



**RAY BRYANT  
MAYOR**

**Page 1**

**FORWARDED: January 20, 2011**

**AGENDA**

**REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, JANUARY 24, 2011 AT 5:00 PM.**

	<b><u>MOTION</u></b>
<b><u>ITEM NO. 1. CALL TO ORDER</u></b>	
<b><u>ITEM NO. 2. ADOPTION OF THE AGENDA</u></b>	<b>X</b>
<b><u>ITEM NO. 3. DELEGATIONS - NONE</u></b>	
<b><u>ITEM NO. 4. ADOPTION OF THE MINUTES</u></b>	
A) RFD Regular Meeting of Council January 10, 2011	<b>X</b>
<b><u>ITEM NO. 5. BUSINESS ARISING FROM THE MINUTES - NONE</u></b>	
<b><u>ITEM NO. 6. BYLAWS</u></b>	
A) RFD Proposed Land Use Amendment By-law No. 3-2010 - 2 <sup>nd</sup> and 3 <sup>rd</sup> Readings	<b>X</b>
<b><u>ITEM NO. 7. ACTION ITEMS</u></b>	
A) RFD Overnight Truck Parking	<b>X</b>
B) RFD Recreation Facility Naming Rights	<b>X</b>
C) RFD 2011 Recreation User Fees	<b>X</b>
D) RFD 2010 Accounts Receivable Write Offs	<b>X</b>
E) RFD Letter of Support request from the Taber Public Library	<b>X</b>
F) RFD Restrictive Vehicle Idling Motion	<b>X</b>
G) RFD Department Reports	<b>X</b>
H) RFD Mayor and Councillor Reports (Verbal)	<b>X</b>
<b><u>ITEM NO. 8. MEDIA INQUIRIES</u></b>	
<b><u>ITEM NO. 9. CLOSED SESSION</u></b>	<b>X</b>
Labour	

ITEM NO. 10. OPEN SESSION

X

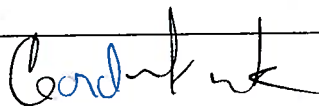
ITEM NO. 11. CLOSE OF MEETING

X



Agenda Item No. 4.A)

## TOWN OF TABER COUNCIL REQUEST FOR DECISION

<b>Subject:</b> Regular Minutes of Council		<b>Date of</b> January 24, 2011
		<b>Agenda:</b>
<b>Prepared By:</b> Kerry Van Ham, Council & CAO Assistant		
<b>Attachments:</b> Minutes		
<b>Topic:</b> Minutes of Regular Meeting of Council, January 10, 2011		
<b>Background:</b>		
<b>Options:</b>	1.	That Council adopts the minutes of the Regular Meeting of Council held on January 10, 2011, as presented.
	2.	That Council adopts the minutes of the Regular Meeting of Council held on January 10, 2011, as amended
<b>Recommendation:</b> Option #1 - That Council adopts the minutes of the Regular Meeting of Council held on January 10, 2011, as presented.		
<b>Approval Date:</b>	January 20, 2011	<b>CAO:</b> 

1/2011

January 10, 2011

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, JANUARY 10, 2011 AT 5:00 PM.

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PRESENT: Mayor Ray Bryant  
Councillor Randy Sparks  
Councillor John Papp  
Councillor Louie Tams  
Councillor Garth Bekkering  
Councillor Murray Rochelle

ALSO PRESENT:

Gordon Frank, CLGM, Chief Administrative Officer (CAO)  
Dale Culler, Director of Corporate Services  
Rob Cressman, Director of Public Services  
Jim Coughlin, Director of Planning & Economic Development  
Kerry Van Ham, Council & CAO Assist./Recording Secretary  
Cathy Westerhoud, Acting Emergency Medical Services Manager  
Garrett Simmons, Taber Times

**ORDER**

Mayor Bryant called the Regular Meeting of Council to Order at 5:00 PM.

**ADOPTION OF THE AGENDA**

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

RES.1/11 MOVED by Councillor Papp that Council adopt the agenda as presented.

CARRIED UNANIMOUSLY

1/2011

January 10, 2011

**DELEGATIONS - NONE**

**ADOPTION OF MINUTES**

**A) Minutes of the Public Hearing Meeting of Council – December 20, 2010**

RES.2/11 MOVED by Councillor Rochelle that Council adopts the Minutes of the Public Hearing Meeting of Council held on December 20, 2010, as presented.

CARRIED UNANIMOUSLY

**B) Minutes of the Regular Meeting of Council – December 20, 2010**

RES.3/11 MOVED by Councillor Tams that Council adopts the Minutes of the Regular Meeting of Council held on December 20, 2010, as presented.

CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM THE MINUTES - NONE**

**BYLAWS**

**A) Bylaw No. T-97 Supplementary Assessment Bylaw**

D. Culler, Director of Corporate Services advised that the Municipal Government Act requires Council to annually consider a supplementary assessment bylaw authorizing the Town's Assessor to assess improvements that have not been previously assessed or increased value of an improvement since it was last assessed. Such assessments must be pro-rated by the number of months during which the improvement is complete; occupied; located in the Town of Taber; or in operation.

Council briefly discussed the Supplementary Assessment Bylaw at this time.

RES.4/11 MOVED by Councillor Tams that Council gives first reading to Bylaw No. T-97 being the Supplementary Assessment Bylaw, at this meeting.

CARRIED UNANIMOUSLY

**BYLAWS – CONT'D****A) Bylaw No. T-97 Supplementary Assessment Bylaw - CONT'D**

RES.5/11 MOVED by Councillor Sparks that Council gives second reading to Bylaw No. T-97 being the Supplementary Assessment Bylaw, at this meeting.

CARRIED UNANIMOUSLY

RES.6/11 MOVED by Councillor Rochelle that Council unanimously agrees to proceed with third and final reading to Bylaw No. T-97 being the Supplementary Assessment Bylaw, at this meeting.

CARRIED UNANIMOUSLY

RES.7/11 MOVED by Councillor Bekkering that Council gives third and final reading to Bylaw No. T-97 being the Supplementary Assessment Bylaw, at this meeting.

CARRIED UNANIMOUSLY

Councillor Popadynetz arrived at 5:17 PM

**ACTION ITEMS****A) Taber Transfer Station & Landfill Tipping Fees**

R. Cressman, Director of Public Services advised that at their regular quarterly meeting in December 2010, the Taber and District Regional Waste Management Authority (TDRWMA) reviewed the October 31, 2010 revenues and expenses report, the proposed 2011 operating budget and proposed 2011 tipping fee adjustments.

The proposed 2011 fees were developed based on a one year recovery of the accumulated deficit.

The TDRWMA passed a resolution requesting the Town consider recovering the accumulated deficit over two years (2011-12) rather than over one year (2011).

RES.8/11 MOVED by Councillor Tams that Council accepts the December 16, 2010 correspondence from the Taber & District Regional Waste Management Authority and approves a 50% initial increase to the tipping fees, instructing the Authority to have a 6 month review provided to the respective Councils involved; Administration is to advise the Authority accordingly.

CARRIED

**ACTION ITEMS – CONT'D****B) Facility Rental Fee Waiver – Taber Food Bank**

R. Cressman, Director of Public Services detailed the request from the Taber Food Bank to waive the facility rental fees for a charity event in the Community Centre auditorium on February 12, 2011. The value of the booking at the regular day rate is \$468.25.

Council briefly discussed the facility rental fee waiver request at this time.

RES.9/11 MOVED by Councillor Papp that Council approves an auditorium rental fee waiver, in an amount not to exceed \$468.25 for the Taber Food Bank Society's charity event, to be held February 12, 2011.

CARRIED

**C) Facility Rental Fee Waiver – Family Connections**

R. Cressman, Director of Public Services detailed a request from Family Connections to waive the facility rental fees for their 3<sup>rd</sup> annual Resiliency Campaign Celebration in the Community Centre auditorium on May 12, 2011. The value of the booking at the regular-day rate is \$468.25.

Council briefly discussed the facility rental fee waiver request at this time.

RES.10/11 MOVED by Councillor Bekkering that Council accepts the correspondence from Family Connections requesting an auditorium rental fee waiver, for information.

CARRIED

**D) Proposed Recognition of Service Policy – Elected Officials and Board Members**

G. Frank, Chief Administrative Officer presented the proposed policy. Mr. Frank noted changes from the previous policy, recognizing the need to separate the employee policy from the elected official and board members policy.

RES.11/11 MOVED by Councillor Papp that Council adopts the Recognition of Service Policy – Elected Officials and Board Members, as proposed.

CARRIED UNANIMOUSLY

**ACTION ITEMS – CONT'D****E) Proposed Waiver and Reductions Policy**

G. Frank, Chief Administrative Office, presented the proposed policy.

Council discussed the merits of having representatives from the organizations that are requesting the waivers, in attendance. The organizations would be able to provide answers to any questions that would arise.

RES.12/11 MOVED by Councillor Tams that Council adopts the Waiver and Reductions Policy, as amended to include the stipulation in Policy section 3 that states: All requesting applicants shall make a presentation to Council for consideration.

CARRIED UNANIMOUSLY

**F) Notice of Motion**

A notice of motion is being brought forward by Councillor Murray Rochelle that states:

“The Town of Taber adopts a restrictive idling bylaw for all vehicles within the Town of Taber corporate limits”

Councillor Rochelle stated that he would provide the information for Council consideration.

RES.13/11 MOVED by Councillor Sparks that Council accepts the notice of motion to be presented and discussed at the regular meeting of Council on January 24, 2011, with information to be provided and brought forward at that time.

