



**RAY BRYANT  
MAYOR**

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**FORWARDED: August 11, 2011**

**AGENDA**

**REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, AUGUST 15, 2011 AT 5:00 PM.**

**MOTION**

**ITEM NO. 1. CALL TO ORDER**

**ITEM NO. 2. ADOPTION OF THE AGENDA**

**X**

**ITEM NO. 3. DELEGATIONS - NONE**

**ITEM NO. 4. ADOPTION OF THE MINUTES**

A) RFD Regular Meeting of Council July 18, 2011

**X**

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

**ITEM NO. 6. BYLAWS - NONE**

**ITEM NO. 7. ACTION ITEMS**

- A) RFD Regional Emergency Management Framework Agreement **X**
- B) RFD Intermunicipal Emergency Services Plan **X**
- C) RFD Notice of Motion – Municipal Share of Provincial Oil Sands Royalties **X**
- D) RFD Land Use Planner Internship Program **X**
- E) RFD Monthly Operating Financial Statements **X**
- F) RFD Department Head Reports **X**
- G) RFD Mayor and Councillor Reports (Verbal) **X**

**ITEM NO. 8. MEDIA INQUIRIES**

**ITEM NO. 9. CLOSED SESSION**

Labour

**X**

**ITEM NO. 10. OPEN SESSION**

**X**

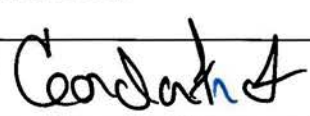
**ITEM NO. 11. CLOSE OF MEETING**

**X**



Agenda Item No. 4.A)

## TOWN OF TABER COUNCIL REQUEST FOR DECISION

<b>Subject:</b> Regular Minutes of Council	<b>Date of</b> August 15, 2011 <b>Agenda:</b>	
<b>Prepared By:</b> Kerry Van Ham, Council & CAO Assistant		
<b>Attachments:</b> Minutes		
<b>Topic:</b> Minutes of the Regular Meeting of Council, July 18, 2011		
<b>Background:</b>		
<b>Options:</b>	<ol style="list-style-type: none"><li>1. That Council adopts the minutes of the Regular Meeting of Council held on July 18, 2011, as presented.</li> <li>2. That Council adopts the minutes of the Regular Meeting of Council held on July 18, 2011, as amended</li></ol>	
<b>Recommendation:</b> Option #1 - That Council adopts the minutes of the Regular Meeting of Council held on July 18, 2011, as presented.		
<b>Approval Date:</b>	August 11, 2011	<b>CAO:</b> 

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, JULY 18, 2011 AT 5:00 PM.

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

ALSO PRESENT:

Gordon Frank, CLGM, Chief Administrative Officer (CAO)  
Dale Culler, CA, 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  
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.184/11 MOVED by Councillor Papp that Council adopt the agenda as presented.

CARRIED UNANIMOUSLY

**DELEGATIONS**

**A) Rezoning Process – Mr. Thomas Menard**

Mr. Menard detailed his concerns regarding the public hearing process and procedure the Town of Taber adheres to regarding his rezoning application for the land he owns on Thelma Street.



**DELEGATIONS – CONT'D****A) Rezoning Process – Mr. Thomas Menard – Cont'd**

Mayor Bryant stated that Mr. Menard can reapply for rezoning of his land 6 months from the date of his original application, which would be July 24, 2011; therefore a new application can be filed July 25, 2011. At the time of the submission of a new application, the entire process will be outlined.

Council discussed the rezoning process at this time.

RES.185/11 MOVED by Councillor Tams that Council accepts the presentation from Mr. Thomas Menard regarding the rezoning process, for information purposes.

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES****A) Minutes of the Regular Meeting of Council – June 27, 2011**

RES.186/11 MOVED by Councillor Bekkering that Council adopts the minutes of the Regular Meeting of Council held on June 27, 2011, as presented.

CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM THE MINUTES - NONE****BYLAWS - NONE****ACTION ITEMS****A) Utility Bylaw 1-2010 Review**

At the Regular Meeting of Council held on May 9, 2011, utility information to date, statistics and the manner in which arrears are handled were reviewed.

At that time, Council requested additional information be provided by Administration.

D. Culler, CA, Director of Corporate Services, provided a report which detailed a further analysis of the utility statistics and comparable municipal data for Council's review. D. Culler stated that Administration would like to continue to track these trends.

**ACTION ITEMS – CONT'D****A) Utility Bylaw 1-2010 Review – Cont'd**

D. Culler stated that the Town of Taber legal counsel has evaluated the Utility Bylaw 1-2010 in full, in order to verify the current practice is in adherence with the spirit and intent of the Bylaw. The legal counsel review has confirmed that the current practice does adhere to the spirit and intent of the Bylaw and that Administration's position that a temporary disconnection of water service should not absolve the consumer from paying the applicable flat fees under the Bylaw.

Administration will be proposing minor wording changes to the Bylaw to remove some ambiguity with the wording of certain sections of the Bylaw that have been raised by residents regarding the application of the Bylaw.

RES.187/11 MOVED by Councillor Bekkering that Council accepts the Utility Bylaw Review report and directs Administration to revise the Bylaw to:

- a) remove ambiguity in the wording

DEFEATED

RES.188/11 MOVED by Councillor Tams that Council accepts the Utility Bylaw Review report and directs Administration to revise the Bylaw to:

- a) remove ambiguity in the wording; and
- b) add a vacation temporary shut off section with a charge of \$100.00 to turn off and \$100.00 to turn on.

WITHDRAWN

RES.189/11 MOVED by Councillor Tams that Council accepts the Utility Bylaw Review report and directs Administration to revise the Bylaw to:

- a) remove ambiguity in the wording; and
- b) add a temporary shut off section.

CARRIED

**ACTION ITEMS – CONT'D****B) Taber Water Treatment Plant Upgrade**

Administration requests Council direction on the issue of fluoridation as it relates to the Taber water treatment plant (WTP) upgrade project. Should Council decide to continue fluoridating water treated, then those upgrades will be included in the detailed design.

R. Cressman, Director of Public Services, presented details of the proposed repealing Bylaw 2-2011, which would repeal the Water Fluoridation Bylaw No. 1728. The proposed repealing Bylaw 2-2011 received first and second reading at Council's June 13, 2011 meeting.

Council discussed the survey results, documentation that was received from health care experts, expenses for continuation of fluoridation and the need for a plebiscite.

