services.

NOW THEREFORE, the Municipality and Consultant, in consideration of the covenants and agreements hereinafter contained, agree as follows:

1. DEFINITIONS AND INTERPRETATION

- 1.1 Definitions: For the purpose of this Agreement and the Schedules hereto or any certificate, opinion or other document, agreement, undertaking or assurances delivered in accordance with or in furtherance of the purposes and intent of this Agreement, unless there is something in the subject matter or context inconsistent therewith, the following expressions shall have the following meanings respectively:
 - 1.1.1. "Agreement" or "hereof", "hereto", "herein", "hereby", "hereunder" and similar expressions when used in this agreement and any attached schedules refer to this Agreement and to any Schedules attached hereto and not to any particular Articles, Sections, paragraphs, sub-paragraphs or other portion hereof, and including any and every instruments supplemental hereto; and any reference to a Section or Article by number of the alphabet means the appropriate paragraph, sub-paragraph, Section or Article of this Agreement unless the context otherwise

requires; and any reference to a Schedule by number or letter of the alphabet means the appropriate Schedule attached to this Agreement;

- 1.1.2 “Claims” means claims, losses, actions, suits, proceedings, causes of action, demands, damages (direct, indirect, consequential or otherwise), judgments, executions, liabilities, responsibilities, losses, costs, charges, payments and expenses including, without limitations, any professional, consultant and legal fees (on a solicitor and his own client basis);
- 1.1.3 “Consultant” means BENCHMARK ASSESSMENT CONSULTANTS INC.
- 1.1.4 “Consultant’s Fee” shall have that meaning set out in Article 4.1;
- 1.1.5 “Injury” means bodily injury, personal discomfort, mental anguish, shock, sickness, disease, death, false arrest, detention or imprisonment, malicious prosecution, libel, slander, defamation of character, invasion of privacy wrongful entry or eviction and discrimination, or any of them, as the case may be;
- 1.1.6 “Municipality” means TOWN OF TABER;
- 1.1.7 “Property” as defined in the Municipal Government Act; Municipal Government Act should mean; “The Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000”;
- 1.1.8 “Services” shall have that meaning set out in Schedule “A”;
- 1.1.9 “Tax Year” means the calendar year commencing January 1;
- 1.1.10 “Term” shall have the meaning set out in Article 3.1;
- 1.2 This Agreement shall in all respects be governed by and be construed in accordance with the laws of the Province of Alberta.
- 1.3 If any one or more of the provisions contained in this Agreement should be invalid, illegal or unenforceable in any respect in any jurisdiction, the validity, legality and enforceability of such provisions shall not in any way be affected or impaired thereby in any other jurisdiction and the validity, legality and enforceability of the remaining provisions contained herein shall not in any way be affected or impaired thereby.
- 1.4 Whenever the singular or masculine is used herein the same shall be deemed to include the plural or feminine or the body politic or corporate where the context or the parties so require.

- 1.5 The headings to the clauses of this Agreement are inserted for convenience only and shall not affect the construction hereof.
- 1.6 Unless otherwise stated, a reference herein to a numbered or lettered clause or paragraph refers to the clause or paragraph of each Section bearing that number or letter in this Agreement.
- 1.7 All accounting terms not defined in this Agreement shall have those meanings generally ascribed to them in accordance with generally accepted accounting principles in Canada, applied consistently.
- 1.8 Business Day: In any case where time limited by this Agreement expires on a Saturday, Sunday, legal holiday, or a day on which chartered banks in the Town of Taber, Alberta are not open for business, the time shall be extended to and shall include the next day on which the said banks are open for business.
- 1.9 All references to dollars of "\$" shall mean legal money of Canada.
- 1.10 The following Schedules are incorporated by reference to this Agreement and form a part hereof.
- Schedule "A" - Definition of "Services"
 - Schedule "B" - Designated Assessor(s)
 - Schedule "C" - Equipment to be supplied by Consultant
 - Schedule "D" - Equipment to be supplied by Municipality

2. APPOINTMENT

- 2.1 The Municipality hereby appoints the Consultant to perform the Services and the Consultant hereby agrees to perform the Services for the Municipality during the Term.
- 2.2 During the Term, the Consultant shall perform the Services for each of the following Tax Years:
- 2.2.1 January 1, 2014 to December 31, 2014
 - 2.2.2 January 1, 2015 to December 31, 2015
 - 2.2.3 January 1, 2016 to December 31, 2016
 - 2.2.4 January 1, 2017 to December 31, 2017
 - 2.2.5 January 1, 2018 to December 31, 2018

For each Tax Year, the Consultant shall have reported to the Municipality all assessments for that particular Tax Year and report to the Municipality before the date as outlined by provincial statutes in each of said Tax Years as per Municipal Government Act, Section 302(1).

3. TERM

3.1 The Consultant shall provide the Services of the Municipality commencing May 1, 2014 (the "Commencement Date") with the option to extend services for 5 year periods at rates acceptable to both parties.

4. CONSULTANT FEE

4.1 In Consideration of the Services supplied by the Consultant for the first 5 year term, the Municipality shall pay to the Consultant a fee (the "Consultant's Fee") to be calculated as follows:

- 4.1.1 May 1, 2014 to April 30, 2015 - \$21.50 per parcel
- May 1, 2015 to April 30, 2016 - \$22.00 per parcel
- May 1, 2016 to April 30, 2017 - \$22.50 per parcel
- May 1, 2017 to April 30, 2018 - \$23.00 per parcel
- May 1, 2018 to April 30, 2019 - \$24.00 per parcel

4.1.2 Assessment Review Board and Municipal Government Board;

The Fee stated in section 4.1.1 shall include 7 man-days (8 hours per man-day) for preparation, defense and expenses associated with Local Assessment Review Board hearings.

If the time exceeds the included 7 man-days, the additional time shall be charged at a rate of \$70.00 per hour and \$0.50 per kilometer.

Further to the appeal process, the costs associated with the provincial level of appeal known as the Composite Assessment Review Board are not included in the fee set out under section 4.1.1. Rate of defence at Composite Assessment Review Board level is set at \$70.00 per hour and \$0.50 per kilometer.

In either of the two levels of the appeal process should expert or legal opinion be required, these costs shall be the responsibility of the Municipality.

4.1.3 Tax recovery Appraisals will be charged at a rate of \$175.00 plus GST for residential properties and \$300.00 plus GST for Commercial properties.

4.2 Except as otherwise provided for in this Agreement, the Consultant will be solely responsible for:

4.2.1 all mileage and automobile expenses associated with the

preparation of the contemplated assessment;

4.2.2 all accommodation, meals and related living expenses incurred or experienced by employees and representatives of the Consultant in the execution of this Agreement.

4.2.3 all employees of Benchmark Assessment Consultants Inc. wages and benefits.

4.3 The Municipality shall pay the Consultant's Fee as follows:

4.3.1 the Municipality will be invoiced on a monthly basis for work in progress and payment of the invoice is due and payable within 30 days of receipt of the invoice.

4.4 Should the Municipality request the consultant to undertake work that is not set out in Schedule "A", additional fees determined by the Consultant (within reason) will be charged regarding same. Should the amount of these additional fees exceed 10% of the amount set out in Article 4.1, such arrangement shall be handled by way of an amendment to this Agreement.

4.5 Any new or changed provincial legislation that creates additional services, studies and inspections will be negotiated as a separate contract.

5. COVENANTS OF THE CONSULTANT

5.1 The Consultant covenants and agrees with the Municipality as follows:

5.1.1 that the assessor(s) supplied by the Consultant for the performance of the Services shall be an Accredited Municipal Assessor of Alberta (AMAA) and shall designate those assessor(s) listed in Schedule "B" as the individuals to be the assessor(s) supplied;

5.1.2 the appointed assessor will endeavor to maintain proper equity in assessments within the Municipality;

5.1.3 the appointed assessor will be required to exercise independence and judgment in equating all of the relevant data involved in property assessment and determining final assessment value of property;

5.1.4 unless required by law, any data or other information concerning the Municipality, which is obtained by the Consultant in its dealings with the Municipality under this Agreement, shall be treated as confidential and shall not be disclosed without prior approval by the Municipality;

- 5.1.5 in the event that the Worker's Compensation Act of Alberta requires the Consultant to register with the Worker's Compensation Board ("WCB") the Consultant shall do so and upon demand by the Municipality, it shall deliver to the Municipality certification from WCB;
- 5.1.6 the Consultant shall comply with the provisions of:
 - 5.1.6.1 any Act of the legislature of the Province of Alberta and of the Parliament of Canada now in force or enacted thereafter;
 - 5.1.6.2 any regulations in force from time to time under any of the Acts referred to in Clause 5.1.6.1;
 - 5.1.6.3 any bylaw or resolution of the Municipality that expressly or by implication applies to the Consultant in respect of this Agreement;
- 5.1.7 the Consultant will ensure that its employees, when on assignment pursuant to this Agreement, will comply with any safety and security regulations and procedures in effect regarding the properties being assessed;
- 5.1.8 in addition to any authorizations, consents, licenses, right of entry or other estates or interest in land that have been obtained by the Minister of Municipal Affairs as outlined in the Municipal Government Act, Section 294(1), 295, 296; the consultant shall obtain all lawfully required authorizations, consents, licenses and right to entry to land or other estates or interests in land necessary for the Consultant to perform the Services;
- 5.1.9 the Consultant shall undertake the Services in an efficient, good and workmanlike manner, and in accordance with the Municipality's reasonable good standards;
- 5.1.10 the Consultant shall supply all equipment and motor vehicles necessary to carry out and record the Services including, without limitation, that equipment listed in Schedule "C";
- 5.1.11 the Consultant shall agree that all assessment documents and related information shall remain the property of the Municipality.