CARRIED UNANIMOUSLY

**G) 2009 Financial Indicator Graphs**

D. Culler, Director of Corporate Services presented the information on the 2009 Financial Indicator Graphs.

Council discussed the Alberta Municipal Affairs reporting structure at this time.



**ACTION ITEMS – CONT'D****G) 2009 Financial Indicator Graphs – CONT'D**

RES.14/11 MOVED by Councillor Rochelle that Council receives the 2009 Financial Indicator Graphs prepared by Alberta Municipal Affairs for information purposes.

CARRIED UNANIMOUSLY

**H) 2010 Taber Emergency Services – Ambulance Review and Recommendations**

To address the 2009 budget deficit, Alberta Health Services suggested an operational review be conducted to determine possible financial and operational efficiencies for the ambulance service.

In September, 2010, Alberta Health Services conducted the review and provided their report which included recommendations to obtain the efficiencies.

Administration has provided Council with action plans specific to each of the recommendation points that arose from the review conducted by Alberta Health Services.

Council discussed this matter at this time.

RES.15/11 MOVED by Councillor Tams that Council accepts the attached 2010 Taber Emergency Services – Ambulance Review and Recommendations, along with the proposed action items, requesting Administration to implement the action items, as detailed.

CARRIED UNANIMOUSLY

**MEDIA INQUIRIES – NONE**

RES.16/11 MOVED by Councillor Papp that Council recess for thirty (30) minutes

CARRIED UNANIMOUSLY

**CLOSED SESSION**

RES.17/11 MOVED by Councillor Sparks that Council move to Closed Session to discuss labour matters.

CARRIED UNANIMOUSLY AT 7:35 PM

**OPEN SESSION**

RES.18/11 MOVED by Councillor Bekkering that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 9:00 PM

RES.19/11 MOVED by Councillor Rochelle that Council accept the resignation of Ms. Colleen Goldie from the Taber Public Library Board and advertise the vacancy.

CARRIED UNANIMOUSLY

RES.20/11 MOVED by Councillor Tams that Council accept the resignation of Mr. Richard Klok from the Development Authority (Municipal Planning Commission) and advertise the vacancy.

CARRIED UNANIMOUSLY

RES.21/11 MOVED by Councillor Rochelle that Mrs. Frances Dogterom be appointed to the Taber Municipal Library Board for a three year term to expire December 31, 2013.

CARRIED UNANIMOUSLY

**OPEN SESSION – CONT'D**

RES.22/11 MOVED by Councillor Popadynetz that Mr. Luke Wyna and Mrs. Danielle Hansen be appointed to the Taber Recreation Board for three year terms to expire December 31, 2013.

CARRIED UNANIMOUSLY

RES.23/11 MOVED by Councillor Bekkering that Mr. Curtis Paradee and Mr. Chris Bernhardt be appointed to the Taber Municipal Police Commission for a three year term to expire at the Organizational Meeting of Council, October 2013.

**CLOSE OF MEETING**

RES.24/11 MOVED by Councillor Tams that this Regular Meeting of Council is hereby closed.

CARRIED UNANIMOUSLY AT 9:03 PM

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER



## TOWN OF TABER COUNCIL REQUEST FOR DECISION

<b>Subject:</b> Land Use Re-zoning Proposed By-Law No. 3-2010	<b>Date of</b> January 24, 2011 <b>Agenda:</b>
<b>Prepared By:</b> Neil Bryan, Planner	
<b>Attachments:</b> Map of 1992 Northwest Residential Area Structure Plan with subject lands outlined, Proposed By-Law Amendment No. 3-2010	
<b>Topic:</b> Report from Department of Planning and Economic Development Regarding Proposed re-zoning of Blocks 2 & 3, Plan 7808A1 from Urban Reserve Residential (UR-R) to Low Density Residential (LR).	
<b>Background:</b>	<b><u>Bylaw No. 3-2010 Report Notes</u></b>
	<p>The intent of proposed rezoning By-Law 3-2010 is to allow the building of two single detached dwellings on the subject land. The by-law was given First Reading on November 8, 2010. This RFD continues the process required by the Municipal Government Act by summarizing the issues raised at Council's December 20, 2010 Public Hearing. This is so that Council may consider the issues and Administration's conclusions and recommendation before making a final decision on the proposal. This step is deciding whether or not to give the proposed by-law Second and Third Reading.</p>
	<b><u>SUMMARY OF ISSUES</u></b>
	<ol style="list-style-type: none"><li>1. No Access <p>There is no existing Town public road, built &amp; maintained to Town standards, to access the subject property. Emergency vehicles are unable to access the subject property.</p></li><li>2. Defective Site <p>There is evidence of springs flowing under the site and into the M.D. of Taber Park and of active slumping and instability of the coulee banks. The effects of development and the impact of waste water originating from private septic systems have raised concerns about impacts on the park and bank stability.</p></li><li>3. No Plan for Servicing <p>The Town of Taber Department of Public Services has indicated that the Town has never planned for providing municipal services, snow removal, waste collection and road maintenance in this isolated area. Their provision would be difficult and expensive for the Town, if not impossible.</p></li></ol>
Cont'd	

4. Does Not Conform With Town of Taber Planning Document

The Town's statutory plan (Northwest Residential Area Structure Plan ((NWRASP)) calls for future development to progress in sequence from south to north and be fully serviced with Town roads, piped services and other services, such as park and school sites (NWRASP Sec. 4.1, 10.1, 10.2, 10.3, 10.4.3.). The Town's plan does not support fragmented, isolated development (NWRASP Sec.1.2.). The subject site has been designated as part of a green buffer between the future northwest residential neighbourhood and the coulee bank and M.D. of Taber Park (NWRASP Sec. 8.4.5).

**CONCLUSIONS**

1. The development of this site is not desirable because of its isolated location. The Town of Taber Public Services Department has noted that the site cannot be adequately serviced with municipal services. It has no frontage on a maintained public road. Its access for emergency response is not acceptable.
2. The development of this site has environmental shortcomings and risks. There are concerns about waste water running into the M.D. of Taber Municipal Park, further coulee bank instability due to site development, perpetual risk management (monitoring/remediation), and future liability claims against the Town.
3. The development does not conform to the land use policies and development standards of the Town. Its development would not be in line with the mix of land uses and sequenced servicing advice the Town has consistently provided since the Northwest Residential Area Structure Plan was approved by Council in 1992.

**Rational for Recommendation**

The risks and costs to the Town of Taber associated with potential residential development on the subject property may outweigh any benefit to the Town.

**Options:**

1. That Council gives second reading to By-law No. 3-2010 being the Amendment to By-law No. 4-2006, the Land Use By-Law of the Town of Taber.
2. That Council unanimously agrees to proceed with third reading to By-law No. 3-2010 being the Amendment to By-Law No. 4-2006, the Land Use By-Law of the Town of Taber.
3. Option #3 - That Council not proceed with 2<sup>nd</sup> reading of proposed By-law Amendment No. 3-2010 for the re-designation of Blocks 2 & 3, Plan 7808AI from Urban Reserve Residential (UR-R) to Low Density Residential (LR).

**Recommendation:** Option #3 - That Council not proceed with 2<sup>nd</sup> reading of proposed By-law Amendment No. 3-2010 for the re-designation of Blocks 2 & 3, Plan 7808AI from Urban Reserve Residential (UR-R) to Low Density Residential (LR).

**Approval  
Date:**

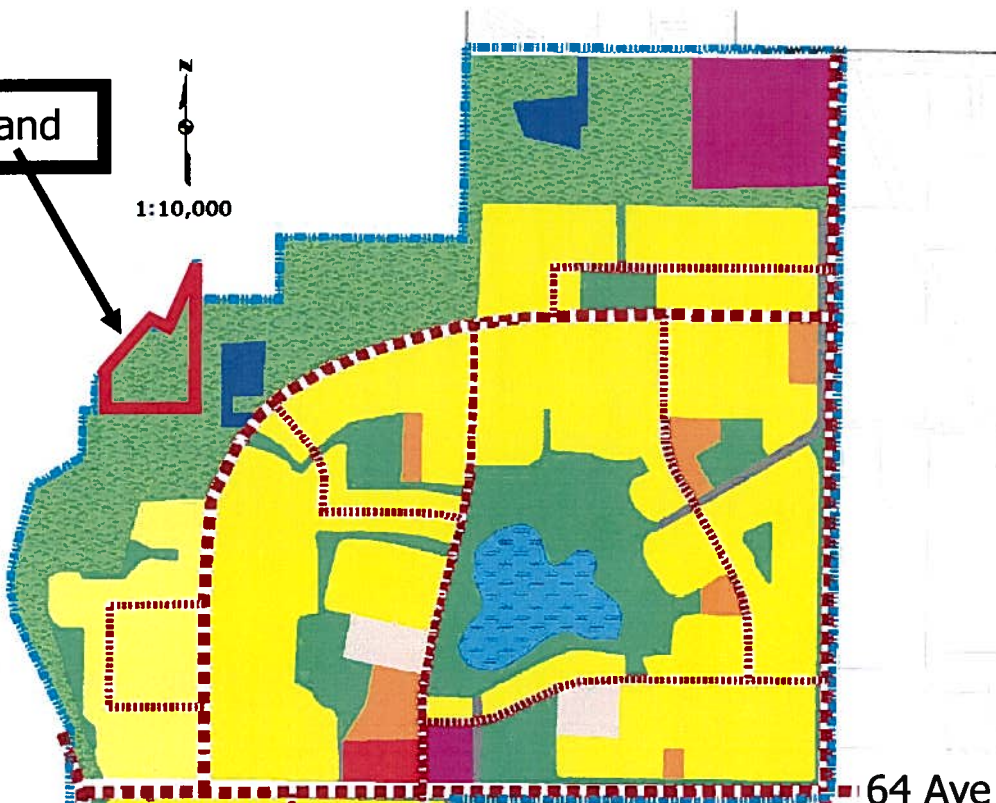
January 20, 2011

**CAO:**



Subject Land

1:10,000



64 Ave




















Highway 864

### Town of Taber

#### Northwest Residential Area Structure Plan

Map 7

#### Land Use Concept Plan Legend

- |   |  |
|---|--|
|  ASP Boundary                | <b>Roads</b>   |
| <b>Land Uses</b>  |  Arterial Road        |
|  Large-lot Residential       |  Major Collector Road |
|  Single-family               |  Minor Collector Road |
|  Multi-family - Low Density  |  Local Road           |
|  Multi-family - Med. Density | <b>Oldman River Valley</b>   |
|  Institutional               |  Setback              |
|  School                      |  Top of slope         |
|  Commercial                  |  |
|  Parks and Open Space        |  |
|  Environmental Reserve       |  |
|  Industrial                  |  |
|  Public Utility              |  |
|  Proposed Lake               |  |