Mayor Bryant requested a recorded vote at this time.

RES.190/11 MOVED by Councillor Popadynetz that Council gives Third and Final reading to Bylaw 2-2011, repealing Fluoridation Bylaw No. 1728, at this meeting.

In favour of the motion were the following:

Councillor Sparks  
Councillor Popadynetz  
Councillor Bekkering  
Councillor Rochelle

In opposition to the motion were the following:

Mayor Bryant  
Councillor Papp  
Councillor Tams

CARRIED

**C) Arts Council of Taber Funding Request**

J. Coughlin, Director of Planning and Economic Development, detailed the request made by the Arts Council of Taber at the June 13, 2011 regular meeting of Council.



**ACTION ITEMS – CONT'D****C) Arts Council of Taber Funding Request – Cont'd**

The Arts Council of Taber (ACT) requested that the Town arrange for the conducting and financing of architectural services to:

- 1) Review the assessment and recommendations of the old Police Building, Library and Court House prepared by SAHURI + Partners Architecture Inc.; and,
- 2) Prepare strategies for completion of the Centre Court for the Arts.

Their request was for the Town to provide \$50,000.00 - \$60,000.00 for this planning process.

Administration would work with the Arts Council of Taber to fulfill all legal requirements and ensure the building will be functional for the intended purposes.

RES.191/11 MOVED by Councillor Rochelle that Council allocates funding to a maximum of \$60,000.00 from accumulated reserves for the planning process the Arts Council of Taber (ACT) requested on June 13, 2011 and requests Administration to work with ACT to prepare a Request for Proposal for their project.

CARRIED UNANIMOUSLY

**D) Proposed Legal Services: Obtaining Legal Advice Policy**

G. Frank, CLGM, Chief Administrative Officer, reviewed the proposed policy.

The Town of Taber engages legal counsel from time to time for consideration of routine and specialized subject matter. The proposed policy details the circumstances in which legal services may be obtained, while adhering to the procedures which best represents consistency for the municipality as a whole.

RES.192/11 MOVED by Councillor Tams that Council adopts the Legal Services; Obtaining Legal Advice Policy, as proposed.

CARRIED UNANIMOUSLY

**ACTION ITEMS – CONT'D****E) Proposed Public Hearing Policy**

G. Frank, CLGM, Chief Administrative Officer, reviewed the proposed policy, which details the reasons for holding a public hearing.

The proposed procedures outline the format for public hearings and the requirements for giving a presentation before Council.

Council discussed the operating guidelines of the procedures at this time.

Council requested that Administration obtain a legal opinion regarding items listed on the procedural operating guidelines.

RES.193/11 MOVED by Councillor Bekkering that Council table this issue pending a legal opinion.

CARRIED UNANIMOUSLY

**F) Department Head Reports**

RES.194/11 MOVED by Councillor Rochelle that Council accepts the Department Head Reports, for information.

CARRIED UNANIMOUSLY

**G) Mayor and Councillor Reports (Verbal)**

Council briefly discussed their various Committee activities during the past month.

RES.195/11 MOVED by Councillor Papp that Council accepts the Mayor and Councillor reports, as presented.

CARRIED UNANIMOUSLY

**MEDIA INQUIRIES**

G. Simmons, Taber Times, inquired if the public hearing minutes are posted online on the Town's website.

G. Frank, CLGM, Chief Administrative Officer stated that once Council adopts the minutes, they are posted on the website shortly thereafter. The Town will be operating a new website at the end of October 2011.



**CLOSED SESSION**

RES.196/11 MOVED by Councillor Sparks that Council move to Closed Session to discuss labour matters.

CARRIED UNANIMOUSLY AT 6:48 PM

**OPEN SESSION**

RES.197/11 MOVED by Councillor Bekkering that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 7:03 PM

RES.198/11 MOVED by Councillor Sparks that Council appoint Mr. Ken Holst to the Taber Municipal Police Commission for three years to expire at the Organizational Meeting of Council in 2013.

CARRIED UNANIMOUSLY

**CLOSE OF MEETING**

RES.199/11 MOVED by Councillor Tams that this Regular Meeting of Council is hereby closed.

CARRIED UNANIMOUSLY AT 7:04 PM


\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



# TOWN OF TABER

## COUNCIL REQUEST FOR DECISION

<b>Subject:</b> Regional Emergency Management Framework Agreement		<b>Date of</b> August 15, 2011
		<b>Agenda:</b>
<b>Prepared By:</b> Kerry Van Ham, Council & CAO Assistant		
<b>Attachments:</b> Regional Emergency Management Framework Agreement		
<b>Topic:</b> Regional Emergency Management Framework Agreement		
<b>Background:</b>	The Municipal District of Taber, Town of Taber, Town of Vauxhall and the Village of Barnwell have been for the last few years working on an Intermunicipal Emergency Plan. The Plan provides for a common plan that addresses similar potential emergencies within the region.	
	The attached agreement authorizes the municipalities to develop and maintain an Intermunicipal Plan.	
	This Agreement has been formatted for consideration to provide guidelines and direction in the case of a disaster or emergency of a multi-jurisdictional nature.	
	The minor recommended amendments as follows;	
	Page #1:	Whereas and Now Therefore, standard wording in agreements.
Paragraph #3:	Municipalities can only provide resources if they are available.	
Paragraph #9:	The agreement is about intermunicipal emergency plan, not investing in joint assets.	
Paragraph #13:	Deleting this section broadens the paragraph in which municipalities may have other agreements with.	
Paragraph #15:	Adds continuity to the agreement indicating the municipalities have participated in this type of cooperation since 1998.	
In order to facilitate the potential adoption of the Intermunicipal Emergency Services Plan, the Regional Emergency Management Framework Agreement must be in place.		
<b>Options:</b>	1.	That Council adopts the Regional Emergency Management Framework Agreement, as presented.
	2.	That Council adopts the Regional Emergency Management Framework Agreement, as amended.
<b>Recommendation:</b>		
<b>Approval Date:</b>	August 11, 2011	<b>CAO:</b> 

**REGIONAL EMERGENCY MANAGEMENT FRAMEWORK AGREEMENT**

**THIS AGREEMENT** made the 1st day of September, 2011

BETWEEN:

**MUNICIPAL DISTRICT OF TABER**  
OF THE FIRST PART

- and -

**TOWN OF TABER**  
OF THE SECOND PART

- and -

**TOWN OF VAUXHALL**  
OF THE THIRD PART

- and -

**VILLAGE OF BARNWELL**  
OF THE FOURTH PART

(collectively referred to hereafter as "Municipalities")

**WHEREAS:**

- A. ~~Section 11 of the~~ The Emergency Management Act, RSA 2000, c E-6.8 states that a local authority shall at all times be responsible for the direction and control of the local authority's emergency response.
- B. An emergency of a multi-jurisdictional nature could affect any or all of the Municipalities to such a degree that local resources would be inadequate to cope with the situation.
- C. The Municipalities have resolved to establish an Intermunicipal Emergency Plan that will assist in the coordination of regional emergency response.
- D. The Intermunicipal Emergency Plan shall be the municipal emergency plan adopted by each of the participating local authorities for their jurisdiction.