6. REPRESENTATIONS AND WARRANTIES OF CONSULTANT

6.1 The Consultant warrants that all the Services will be conducted strictly in accordance with the provisions of any relevant Provincial Legislation and Regulations thereto.

7. COVENANTS OF THE MUNICIPALITY

7.1 The Municipality covenants and agrees with the Consultant as follows:

- 7.1.1 that the Municipality will provide notice either directly or indirectly to all rate payers affected by the assessments that the Consultant has been retained to perform the inspections and prepare assessment reports;
- 7.1.2 that the Municipality will be responsible for costs that may be incurred as a result of ratepayer information brochures, requests for information, newspaper advertisements, etc.;
- 7.1.3 the Municipality shall make available to the Consultant all existing assessment information in the possession of the previous consultant relating to the land and premises forming the subject matter of this Agreement;
- 7.1.4 the Municipality agrees that the Consultant may utilize staff (other than AMAA staff) to assist the assessor(s) in performing the Services;
- 7.1.5 unless required by law, any data or other information concerning the Consultant, which is obtained by the Municipality in its dealings with the Consultant under this Agreement, shall be treated as confidential and shall not be disclosed without prior approval by the Consultant;
- 7.1.6 the Municipality shall supply to the Consultant, at no cost to the Consultant, the equipment listed in Schedule "D".

8. INSURANCE AND INDEMNIFICATION

8.1 The Consultant, at its expense, shall acquire and maintain throughout the Term the insurance (the "Insurance") described in Article 8.2.

- 8.2 The Insurance is as follows:
- 8.2.1 Two million (\$2,000,000.00) dollars inclusive limits commercial general liability insurance. The insurance will:
 - 8.2.1.1 include personal injury, employers, provisions for cross liability, and occurrence property damage;
 - 8.2.1.2 name the Municipality as an insured;
 - 8.2.1.3 contain a provision that precludes invalidation as respects the interest of the Municipality by reason of any breach or violation of warranties, representations, declarations or conditions;
 - 8.2.2 one million (\$1,00,000.00) dollars inclusive limits automobile liability insurance on a non-owned form, and on an owner's form, covering all licensed vehicles operated by or on behalf of the Consultant.
- 8.3 The Consultant shall cause each insurance policy to:
- 8.3.1 be primary, non-contributing with, and not excess of , any other insurance available to the Municipality;
 - 8.3.2 contain a prohibition against cancellation or material change that reduces or restricts the Insurance except on 30 days prior written notice to the Municipality; and
 - 8.3.3 be in a form and with insurers satisfactory to the Municipality, acting reasonably.
- 8.4 The Consultant shall promptly indemnify and hold harmless the Municipality from and against all Claims in connection with any Injury or any loss or damage to property arising from or out of this Agreement or occasioned wholly or in part by any fault, default, negligence, act or omission of the Consultant, or for those for whom the Consultant is responsible at law.

9. TERMINATION

- 9.1 The Municipality may terminate this Agreement forthwith in the event that:
- 9.1.1 the Consultant is adjudged a bankrupt or makes an assignment in bankruptcy;

- 9.1.2 a receiver is appointed for the Consultant.
- 9.2 The Municipality may terminate this Agreement upon 30 days prior written notice to the Consultant in the event that:
- 9.2.1 the Consultant shall be in default of any obligation on its part under this Agreement, the Municipality may issue a notice in writing of default and on failure of the Consultant to remedy the same or cause the same to be remedied within 60 days after the issue of the notice.
- 9.2.2 the Municipality and the Consultant are unable to negotiate a mutually acceptable Consultant's Fee for subsequent 5 year extension periods.
- 9.3 The Consultant may terminate this Agreement upon 30 days prior written notice to the Municipality in the event that:
- 9.3.1 the Municipality shall be in default of any obligation on its part under this Agreement, the Consultant may issue a notice in writing of default and on failure of the Municipality to remedy the same or cause the same to be remedied within 60 days after the issuance of the notice.
- 9.4 Either party may terminate this agreement without cause upon six (6) months written notice.
- 10 GENERAL
- 10.1 This Agreement may be amended solely by written consent of both parties.
- 10.2 This Agreement represents the entire agreement between the parties. No other terms, representations or warranties, verbal or otherwise, are to be inferred or implied.
- 10.3 Should the parties be unable to resolve any disputes which may arise regarding this Agreement, the matter(s) in dispute shall be referred to arbitration in accordance with the provisions of the Arbitration Act, Chapter A-43, R.S.A. 2000.
- 10.4 This Agreement ensures to the benefit of and is binding upon the parties to this Agreement and their respective successors and any permitted assignees of the Consultant.

- 10.5 The Consultant may not assign its rights and obligations under this Agreement without the prior written consent of the Municipality.
- 10.6 The Consultant, while performing any Services under this Agreement, is an independent contractor and not an agent of the Municipality.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

Town of Taber

Per: _____

Per: _____

Benchmark Assessment Consultants Inc.

Per: _____

Per: _____

SCHEDULE "A"

Basic Assessment Services:

- Annual assessment**
- General Rollover Assessment**
- Industrial Assessment including Machinery and Equipment**
- Mobile Home Assessment**
- Equalization Reports/ Audit Reports
- Open House
- Ratepayer Inquiries
- Local Assessment Review Board and Composite Assessment Review Board as per 4.1.2
- 20% to 25% re-inspection cycle on a yearly basis

** Assessment Services shall mean those services as may be required to inspect and assess all lands and premises located within the Town of Taber boundary including, without limitation, the following;

Land

- establish criteria in consultation with Municipal Affairs Assessment Standards and Inspections Branch;
- in accordance with Section 289(1), Municipal Government Act, visual inspections of each parcel of land, carrying out tests and investigations if in the opinion of the Consultant such tests and investigations are required;

Improvements

- establish criteria in consultation with Municipal Affairs Assessment Advisory Services Branch;
- in accordance with Section 291(1) Municipal Government Act, visual inspections of each improvement on lands within the Town of Taber and carry out interior inspections if in the opinion of the consultants, such interior inspection is required;
- the production of diagrams if in the opinion of the Consultant such diagrams are required.

SCHEDULE “B”

Designated Assessor(s)

- Morgan Strate
- Wayne Lamb
- Carol Megaw
- Kevin Halsted
- Stewart Dalrymple
- Christopher Snelgrove
- Ryan Vogt

Candidate Assessor(s)

- Brandon Garner
- Adam Martin

SCHEDULE "C"

Reports and/or Equipment supplied by Consultant

- Municipal Summary Report
- Computer Hardware & Software (as per proposal)

SCHEDULE "D"

Information and/or Equipment supplied by Municipality

- Work area (if required)
- Building Permits
- Building Plans
- Land Titles as requested
- Subdivision Plans
- Maps
- Land Use Bylaws

**TOWN OF TABER
BYLAW NO. 1 - 2006**

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA,
TO ESTABLISH THE POSITION OF DESIGNATED OFFICER.

WHEREAS, pursuant to the provisions of Section 210 of the Municipal Government Act, the Council may pass a bylaw to establish one or more positions to carry out the powers, duties, and functions of a designated officer.


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

1. That the position of Assessor be established to carry out the duties and responsibilities of an assessor as designated in the Municipal Government Act.
2. That this bylaw is effective upon the date of its third and final reading.


RES.6/06 **READ** a first time this 9th day of January 2006.

RES.7/06 **READ** a second time this 9th day of January 2006.

RES.9/06 **READ** a third time and finally passed this 9th of January 2006.



MAYOR



CHIEF ADMINISTRATIVE OFFICER



TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Subject: Community Future's Marketing and Economic Development Position

Date of April 28, 2014
Agenda:

Prepared By: Cory Armfelt, Director of Planning and Economic Development

Attachments: Position Description

Topic: Community Futures

Background:

As directed by the Joint Economic Development Committee (JEDC) a meeting has been held between Community Futures (CF), the MD of Taber and the Town of Taber to discuss the logistics around hiring a CF position as directed by the JEDC.

Understandings with respect to the position are:

- 1. Measureable goals need to be established for the position,
2. Accountability to those goals via the JEDC need to be established for the position,
3. CF will be responsible for the management of the position,
4. Municipal staff will report to their own council's on operational matters (as well as the JEDC), regarding progress of projects identified as priorities for the position,
5. The municipalities will be responsible for the development and delivery of information to CF that contributes to the completion of the selected projects,
6. The foundation of this collaboration is that the position will be overseen by CF and project work that provides a regional economic benefit (as directed by the JEDC) will be the priorities of the position.

The initial projects proposed for the position are:

- 1. CF will assist each organization in completing the "investment readiness toolkit" for the purposes of identifying local and regional strengths and areas for enhancement,
2. CF will assist the Town of Vauxhall, MD of Taber and Town of Taber complete the "Tourism Visioning Project" being lead and funded by the Canadian Badlands. The purpose of this effort is to develop a regional tourism strategy.
3. Once 1 and 2 are completed; CF personnel will assist in the development and preparation of investment attraction and marketing materials for the region,
4. Business Retention and Expansion surveys will be undertaken as needed/directed by either the JEDC or partnering municipality.

The request by Community Futures and the Joint Economic Development Committee is that the Town of Taber Council endorse this position and the proposed activities via a motion of support.


Options:

- 1. THAT COUNCIL accepts this information and passes a motion in support of the position and collaborative effort for regional economic development.
2. THAT COUNCIL does not pass a motion in support of the position.