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TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Table with 2 columns: Item Name (e.g., Subject, Date, Prepared By, Attachments, Topic, Background, Options, Recommendation, Approval Date) and Item Value (e.g., Overnight Truck Parking, January 24, 2011, Jim Coughlin, Photo of existing signage, Details for Dealing with Truck Parking Issues, On December 20, 2010 Council tabled Administration's report regarding some actions that could be taken for dealing with short term parking and overnight and weekend truck and trailer parking in Taber., 47th Avenue, Parking Signs, Province of Alberta Transportation, Site Plan Control, 1. That Council resolve to implement truck parking time limits for the 47th Ave. truck route, post parking directional signs and forward a letter to the Minister of Transportation requesting consideration for a truck turn-out along Highway #3., 2. That Council not resolve to take any further action regarding truck parking., Option #1 - That Council resolve to implement truck parking time limits for the 47th Ave. truck route, post parking directional signs and forward a letter to the Minister of Transportation requesting consideration for a truck turn-out along Highway #3., January 20, 2011, CAO: [Signature])



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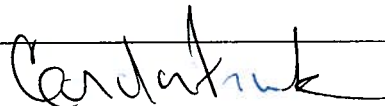






# TOWN OF TABER

## COUNCIL REQUEST FOR DECISION

<b>Subject:</b> Recreation Facility Naming Rights		<b>Date of</b> January 24, 2011	
		<b>Agenda:</b>	
<b>Prepared By:</b> Rob Cressman, Director of Public Services			
<b>Attachments:</b> Excerpt - Jan 13/11 Rec Bd mtg; Partnership Group - Workshop Information			
<b>Topic:</b> Appointment of Elected Official to Attend			
<b>Background:</b>	<p>From recent discussions with the Taber Recreation Board and Town Council resulting from proposals the Town has received regarding sponsorship of the Community Centre sign linked to Recreation Facilities naming, Leisure Services Manager Aline Holmen has completed research on this item, and presented her findings to the Taber Recreation Board. (see the attached excerpt from the January 13, 2011 Recreation Board minutes - unadopted)</p> <p>A key outcome of the research is the need for asset management and value assessment. Further, many municipalities and organizations who have successfully generated significant funds have relied on a consulting firm with experience and expertise in this field.</p> <p>“Partnership Group – Sponsorship Specialists” is one of several consultants we have identified who are offering one day workshops on sponsorship and naming. From discussions with them, Administration and the Recreation Board anticipate participating in the workshop would be beneficial. Dates and locations of upcoming workshops are:</p> <ol style="list-style-type: none"> <li>1. March 8 (Calgary)</li> <li>2. April 20 (Edmonton)</li> </ol> <p>Aline Holmen is unable to attend the March 8<sup>th</sup> workshop, but plans to attend the April session in Edmonton. The Recreation Board is recommending Council appoint a member of Council to attend the sponsorship &amp; naming workshop.</p> <p>We suggest workshop registration, travel &amp; accommodation expenses for a member of Council to participate in the workshop would come from the Council function, while we propose funds for the staff participation be identified in April when Council approves the 2011 tax rate bylaw.</p>		
	<b>Options:</b>	<ol style="list-style-type: none"> <li>1. Council appoints (<u>councillor name</u>) to attend the March 8, 2011 Partnership Group workshop, and directs Administration to arrange the registrations.</li> </ol>	
		<p><b>Recommendation:</b> Option #1 - Council appoints (<u>councillor name</u>) to attend the March 8, 2011 Partnership Group workshop, and directs Administration to arrange the registration.</p>	
	<b>Approval Date:</b>		January 20, 2011 <b>CAO:</b> 

*Excerpt from January 13, 2011 Taber Recreation Board minutes (unadopted)*

### **Sponsorship and Naming Rights Update**

A. Holmen reported on the information that has been gathered to date regarding Sponsorship/Naming Rights. The information gathered includes Sponsorship/Naming Rights policies from various communities, some Sponsorship packages/RFPs, information regarding the process and some general information. Specific information regarding agreements and dollars allocated was found to be difficult to obtain due to confidentiality of the documents. The information gathered clearly identifies the need for asset management and value assessment which by many has been contracted to Sponsorship Company. Of the companies we have heard of one is offering a workshop in Calgary in March. The members discussed the workshop and the value of it.

Question arose as to where communities are allocating the funds? Is it not visible in their budgets?

Question arose as to whether or not the Town could continue on with the existing offers in the mean time while they explore this avenue and the answer was it would not be advisable.

RES. 5/2011 MOVED by Councilor B. Elfring that the Recreation Board recommends Council send Aline and another Council member from the Town of Taber to go to this seminar in Calgary in March.

The Recreation Board commended Aline for all her hard work. The Board also felt it was important to be aware of the time this project would take and the manpower to see it through and that it would take time and patience to ensure this project is tackled effectively and in our best interests.

CARRIED UNANIMOUSLY

RES. 6/2011 MOVED by Councilor R. Sparks that the Recreation Board accepts the update regarding Sponsorship and Facility Naming Rights as presented.

CARRIED UNANIMOUSLY

# One Day Workshops

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## What are the Partnership Group - One Day Workshops?

The business of successful sponsorship demands that your organization, property or event is equipped with the best knowledge and training to ensure success.



Even in the world of not-for-profit, competition for sponsorship dollars is fierce and that competition comes from everywhere.

Be certain you and your organization have what is needed to compete, to be effective and to be successful in sponsorship. Professional development and training from industry experts are key components in achieving success.

The Partnership Group - Sponsorship Specialists™ offer 'One Day Workshops' that have been developed and designed based on feedback from industry professionals like you and are delivered by Partnership Group experts with 20+ years in sponsorship marketing.

Each one day workshop is a focused, "roll up your sleeves" practical, hands-on training session covering a specific aspect of sponsorship including:

*Inventory Development and Valuation; Prospecting and Discovery Sessions; Proposal Building; Fulfillment, Activation and Summits*

Each one day workshop is limited to 40 registrants so we can provide an intimate environment to ensure hands on training, collaborative discussions and leave you with the practical knowledge you need to succeed.

The workshops are offered in multiple Canadian markets each year.

For locations and dates nearest you click the appropriate tab on the left.

### Who can benefit from this event?

Does Your Organization (ie. non-profit, association, charity, government agency or sport organization) sell sponsorships?

Are you a development officer, business development personnel, sales, an executive director, board or committee member or are you involved in the sponsorship side of fundraising?

Is your organization seeking to develop an enhanced and qualified prospect list?

Does your organization want to increase revenues and secure longer term sponsors?

If you answered "YES" to any of the above, then you should attend the One Day Workshop!

### Some of Organizations That Have Attended Previous 'One Day Workshops'

Alberta Heart & Stroke Foundation -  
Boys & Girls Club of Edmonton -  
Brentwood College School - Caigary  
Tourism - City of Calgary Parks - City of  
Edmonton - Credit Union Centre -Family  
Services Saskatoon - Kennedy  
Marketing - Leadership Saskatoon -  
Medicine Hat Exhibition & Stampede -  
MS Society of Canada - Nine Doors  
Communications - Regina Qu'Appelle  
Health Region - Renascent Foundation -  
SAIT Polytechnic - Saskatchewan  
Association of Rural Municipalities -  
Saskatchewan Roughriders Football  
Club - Special Olympics Alberta -  
University of Alberta - STARS - Talisman  
Centre - Theatre Calgary - Toronto  
Symphony Orchestra - True Gravity  
Sports + Entertainment Marketing -  
Western Development Museum - World  
of Comedy Film Festival - World Vision -  
Yorkton Film Festival



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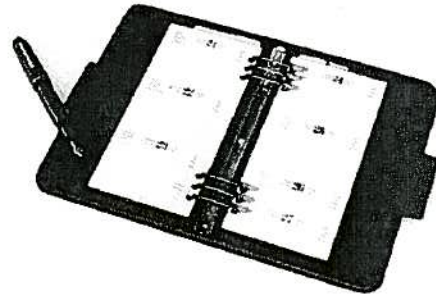
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### Agenda

08:30 - 09:00	Continental Breakfast + Registration
09:00 - 09:30	Welcome and Introductions
09:30 - 10:45	Morning Training Module and Break-out Sessions
10:45 - 11:00	Nutrition Break
11:00 - 12:00	Completion of Morning Training Module
12:00 - 01:00	Networking and Discussion Lunch
01:00 - 02:30	Afternoon Training Module and Break-out Sessions
02:30 - 02:45	Nutrition Break
02:45 - 04:45	Completion of Afternoon Training Module
04:45 - 05:00	Questions and closing



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### Presenters



**Brent Barootes - President + Senior Consultant  
Partnership Group - Sponsorship Specialists™**

Brent Barootes is the founding partner of the Partnership Group - Sponsorship Specialists™. Brent has been engaged in the sponsorship and sports marketing industry since the late 80's.