- E. The responsibility for emergency management continues to lie with the local authority in which the emergency is occurring.
- F. The responsibility for the annual updating of emergency management information contained within the Intermunicipal Emergency Plan continues to be the responsibility of each municipality.
- G. The Municipalities agree to participate in an Intermunicipal Protective Services Committee which will;
  - 1. Establish a terms of reference that will aid in the development of an effective committee that will promote intermunicipal cooperation on protective services issues.
- H. The Municipalities have each appointed a Director of Emergency Management who will be solely responsible for the management of emergencies which may occur within their municipalities.
- I. The Municipalities will annually confirm the appointment of a Regional Director of Emergency Management who will;
  - 1. Coordinate the updating of the Intermunicipal Emergency Plan provided by each municipality annually,
  - 2. Maintain common information contained within the Plan on behalf of member municipalities,
  - 3. Distribute copies of the Plan to member municipalities and government organizations,
  - 4. Act as a resource for any member municipalities Director of Emergency Services during any emergency,
  - 5. Organize and participate in joint Intermunicipal planning exercises.
- J. The Regional Emergency Management Framework will provide continuity from a municipal response to a regional response should it be required.

**NOW THEREFORE, THE PARTIES in consideration of the mutual promises, terms, covenants and conditions set out herein agree as follows;~~IT IS AGREED THAT FOR MUTUAL CONSIDERATIONS:~~**

1. In this Agreement:
  - (a) “disaster” or “emergency” means a calamity, however caused, that results or may result in serious damage to property and/or harm to the safety or welfare of persons, an effective response to which may be beyond the capability of a Municipality;
2. The Regional Emergency Management Framework will allow for the activation of regional response at the request of any member municipalities Municipal Director of Emergency Management or designate.
3. Municipalities shall not be required to provide resources other than municipally owned equipment and employees and volunteers normally used by the Municipalities **if available**.
4. A Responding Municipality(s) is not liable for:
  - (a) any loss, damage or injury resulting from failure to respond to any call, the delay in responding to any call or mechanical failure of equipment; and
  - (b) any loss, damage or injury to the Requesting Party’s equipment, employees or volunteers unless the Responding Party is grossly negligent
5. A Requesting Municipality indemnifies each Responding Municipality against any expense incurred by that Responding Municipality by reason of any damage to its equipment in the course of responding to a call and against any cost or expense incurred by the Responding Municipality by reason of personal injury or death caused to any of its personnel in the course of responding to a call unless such damage, injury or death results from the gross negligence of the Responding Municipality.
6. All costs and expenses associated with responding to an incident shall be the responsibility of the Municipality where the incident occurs.
7. The Municipalities will at all times comply with the requirements of all applicable federal, provincial and municipal legislation.
8. This Agreement comes into force on September 1, 2011 (“Commencement Date”) and shall be reviewed on the request of a Municipality or every three (3) years.
9. -Any one of the Municipalities may withdraw from this Agreement by giving twelve (12) months written notice of intent to each of the other Municipalities. In that event this Agreement shall otherwise continue in force between the remaining parties. ~~and any investment in joint assets will stay in the partnership.~~

- 10. Municipalities cannot opt in or out of the Regional Emergency Management Framework during a disaster or emergency.
- 11. Each of the Municipalities agrees to share Emergency Management related information.
- 12. The Municipalities will strive to utilize common procedures, training, communication systems, and technologies related to Emergency Management.
- 13. This Agreement does not amend in any manner existing agreements between the Municipalities ~~with respect to the provision of fire fighting or other services.~~
- 14. Any notice permitted or required by this Agreement shall be deemed to be given if delivered personally or sent by registered mail addressed to a Municipality at its principal municipal address. Any notice sent by mail is deemed to be received on the fifth business day following the date of mailing.
- 15. This agreement replaces the Disaster Services Mutual Aid Agreement of April 1998 ~~between the municipalites.~~

**IN WITNESS OF WHICH** the Municipalities have executed this Agreement.

**MUNICIPAL DISTRICT OF TABER**

**TOWN OF TABER**

PER: \_\_\_\_\_

PER: \_\_\_\_\_

PER: \_\_\_\_\_

PER: \_\_\_\_\_

**TOWN OF VAUXHALL**

**VILLAGE OF BARNWELL**

PER: \_\_\_\_\_

PER: \_\_\_\_\_

PER: \_\_\_\_\_

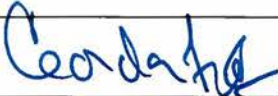
PER: \_\_\_\_\_

Draft






## TOWN OF TABER COUNCIL REQUEST FOR DECISION

<b>Subject:</b> Intermunicipal Emergency Services Plan	<b>Date of</b> August 15, 2011 <b>Agenda:</b>
<b>Prepared By:</b> Kerry Van Ham, Council & CAO Assistant	
<b>Attachments:</b> Intermunicipal Emergency Services Plan (Under Separate Cover)	
<b>Topic:</b> Intermunicipal Emergency Services Plan	
<b>Background:</b>	<p>The Intermunicipal Emergency Services Plan provides clear direction to all mutual aid municipalities involved within the Municipal District of Taber. The participants are the Municipal District of Taber, Town of Taber, Town of Vauxhall and Village of Barnwell.</p>
	<p>The Plan includes a comprehensive listing of Municipal Emergency Services Organizations, Disaster Services Agencies, Emergency Procedures and Leader Responsibilities to ensure a co-ordinated, succinct and multi-dimensional approach and response.</p>
	<p>The adoption of this revised plan continues to ensure that the well being of the residents within the Municipal District of Taber and the Town of Taber are a foremost priority to the Organization.</p>
<b>Options:</b>	1. That Council adopts the Intermunicipal Emergency Services Plan, as presented.
	2. That Council adopts the Intermunicipal Emergency Services Plan, as amended.
<b>Recommendation:</b>	
<b>Approval Date:</b>	August 11, 2011 <b>CAO:</b> 