Recommendation:

Option #1: THAT COUNCIL supports the actions of Community Futures and the Joint Economic Development Committee to create a position funded and managed solely by Community Futures for the purpose of working on regional economic development initiatives as identified as priorities by the Joint Economic Development Committee.

Approval Date: April 24, 2014

CAO: 



Marketing/ Community Economic Development Officer

Community Futures Chinook is a not-for-profit, community owned organization. We are committed to providing programs and resources to the communities of southeast Alberta. We promote entrepreneurship, small business training and community economic development. For more information please visit our website at www.chinook.albertacf.com.

Knowledge, Skills and Abilities:

- Marketing in a regional setting
- Ability to deal with diverse groups with excellent presentation and interpersonal skills.
- Knowledge of formal and informal political processes and of existing government sponsored economic development initiatives and programs.
- Ability to create a system to keep track of information relevant to economic development and knowledge of finance, project evaluation, marketing and legal processes.
- Ability to work with minimal supervision and retain confidential information.

Qualifications:

- A degree or certification in Commerce, Economic Development, Marketing or Business Administration is preferred but not necessary.
- Two to five years' experience in economic development or the private industry would definitely be an asset.
- Project Management & Computer skills are essential.
- Good written/verbal communications and public relations skills.
- Possess a valid class 5 driver's license and reliable vehicle.
- Graphic Design skills would be an asset

POSITION REPORTS TO:

General Manager of Community Futures Chinook

SPECIFIC DUTIES OF THIS POSITION:

- A. Work with regional stakeholders on an approved project basis
- B. Develop and implement project plans including performance measures and outcomes.
- C. Develop marketing materials and updates the regional community profiles.
- F. Develops strategies to further economic, tourism and community development goals.
- G. Assist with developing training programs targeted at local business needs.
- H. Develop networks and partnerships with the business community, federal and provincial governments, municipalities and associations in achieving the established goals and objectives of the Region.
- I. Develop relationships with regional partners on common issues.
- J. Attend meetings relevant to the Region on Economic Development, Tourism and Community Issues.

Please send a resume and cover-letter to: sblewett@albertacf.com

Successful candidates will be contacted for an interview, Application Deadline: **May 23rd, 2014**




TOWN OF TABER COUNCIL REQUEST FOR DECISION

Subject: Bylaw Enforcement	Date of April 28, 2014 Agenda:
Prepared By: Greg Birch, CAO	
Attachments: None	
Topic: Standard of Bylaw Enforcement in Taber	
Background:	<p>Some Councillors have recently approached the Chief Administrative Officer to request more stringent bylaw enforcement. In particular, those Councillors have asked for increased enforcement against proliferation of weeds and unsightly properties, especially those under development or construction, and along highways and Town entrances. In that there tends to be a delicate balance on such matters, with the pendulum swinging between more rigorous enforcement and less rigorous enforcement, administration wants to be sure that the majority of Council wants to see an emphasis on increased enforcement at this time.</p>
Options:	<ol style="list-style-type: none">1. Council could adopt a resolution requesting increased enforcement while recognizing the need for balance.2. Council could decide not to express an opinion on this matter at this time, or at least not do so by resolution.3. Council could specify what exact issues it wants to be the focus of increased bylaw enforcement.4. Council could ask for less bylaw enforcement efforts at this time.
Recommendation: That Council directs administration to increase its bylaw enforcement efforts, especially as it pertains to unsightly properties and uncontrolled vegetation and weeds, while still recognizing the need for balance with the enforcement effort and the limit on resources that are assigned to this municipal interest.	
Approval Date:	April 24, 2014 CAO: <i>TGS</i>



Agenda Item No. 7.E)

TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Subject: Old Police Station, Library and Court House	Date of April 28, 2014 Agenda:
Prepared By: Greg Birch, CAO	
Attachments: Town of Taber and Arts Council of Taber Society Lease dated July 29, 2009; and, Proposed Lease Schedule "A"	
Topic: Lease of Old Police Station, Library and Court House	
Background:	At its March 10, 2014 meeting, Council asked that the lease with the Arts Council of Taber (ACT) for the old Police Station, Library and Court House be cancelled due to lack of compliance, and that a new lease be created. Administration is still working on that lease but would like confirmation of the general direction proposed by administration. That general direction is set out in the attached Schedule "A".
Options:	<ol style="list-style-type: none">1. Council could agree to the general direction proposed by administration for development of a new lease with ACT.2. Council could provide instruction as to some items it wants included, or excluded, within any lease with ACT.3. Council could defer any comment on the lease with ACT until an actual draft is available.
Recommendation: That Council agrees to the general direction proposed by administration, as described in the agenda material, for a new lease with the Arts Council of Taber and requests administration continue with preparation of that lease.	
Approval Date:	April 24, 2014 CAO: 

THIS AGREEMENT dated this 29 day of July, 2009.

BETWEEN:

THE TOWN OF TABER, A 4900 - 50 STREET, TABER, AB, T1G 1T1, A MUNICIPAL CORPORATION, WITHIN THE PROVINCE OF ALBERTA (hereinafter referred to as the "Lessor")

OF THE FIRST PART

- AND -

THE ARTS COUNCIL OF TABER SOCIETY
P.O. BOX 4264, TABER, AB T1G 2C7

(hereinafter referred to as the "Lessee")

OF THE SECOND PART

WHEREAS the Lessor is the registered owner of an estate in fee simple, subject, however to such encumbrances as are notified by memorandum underwritten or endorsed on the title of that piece of land known and described as follows:

**LOTS 10, 11,, 12, 13 AND 14
BLOCK 15
PLAN 5638L
EXCEPTING THEREOUT ALL MINES AND MINERALS
(hereinafter referred to as the "said lands")**

And a group of Buildings commonly referred to as the Old Police Building, the Old Court House and the Old Library and the land on which they are situated all of which are hereinafter referred to as the "said premises".

AND WHEREAS it is agreed that the Lessor and Lessee have the common objective of providing the population of Taber and District with a facility to provide for the development and operation of an Arts Centre for the Visual and Performing Arts for the residents of the Town of Taber and District.

IT IS AGREED between the parties that the premises herein described must be used primarily for the purpose of the foregoing objective.

AND WHEREAS the Lessor and the Lessee have the common objective of providing a facility to foster the foregoing objective.

NOW THEREFORE in the consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. TERM OF LEASE

THE LESSOR DOES HEREBY LEASE to the Lessee and the Lessee hereby leases from the Lessor all of the said premises to be held by the Lessee as tenant for the space of approximately twenty (20) years from **March 1, 2007 to February 28, 2028**, hereinafter referred to as the said term, at the rental rate of \$1.00 per year the payment of which is hereby acknowledged.

2. RENEWAL

Provided that the Lessee has not been in default during the term of this lease, then the Lessee may give the Town notice in writing that it wishes to renew this lease, at least six (6) months before the expiry of this lease. The Town will then enter into negotiations with the Lessee as to the Terms of the new lease, however, the Lessee agrees and acknowledges that any renewed lease shall be subject to approval of Town Council in its' sole discretion.

3. TERMINATION OR DEFAULT

- a) Either party may terminate this agreement with twenty-four (24) months written notice.
- b) The Lessor will not cancel the lease unless the Lessee is in violation of the terms of the lease.

4. INSURANCE

- a) The Lessee is responsible for insurance coverage for theft, fire, damage or loss of any kind or nature to any possessions/equipment that may be owned or leased that will be used in operations of the facility.
- b) The Lessee agrees to carry a minimum of \$2,000,000 comprehensive general liability. A copy of the policy shall be provided to the Lessor, prior to occupancy.

5. UTILITIES

The Lessor agrees to pay all utilities until April 1, 2010 after which time all the utilities will become the responsibility of Lessee.

6. MAINTENANCE

The Lessee and Lessor further agree to the following:

- a) The Lessee shall be responsible for maintaining the said premises in good and tenable repair. The Lessee shall be responsible for facility and grounds maintenance and caretaking costs. The Lessee will provide and

maintain all plumbing, pipes and plumbing fixtures, light fixtures, windows, etc.

In the interest of clarity the Lessor shall be responsible for major repairs such as a leaky roof, failure of heating or air conditioning units.

- b) The Lessee agrees that if any modifications or improvements are required, this will be the sole expense of the Lessee and subject to the Lessor's approval and in addition the Lessee acknowledges that Development Permits, Building Permits and other approvals may be required prior to commencement of proposed modifications. Improvements shall become the property of the Lessor upon termination of this lease or expiry of same.
- c) The Lessee agrees that if any damages occur to the space while being occupied or under the care and responsibility of the Lessee, the costs to rectify the leased space to its' original state (as far as it is practical) is the sole responsibility of the Lessee.

7. ENTRY RIGHTS

The parties agree that the Town or its' employees and agents may enter the property without prior notification for inspection purposes. Additionally, the Lessee will consent to have the Town or its' employees or agents enter the leased space for any maintenance that may be required.

8. INDEMNIFICATION

- a) The Lessor shall not be liable nor responsible in any way, for any loss of, or damage or injury to, any property belonging to the Lessee, or to any agent, or employee of the Lessee, or to any other person claiming through the Lessee, nor shall the Lessor be liable nor responsible in any way, for any personal injury or death that may be suffered or sustained by the Lessee, or any agent or employee of the Lessee, or any other person who may be or come upon the leased lands and premises.
- b) The Lessee both jointly and severally shall indemnify and save harmless the Lessor of and from all liabilities, fines, suits, claims, demands and actions of any kind or nature which may be brought against the Lessor, its' agents or employees, whether arising by reason of any breach, violation or non-performance by the Lessee of any of the covenants, terms or provisions hereof, arising by reason of the act or neglect of either the Lessee, its' agents or employees. The Lessee's indemnification of the Lessor shall survive any termination of this Lease, notwithstanding anything herein contained to the contrary.