A great deal of Brent's focus and experience has been in working directly with properties and sponsors to assist them specifically in generating a better return on investment for both of them. He has worked in sports broadcasting sponsorships, professional and amateur sport, as well as with charities, non profits, fairs, festivals, member based associations and building owners. This expertise provides him with clear in depth understanding and hands on familiarity in inventory development and valuation, prospect development and discovery sessions, customized proposal development, sponsorship sales, activation and fulfillment.

In addition to his extensive experience with those who sell to sponsors, Brent has a long list of corporate proficiency having worked with private and public companies to assist them in sponsorship acquisition, valuation, activation and success measurement.

In 2001, Brent incorporated the Partnership Group - Sponsorship Specialists™, a Calgary based national sponsorship consulting firm. In addition to his role as President with the firm, Brent is actively involved in sponsorship mentoring with clients. He leads his team of professionals in providing sponsorship valuations and audits, inventory/benefit development, package development, prospect development and mentoring of staff and volunteers for both corporations engaging in sponsorship as well as properties. Brent also is an accomplished public speaker delivering presentations similar to the one for the Western Sponsorship Congress™ for different associations and organizations.

Brent will be delivering the 2011 One Day Workshops topics. Brent's expertise in this area is unsurpassed. His direct experience and team experience through the Partnership Group includes inventory development, valuation, package development, mentoring and consulting to organizations such as World Vision Canada, Rexall Edmonton Indy, Youth Emergency Shelter Society, MS Society of Canada - Alberta Division, Canadian Red Cross - Western Division, Grant MacEwan College, Vancouver Island Mountain Sports Society, Canadian Cancer Society - Saskatchewan, 2005 Canada Games, Airdrie Festival of Lights, Human Resources Association of Calgary, City of Leduc, Calgary Catholic Immigration Society, Saskatchewan Soccer, Rotary Club of Calgary, and many others.

Brent is also engaged to deliver workshops, key note addresses and training sessions across Canada including but not limited to Alberta Amateur Baseball Council Spring Conference, Southern Alberta Health Regions, Host at Home Conference, North America Shopping Centre Association, Western Fundraising Conference Association of Fundraising Professionals (AFP) Toronto Fundraising Congress, Western Sponsorship Congress, Regina AFP, Alberta Association of Fundraising Executives - Edmonton, Centre for Philanthropy, Calgary Sport Council and the Alberta Sport, Recreation, Parks and Wildlife Foundation and others.

Brent has worked with such corporations as EnCana Corporation, Gulf Canada Resources, Solid State Geophysical, Sport Chek, Credit Unions of Saskatchewan, Toshiba Canada, Coca-Cola and others.

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# One Day Workshops

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## Locations / Dates / Venues

The 2011 'One Day Workshops' Series - Inventory Development + Valuation and Prospect Development (Sept 21 in Regina only) are available in nine markets across Canada.

For information on nearby or associated accommodations, click on the links below.

*(The accommodation links and options below are not associated with the Partnership Group - Sponsorship Specialists and are made available on this site for assistance only. Partnership Group - Sponsorship Specialists is not responsible for pricing, booking cancellations etc.)*

For site map of venue, click on venue of your choice.

LOCATIONS + NEARBY ACCOMMODATIONS	DATE	VENUE + DIRECTIONAL/SITE MAP	VENUE SPONSORS
<b>Toronto, ON</b> <a href="http://www.toronto.ca/visitors/index.htm">www.toronto.ca/visitors/index.htm</a> <a href="http://www.downtowntoronto-hotels.com">www.downtowntoronto-hotels.com</a>	March 1	<b>City of Toronto - Toronto Environment Office</b> Metro Hall, 55 John Street, 3 <sup>rd</sup> Floor <a href="#">MAP</a>	
<b>Calgary, AB</b> <a href="http://www.tourismcalgary.com">www.tourismcalgary.com</a>	March 8	<b>The Art Gallery of Calgary</b> 117-8 <sup>th</sup> Ave. SW <a href="#">MAP</a>	
<b>Victoria, BC</b> <a href="http://www.bctravel.com/victoria">www.bctravel.com/victoria</a>	April 14	<b>University of Victoria</b> 3800 Finnerty Road <a href="#">MAP</a>	
<b>Edmonton, AB</b> <a href="http://www.discoveredmonton.com">www.discoveredmonton.com</a>	April 20	<b>Grant MacEwan University</b> City Centre Campus 10700 - 104 <sup>th</sup> Avenue <a href="#">MAP</a>	
<b>Kelowna, BC</b> For Hotels in the area (along Hwy 97), visit <a href="http://www.tourismkelowna.com">www.tourismkelowna.com</a>	April 26	<b>UBC Okanagan</b> 3333 University Way <a href="#">Directions</a>	
<b>Regina, SK</b> <a href="http://www.reginaroc.com">www.reginaroc.com</a>	May 19	<b>Wascana Centre</b> 2900 Wascana Dr. <a href="#">MAP</a>	
<b>Vancouver, BC</b> <a href="http://www.tourismvancouver.com">www.tourismvancouver.com</a>	June 22	<b>Langara College</b> 100 West 49 <sup>th</sup> Ave. <a href="#">MAP</a>	
<b>Regina, SK</b> <a href="http://www.reginaroc.com">www.reginaroc.com</a>	Sept 21	<b>Red Cross - Regina</b> 2050 Cornwall St. <a href="#">MAP</a>	





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## One Day Workshops

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### Registration

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Registration fees include training, continental breakfast, lunch, snack breaks and all session materials.

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- **Early Bird Rate: \$325 + GST per person** (over 25% savings off regular rate) - offer ends 30 days prior to each workshop.
- **2 attendees\* from the same company \$275 + GST per person** (almost 40% savings off regular rate)
- **3 or more attendees\* from the same company \$225 + GST per person** (50% savings off regular rate)
- **Regular Rate: \$450 + GST per person**

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\*Please note that if more than one attendee from the same company is registering, each attendee will need to register separately but all attendee names will need to be listed in the additional comments box.

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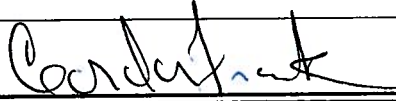
[REGISTER NOW!](#)

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# TOWN OF TABER

## COUNCIL REQUEST FOR DECISION

<b>Subject:</b> 2011 Recreation User Fees		<b>Date of</b> January 24, 2011
		<b>Agenda:</b>
<b>Prepared By:</b> Rob Cressman, Director of Public Services		
<b>Attachments:</b> Excerpt – January 13/11 Recreation Board meeting		
<b>Topic:</b> Public Skating (Saturday) and Rugby Field User Fees		
<b>Background:</b>	Rugby program & Public Skating fees were not considered during the 2011 Recreation user fees review and 2011 budget presentation.	
	As there were no specific fees for Rugby in their 2010 season the Horizon School Division was charged the rate applicable to youth league soccer fees. Rugby averages approximately the same usage as soccer when you factor in the two camps that were held. Rugby also used the WR Myers School field for practices when KMMSF was unavailable. The challenge with Rugby is the scheduling and coordination with soccer programs as well as the removal of soccer nets required for game play. This adds extra manpower and wear and tear on T&DSA nets.	
	Public Skating fees have not been adjusted since 2004 when the toonie skate was introduced for Sundays (only) in an effort to make the event affordable and increase participation. The current Saturday public skating fees are as follows: Child \$3.00, Student & Senior \$4.00, Adult \$5.00, and Family \$12.25.	
	Both the Saturday & Sunday public skate programs are 2 hours long. Statistics show the Sunday program attracts more users than Saturdays, which at times may go unattended.	
The Recreation Board recommends Rugby fees be set at the same rate as soccer (\$272.00 per season) and the Saturday public skate admission fee be set at a toonie (\$2.00) per person.		
<b>Options:</b>	1.	Council approves the 2011 Rugby and Public Skating Recreation User Fee as presented, effective immediately.
	2.	Council approves the 2011 Rugby and Public Skating Recreation User Fee increases as amended, effective immediately.
<b>Recommendation:</b> Option #1 - Council approves the 2011 Rugby and Public Skating Recreation User Fee increases as presented, effective immediately.		
<b>Approval Date:</b>	January 20, 2011	<b>CAO:</b> 



*Excerpt from January 13, 2011 Taber Recreation Board minutes (unadopted)*

### **Recreation User Fees**

It was explained that at the time of the annual Recreation User Fee review the Rugby and Public Skating fees were not included. Upon review, field requirements for Rugby are comparable to soccer except the net mesh and supports needs to be removed and replaced before and after each rugby game.

The Recreation Board spent considerable time stating they felt the nets should be removed/replaced by the organizations and not the Town of Taber employees. A. Holmen reported that the employees currently do this for liability reasons and it may not be wise to have Rugby handling Soccer's netting in case of loss or damages that may incur. It was thought by some board members that the Town maybe shouldn't be handling the Soccer Associations property and the two user groups should work things out amongst themselves possibly at the User Group Meeting. The mesh doesn't take much time however it is the support which takes 1 hour to take down and another hour to put up. This was not an issue this year as there was enough time between the groups, however in the future as rugby grows this may not be the case.