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

<b>Subject:</b> Notice of Motion Consideration		<b>Date of</b> August 15, 2011
		<b>Agenda:</b>
<b>Prepared By:</b> Kerry Van Ham, Council & CAO Assistant		
<b>Attachments:</b> E-mail from Executive Assistant Ward 14; Copy of the Notice of Motion to Calgary City Council		
<b>Topic:</b> Notice of Motion Consideration		
<b>Background:</b>	The Town of Taber received an e-mail from Peter Demong, Alderman, Ward 14, City of Calgary requesting Council's consideration to raise the profile of the need for additional municipal revenue. The Notice of Motion asks that;	
	<i>"The Town of Taber engage the leadership candidates, and subsequently the new Premier, in a discussion to garner at least 10% of oil sands royalties from the provincial government for distribution to Alberta municipalities on a per capita basis."</i>	
	If Council feels that the initiative has merit, then Council should consider putting forth a motion supporting the City of Calgary in its efforts to bring the issue to the forefront.	
<b>Options:</b>	1. That Council adopts the motion to be presented and discussed at the regular meeting of Council on _____, 2011.	
	2. That Council accepts the information forwarded by Alderman Peter Demong, City of Calgary, for information purposes.	
<b>Recommendation:</b>		
<b>Approval Date:</b>	August 11, 2011	<b>CAO:</b> 

**Van Ham, Kerry**

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**From:** Executive Assistant Ward 14 [EAWard14@calgary.ca]  
**Sent:** July-29-11 10:38 AM  
**To:** Ward 14 Contact  
**Subject:** FW: Alberta Municipality funding initiative - Alderman Peter Demong  
**Attachments:** Municipal Share of Provincial Oil Sands Royalties - Alberta.docx

**Could you please forward the following business item to all members of your municipal Council as soon as possible?**

Dear Municipal Colleagues

I thought you might appreciate prior notice on an issue that I am raising at Calgary City Council, that may have some significant implications for your Municipality as well – indeed, all Alberta Municipalities.

According to a Canadian Energy Research Institute (CERI ) report released June 2011, there may be a 5 fold or more increase in royalties realized from the Alberta Oil Sands in the next 6 years, from approx. \$4 Billion to over \$20 Billion – and perhaps much higher than that. This report can be found at:

<http://www.ceri.ca/index.php/component/content/article/78-cesi-study-125-section-1>

Specifically, I am proposing, by way of Notice of Motion to Calgary City Council, ( attached above) that the Province of Alberta should be encouraged to dedicate at least 10% of these potential revenues to Municipalities across the Province.

Can I encourage you to put to your Council, at your first meeting in September, a similar Notice of Motion or initiative in order to raise the profile of this issue Province wide? I have already contacted a number of Municipalities and it has been indicated to me that they will be doing so as well.

This initiative is intended to start the conversation of how Alberta can best address financial pressures and the costs of growth faced by Alberta Municipalities caused directly and indirectly by the Oil Sands, a large part of which is deteriorating or badly needed new infrastructure. Clearly, with improved future revenue streams, Alberta Municipalities could be more effective contributors and partners in growing the Alberta economy.

Furthermore, with Royalty revenues pegged to a “percentage” of whatever comes in, the Province is not caught in a difficult position if the economy changes and incoming revenues fall short leaving them unable to meet funding promises. I’m sure the Province would appreciate a little sharing of the risks and uncertainties of unstable Provincial transfer funding, as well as the benefits.

I’d appreciate hearing your thoughts on this matter.

Thank You,

Peter Demong  
ALDERMAN, WARD 14  
CITY OF CALGARY  
PH: (403) 875-7414  
FAX: (403) 268-3823  
[peter.demong@calgary.ca](mailto:peter.demong@calgary.ca)



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## **Municipal Share of Provincial Oil Sands Royalties**

**WHEREAS** a June 2011 independent study entitled *Economic Impact of Staged Development of Oil Sands Production in Alberta (2010 – 2035)* by the Canadian Energy Research Institute shows the Government of Alberta will see oil sands royalties increase 5-fold in the next 6 years. During the entire 25 year period, the overall investments, reinvestments, and revenues from operation of the existing and under construction oil sands projects are estimated at \$2.1 trillion. Should there be additional pipelines constructed, Alberta would see an estimated increase of \$4.7 trillion to the provincial economy;

**AND WHEREAS** the study states that the oil sands impact Alberta more than any other province;

**AND WHEREAS** the Alberta oil sands are at the heart of most of the growing pressures on municipalities across the province; these pressures are causing most of the issues with regard to growth in every Alberta municipality;

**AND WHEREAS:** the tax base local governments have is always a reactive tax as to what the property values are worth, with municipalities always having to play catch up; and these cash-strapped municipalities in Alberta have regularly seen higher than normal property tax increases;

**AND WHEREAS** the citizens of Alberta who are the most impacted by the oil sands should all share equally in the benefits of the oil sands royalties. A small percentage of these oil sands royalties distributed to each of the municipalities would greatly ease the growing strain and the tax burden felt by individual taxpayers;

**AND WHEREAS** even if 10% of the annual oil sands royalties, which are currently being paid to the provincial government were transferred to Alberta municipalities, the Government of Alberta would still earn a compounding annual increase of 30% in their revenues over the next 6 years;

**AND WHEREAS** the Federal, Provincial and Territorial Ministers are currently creating a national energy strategy;

**AND WHEREAS** the governing Progressive Conservative Party in Alberta is in the midst of a pivotal leadership race, which will be followed by an equally pivotal Provincial election, municipalities can be leaders in magnifying the potential opportunity to distribute a share of the royalties given to the provincial government from the oil sands to Alberta municipalities;

**NOW THEREFORE BE IT RESOLVED** that (name of municipality) engage the leadership candidates, and subsequently the new Premier, in a discussion to garner at least 10% of oil sands royalties from the provincial government for distribution to Alberta municipalities on a per capita basis.



TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Subject: Land Use Planner Internship Program Date of August 15, 2011
Agenda:
Prepared By: Jim Coughlin, Director of Planning and Economic Development
Attachments: July 4, 2011 Correspondence received from Municipal Affairs
Topic: Application for Program Funding to Host a Land Use Planner Intern - 2012 - 2014
Background:
The Municipal Internship Program for Land Use Planners is sponsored by Alberta Municipal Affairs. It is designed to attract recent post-secondary graduates to the field of municipal planning. Its objective is to assist in the training and development of competent, well-rounded municipal planners and, thereby, help them prepare for the municipal planning field.
The program provides funding to municipalities to hire and train an intern for a two-year period. During the first year of the program, the intern will be exposed to many different aspects of municipal planning and administration. Interns will be able to experience many of the key functions of municipal governments and to understand them from a planning perspective. In the second year, interns will be able to take on more responsibility and gain further experience through direct involvement in planning projects and issues.
8 municipalities will be approved. Funding is a grant of \$62,000 over 2 years (\$42,000 in the first year and \$19,000 in the second year). This will reduce the Town's annual salary costs for a planning position (\$64,000) to \$22,000 in the first year and \$45,000 in the second year. Applications are due by September 9, 2011. Selected municipalities will be notified in November, 2011. The work term will begin in May, 2012.
Options:
1. That Administration apply under the Municipal Internship Program for funding to host a Land Use Planner Intern.
2. That Administration not apply under the Municipal Internship Program for funding to host a Land Use Planner Intern.
Recommendation: Option #1 - That Administration apply under the Municipal Internship Program for funding to host a Land Use Planner Intern.
Approval Date: August 11, 2011 CAO: [Signature]



July 4, 2011

Dear CAO:

The Municipal Internship Program is being offered for an eleventh year, starting in May 2012. To date, more than 155 interns have participated in or are currently part of this program that brings highly educated, enthusiastic individuals interested in pursuing a career in municipal government into the field and provides these recent graduates first-hand experience and knowledge. For municipalities and planning service agencies, this is a unique opportunity to help develop the future leaders of Alberta's municipal sector.

You are invited to be a part of the program by applying to be one of the 20 hosts who will be selected for the May 2012 program. Host organizations receive a grant to assist with costs and are supported in their efforts to train and mentor their interns by a team of ministry staff.

The objective of the Municipal Internship Program is to work with Alberta municipalities and planning service agencies to help address succession issues. To respond to these issues, the program offers two streams:

#### **Municipal Internship Program for Administrators**

- Twelve municipalities or municipal partnerships will be selected to host an intern for a 12-month period.
- Municipalities must have a population between 700 and 100,000.
- Municipalities may collaborate to host an intern; at least one of the partners must meet the population requirement.
- The CAO/senior manager must agree to serve as the intern supervisor for the duration of the program.
- Hosts will provide experience in all major functional areas of the municipality.
- This program helps interns prepare for senior administrative positions in Alberta's municipal governments.
- Hosts receive a grant of \$43,000 to help cover the costs of hosting an intern.

#### **Municipal Internship Program for Land Use Planners**

- Eight municipalities, municipal partnerships or intermunicipal planning service agencies will be selected to host an intern for a 24-month period.
- Municipalities must have a planning department that undertakes in-house the full range of planning services and must serve a population between 5,000 and 100,000.
- Municipalities may collaborate to host an intern; at least one of the partners must meet the population requirement and collectively the partners must provide the full range of planning services.
- The senior planner must agree to serve as the intern supervisor for the duration of the program and support the intern in pursuing his/her Registered Professional Planning accreditation through completion and signoff of responsible, professional planning experience.
- This program helps interns to be better prepared to enter the municipal planning field in Alberta's municipalities.
- Hosts receive a grant of \$62,000 over two years to help cover the costs of hosting an intern (\$43,000 in the first year, \$19,000 in the second year).

### **Municipal Partnerships**

If your municipality feels that it may not have the capacity to host an intern on its own, we encourage you to consider partnering with another municipality or planning service agency. Municipal partnerships enable interns to gain a broader understanding of municipal administration and/or planning, and help develop a wider variety of skills.

For the Administrator Program, partnerships are particularly important if your municipality does not have a specific department or function, such as planning or human resources. In this case, your intern could spend time in another municipality that has these departments. For the Land Use Planner Program, partnerships may allow municipalities that receive their planning services from an intermunicipal planning service agency, the opportunity to partner with that agency to provide an intern with direct municipal planning experiences.

You may formally or informally partner to host an intern as long as one of the organizations meets the eligibility requirements and is designated as the managing partner for the initiative. The managing partner is required to submit the municipal grant application on behalf of the partnering organizations. The application should clearly outline what role each of the municipalities or planning service agency would play in hosting an intern. For more information on municipal partnerships and eligibility requirements, refer to the program website or contact ministry staff.

### **To Apply**

The Municipal Internship Program is part of the Regional Collaboration Program; a program recently created through the Grants Reengineering process to streamline applying for provincial grant funding. The Municipal Internship Program itself has not changed and funding levels have been maintained. Details about the Municipal Internship Program, the eligibility requirements and the application information can be obtained through the Municipal Grants Web Portal later in July. Check the Internship Program website [www.municipalaffairs.alberta.ca/ms/internship](http://www.municipalaffairs.alberta.ca/ms/internship) for the specific date. Once the Web Portal is updated with the Program Guidelines and Application Form for 2012, the instructions to apply for the 2012/13 Administrator program and 2012-14 Land Use Planner program are:

1. Go to the Municipal Grants Web Portal [www.municipalaffairs.alberta.ca/municipalgrants.cfm](http://www.municipalaffairs.alberta.ca/municipalgrants.cfm).
2. On the left side of the page, select "Programs Supporting the Viability and Long-Term Sustainability of Municipalities."
3. Scroll down the page and select #5 – Regional Collaboration Program.
4. Find Documents on the right hand side and refer to the *Application Guidelines* and *Application Form 1*.
5. You can link to the Municipal Internship Program website by selecting "Visit Program Website" and then choosing the Municipal Internship Program or you can go to the website directly at [www.municipalaffairs.alberta.ca/ms/internship](http://www.municipalaffairs.alberta.ca/ms/internship).