9. FINANCIAL STATEMENT

The Lessee agrees to provide the Lessor with an annual financial statement on or before August 1 of each year.

10. ACTIVITIES/PROGRAMS REPORT

The Lessee will provide a written report to the Lessor on its' annual activities and programs on or before August 1 of each year.

11. SOCIETIES ACT

The Lessee agrees to keep current its' Registration and Status with the Societies Act of Alberta and agrees to provide the town with a copy of its' Corporate Registry Annual Return.

12. ACKNOWLEDGEMENT OF THE LESSEE

- a) The Lessee further covenants with the Lessor that if during the said term the Lessee's goods and chattels on the said premises liable to distress shall be at any time seized or taken in execution or attachment by any creditor of the Lessee or if the Lessee shall make an assignment for the benefit of creditors or becoming bankrupt or insolvent or shall take the benefit of any Act for bankrupt or insolvent debtors, the said term shall immediately become forfeited and void and the Lessor shall be thereupon entitled to retake possession of the said lands.
- b) And the Lessee also covenants with the Lessor that the Lessee, will at all times during the continuance of the said term hereby demised keep, and at the termination thereof, yield up the said premises in good and tenantable repair, storm and tempest or other casualty not due to the negligence or carelessness of the Lessee and reasonable wear and tear being excepted.
- c) Provided always that it shall be lawful for the Lessor or his agent either alone or with workmen or with others, from time to time at all reasonable times in the day time, during the said term, to enter upon the said premises and every par thereof, to view and examine the state and condition thereof, and in case of any want of reparation or amendment be found on any such examination the Lessee shall and will from time to time cause the same to be well and sufficiently repaired, amended and made good within one (1) month next after notice in writing shall have been given to him or left at or upon the hereby said premises for that purpose; and if the Lessee shall fail in making the necessary repairs in the manner hereinbefore described, that it shall be lawful for the Lessor or his agent to enter into or upon the said premises and have the same repaired in a proper manner, and to render the account for such repairs

to the Lessee, and demand payment for same; and if default be made in payment thereof, to sue for the same in any Court of Law having jurisdiction over the same.

- d) And the Lessor covenants with the Lessee for quiet enjoyment of the said premises during the continuance of the said term.
- e) And the Lessor hereby agrees to pay all taxes, rates and assessments that may be levied against the said premises during the term hereby granted.
- f) And the Lessee acknowledges and agrees that the FOIPP Act applies to all records relating to, or obtained, or compiled, collected or provided to the Town under or pursuant to this agreement.

13. HEALTH & SAFETY

- a) The Lessee is responsible to comply with the provisions of the Occupational Health & Safety Act, RSA 2000, Chapter 0-2, and amendments thereto and regulations there under or any successive legislation.
- b) For the purpose of this Agreement, the Lessee is assigned the role of the prime contractor for the worksite and is responsible for ensuring compliance with the Occupational Health & Safety Act by all employers and employees on the site.

14. NOTICES

The parties may give the other party Notice pursuant to the Agreement, in writing to the addresses as follows:

LESSOR: A 4900 – 50 STREET, TABER, AB, T1G 1T1

LESSEE: P.O. BOX 4264, TABER, AB T1G 2C7

15. SINGULAR/MASCULINE

Wherever the singular and masculine are used throughout the Agreement, the same shall be construed as meaning the plural or feminine where the context of the parties hereto so require.

16. ENTIRE AGREEMENT

This Agreement constitutes the entire Agreement between the parties hereto relating to the subject matter hereof and supersedes and excludes all prior

agreements, understandings, representations, collateral agreements, negotiations and discussions, whether oral or written, of the parties.

17. INDEPENDENT LEGAL OR PROFESSIONAL ADVICE

The Lessee acknowledges that prior to executing this Agreement, they had been advised by the Lessor to obtain independent legal advice or other professional advice. By signing this Agreement the Lessee confirms that they have had a reasonable opportunity to consider this offer and to seek independent legal or other professional advice prior to executing this Agreement and either:

- a) obtained independent legal or other professional advice; or
- b) waived the right to obtain legal or other professional advice.

IN WITNESS WHEREOF the Parties have duly executed this Agreement as of the date and year first above written.

**ARTS COUNCIL
OF TABER SOCIETY**

President

Secretary

TOWN OF TABER

Mayor

Chief Administrative Officer

AFFIDAVIT OF EXECUTION

CANADA,) I, FRASER SHAW
) of the Town of Taber,
PROVINCE OF ALBERTA) in the Province of Alberta,
) make Oath and say:
TO WIT)

1. THAT I was personally present and did see DIANE LLEWELYN-JONES named in the within instrument, who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein;
2. THAT the same was executed at the Town of Taber, in the Province of Alberta, and that I am the subscribing witness thereto;
3. THAT I know the said DIANE LLEWELYN-JONES and he is in my belief of the full age of eighteen years.

Sworn before me at the Town of Taber)
in the Province of Alberta,)
this 30 day of JULY, A.D.2006)

[Signature]

[Signature]

A Commissioner of Oaths in and for
the Province of Alberta

GARY L. HUDSON
Commissioner for Oaths
Appointment Term: ends October 25, 2010

AFFIDAVIT OF EXECUTION

CANADA,) I, FRASER SHAW
) of the Town of Taber,
PROVINCE OF ALBERTA) in the Province of Alberta,
) make Oath and say:
TO WIT)

1. THAT I was personally present and did see PATRI PILLMAN named in the within instrument, who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein;
4. THAT the same was executed at the Town of Taber, in the Province of Alberta, and that I am the subscribing witness thereto;
5. THAT I know the said PATRI PILLMAN and he is in my belief of the full age of eighteen years.

Sworn before me at the Town of Taber)
in the Province of Alberta,)
this 30 day of JULY, A.D. 2008)

FRS

Fraser Shaw

Gary L. Hudson

A Commissioner of Oaths in and for
the Province of Alberta

GARY L. HUDSON
Commissioner for Oaths
Appointment Terminates October 25, 2010

Schedule "A" to old Police Station, Library and Court House Lease item on April 22, 2014 Agenda

Administration is proposing that the new lease with the Arts Council of Taber Society (ACT) include the following characteristics in addition to typical lease items:

- a) The areas to be leased will comprise the old Police Station and Library;
- b) The old Court House will not be leased to any party at this time so that it can be renovated. The Town may choose to lease it in future, and not necessarily to ACT;
- c) ACT will pay a nominal amount for the lease (\$1.00 per annum);
- d) ACT will have primary use of the facility on a regular basis, and will have a corresponding responsibility to keep the facility clean and do basic maintenance, including snow removal from sidewalks;
- e) Other community arts and cultural groups, such as Taber Players, will have the right to use the facilities too, provided they do not interfere with ACT activities in terms of scheduling, etc.;
- f) ACT will have the ability to charge only a small fee to the other groups for use of the facility, simply to recover cleaning costs (as necessary);
- g) The Town will incur all costs of building maintenance apart from cleaning and similar day-to-day maintenance;
- h) The Town will incur all utility costs;
- i) ACT shall not make any changes to the structure of the building. Any minor changes to fixtures or other peripheral items related to artistic and storage, etc. needs of ACT, such as changes to lighting or stage set up for performance purposes, are permitted;
- j) ACT will have three (3) months to remove any of its belongings from the old Court House building; and,
- k) The lease duration shall be two (2) years but may be renewed. Critical in this regard is the study to be undertaken by the Taber Performing Arts Centre Committee, which will likely have an impact on the facilities being leased to ACT.



TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Table with 2 columns and 6 rows. Row 1: Subject (Inter-municipal Protective Services Committee), Date of (April 28, 2014), Agenda: (blank). Row 2: Prepared By: Greg Birch, CAO. Row 3: Attachments: MD of Taber letter of December 17, 2013; Town of Taber letter of March 24, 2014. Row 4: Topic: Proposed Amendment to Inter-municipal Protective Services Committee Terms of Reference. Row 5: Background: In summer 2013, the Inter-municipal Protective Services Committee asked for two additional members... At the December 5, 2013 Inter-municipal Protective Services Committee meeting... The Inter-municipal Protective Services Committee discussed the matter at its March 27, 2014 meeting... Row 6: Options: 1. Town Council could agree with the proposed change in Committee membership. 2. Council could propose that the Committee membership be changed so that the MD of Taber and Town of Vauxhall have one member each... 3. Council could affirm the previous Council decision... Row 7: Recommendation: That Council not support the requested change in membership on the Inter-municipal Protective Services Committee because the two municipalities involved in the Regional Fire Authority are already represented on the Committee. Row 8: Approval Date: April 24, 2014, CAO: [Signature]

Municipal District of Taber

Administration Office



December 17, 2013

Town of Taber
4900A – 50th Street
Taber, Alberta
T1G 1T1



Attention: Greg Birch, CAO

Dear Greg,

Re: Protective Services Committee

At the December 5, 2013 Protective Services Committee meeting Resolution PS-2013-67 was passed recommending to each municipality that the Protective Services Committee Terms of Reference be amended to include the Regional Fire Authority as a member of the Protective Services Committee. The recommended changes are highlighted on Page 8 of the enclosed Terms of Reference. Please review this resolution with your respective Council.

In addition, please forward any amendments to your Disaster Plan to Jon Hood - Director of Emergency Management so that the Intermunicipal Emergency Plan can be fully updated.