Public skating rates haven't been changed since 2004 with the toonie skate being introduced for Sundays and that has proven to be successful. The regular rate applies to the Saturday public skate session and is ill attended. Some members of the Recreation Board expressed it was believed to be because of the rate rather than the time/day of the week causing patrons to not attend the Saturday Open skates and it should be changed to a toonie skate as well.

RES. 4/2011 MOVED by Councilor R. Sparks that the Recreation Board recommends Council approve the proposed 2011 Rugby and Public Skating Recreation User Fee increases as presented effective immediately.

Rugby \$272.00/team youth rate/season


Public Skating \$2.00/person for the weekend rate

The Town will not be responsible to hang the mesh and this issue must be dealt with between the two groups at the future user meeting.

CARRIED UNANIMOUSLY



### TOWN OF TABER COUNCIL REQUEST FOR DECISION

<b>Subject:</b> 2010 Accounts Receivable Write Offs		<b>Date of</b> January 24, 2011
		<b>Agenda:</b>
<b>Prepared By:</b> Donna Weiss, Finance Admin. Assistant		
<b>Attachments:</b> Write Off Lists		
<b>Topic:</b> Authorization to Write Off		
<b>Background:</b>	Council Policy No. 08/03/10 states:	
	<p><i>All debts under \$500 written off are to be brought to Council annually for information and review.</i></p> <p><i>All debts over \$500 which remain uncollected after two years are to be submitted to Council for authorization to write off.</i></p> <p>A listing of the individual write offs to December 31, 2010 which are under and over \$500., has been prepared for Council's review and consideration.</p> <p>A summary of the attached reports are as follows:</p> <p>Utilities - The total balance of individual accounts under \$500. written off is \$5325.65.  Landfill - The total balance of individual accounts under \$500. written off is \$518.09.  A/R - The total balance of individual accounts under \$500. written off is \$6028.03.</p> <p>Landfill - The total balance of individual accounts over \$500 requested to be written off is \$5366.72.  Ambulance - The total balance of individual accounts over \$500 requested to be written off is \$2478.14.</p>	
<b>Options:</b>	1. That Council approve the write off of individual accounts with balances over \$500.	
	2. That Council not approve the write off of individual accounts with balances over \$500.	
<b>Recommendation:</b>	Option #1 - That Council approve the write off of individual accounts with balances over \$500.	
<b>Approval Date:</b>	January 20, 2011	<b>CAO:</b> 

**UTILITY WRITE OFFS UNDER \$500.00 - DECEMBER 31, 2010**

Account	Current	1 Period	2 Periods	3 Periods	4 Periods	Total	Date
224100	\$85.02	\$0.00	\$0.00	\$0.00	\$0.00	\$85.02	5/1/2009
225600	\$8.26	\$0.00	\$0.00	\$0.00	\$0.00	\$8.26	4/1/2010
227000	\$0.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.63	6/1/2010
239000	\$22.50	\$0.00	\$0.00	\$0.00	\$0.00	\$22.50	4/1/2010
243900	\$17.54	\$0.00	\$0.00	\$0.00	\$0.00	\$17.54	11/1/2009
276000	\$226.55	(\$220.93)	\$0.00	\$0.00	\$0.00	\$5.62	11/1/2009
310100	\$24.14	\$0.00	\$0.00	\$0.00	\$0.00	\$24.14	11/1/2009
314200	\$77.66	\$0.00	\$0.00	\$0.00	\$0.00	\$77.66	1/1/2010
438250	\$33.82	\$0.00	\$0.00	\$0.00	\$0.00	\$33.82	12/1/2009
449300	\$37.89	\$0.00	\$0.00	\$0.00	\$0.00	\$37.89	10/1/2009
450300	\$81.91	\$0.00	\$0.00	\$0.00	\$0.00	\$81.91	10/1/2009
454100	\$12.12	\$0.00	\$0.00	\$0.00	\$0.00	\$12.12	1/1/2010
486500	\$63.92	\$0.00	\$0.00	\$0.00	\$0.00	\$63.92	3/1/2010
511800	\$31.83	\$0.00	\$0.00	\$0.00	\$0.00	\$31.83	3/1/2010
514700	\$45.38	\$0.00	\$0.00	\$0.00	\$0.00	\$45.38	7/1/2009
514700	\$54.66	\$21.40	\$0.00	\$0.00	\$0.00	\$76.06	9/1/2009
520700	\$60.66	\$0.00	\$0.00	\$0.00	\$0.00	\$60.66	5/1/2010
534320	\$36.98	\$0.00	\$0.00	\$0.00	\$0.00	\$36.98	8/1/2009
536200	\$41.63	\$0.00	\$0.00	\$0.00	\$0.00	\$41.63	3/1/2010
547700	\$66.69	\$0.00	\$0.00	\$0.00	\$0.00	\$66.69	5/1/2010
552700	\$34.51	\$0.00	\$0.00	\$0.00	\$0.00	\$34.51	2/1/2010
554400	\$38.06	\$0.00	\$0.00	\$0.00	\$0.00	\$38.06	4/1/2010
579000	\$47.83	\$0.00	\$0.00	\$0.00	\$0.00	\$47.83	7/28/2009
591200	\$59.58	\$0.00	\$0.00	\$0.00	\$0.00	\$59.58	9/1/2009
607450	\$2.65	\$0.00	\$0.00	\$0.00	\$0.00	\$2.65	5/1/2010
650300	\$75.18	\$0.00	\$0.00	\$0.00	\$0.00	\$75.18	7/3/2009
215600	\$69.48	\$101.47	\$0.00	\$0.00	\$0.00	\$170.95	1/1/2010
225700	\$81.83	\$149.18	\$84.85	\$0.00	\$0.00	\$315.86	4/1/2010
227900	\$122.17	\$19.96	\$0.00	\$0.00	\$0.00	\$142.13	6/1/2010
238500	\$50.27	\$164.43	\$87.50	\$94.12	\$16.32	\$412.64	10/1/2009
244900	\$108.68	\$1.64	\$0.00	\$0.00	\$0.00	\$110.32	3/1/2010
251200	\$112.92	\$37.59	\$0.00	\$0.00	\$0.00	\$150.51	6/1/2010
315000	\$136.34	\$76.59	\$0.00	\$0.00	\$0.00	\$212.93	2/1/2010
332700	\$149.63	\$0.00	\$0.00	\$0.00	\$0.00	\$149.63	4/1/2010
430470	\$62.83	\$154.28	\$4.87	\$0.00	\$0.00	\$221.98	1/1/2010
433200	\$75.11	\$91.15	\$0.00	\$0.00	\$0.00	\$166.26	9/1/2009
455300	\$158.88	\$1.97	\$0.00	\$0.00	\$0.00	\$160.85	6/1/2010
461000	\$91.42	\$37.88	\$0.00	\$0.00	\$0.00	\$129.30	12/1/2009
461700	\$98.91	\$69.45	\$0.00	\$0.00	\$0.00	\$168.36	5/1/2010
470100	\$60.04	\$114.98	\$0.00	\$0.00	\$0.00	\$175.02	11/1/2009
511800	\$77.53	\$98.21	\$0.00	\$0.00	\$0.00	\$175.74	9/1/2009
512300	\$99.35	\$194.39	\$0.00	\$0.00	\$0.00	\$293.74	1/1/2010
547900	\$52.62	\$115.21	\$0.00	\$0.00	\$0.00	\$167.83	7/1/2009
548450	\$133.02	\$84.29	\$82.64	\$0.00	\$0.00	\$299.95	6/1/2009
590900	\$111.86	\$0.00	\$0.00	\$0.00	\$0.00	\$111.86	2/1/2010

594200	\$63.35	\$219.45	\$65.53	\$0.00	\$0.00	\$348.33	7/1/2009
594200	\$52.75	\$100.64	\$0.00	\$0.00	\$0.00	\$153.39	7/1/2010

**TOTAL UTILITIES WRITTEN OFF**

**\$5,325.65**

Dec:31, 2010

Landfill Write offs under \$500

Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
0.00	0.00	0.00	0.00	39.00	39.00
0.00	0.00	0.00	0.00	48.14	48.14
0.00	0.00	0.00	0.00	50.31	50.31
0.00	0.00	0.00	0.00	58.76	58.76
0.00	0.00	0.00	0.00	321.88	321.88
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>518.09</b>	<b>518.09</b>

**Ambulance & Misc. A/R write offs under \$500 - December 31, 2010**

Invoice	Inv.Date	Current	31-60	61-90	91 & over	Total
09A128	Apr.2009	\$0.00	\$0.00	\$0.00	\$282.20	\$282.20
09A199	May.2009	\$0.00	\$0.00	\$0.00	\$278.87	\$278.87
09A551	Dec.2009	\$0.00	\$0.00	\$0.00	\$272.21	\$272.21
10A001	Jan.2010	\$0.00	\$0.00	\$0.00	\$268.88	\$268.88
07A012	Jan.2007	\$0.00	\$0.00	\$0.00	\$275.54	\$275.54
08A520	Nov.2008	\$0.00	\$0.00	\$0.00	\$325.49	\$325.49
09A120	Apr.2009	\$0.00	\$0.00	\$0.00	\$162.03	\$162.03
09A132	Apr.2009	\$0.00	\$0.00	\$0.00	\$268.88	\$268.88
09A137	Apr.2009	\$0.00	\$0.00	\$0.00	\$268.88	\$268.88
09A138	Apr.2009	\$0.00	\$0.00	\$0.00	\$162.80	\$162.80
09A172	May.2009	\$0.00	\$0.00	\$0.00	\$275.54	\$275.54
09A289	July.2009	\$0.00	\$0.00	\$0.00	\$162.80	\$162.80
09A233	Aug.2009	\$0.00	\$0.00	\$0.00	\$162.80	\$162.80
09A238	Aug.2009	\$0.00	\$0.00	\$0.00	\$335.48	\$335.48
09A253	Sept.2009	\$0.00	\$0.00	\$0.00	\$391.03	\$391.03
09A329	Oct.2009	\$0.00	\$0.00	\$0.00	\$272.21	\$272.21
09A358	Oct.2009	\$0.00	\$0.00	\$0.00	\$342.14	\$342.14
09A368	Nov.2009	\$0.00	\$0.00	\$0.00	\$272.21	\$272.21
09A553	Dec.2009	\$0.00	\$0.00	\$0.00	\$248.90	\$248.90
09A581	Dec.2009	\$0.00	\$0.00	\$0.00	\$254.84	\$254.84
09A582	Dec.2009	\$0.00	\$0.00	\$0.00	\$162.80	\$162.80