**Page 3**

**To ensure your application is considered, please have your completed documentation returned to the ministry no later than September 9, 2011. The Minister will select the hosts for the 2012/13 Administrator Program and 2012-14 Land Use Planner Program in November 2011. Applications can be submitted via email, regular mail or by fax. Mail and fax information is provided on the application form.**

**If you have any questions about the Municipal Internship Program, please refer to the website at [www.municipalaffairs.alberta.ca/ms/internship](http://www.municipalaffairs.alberta.ca/ms/internship) or contact ministry staff toll-free by dialing 310-0000, then 780-427-2225 and ask for:**

- **Ms. Valerie Hope**
  - **Municipal Internship Program for Administrators**
  
- **Ms. Melanie Wood**
  - **Municipal Internship Program for Land Use Planners**

**Thank you for your interest in helping build strong local governments.**

**Yours truly,**

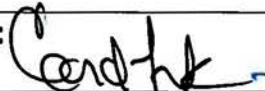
**Gary Sandberg  
Executive Director  
Municipal Services Branch**





# TOWN OF TABER

## COUNCIL REQUEST FOR DECISION

<b>Subject:</b> Monthly Operating Financial Statements	<b>Date of</b> August 15, 2011 <b>Agenda:</b>
<b>Prepared By:</b> Dale Culler, CA – Director of Corporate Services	
<b>Attachments:</b> Town of Taber Operating Financial Statements for the 6 months ending June 30, 2011	
<b>Topic:</b> Monthly Financial Reports	
<b>Background:</b>	Attached is the year to date unaudited operating financial statements for the six months ending June 30, 2011. When reviewing the information make note that for analytical purposes a positive variance on revenues or departments that budgeted a surplus means that more revenue or a larger surplus resulted from operations and the "percentage used" amount will be greater than 100%. For expenses or for departments that budgeted deficits a positive variance means that the expenses or the deficit was less than expected and the "percentage used" amount will be less than 100%.
<b>Options:</b>	1. That Council accepts the unaudited operating financial statements for the six months ending June 30, 2011 for information purposes.
<b>Recommendation:</b>	Option #1 - That Council accepts the unaudited operating financial statements for the six months ending June 30, 2011 for information purposes.
<b>Approval Date:</b>	August 11, 2011      CAO: 

**TOWN OF TABER**  
**OPERATING FINANCIAL STATEMENTS**  
**For the Six Months Ending June 30, 2011**  
**(Unaudited)**

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**TOWN OF TABER**  
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**For the Six Months Ending June 30, 2011**  
**(Unaudited)**

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# TOWN OF TABER

Statement of Operations and Change in Fund Balances  
For the Six Months Ending June 30, 2011  
(Unaudited)

	2011 Budget Operating	2011 Actual Operating	Variance	Percentage Used	2010 Actual Operating
<b>Revenues</b>					
Net taxes available for municipal purposes	7,129,036	8,170,781	1,041,745	114.61%	6,692,953
Sales to other governments	1,213,684	603,432	(610,252)	49.72%	1,212,086
Sales and user fees	7,032,113	3,467,044	(3,565,069)	49.30%	6,451,468
Penalties and cost of taxes	85,000	57,279	(27,721)	67.39%	109,201
Licenses and permits	196,400	159,593	(36,807)	81.26%	209,821
Fines	223,950	104,525	(119,425)	46.67%	204,756
Franchise and concession contracts	1,030,105	502,791	(527,314)	48.81%	1,010,609
Investment income	151,000	52,306	(98,694)	34.64%	1,314
Rentals	659,445	318,036	(341,409)	48.23%	646,795
Other	107,303	91,892	(15,411)	85.64%	189,844
Government transfers	1,230,891	711,875	(519,016)	57.83%	1,219,335
<b>Total Revenues</b>	<b>19,058,927</b>	<b>14,239,553</b>	<b>(4,819,374)</b>	<b>74.71%</b>	<b>17,948,182</b>
<b>Expenses</b>					
Salaries, wages and benefits	7,406,385	3,569,822	3,836,563	48.20%	7,230,278
Contracted and general services	4,588,479	2,088,349	2,500,130	45.51%	5,082,612
Purchase from other governments	804,485	334,638	469,847	41.60%	635,325
Materials, goods and supplies	2,476,888	1,253,068	1,223,820	50.59%	2,406,102
Provisions for allowances	13,000	-	13,000	0.00%	14,890
Transfers to local boards and agencies	466,489	243,367	223,122	52.17%	466,414
Bank charges and short term interest	8,000	2,371	5,629	29.63%	4,999
Interest on long term debt	586,353	297,352	289,001	50.71%	619,989
Amortization	3,743,620	1,871,810	1,871,810	50.00%	3,673,708
Loss (gain) on disposal of capital assets	-	(1,476)	1,476	0.00%	968,241
Other	43,250	34,714	8,536	80.26%	(593)
<b>Total Expenses</b>	<b>20,136,948</b>	<b>9,694,014</b>	<b>10,442,934</b>	<b>48.14%</b>	<b>21,101,966</b>
Excess (deficiency) of revenue over expenses	(1,078,021)	4,545,539	5,623,561	-421.66%	(3,153,784)
Repayment of long term debt	(562,474)	(267,706)	294,768	47.59%	(557,641)
Interfund Transfers	-	-	-	0.00%	-
From reserves	311,524	155,762	(155,762)	50.00%	1,684,102
To reserves	(2,414,649)	(1,063,473)	1,351,176	44.04%	(2,282,064)
<b>Change in Fund Balance</b>	<b>(3,743,620)</b>	<b>3,370,123</b>	<b>7,113,743</b>	<b>-90.02%</b>	<b>(4,309,387)</b>

# TOWN OF TABER

Statement of Operations - Account Level Detail  
For the Six Months Ending June 30, 2011  
(Unaudited)