Sincerely,


Derrick Krizsan
Municipal Administrator
Municipal District of Taber

Inter-Municipal Protective Services Committee

**Municipal District of Taber
Town of Taber
Town of Vauxhall
Village of Barnwell**

Terms of Reference

Version Dated: September 15, 2009

The following is a list of organizations authorizing the Inter-municipal Protective Services Committee Terms of Reference dated September 15, 2009.

<u>Name of Organization</u>	<u>Date and Signature</u>
Name of Authorized Agent: Title of Authorized Agent: Agency/Organization: Municipal District of Taber	
Name of Authorized Agent: Title of Authorized Agent: Agency/Organization: Town of Taber	
Name of Authorized Agent: Title of Authorized Agent: Agency/Organization: Town of Vauxhall	
Name of Authorized Agent: Title of Authorized Agent: Agency/Organization: Village of Barnwell	

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Preamble

The Inter-municipal Protective Services Committee agrees to these Terms of Reference for developing an Inter-municipal plan for the provision of Protective Services within the boundaries of the Municipal District of Taber given that:

- 5 Fire Departments operate under the direction and control of 3 municipalities;
- The effectiveness and efficiency of Protective Services will be enhanced through cooperation and communication;
- Consultation on Protective Services will be enhanced and will reduce inter-municipal conflict; and
- Although out of scope for the Inter-municipal Protective Services Committee, the inclusion of policing services will provide a balanced overview for elected officials when considering community protective service initiatives.

Vision for the Inter-municipal Protective Services Committee

The Plan is intended to:

- Protect and enhance the safety of citizens within all municipalities;
- Provide a collaborative forum for budget oversight, capital purchasing and discussion of protective services issues;
- Recommend adoption of protective services budgets;
- Serve as a catalyst for proactive decision making.
- Take advantage of economies of scale where they exist with regards to standardizing of training and equipment.

1. Introduction

Managing and protecting the public within the boundaries of the Municipal District of Taber, and outside of those boundaries through inter-municipal agreements with adjoining municipalities is a complex task.

Multi-jurisdictional protective services decisions covering a multiplicity of potential protective service contingencies including agricultural, residential, recreational, and industrial developments add to this complexity.

The Inter-municipal Protective Services Committee will review annual budgets, outcomes, priorities for capital equipment replacement, all within available budget resources.

The Committee will be based upon identifying priorities, targets, outcomes, strategies and associated timelines for management actions, monitoring, and evaluation.

Based on the desired outcomes and identification of critical areas the Inter-Municipal Protective Services Committee has the following objectives:

- 1.1 Review annual Fire service capital purchases,
- 1.2 Review and provide recommendations to member Councils on issues that arise that may impact the provision of protective services within member municipalities,
- 1.3 Recommend to member Councils projects, programs or initiatives that may serve to enhance the provision of protective services within member municipalities,
- 1.4 Recommend an action plan, policy changes, best management practices that may enhance protective services within member municipalities,
- 1.5 Act as the Joint Emergency Management Services committee for member municipalities.
- 1.6 Develop and Implement a joint Emergency Management Plan.

2. Geographic Description of the Inter-Municipal Protective Services Area

The Municipal District of Taber's boundaries lie between Townships 7 and 15 and Ranges 13 to 20. The municipality is served by the Crowsnest CPR line in the southern part of the municipality. Provincial Highways 3, 36, 513, 521, 524, 526, 845, 864, 875, and 877 traverse the municipality providing transportation links with other major centers within the region, province, country and internationally. The municipality has a total area of 401,477 hectares.

The Municipal District of Taber's economy is based around primary agriculture, oil and gas and agricultural processing. Its 6,714 citizens are mainly rural, however 3 Hamlets – Grassy Lake population 595, Hays population 110 and Enchant population 205 form the basis for localized urban centers which provide both labour and basic support services to the local economy. The Municipality is served by 3 volunteer fire departments – Hays Fire Department, Grassy Lake Fire Department, and the Enchant Fire Department as well as contracted services for rural fire services from the Town of Taber and The Town of Vauxhall.

The Town of Taber's population exceeds 7800 with a mix of residential, commercial and light industrial development. The Town of Taber is served by a mix of full time and volunteer fire fighters.

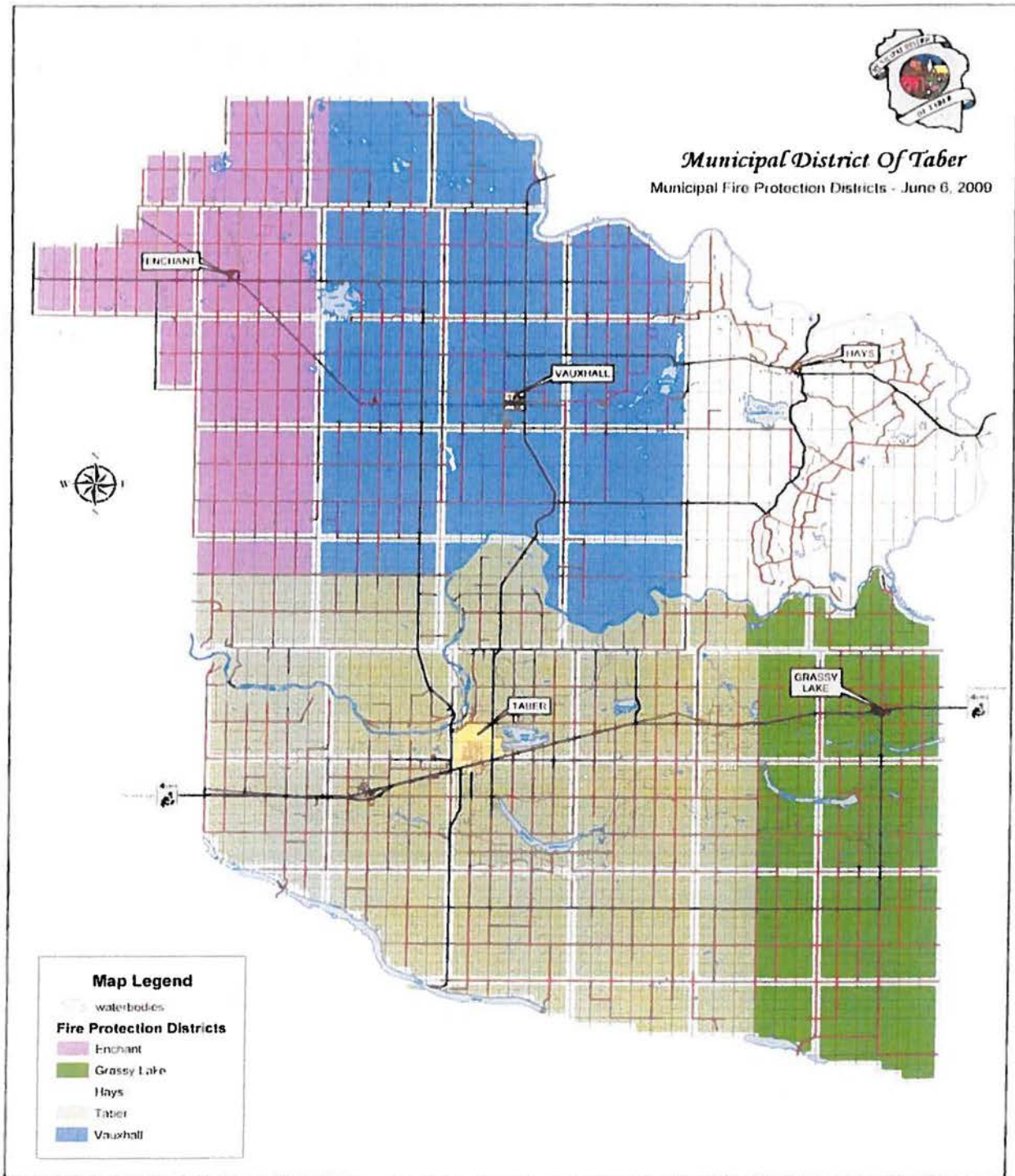
The Town of Vauxhall's population is 1069 and has a mix of residential, commercial and light industrial development. The Town of Vauxhall is served by volunteer fighters.

The Village of Barnwell's population is 613 and is mainly a residential community. The Village contracts all Fire Services with the Town of Taber.

A Map of Fire Protection Districts is attached.



Municipal District of Taber
Municipal Fire Protection Districts - June 6, 2009



4. Inter-municipal Protective Services Committee Governance

4.1 The Inter-municipal Protective Services Committee will consist of elected officials from each of the 4 municipalities located within the boundaries of the Municipal District of Taber which shall be appointed by their respective councils as voting members:

1. Two elected officials from the Town of Taber,
2. Two elected officials from the Town of Vauxhall,
3. One elected official from the Village of Barnwell, and
4. Two elected officials from the Municipal District of Taber,
5. One Representative from the Regional Fire Authority, and

As non-voting members:

1. Administrative personnel from each municipality to be determined by each municipality,
2. Fire Chiefs from each fire department,
3. A representative of the RCMP,
4. A representative of the Town of Taber Police Service,
5. A representative of Alberta Health – Zone Operations Director,
6. A representative of Emergency Management Alberta.

4.2 Meetings of the Inter-municipal Protective Services Committee should be kept to a minimum but will endeavor to meet on a quarterly basis to:

- 4.2.1 Review annual capital purchases,
- 4.2.2 Review Inter-municipal initiatives that support protective service agencies,
- 4.2.3 Review standardization of fire apparatus and equipment,
- 4.2.4 Develop, Implement and Review joint Emergency Management response plans,
- 4.2.5 Develop and recommend to the respective municipalities Councils appropriate courses of action on protective services issues.