Customer ID						
0016799	Sept.2009	\$	80.00			\$ 80.00
0016330	Aug.2009	\$	55.00			\$ 55.00
0018896	Dec.2009	\$	241.50			\$ 241.50
0013133	Dec.2009	\$	205.00			\$ 205.00
<b>TOTAL</b>						<b>\$ 581.50</b>

**Total write offs under \$500.00**

**\$ 6,028.03**

Landfill

Write offs over \$500 - December 31, 2010

Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
0.00	0.00	0.00	0.00	639.62	639.62
0.00	0.00	0.00	0.00	1,009.16	1,009.16
0.00	0.00	0.00	0.00	816.04	816.04
0.00	0.00	0.00	0.00	2,901.90	2,901.90
0.00	0.00	0.00	0.00	5,366.72	5,366.72

Ambulance & Misc A/R write offs over \$500.00 December 31, 2010


Invoice	Inv.Date	Current	31-60	61-90	91 & over	Total
07A424	Sept.2007	\$0.00	\$0.00	\$0.00	\$272.21	\$0.00
08A301	July.2008	\$0.00	\$0.00	\$0.00	\$250.54	\$0.00
						<u>\$522.75</u>
08A024	Jan.2008	\$0.00	\$0.00	\$0.00	\$524.86	\$0.00
08A096	Mar.2008	\$0.00	\$0.00	\$0.00	\$268.88	\$0.00
08A152	Apr.2008	\$0.00	\$0.00	\$0.00	\$268.88	\$0.00
08A455	Oct.2008	\$0.00	\$0.00	\$0.00	\$272.21	\$0.00
09A272	Jun.2009	\$0.00	\$0.00	\$0.00	\$268.88	\$0.00
10A175	May.2010	\$0.00	\$0.00	\$0.00	\$162.80	\$0.00
09A077	May.2009	\$0.00	\$0.00	\$0.00	\$188.88	\$0.00
						<u>1955.39</u>

Total write-offs over \$500      **2478.14**





## TOWN OF TABER COUNCIL REQUEST FOR DECISION

	<b>Subject:</b> Letter of Support request from the Taber Public Library	<b>Date of</b> January 24, 2011 <b>Agenda:</b>
	<b>Prepared By:</b> Kerry Van Ham, Council & CAO Assistant	
	<b>Attachments:</b> Letter from the Taber Public Library	
	<b>Topic:</b> Letter of Support request from the Taber Public Library	
<b>Background:</b>	<p>A letter was received from the Taber Public Library requesting a letter of support from the Town of Taber.</p> <p>The Taber Public Library is applying for a financial assistance grant through the Community Initiatives Program, which is funded through the Lottery Funding Programs, Culture and Community Spirit Division.</p> <p>The Taber Public Library continues to evidence itself as an integral part of the Community; confirmed by increased usage and attendance throughout the years.</p>	
<b>Options:</b>	<ol style="list-style-type: none"><li>1. That Council authorizes Administration to draft a letter of support for the grant application for the Taber Public Library, addressed to the Community Initiatives Program, on behalf of the Town of Taber.</li><li>2. That Council accepts the correspondence from the Taber Public Library for information purposes.</li></ol>	
	<b>Recommendation:</b> Option #1- That Council authorizes Administration to draft a letter of support for the grant application for the Taber Public Library, addressed to the Community Initiatives Program, on behalf of the Town of Taber.	
<b>Approval Date:</b>	January 20, 2011	<b>CAO:</b> 



**TABER PUBLIC LIBRARY**

5415 - 50<sup>TH</sup> Avenue

Taber, Alberta T1G 1V2

Phone: 403-223-4343

Fax: 403-223-4314

Email: [libtab@chinookarch.ab.ca](mailto:libtab@chinookarch.ab.ca)

January 14, 2011

Att: Kerry VanHam

Hi Kerry.....could we please get a "letter of support" from the Town regarding the below project. We are hoping to send the grant application off as soon as we can.

Taber Public Library is looking for financial assistance in the purchase of furniture for the Library. We are specifically looking to replace all existing furniture in the teen area, add two (2) more display cases for in-house programming and purchase an additional lectern/podium.

The total cost of the project is approximately \$10,000, of which a portion will be sought from the Community Initiatives Program.

As the Library is a non-profit entity we rely on donations and grant monies for many of the projects/programs that are carried out in the Library. Major funding is received from the local governments and the provincial government. These monies cover the day to day operations of the library.

Since opening our new facility in 2007, our figures show that 219,007 people have used our library in some form and fashion, and attendance at our in-house programs which are offered to the public free of charge, has risen by 53%. In order for the library to continue with this quality of service we are focused in our efforts to provide the best of service and programs in a facility that provides a safe and comfortable environment.


Thanks, Diane





# TOWN OF TABER

## COUNCIL REQUEST FOR DECISION

<b>Subject:</b> Restrictive Vehicle Idling Motion		<b>Date of</b> January 24, 2011
		<b>Agenda:</b>
<b>Prepared By:</b> Councillor Murray Rochelle		
<b>Attachments:</b> Website communication posting from Natural Resources Canada		
<b>Topic:</b> Formal Motion to address Restrictive Vehicle Idling		
<b>Background:</b>	<p>The intent of my motion is to take a simple and straightforward approach to reducing idling times and, therefore, vehicle emissions and greenhouse gas emissions, especially by encouraging drivers to turn off their engines when their vehicles are not in motion.</p> <p>Within the bylaw I would suggest that:</p> <ul style="list-style-type: none"> <li>• Vehicles will be limited to idling for 3 minutes in any 60 minute period.</li> <li>• Emergency vehicles, public transit and other vehicles such as those containing or transporting perishable goods would be exempted.</li> <li>• And that all vehicles would be exempted when the ambient temperature outside the vehicle is lower than minus 23 degrees Celsius.</li> </ul> <p><b>WHEREAS</b> emissions from internal combustion engines are a source of atmospheric pollutants and greenhouse gases;</p> <p><b>AND WHEREAS</b> such emissions have negative implications for local, regional and global climate and air quality, with accompanying implications for the health, safety and well being of residents of Town of Taber;</p> <p><b>AND WHEREAS</b> the <i>Municipal Government Act</i> (Alberta, RSA 2000, Chapter M-26) provides at Part 2, Division 1, Section 7 for Municipal Council to pass bylaws respecting health, safety and well being of its community;</p> <p><b>NOW THEREFORE</b> be it resolved that the Council of the Town of Taber in the Province of Alberta do instruct administration to now research and present to Council a restrictive vehicle idling bylaw for consideration by Council.</p>	
	<b>Options:</b>	<ol style="list-style-type: none"> <li>1. That Council accepts the motion and instructs Administration to research and present to Council a restrictive vehicle idling bylaw for consideration.</li> <li>2. That Council does not accept the motion to instruct Administration to research and present to Council a restrictive vehicle idling bylaw for consideration.</li> </ol>
<b>Recommendation:</b> Option #1 - That Council accepts the motion and instructs Administration to research and present to Council a restrictive vehicle idling bylaw for consideration.		
<b>Approval Date:</b>	January 20, 2011	<b>CAO:</b> 



[NRCan](#) > [OEE](#) > Vehicle Warm-Up

## Personal: Transportation

### Vehicle Warm-Up

Ask Canadian motorists why they idle their vehicles and you'll likely get a simple answer: to warm up the engine before they drive away. It's one of the most commonly held myths about driving in Canada. Excessively long warm-ups cost you money, waste fuel and generate unnecessary greenhouse gas emissions that contribute to climate change.

To assess the impact of vehicle warm-up, [Environment Canada](#) conducted a test program using a cold chamber and three vehicles. Each vehicle was cooled to -18°C and driven over a simulated urban driving cycle. The test procedure was performed using a 5-minute warm-up before driving the simulation urban cycle and repeated using a 10-minute warm-up before driving the simulated urban cycle.

The test results showed that with a 5-minute warm-up total fuel consumption increased by 7 to 14 percent and with a 10-minute warm-up total fuel consumption increased by 12 to 19 percent<sup>7</sup>. This also leads to a similar increase in carbon dioxide (CO<sub>2</sub>) emissions, as they are an unavoidable by-product of burning fossil fuels.

Contrary to popular belief, excessive idling is not an effective way to warm up your vehicle, even in cold weather. The best way to warm it up is to drive it. In fact, with today's computer-controlled engines, even on cold winter days, usually no more than two to three minutes of idling is enough warm-up time needed for the average vehicle before starting to drive – but make sure that windows are free from snow and properly defrosted before driving away!