	2011 Budget Operating	2011 Actual Operating	Variance	Percentage Used	2010 Actual Operating
<b>Revenues</b>					
Local Improvement Taxes	14,598	14,598	(0)	100.00%	23,745
Property Taxes - FARMLAND	1,926	1,926	0	100.01%	1,851
Property Taxes - GIL Federal	43,331	43,331	(0)	100.00%	39,992
Property Taxes - GIL Provincial	41,013	41,013	0	100.00%	39,662
Property Taxes - LINEAR	214,888	214,902	14	100.01%	216,162
Property Taxes - MACHINERY & EQUIPMENT	696,461	696,461	(0)	100.00%	629,173
Property Taxes - NON RESIDENTIAL	2,612,200	2,610,491	(1,709)	99.93%	2,468,780
Property Taxes - RAILWAY	4,636	4,636	0	100.01%	4,606
Property Taxes - RESIDENTIAL	5,649,443	5,647,327	(2,116)	99.96%	5,333,760
Public School Requisition - Residential/Farmland	(1,208,881)	(604,045)	604,836	49.97%	(1,138,330)
Public School Requisition - Non Residential	(591,352)	(295,800)	295,552	50.02%	(587,723)
Seniors Lodges - Taber & District Housing	(58,766)	(58,881)	(115)	100.20%	(57,079)
Separate School Requisition - Non Residential	(79,578)	(39,806)	39,772	50.02%	(74,838)
Separate School Requisition - Residential/Farmland	(210,883)	(105,373)	105,510	49.97%	(206,810)
<b>Net taxes available for municipal purposes</b>	<b>7,129,036</b>	<b>8,170,781</b>	<b>1,041,745</b>	<b>114.61%</b>	<b>6,692,953</b>
Sale of Contracted Services - AHS	1,086,864	543,432	(543,432)	50.00%	1,079,722
Sale of Contracted Services - Dispatch	120,000	60,000	(60,000)	50.00%	120,000
Sales to Local Government	6,820	-	(6,820)	0.00%	6,564
Sales to Provincial Government	-	-	-	0.00%	5,800
<b>Sales to other governments</b>	<b>1,213,684</b>	<b>603,432</b>	<b>(610,252)</b>	<b>49.72%</b>	<b>1,212,086</b>
Land Sales	160,000	96,369	(63,631)	60.23%	-
Recycling Service Fees	127,470	64,227	(63,243)	50.39%	124,113
Sale of Consumables	33,700	13,116	(20,584)	38.92%	37,996
Sale of Materials and Supplies	6,605	6,271	(334)	94.95%	69,104
Sales of Services	202,044	147,202	(54,842)	72.86%	298,712
Sales of Services - Opening & Closing	24,000	13,930	(10,070)	58.04%	20,324
Sales of Services - Plots & Perpetual Care	26,470	9,900	(16,570)	37.40%	26,711
Service Installations	-	1,625	1,625	0.00%	3,000
Storm Water Management Fee	278,650	141,149	(137,501)	50.65%	231,845
Tax Certificates & Information	11,400	4,685	(6,715)	41.10%	10,770
User Fees	102,765	71,130	(31,635)	69.22%	99,175
Utility Bulk Service Fees	235,000	148,037	(86,963)	62.99%	249,151
Utility Service Fees	5,824,009	2,749,402	(3,074,607)	47.21%	5,280,566
<b>Sales and user fees</b>	<b>7,032,113</b>	<b>3,467,044</b>	<b>(3,565,069)</b>	<b>49.30%</b>	<b>6,451,468</b>
Penalties	85,000	57,279	(27,721)	67.39%	109,201
<b>Penalties and cost of taxes</b>	<b>85,000</b>	<b>57,279</b>	<b>(27,721)</b>	<b>67.39%</b>	<b>109,201</b>
Development Permit Application Fees	25,000	12,480	(12,520)	49.92%	26,595
Licenses Animal Control Cats	100	30	(70)	30.00%	60
Licenses Animal Control Dogs	5,500	2,280	(3,220)	41.45%	4,205
Licenses Business	95,000	86,750	(8,250)	91.32%	99,525
Permit Application Fees - Building	65,000	57,143	(7,857)	87.91%	73,915
Permit Application Fees - Cemetery	800	260	(540)	32.50%	721
Subdivision Application Fees	5,000	650	(4,350)	13.00%	4,800
<b>Licenses and permits</b>	<b>196,400</b>	<b>159,593</b>	<b>(36,807)</b>	<b>81.26%</b>	<b>209,821</b>
Fines	211,000	100,600	(110,400)	47.68%	196,887
Fines Animal Control Cats	200	-	(200)	0.00%	-
Fines Animal Control Dogs	8,000	2,305	(5,695)	28.81%	4,649
Other Fines	4,750	1,620	(3,130)	34.11%	3,220
<b>Fines</b>	<b>223,950</b>	<b>104,525</b>	<b>(119,425)</b>	<b>46.67%</b>	<b>204,756</b>
Franchise Fees Electrical Distribution System	630,105	299,740	(330,365)	47.57%	645,064
Franchise Fees Gas Distribution System	400,000	203,052	(196,948)	50.76%	365,545
<b>Franchise and concession contracts</b>	<b>1,030,105</b>	<b>502,791</b>	<b>(527,314)</b>	<b>48.81%</b>	<b>1,010,609</b>
Investment Income	151,000	52,306	(98,694)	34.64%	1,314
<b>Investment income</b>	<b>151,000</b>	<b>52,306</b>	<b>(98,694)</b>	<b>34.64%</b>	<b>1,314</b>
Admissions	103,330	58,068	(45,262)	56.20%	107,752
Admissions - Passes	60,000	33,843	(26,157)	56.41%	68,274
Building Rental Revenue	94,680	37,163	(57,517)	39.25%	74,273
Equipment Rental Revenue	-	-	-	0.00%	-
Facility Rental Revenues	260,695	134,628	(126,067)	51.64%	253,678
Facility Rental Revenues - Advertising Space	7,500	-	(7,500)	0.00%	13,180
Farmland Lease Revenue	20,000	8,505	(11,495)	42.53%	23,210
Land Lease Revenue	47,740	-	(47,740)	0.00%	48,614

# TOWN OF TABER

Statement of Operations - Account Level Detail  
For the Six Months Ending June 30, 2011  
(Unaudited)