4.3 The Committee shall be chaired by a voting member selected from the body of the committee,

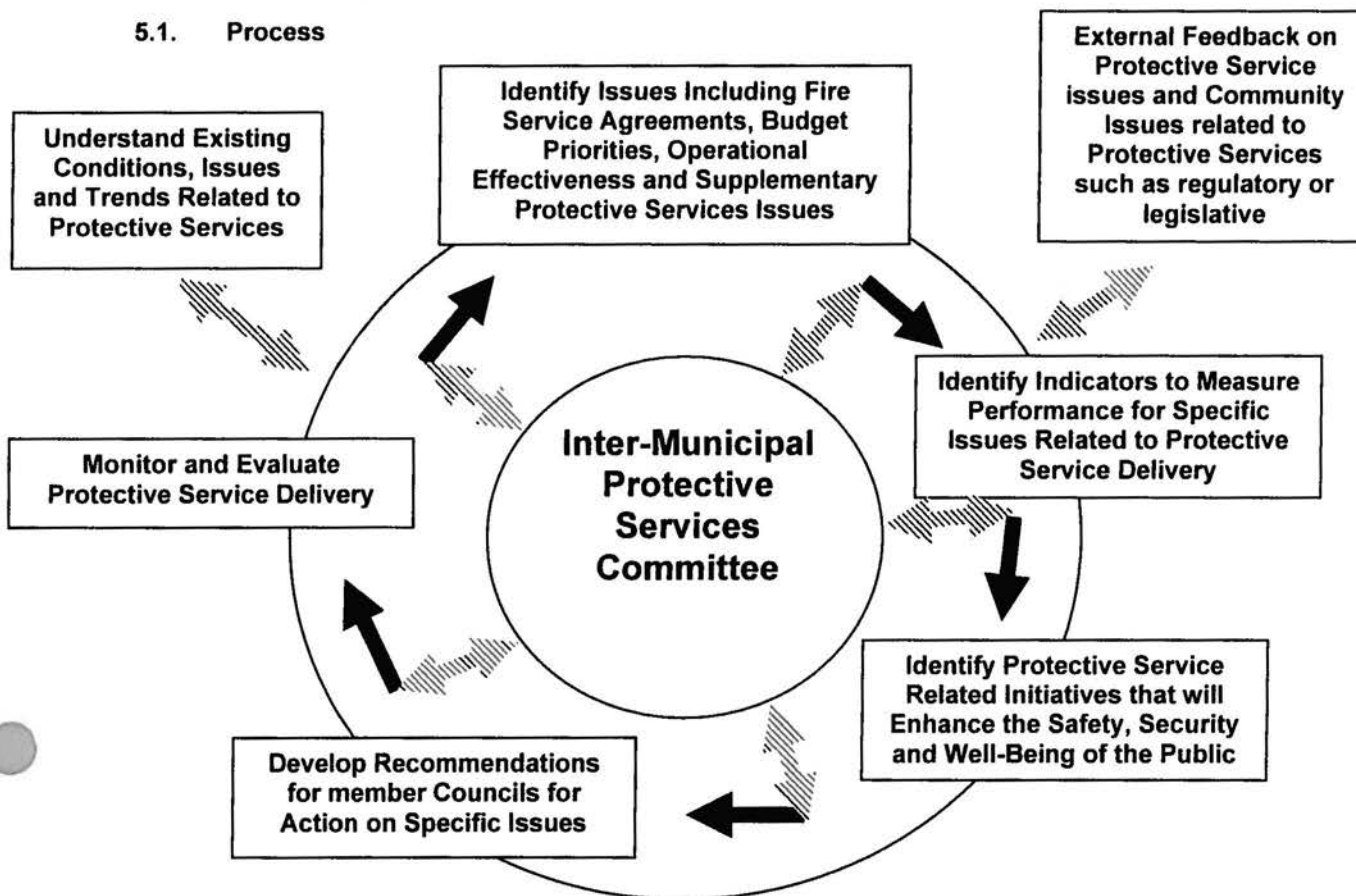
4.4 The Committee shall appoint a secretary from the same municipality as the Chairman who shall attend and keep the records of all meetings of the Committee,

4.5 A quorum for meetings of the Inter-municipal Protective Services Committee shall be Five (5) members representing Three (3) municipalities.

4.6 The Committee shall develop protocols and practices that will assist in the governance and functioning of the Committee.

5. The Inter-Municipal Protective Services Committee: Process and Principles

5.1. Process



5.2. Principles

The Inter-Municipal Protective Services Committee will strive to ensure that the Committee will:

1. Recognize the independent nature of municipal fire protection agencies specific to each municipality,
2. Recognize the independent and confidential nature of policing,
3. Be a strategic driver of action on inter-municipal issues,
4. Provide a basis for discussion on protective services issues and concerns,
5. Respect municipal member municipality policies,
6. Serve the best interest of the public,
7. Utilize the best available information,
8. Result in realistic recommendations that can be used by member councils,
9. Develop opportunities for inter-municipal cooperation that results in increased efficiency and effectiveness,
10. Ensure linkages between fire departments, protective service agencies and member municipalities,
11. Identify inter-municipal projects and services that may be initiated for the benefit of members,
12. Identify practices and strategies that would enhance protective services,
13. Provide a link between protective service agencies and member councils.



4A 4A

A - 4900 50 ST TABER, AB CANADA T1G 1T1
TELEPHONE: (403) 223 5500 FAX: (403) 223 5530

March 24, 2014

File: 100-M02

Protective Services Committee
C/O MD of Taber
B - 4900 50 St
Taber, AB
T1G 1T2

Attention: Mr. Ben Eifring, Chair

Dear Mr. Eifring,

RE: Protective Services Committee Membership

I am writing in response to the Protective Services Committee's Resolution PS-2013-67 and the attached request from Derrick Krizsan. That resolution requests that the Committee members agree to the addition of the "Regional Fire Authority" as a member of the Protective Services Committee.

This question was put to Town of Taber Council last September. Council discussed it and adopted the following resolution:

"RES.297/13 MOVED by Council Tams that Council directs Administration to write a letter to the other three municipalities involved in the Protective Services Committee stating that the Town does not support any change in Committee membership because the two municipalities involved in the new Regional Fire Authority are already represented on the Committee.

CARRIED UNANIMOUSLY"

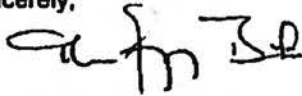
The discussion was then communicated to the chief administrative officers of the MD of Taber, Town of Vauxhall and Village of Barnwell (see attached correspondence).

I do not attend all of the Protective Services Committee meetings and did not attend the December 5, 2014 meeting when the Committee adopted Resolution PS-2013-67. Thus I apologize for having to ask whether or not the Protective Services Committee was aware of the Taber Town Council decision when it adopted this resolution. The Town appointees to the Committee, Councillors Brewin and Prokop, were attending their first Protective Services Committee meeting on December 5th, so they would have been unfamiliar with the history of the request.

During Council's discussion in September, there was considerable uncertainty as to why creation of the new Regional Fire Authority required a change in membership of the Protective Services Committee. The Regional Fire Authority is comprised of municipalities already on the Protective Services Committee. There is representation. Adding additional members increases the proportionate representation of the MD of Taber and Town of Vauxhall on the Protective Services Committee. An alternative within the existing framework would be to have the MD of Taber and Town of Vauxhall adjust their current representative mix to ensure that it reflects the Regional Fire District's interests.

In summary, did the Protective Services Committee consider the Taber Council resolution when it discussed the Committee membership on December 5th? Are there alternative solutions rather than a change in Committee structure? Is the Committee asking the Town of Taber Council to reconsider its earlier decision?

Sincerely,

A handwritten signature in black ink, appearing to read "T. Greg Birch". The signature is stylized and cursive.

T. Greg Birch, RPP, MCIP
Chief Administrative Officer

Enclosures

Cc Councilor J. Brewin
Councilor A. Prokop

Municipal District of Taber

Administration Office



December 17, 2013

Town of Taber
4900A – 50th Street
Taber, Alberta
T1G 1T1



COPY

Attention: Greg Birch, CAO

Dear Greg,

Re: Protective Services Committee

At the December 5, 2013 Protective Services Committee meeting Resolution PS-2013-67 was passed recommending to each municipality that the Protective Services Committee Terms of Reference be amended to include the Regional Fire Authority as a member of the Protective Services Committee. The recommended changes are highlighted on Page 8 of the enclosed Terms of Reference. Please review this resolution with your respective Council.

In addition, please forward any amendments to your Disaster Plan to Jon Hood - Director of Emergency Management so that the Intermunicipal Emergency Plan can be fully updated.

Sincerely,

A handwritten signature in blue ink, appearing to read "Derrick Krizsan".

Derrick Krizsan
Municipal Administrator
Municipal District of Taber



A - 4900 50 ST TABER, AB CANADA T1G 1T1
TELEPHONE (403) 223 5500 FAX (403) 223 5570

COPY

September 17, 2013

Municipal District of Taber
B - 4900 50 St
Taber, AB
T1G 1T2

Attention: Mr. Derrick Krizsan, Municipal Administrator

Dear Mr. Krizsan,

RE: Protective Services Committee Membership

We advise that Council of the Town of Taber at their Regular meeting of September 9, 2013, made the following resolution:

"RES.297/13 MOVED by Councillor Tams that Council directs Administration to write a letter to the other three municipalities involved in the Protective Services Committee stating that the Town does not support any change in Committee membership because the two municipalities involved in the new Regional Fire Authority are already represented on the Committee.