Please consult your owner's manual or your vehicle service advisor if you would like a recommendation specific to your vehicle or climatic conditions.

Unfortunately, some motorists warm up the engine to the point where the car heater has warmed the interior of the vehicle. On cold days, this could take upwards of 10 minutes and, as can be seen from the tests, will have a significant impact on fuel consumption and emissions of carbon dioxide (CO<sub>2</sub>), the principle greenhouse gas.

What's often forgotten is that idling warms only the engine – not the wheel bearings, steering, suspension, transmission and tires. These parts also need to be warmed up, and the only way to do that is to drive the vehicle. Until the engine temperature begins to rise, it's a good idea to avoid high speeds and rapid acceleration. It's also important to ensure that windows are free from snow and properly defrosted before driving away!

### Give your car a helping hand in winter and consider using a block heater

You will use more fuel and create more CAC and GHG emissions in the first minutes after a "cold start" than when the engine reaches normal operating temperatures. When an engine starts up, it pumps oil throughout the engine block to lubricate moving parts. In a cold engine, the oil is thick and resists flow, so the engine has to work harder to overcome internal friction.

Fuel combustion is also less efficient in a cold engine, and the air-fuel mixture is richer - in other words, there is more fuel and less air in the mixture. (The mixture of fuel vapour and air must be in

proper proportion for efficient combustion.) The combined effect is a sharp increase in GHG and CAC emissions. On top of everything else, the catalytic converter doesn't work efficiently when it is cold. Therefore it is important to drive the vehicle so that it reaches its proper operating temperature as soon as possible in order to maximize fuel efficiency and reduce emissions.

On cold winter days you can help to reduce the impact of starting your vehicle by using a block heater. This device warms the coolant, which in turn warms the engine block and lubricants. The engine will start more easily and reach its operating temperature faster. This can greatly decrease the amount of idling warm-up time of the engine and allow the engine to reach its proper operating temperature faster.

At -20°C, the use of a block heater can improve overall fuel economy by as much as 10 percent. In a test program conducted by Environment Canada, a vehicle sitting at -25°C was warmed using a block heater and then driven over a simulated urban driving cycle. This resulted in a 25 percent reduction in fuel consumption compared to cold-starting the vehicle and driving it over the same route.<sup>8</sup>

A block heater runs on electricity. To save money, invest in an automatic timer that switches the block heater on two hours before you plan to drive the vehicle (instead of leaving it plugged in all night). Usually this is all the time needed to warm the coolant and the engine.

## Extra winter tips

Given the test results, it is important to use remote car starters wisely and reduce unnecessary warm-up time. And remember, combining trips in cold weather can save you even more fuel and money in the winter months by saving the extra fuel required to warm up a vehicle.

<sup>7</sup> It should be noted that the Environment Canada test results did not show a clear trend with respect to the regulated exhaust emissions of hydrocarbons (HC), carbon monoxide (CO) and oxides of nitrogen (NO<sub>x</sub>). Environment Canada (EnviroZine On-line Newsmagazine). Retrieved April 2008.

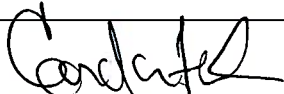
<sup>8</sup> Environment Canada (EnviroZine On-line Newsmagazine) Retrieved April 2008.

Date Modified: 2009-04-21



Agenda Item No. 7.G)

**TOWN OF TABER**  
**COUNCIL REQUEST FOR DECISION**

<b>Subject:</b> Department Head Reports	<b>Date of</b> January 24, 2011
	<b>Agenda:</b>
<b>Prepared By:</b> Kerry Van Ham, Council & CAO Assistant	
<b>Attachments:</b> Department Head Reports	
<b>Topic:</b> Department Head Reports	
<b>Background:</b>	The following reports are supplied for Council Information.
<b>Options:</b>	1. That Council accepts the Department Head Reports for information.
<b>Recommendation:</b>	Option #1 - That Council accepts the Department Head Reports for information.
<b>Approval Date:</b>	January 20, 2011 <b>CAO:</b> 



## ***Town of Taber***

**CHIEF ADMINISTRATIVE OFFICER  
December 20 – January 21, 2011**

- The Town has been served notice to begin negotiations with CUPE Local 2038 EMS for their upcoming contract.
- Reviewing contractual agreements with benefit entitlements.

### **Meetings and Conferences:**

- Along with Mayor Ray, members of the Police Commission and other staff members, a swearing in ceremony of the new Taber police constable was attended.
- The Building Review Committee met with the Architects to discuss the Needs Assessment Reports and the proposed first option for the renovations.
- Performance evaluation was conducted.
- A meeting was held with the Union to discuss a variety of topics, including flex time, personnel payroll issues, equalized pay, filling the EMS position permanently, as well as compensation to Union personnel when assuming the EMS Manager duties when she is away.
- Management Team Meetings were regularly held the day following the Council meetings to discuss and review any relevant information. The Health and Safety audit action plan was discussed in detail. This action plan is a result of items identified in the audit requiring additional attention.



## ***Town of Taber***

### **ADMINISTRATION REPORT December 21, 2010 – January 24, 2011**

#### **CORPORATE SERVICES REPORT for December 21, 2010 – January 24, 2011**

##### ***Corporate Services***

- The budget has been passed by Council and we have had a couple of requests from taxpayers for copies of the budget, so we have posted the budget on the Town of Taber website.
- Yearend audit preparations are underway. A timeline has been drafted to ensure staff knows when they will be required to that have their accounts reconciled. We plan on starting the year end review on February 18<sup>th</sup> and have the first day of audit fieldwork beginning on March 7<sup>th</sup> and ending on March 11<sup>th</sup>.

##### **Currently working on:**

- Purchasing policy revisions and training procedures.
- Training for Administration to use the Diamond PO module.
- Capital closeout project management training.
- Direct customer service and after hours line.

##### ***Information Technology***

- The Town of Taber has added a new service to its email delivery by allowing Town email accounts to be set up on mobile phones that use Active Sync. This includes phones such as the Apple iPhone. Phones that are allowed to connect must be models that are approved by the I.T. Department and are limited in number by operational requirements. Additionally, mobile phones that download Town email messages must be protected by a password from casual access. Access takes place over an encrypted connection. Several iPhones were set up this month.



### **Highlights from our activities this month:**

- Training activities:
  - For I.T. staff –
    - The IT support analyst took an online training course on the FortiGate firewall
  - For all staff –
    - Administration staff were trained on the use of automated timesheets and digital signing
- Automated timesheets were tested in a beta program at the Administration Building.
- Timesheet changes and enhancements were made to the automated forms.
- Reports on network activities were prepared from our network monitoring software.
- The Deputy Fire Chief office was created and set up with a computer and phone.
- New debit machines were installed at the Administration Building and the Aquafun Centre.

### **Currently working on:**

- Troubleshooting problems with the GFI anti-spam software.
- Working on an RFP for the upgrade of the Taber website.
- Researching various types of work order software.
- Ordering and scheduling payroll software upgrade.

### ***Human Resources***

- Recruitment is ongoing for the following positions:
  - Permanent Fulltime
    - Pool Operator
    - Purchaser
    - Community Peace Officer I

- Finishing off new Personnel Procedure and also drafting new confidentiality agreement for Town employees.

**Currently working on:**

- Holding orientation sessions for all departments within the Town regarding the new electronic timesheets. The electronic timesheets will be implemented organization-wide by the Feb 2 pay period cut-off.
- Payroll has finished pension reconciliation and is working on T4's.
- Preparing for Job Fair on February 11 and the kickoff to our summer seasonal recruiting for 2011.

# Director of Public Services

January 18, 2011

## DEPARTMENT HIGHLIGHTS - PRIOR Month

- NW Storm – submitted project extension application; repairs to the 46<sup>th</sup> Street storm line ongoing (weather permitting) & update provided to area residents
- Met with FortisAlberta and AE re: downtown Taber street lighting plan
- 2011 Bi-Annual Capital Works – review of 50% complete detailed design
- Prepared Public Services dept 2011-13 Operating and Capital budget proposals, and initiated procurement process of several time-sensitive projects
- WTP Upgrade preliminary design – reviewed draft report with Epcor
- Submitted annual Environmental Insurance Liability application to our insurers
- Lease reviews & renewals
- Received & posted Public Notice relating to our Wastewater Approval from AB Environment, reflecting changes to our monitoring requirements
- Finalizing agreements with two private landowners as they relate to the Town's water and waste disposal operations
- Reviewed Taber Landfill & Transfer Station tipping fees, per the Waste Management Authority's request. Implemented amended tipping fees
- Reviewed our existing Class III operations with EBA Engineering; confirmed anticipated capacity and life of existing dry waste landfill, and exploring expansion of existing cell
- Workplace safety inspections & meetings

## UPCOMING PROJECTS & TASKS PLANNED

- Continue implementation of projects and purchases approved for 2011
- NW Storm – monitor project progress & related 46<sup>th</sup> Street storm line repair
- Meet with AB Environment re: Taber Class III landfill area, operation & closure
- Finalize PUL subdivision & raw water supply line ROW agreement
- Water Treatment Plant Upgrades Preliminary design– review final report w/ Epcor
- 2011 Bi-Annual Capital Works – review final detailed design & tender; tender period
- Recycling Services RFP – explore 2011 recycling services with existing contractor
- Participate in Town of Taber 2011 Advance priority setting process
- Review/renew lease agreements
- Workplace safety inspections & meetings

# Public Services Manager – Monthly Dept Report

January 18, 2011

## **Facility Maintenance**

- Implementation of the 2011 Monthly Facility & Equipment Maintenance program is ongoing including monthly work at the Admin Bldg, Auditorium, Ice Arenas, Aquafun Centre, Police Services Building, PS Shop & Landfill/Transfer Station Scale Building.

## **Roads/Walks**

- The 2011 Snow Management Program is ongoing. Hired Contracted Services to assist with plowing up windrows and the removal of windrows at a cost of \$31,000 to date. All windrows will be picked up by January 28<sup>th</sup> or sooner.
- Recruiting for the vacant Purchasing Agent position.
- Posted truck tenders on line with Alberta Purchasing Connection. Closing date for truck tender's submission is January 25 @ 2:00 pm.
- Monthly Safety meeting

## **Solid Waste Collection and Transfer Station**

- Tan/Green Collection Bin maintenance ongoing.
- Starting November 22, 2010 – April 05, 2011 ( Winter Operations) the Green Compost bins will be picked up once per month.
- Relocating Green bins beside the Tan bins ongoing.
- Monthly Safety meeting.

## **Partnership with Community in Blooms**

# Recreation Facilities Manager – Monthly Department Report

## **Community Centre**

- Regular operation and bookings ongoing in Auditorium
- Review and modification of Hazard ID's ongoing
- Large ice regular season operations ongoing
- Curling rink regular season operations ongoing
- Small ice installation regular season operations ongoing

## **Parks**

- Regular maintenance checks ongoing
- Review and modification of Hazard ID's ongoing

## **Sportsfields**

- Regular maintenance checks ongoing
- Review and modification of Hazard ID's ongoing
- Preliminary Budget for 2011 Completed
- Ken McDonald Sports Fields closed for winter season. Gates closed to limit vandalism and damage. Walk in gate still open for pedestrian use.

## **Cemetery**

- Regular maintenance checks ongoing
- Review and modification of Hazard ID's ongoing

# LEISURE SERVICES

January 2011

## Aquatics

- Continue with upgrading procedures, staff training & Health and Safety plan.
- Assisting with the development of a Joint Health and Safety Committee member handbook, as well as review of directives.
- New swim lesson program put in place by the Canadian Red Cross that we are evaluating requirements for and planning for introduction of in April.
- West mechanical room cooling system activated January 10, 2011. Following some technical difficulties the unit has been switched from the hot tub to the lap pool system and is now working effectively.
- Recruitment underway for the Pool Operator position recently left vacant.
- Communications with AHS continued to review proposed new Operational Standards for Swimming Pools with Alberta Health Services and how the legislation may affect our facility.
- Assisting various other municipalities with information regarding operations and procedures.

## Leisure

- Fee adjustments completed in CLASS for the recently approved 2011 fee schedule. Upgraded signage and fee schedules in the facility and website.
- Notifications sent to all user groups affected by the 2011 fee increases.
- Notifications provided to all user groups approved in the 2011 Waiver and Reductions Policy.
- Preparations underway for the Spring Community Registration Event to be held Feb. 26 and March 3 in the auditorium.
- Preparing agenda and notifications for the upcoming user group meeting as requested by the Recreation Board.
- Researching and compiling information on Sponsorship and Naming Rights from other communities.
- Preparations for soon to be "Canada Day" committee as well as submitted the Celebrate Canada 2011 grant application.
- Investigating grant opportunities for Recreation.
- Southern Alberta Recreation Association meeting upcoming late January.
- Currently preparing the 2011 Spring Leisure Guide.
- Preparing for Summer Staff recruitment that will occur in February.
- Assisting Southern Alberta Recreation Association in greater capacity for Summer Games 2011 to be held in Medicine Hat.

Aline Holmen  
Leisure Services Manager

## **PLANNING AND ECONOMIC DEVELOPMENT**

### **COUNCIL REPORT JANUARY 24, 2011**

- The department's ongoing responsibilities are to process and approve development, building, occupancy (Permit Services Report) and sign permits; business licenses and Compliance Certificates; subdivision applications and amendments to the Land Use Bylaw.
- To date 2 building permits have been issued in January
- Business license invoices for 2011 have been mailed.
- Administration has followed up with council from the meeting in December 2010 with local truckers and property owners.
- Staff is responding to an enquiry for a community allocation garden.
- Progress continues on the Tourism Master Plan : Phase 3 – Agricultural Interpretive / Visitor Centre Concept Drawings and Open House. An RFP for creating concept drawings was completed and sent out to architectural firms. The concept drawings will be completed by the end of February and the tentative date for the Open House is March 30, 2011.



## Taber Emergency Services Report – December 2010

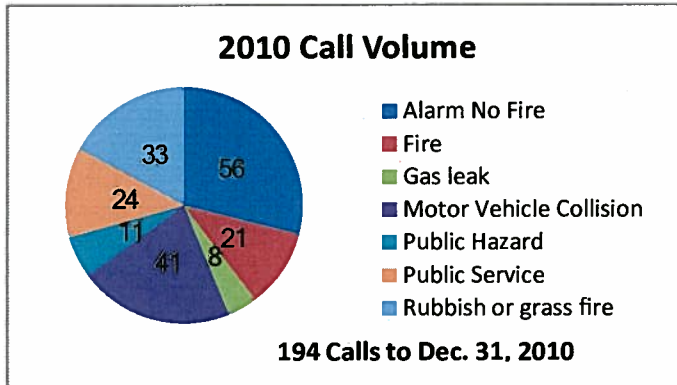
### Fire

There were 194 total calls for service in 2010. The volunteers logged a total of 4029 hours responding to incidents and training. In addition, 5 duty officers logged a total of 5118 hours on call time in 2010. In the month of December there were 12 calls for service. Of these calls, 6 occurred in town, and 6 in the MD.

Activities in December included a tour to the FritoLay plant to familiarize personnel with the facility features, hazards, and processes. In addition, we participated in a real time disaster scenario at Lamb Weston which tested their Emergency Response Plan and our capability to respond. Emergency Medical Responder training continued in December, allowing medically trained firefighters to maintain skills allowing them to respond in a cross functional role if needed.

Taber Emergency Services adopted a family for the Christmas season. Our volunteers made donations to a needy family in the community through the Safe Haven. In all 2 pickup trucks full of various gifts and furniture were delivered to the family as a Christmas gift.

### Call Volume Stats

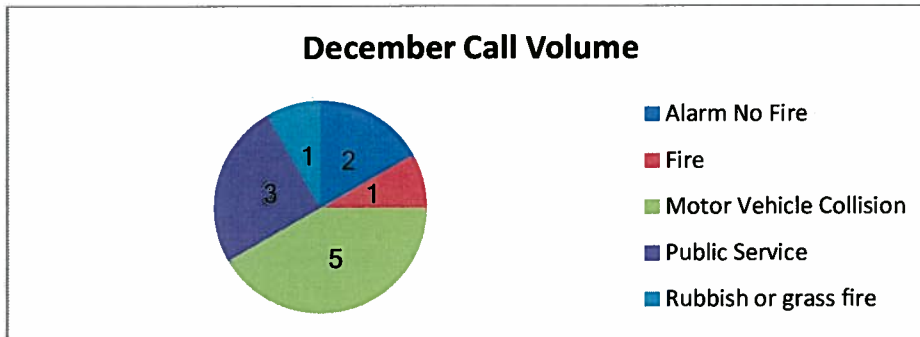


#### **Notes to chart-**

Public hazard calls include fuel spills, chemical spills, and downed power lines.

Public service calls are assists to EMS staff, Taber Police Service, or RCMP. They may also include nonemergent calls such as a downed tree.

Gas leaks are any suspected release of a gas, including in house CO alarm calls.



**TABER EMERGENCY SERVICES**  
**Monthly Operating Report**

<b>Month:</b>	December 2010
<b>EMS</b>	<ul style="list-style-type: none"> <li>• Action Plan on the AHS Operational Review adopted by Council and implemented.</li> </ul>
<b>CALLS</b>	<ul style="list-style-type: none"> <li>• 76 Emergency calls</li> <li>• 30 transfers</li> <li>• 104 Patients</li> <li>• 626 ALS hours</li> <li>• 118 BLS hours</li> </ul>
<b>EMS TRAINING</b>	<ul style="list-style-type: none"> <li>• All EMR's, EMT's and Paramedics are currently working on Neonate transport and Multiple Casualty Incident training.</li> <li>• Neonate carseat and MCI Kit provided by AHS</li> </ul>
<b>MEETINGS/REPORTS</b>	<ul style="list-style-type: none"> <li>• AHS monthly reporting completed, submitted and received</li> <li>• Management meetings attended</li> <li>• Adopted a family for Christmas</li> <li>• Met with Taber Dispatch</li> </ul>
<b>STAFFING</b>	<ul style="list-style-type: none"> <li>• Regular monthly staff meeting</li> <li>• No changes to staffing/scheduling at this time.</li> </ul>



**TOWN OF TABER**  
**COUNCIL REQUEST FOR DECISION**

<b>Subject:</b> Mayor and Councillor Reports (Verbal)		<b>Date of</b> January 24, 2011
		<b>Agenda:</b>
<b>Prepared By:</b> Kerry Van Ham, Council & CAO Assistant		
<b>Attachments:</b> None		
<b>Topic:</b> Mayor and Councillor Reports (Verbal)		
<b>Background:</b>		
<b>Options:</b>	1. That Council accepts the Mayor and Councillor reports, as presented.	
<b>Recommendation:</b>	Option #1 - That Council accepts the Mayor and Councillor reports, as presented.	
<b>Approval Date:</b>	January 20, 2011	<b>CAO:</b> 