CARRIED UNANIMOUSLY"

Yours truly,

T. Greg Birch, RPP, MCIP
Chief Administrative Officer



TOWN OF
TABER

A 4900 50 ST TABER, AB CANADA T1G 1T1
TELEPHONE (403) 223 5500 FAX (403) 223 5530

COPY

September 17, 2013

Town of Vauxhall
PO Box 509
Vauxhall, AB
T0K 2K0

Attention: Ms. Barb Miller, Chief Administrative Officer

Dear Ms. Miller,

RE: Protective Services Committee Membership

We advise that Council of the Town of Taber at their Regular meeting of September 9, 2013, made the following resolution:

"RES.297/13 MOVED by Councillor Tams that Council directs Administration to write a letter to the other three municipalities involved in the Protective Services Committee stating that the Town does not support any change in Committee membership because the two municipalities involved in the new Regional Fire Authority are already represented on the Committee.

CARRIED UNANIMOUSLY"

Yours truly,

T. Greg Birch, RPP, MCIP
Chief Administrative Officer



TOWN OF
TABER

A - 4900 50 ST TABER, AB CANADA T1G 1T1
TELEPHONE (403) 223 5500 FAX (403) 223 5530

COPY

September 17, 2013

Village of Barnwell
PO Box 159
Barnwell, AB
T0K 0B0

Attention: Ms. Wendy Bateman, Chief Administrative Officer

Dear Ms. Bateman,

RE: Protective Services Committee Membership

We advise that Council of the Town of Taber at their Regular meeting of September 9, 2013, made the following resolution:

"RES.297/13 MOVED by Councillor Tams that Council directs Administration to write a letter to the other three municipalities involved in the Protective Services Committee stating that the Town does not support any change in Committee membership because the two municipalities involved in the new Regional Fire Authority are already represented on the Committee.


CARRIED UNANIMOUSLY"

Yours truly,

T. Greg Birch, RPP, MCIP
Chief Administrative Officer



TOWN OF TABER COUNCIL REQUEST FOR DECISION

Subject: Emergency Management		Date of April 28, 2014
		Agenda:
Prepared By: Greg Birch, CAO		
Attachments: None		
Topic: Appointment of Director of Emergency Management		
Background:	Fire Chief Mike Bos, the current Director of Emergency Management, is leaving the Town of Taber on April 25, 2014 for other employment. We are advertising to replace Mr. Bos but it will likely take a month or two before we have a new Fire Chief. Dale Culler is the Deputy Director but has requested that the Town appoint an interim Director to take charge in the event of a major emergency. Robert Grossman will be the Town's interim Fire Chief and he has experience with disaster operations, albeit in British Columbia. Administration believes that Mr. Grossman would be a suitable person to coordinate the Town's response in the event of a major emergency (disaster).	
Options:	1.	Council could appoint the interim Fire Chief Robert Grossman as the Director of Emergency Management.
	2.	Council could appoint CAO Greg Birch as the Director of Emergency Management.
	3.	Council could choose to leave the position vacant while we hire a new fire chief.
Recommendation: That Council appoint Robert Grossman as the Director of Emergency Management.		
Approval Date:	April 24, 2014	CAO: 



TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Table with 2 columns: Field Name and Value. Fields include Subject, Date of Agenda, Prepared By, Attachments, Topic, Background, Options, Recommendation, and Approval Date.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary - West*



Greg

AR71414

April 7, 2014

His Worship Hendrick De Vlieger
Mayor
Town of Taber
4900A - 50 Street
Taber, AB T1G 1T1

Dear Mayor De Vlieger,

On March 6, 2014, Budget 2014 announced the consolidation of the Municipal Sustainability Initiative (MSI) Capital and Basic Municipal Transportation Grant (BMTG) programs under the MSI Capital program. The consolidation has brought together over \$1.2 billion of grant funding for infrastructure in 2014 and will result in more streamlined, efficient and flexible program delivery for municipalities.

The government remains committed to providing the full \$11.3 billion in funding to municipalities over the life of the MSI and increases resulting from the consolidation of the MSI Capital with the BMTG will be in addition to this commitment.

In 2014, total consolidated MSI program funding will reach \$1.24 billion, with \$871 million in MSI Capital funding, \$343 million in capital funding previously provided under the BMTG, and \$30 million in MSI Operating funding. While we continue to realign MSI Operating funding to encourage transformational change, \$25 million in additional capital funding will be provided in 2014 to lessen the impact of the phased elimination of the MSI Operating program.

In regards to MSI Operating, I appreciate the feedback I have received from a number of municipalities and I am taking your concerns seriously and will look at ways to mitigate any overall reductions that your municipality may have incurred due to this reduction. I would also like for you to forward any ideas that you have for my consideration to address these reductions.

Your total MSI allocation is \$2,008,772, with a more detailed break-down between MSI funding components outlined in Appendix A (attached). MSI funding amounts for all municipalities are also posted on the Municipal Affairs MSI website at municipalaffairs.alberta.ca/MSI.cfm.

.../2

His Worship Hendrick De Vlieger

- 2 -

Funding allocations under the consolidated MSI-BMTG program are calculated using the existing MSI formula for the former MSI funds and the existing BMTG funding formula for the former BMTG program. Although the consolidation does not impact how grant funding is allocated, some municipalities will experience changes in their individual allocations. Changes in allocation amounts are mainly due to the shifts in each municipality's proportion of population, education tax requisition, and/or kilometres of local roads compared to the provincial total, combined with a reduction in the MSI Operating budget.

Use of all funding will follow MSI terms and conditions, as outlined in the 2014 MSI program guidelines.

Investing in families and communities is one of the priorities of the Building Alberta Plan and I am committed to supporting Alberta's communities to meet their local infrastructure needs and priorities.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ken Hughes', with a stylized flourish extending to the right.

Ken Hughes
Minister

cc: T. Greg Birch, Chief Administrative Officer, Town of Taber

Appendix A

Town of Taber

2014 Municipal Sustainability Initiative (MSI) Funding Break-Down

2014 Capital Funding			2014 Operating Funding	2014 Total MSI Funding
MSI Capital Component	BMTG Component	Sub-Total		
\$1,455,003	\$486,240	\$1,941,243	\$67,529	\$2,008,772

Notes:

- The allocations for the MSI capital component and operating funding are based primarily on 2013 official population, 2013 education tax requisitions, and 2012 kilometres of local road.
- The allocations for the BMTG component are based on municipal status, with Calgary and Edmonton receiving funding based on litres of road-use gas and diesel fuel sold; the remaining cities and urban service areas receiving funding based on a combination of population and length of primary highways; towns, villages, summer villages, improvement districts and the Townsite of Redwood Meadows receiving funding based on population; and rural municipalities and Métis settlements receiving funding based on a formula which takes into account kilometres of open road, population, equalized assessment, and terrain.
- MSI operating funding will decrease to \$15 million in 2015 and be eliminated in 2016, with funding realigned to the Alberta Community Partnership program (the former Regional Collaboration Program).



TOWN OF TABER COUNCIL REQUEST FOR DECISION

Subject: Department Reports	Date of April 28, 2014 Agenda:
Prepared By: Kerry Van Ham, Council & CAO Assistant	
Attachments: Department Reports	
Topic: Department Reports	
Background:	The following reports are supplied for Council Information.
Options:	1. That Council accepts the Department Reports for information.
Recommendation: Option #1 - That Council accepts the Department Reports for information.	
Approval Date:	April 24, 2014 CAO: <i>[Signature]</i>



Town of Taber

Planning and Economic Development Department Report April 28 2014

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

- Development a student consolation approach for the MDP review and organizing a meeting date for delivery,
- Working with others in administration to develop an RFD and conditions for the Spray Park Development Permit,
- Meeting with local developers interested in an attainable housing project,
- Working with Associated Engineering on the Eureka predevelopment planning and transportation assessment,
- Attended the Canadian Badlands Conference,
- Performing an internal audit of the Development and Building Permitting process to retain our Alberta Safety Codes accreditation status,
- Working with other members of administration to prepare the Health and Safety Action Plan,
- Meeting with the CAO regarding drainage concerns in the industrial area,
- Meeting with representatives from the Horizon School Division to address irrigation upgrade plans and drainage concerns,
- Attending internal FOIP training,
- Organizing and delivering a special MPC meeting for the Spray Park project,
- Working with Community Futures and the MD of Taber to refine the position and job description for the Community Futures marketing and Economic Development position,
- Addressing development deficiencies in construction projects impacting town infrastructure,
- Developing a plan to meet with business along the highway corridor,
- Working with purchasers of land surplus to the town's needs regarding sales agreements and development coordination,
- Searching files and achieves for building plans for contractors doing renovations to town buildings,
- Addressing inspection concerns brought forward by residents regarding Superior Safety Codes inspection practices,
- Working with Professional Surveyors to close an undesired roadway,
- Engaging land assessment professionals to determine a price for a property surplus to the town's needs,
- Preparing for (minutes and agenda) and attending a Joint Economic Development Committee meeting,
- Working with CNRL to establish a water line on town owned land in the MD,
- Investigating business able to create economic development material (pamphlets, magazines) for the Town of Taber and region.



Town of Taber

ADMINISTRATION REPORT March 25, 2014 – April 28, 2014

CORPORATE SERVICES REPORT for March 25, 2014 – April 28, 2014

Corporate Services

- Participated in regularly scheduled management meetings that follow Council meetings.
- Attended the monthly health and safety meetings.
- Attend weekly meetings with Corporate Services staff to review and assign projects and timelines.
- Attended various webinar's and training sessions.
- Responding to various insurance claims.
- Attended Municipal Emergency Management discussions.
- Preparing and reviewing monthly financial reports.
- Along with the Town's Auditor, met with the Audit Committee to discuss the Consolidated Financial Statements, and Financial Information Return for the year ended December 31, 2013.
- Presented Council with the Consolidated Financial Statements, and Financial Information Return for the year ended December 31, 2013. Corporate Services has run an ad in the local paper notifying ratepayers that the financial statements are available free of charge in 8.5 x 11 booklet format at the Administration building or on the Town's website in PDF format both free of charge.

- Presented Council with a borrowing bylaw and a lending bylaw for the Taber Gymnastics Fitness Club's building project. Council approved first reading of both bylaws' which will start the process which includes advertising the Town's intent to borrow and then subsequently lend money to the club. Corporate Services has submitted the ad to the local paper where it will run for two (2) consecutive weeks.
- Presented Council with the Property Tax Rate and Supplementary Property Tax Rate bylaws'. Council approved all three readings of the bylaws'. Corporate Services has printed off and mailed out the assessment and tax notices. 2014 taxes are due without penalty on June 30, 2014.
- Created a report that ratepayers can use which will compare their previous five (5) years of assessment and tax levies to that of the sample comparative properties and the average used to set property tax rates. Interested ratepayers can contact Corporate Services to access their report.
- Working on the Annual Report and creating a template which will be used to prepare the Annual Report for the year ended December 31, 2013. Once completed the Annual Report will be submitted to the Government Financial Officers Association (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting Program (CAFR Program). This is the first time the Town will have submitted an application under the program. The GFOA website states, *"The program is designed to encourage and assist local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports that evidence the spirit of transparency and full disclosure and then recognize individual governments that succeed in achieving that goal."*
- Corporate Services is currently reviewing all the policies and procedures that have been assigned as part of the overall policy review task. We have many policies and procedure documents ready to take to Council. We are still awaiting feedback from the CAO prior to taking them to Council.

Information Technology Department

- The I.T. Department completed a major upgrade of our accounting and financial software to a new version called GP 2013. This upgrade went well, with a minimum of downtime.

- The Town re-negotiated our Telus contract for land line and long distance services.

Highlights from our activities:

- Neptune meter reader software was upgraded to a new version
- RFP response demos and ratings are being done for our Regional CAD System
- Did job interviews for summer casual position
- Hardware repairs: 1 workstation, 1 emergency vehicle, 1 monitor
- Installations: New office set up at Public Services, replacement printer for Public Services clerk installed

Training:

- Photocopier features training for administration building staff
- Town of Taber GIS site training for all staff

Currently working on:

- Switch performance troubleshooting

Human Resources Department

- Recruitment is ongoing for the following positions:
 - Permanent Full-time
 - Recreation Supervisor, Fire Chief
 - Permanent Part-time
 - Lifeguard I
 - Temporary Full-time
 - None

- Temporary Part-time
 - None
- Casual
 - Lifeguard I
- Seasonal
 - Roads and Walks, Parks and Recreation, Summer Programs Leaders and Assistants, IT Assistant

Currently working on:

- Coordinating Freedom of Information and Protection of Privacy training for Town staff to take place in Taber on May 26th.
- Appeal by a former employee of a WCB decision to deny wage replacement.
- Managing two employees' return to work using the Disability Management Program.
- Very busy with selection process for approximately 20 new seasonal employees that will begin employment over the next 6 weeks.
- Policy review project to attempt to clean up and send any irrelevant personnel policies to council for repeal.
- Part of committee tasked with establishing strategic plan.



Town of Taber

Engineering and Public Works Department Report April 2014

General Info

- Inspected construction of the slab of the water fill station
- Sites shortlisted for 2015 capital works project
- Laid out Taber Spray Park
- Site meeting regarding spray park at Coaldale spray park
- Starting to determine scope of work and terms of reference for stormwater management plan.

Facility Maintenance

- Building maintenance regularly maintaining heating/air systems in town buildings
- Monthly Health & Safety meeting.

Transportation

- Fill in potholes
- Fix Wildrose drive outside of Millers Excavating
- Fixing signs
- Hauled in annual gravel to town yard
- Grade roads (to transfer station) and alleys
- Monthly Health and Safety Meeting

Solid Waste Collection and Transfer Station

- Maintenance on garbage bins (weld new bottoms, replace hooks and paint)
- Installed new signs at transfer site
- Developed a plan to; review, assess, modernize and implement a new waste management system.
- Monthly Health and Safety Meeting



Community Peace Officer
Quarterly Report

1st Quarter 2014

Prepared by Community Peace Officer Brandon Bullock #13664

2014 (Jan-Mar) Statistical Overview

Numerical value represents files investigated or reported on PROS where Taber Municipal Bylaw was involved.

Municipal Bylaw Other – 52 (Sub-scoring lists on PROS are being created to help break down this category)

This includes mostly Dog and Cat complaints as well as Unsightly Properties, Business Licence complaints etc.

- Every month we generate 1 file for bulk Weed notices or Snow removal notices.

Parking Offences – 3

- Complaints regarding Provincial Statute parking offences

Items Lost/Found – 1

- This mostly involves lost/found bicycles.

Municipal Bylaw traffic – 7

- Files regarding Bylaw traffic offences such as truck routes and parking of heavy vehicles etc.

Provincial Non-Moving Offences – 3

- Offences such as Seat Belts, document infractions or equipment violations.

Animal Calls - 2

- This would be for wildlife and dead animal complaints.

Provincial Moving Traffic Offences – 1

- Offences such as Fail to Stop at Stop Sign, Stunting, etc.

Miscellaneous – 4

- Assisting members with document service, other provincial statutes etc.

Total of 73 files associated to CPO Bullock

Training

CPO BULLOCK had the opportunity, the end of January to recertify as a Child Restraint Technician with St. John Ambulance.

Surrendered Dogs

In the past three months we have had an above normal number of dogs being surrendered to the pound. This has resulted in more dog being sent to other rescues and the pound being more of an adoption shelter than an impound facility. What purpose is this facility going to serve for the Town? What types of services are needed to appropriately provide animal control in the town? This could branch into many different topics such as: adoption options, housing cats, society status for the pound, kill vs. no kill... etc.

The biggest complaint I receive concerning dog is cause by people owning dog they do not have the time to properly care for.

Heavy Trucks

As the ground thaws the roads become unsettled and when heavy trucks (over 5000kg registered weight) drive on the unsettled roads the roads becomes cracked and before long the road is a rollercoaster ride. I have been educating both companies who use heavy trucks and people who drive heavy trucks on the impact the truck have on the roads especially in the early spring as the roads are thawing. I have informed them of the bylaw which restricts the travel of heavy vehicles to the designated truck routes (exception is for deliveries).

Weed Control

This is always an interesting topic as no matter how much time and energy is put toward the controlling of weeds there is always someone who says "well what about by my house..." . A couple of the areas I plan on focusing on are the Westview Estates and the industrial area. Both places have sections that are underdeveloped. One of the aspects of weed control that is overlooked is proactive versus reactive. You cannot issue a ticket or notice before the infraction has occurred. The method of control can not always be ordered. Proper service must be administered in reference to Orders to Comply.

Unightly buildings

As some may have noticed a couple buildings downtown have been removed. This is an initiative to support the image of the down town core and there are a couple of buildings in the works to either be restored or demolished. This is a lengthy process within the MGA but our hope is to eventually revitalize the old and attract with the new.

Business Licenses

I have been working closely with the town for the last couple of months in ensuring businesses in town have up to date business licenses for the 2014 year.



Town of Taber

**Chief Administrative Officer
Department Report
March 25, 2014 – April 18, 2014**

- Met with J. Nickolet to discuss arrangements for the 2014 spring projects
- Worked with the Mayor and K. Van Ham for preparation of the Special Council and Regular Council agenda packages
- Met with the management team to review the report the Town has now received from the external Health and Safety audit that was conducted last November. Along with Mayor De Vlieger and Councillor Brewin, conducted an intersection inspection with long-standing drainage and soil heaving issues.
- Attended the Audit Committee meeting
- Met with R. Cressman to discuss the Community Services Department
- Discussions held with a local company regarding water conservation projects
- Attended the fire practise to discuss the recent remuneration rates established by Council
- Reviewed the Police Commission agenda package
- Met with the Planning department to discuss plans for the requested upcoming highway business group forum
- Along with some members of Administration, attended Council's volunteer appreciation event for Council's Boards, Committees and Commissions, and other invited guest groups
- Attended the monthly CUPE executive meeting
- With various staff members, visited the proposed spray park site to discuss layout and design features
- Attended a webinar on the new Geographic Information System (GIS) that is being used by the Oldman River Regional Services Commission
- Met with the Town's lawyer to discuss sale and lease agreements
- Discussed the Computer Aided Dispatch (CAD) initiative
- Met with staff of the Engineering and Public Works Department
- Investigated lease arrangements
- Worked on various personnel matters
- Attended to various correspondence items
- Attended the monthly Health and Safety meeting at the Municipal Office building
- Discussed economic development initiatives with C. Armfelt



TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Subject: Mayor and Councillor Reports (Verbal)		Date of April 28, 2014
		Agenda:
Prepared By: Kerry Van Ham, Council & CAO Assistant		
Attachments: None		
Topic: Mayor and Councillor Reports (Verbal)		
Background:		
Options:	1. That Council accepts the Mayor and Councillor reports, as presented.	
Recommendation: Option #1 - That Council accepts the Mayor and Councillor reports, as presented.		
Approval Date:	April 24, 2014	CAO: 