	2011 Budget Operating	2011 Actual Operating	Variance	Percentage Used	2010 Actual Operating
Surface (Oil) Land Lease Revenue	65,500	45,829	(19,671)	69.97%	57,815
<b>Rentals</b>	<b>659,445</b>	<b>318,036</b>	<b>(341,409)</b>	<b>48.23%</b>	<b>646,795</b>
Donations and Gifts	81,553	57,059	(24,494)	69.97%	102,340
Insurance Proceeds	-	-	-	0.00%	22,833
Recovery from Operating Allowance	-	3,493	3,493	0.00%	6,761
Sponsorships	-	-	-	0.00%	-
Sundry Revenue	25,750	31,340	5,590	121.71%	57,911
<b>Other</b>	<b>107,303</b>	<b>91,892</b>	<b>(15,411)</b>	<b>85.64%</b>	<b>189,844</b>
Transfers from Federal Gov Conditional	23,456	-	(23,456)	0.00%	18,973
Transfers from Federal Gov Unconditional	-	-	-	0.00%	15,000
Transfers from Local Boards and Agencies	-	70,689	70,689	0.00%	48,735
Transfers from Local Government	-	-	-	0.00%	20,000
Transfers from Local Government - Barnwell	11,000	5,300	(5,700)	48.18%	10,600
Transfers from Local Government - MD	705,216	235,141	(470,075)	33.34%	286,583
Transfers from Provincial Gov Conditional	491,219	400,745	(90,474)	81.58%	819,445
Transfers from Provincial Gov Unconditiona	-	-	-	0.00%	-
<b>Government transfers</b>	<b>1,230,891</b>	<b>711,875</b>	<b>(519,016)</b>	<b>57.83%</b>	<b>1,219,335</b>
<b>Total Revenues</b>	<b>19,058,927</b>	<b>14,239,553</b>	<b>(4,819,374)</b>	<b>74.71%</b>	<b>17,948,182</b>
<b>Expenses</b>					
CUPE Wages - Casual	457,963	272,295	185,668	59.46%	621,878
CUPE Wages - Casual Guards	42,992	23,413	19,580	54.46%	42,682
CUPE Wages - Full Time Clerical	859,668	323,802	535,865	37.67%	782,345
CUPE Wages - Full Time Outside	1,808,589	816,256	992,334	45.13%	1,913,271
CUPE Wages - Part Time Clerical	132,626	108,360	24,265	81.70%	177,020
CUPE Wages - Part Time Outside	150,004	85,188	64,816	56.79%	136,452
Elected Official Remuneration	139,500	70,281	69,219	50.38%	138,750
Employer Premium Reduction Contributions	(5)	-	(5)	0.00%	5,645
Employer Statutory & Benefits Contributions	1,290,925	624,918	666,008	48.41%	1,120,417
Employment Contracts	128,568	67,760	60,808	52.70%	91,392
Moving Allowances / Expenses	-	-	-	0.00%	-
Police Assoc Wages - Full Time	1,082,947	528,776	554,171	48.83%	968,298
Salaries - Out of Scope	1,312,608	648,775	663,833	49.43%	1,230,657
Training - In Service	-	-	-	0.00%	1,473
<b>Salaries, wages and benefits</b>	<b>7,406,385</b>	<b>3,569,822</b>	<b>3,836,563</b>	<b>48.20%</b>	<b>7,230,278</b>
Advertising, Promotion, Public Relations	81,655	36,398	45,257	44.57%	44,507
Census	-	422	(422)	0.00%	-
Communications - Data	23,150	10,944	12,206	47.27%	22,437
Communications - Telephone Land Lines	54,125	19,257	34,868	35.58%	38,449
Communications - Telephone Mobile	39,580	16,139	23,441	40.78%	32,892
Contracted Other - Trucking	183,700	96,379	87,321	52.47%	-
Contracted Repairs, Maintenance - Building	99,099	53,300	45,799	53.78%	104,103
Contracted Repairs, Maintenance - Building Janitor	71,720	32,280	39,440	45.01%	71,720
Contracted Repairs, Maintenance - Eng Structures	2,319,059	915,654	1,403,405	39.48%	3,033,429
Contracted Repairs, Maintenance - Land Improvement	-	40,948	(40,948)	0.00%	-
Contracted Repairs, Maintenance - M&E & Furnishing	250,974	85,715	165,259	34.15%	224,026
Contracted Repairs, Maintenance - Other	132,510	9,369	123,141	7.07%	120,493
Contracted Repairs, Maintenance - Vehicles	98,100	38,903	59,197	39.66%	107,829
Elections	-	-	-	0.00%	9,629
Express, Cartage, Freight	15,950	9,196	6,754	57.65%	13,900
Insurance Premiums	219,755	197,614	22,141	89.92%	194,276
Licenses and Permits	111,741	33,647	78,094	30.11%	73,667
Licenses and Permits - Munishare	-	-	-	0.00%	10,413
Memberships, Conferences, Registration Fees	71,940	46,882	25,058	65.17%	49,840
Municipal Membership Fees	1,340	1,272	68	94.90%	1,249
Postage	41,390	17,000	24,390	41.07%	35,091
Professional Services - Accounting & Audit	18,000	16,250	1,750	90.28%	23,250
Professional Services - Engineering	100,050	96,346	3,704	96.30%	103,672
Professional Services - Information Technology	46,550	43,340	3,210	93.10%	42,110
Professional Services - Inspections & Architecture	32,500	13,392	19,108	41.21%	16,142
Professional Services - Legal	17,500	28,947	(11,447)	165.41%	18,598
Professional Services - Management	41,000	18,133	22,867	44.23%	25
Professional Services - Other	154,862	87,822	67,040	56.71%	419,515
Professional Services - Property Assessment	70,200	34,970	35,230	49.82%	68,003



# TOWN OF TABER

Statement of Operations - Account Level Detail  
For the Six Months Ending June 30, 2011  
(Unaudited)

	2011 Budget Operating	2011 Actual Operating	Variance	Percentage Used	2010 Actual Operating
Professional Services - Veterinary Cat Control	12,000	4,741	7,259	39.51%	14,188
Professional Services - Veterinary Dog Control	6,000	203	5,797	3.39%	8,081
Property Tax Payment for Municipal Owned Land	1,615	1,081	534	66.94%	1,528
Rental / Lease of Building	-	55	(55)	0.00%	110
Rental / Lease of Equipment & Furnishings	56,178	28,193	27,985	50.19%	25,061
Rental / Lease of Land for Municipal Use	-	-	-	0.00%	-
Rental / Lease of Uniforms & Coveralls	13,225	4,329	8,896	32.73%	10,181
Rental / Lease of Vehicle	34,500	193	34,307	0.56%	1,312
Subscriptions and Publications	5,600	1,973	3,627	35.23%	2,606
Towing	800	288	513	35.94%	705
Training - External	79,864	19,377	60,487	24.26%	69,501
Travel and Subsistence	82,247	26,739	55,508	32.51%	70,075
Uniform and Clothing Alterations	-	660	(660)	0.00%	-
<b>Contracted and general services</b>	<b>4,588,479</b>	<b>2,088,349</b>	<b>2,500,130</b>	<b>45.51%</b>	<b>5,082,612</b>
Purchases from Local Government	149,925	79,291	70,634	52.89%	170,756
Purchases from Other Municipality Agencies	653,460	255,173	398,286	39.05%	463,968
Purchases from Provincial Agencies	1,100	174	926	15.82%	600
<b>Purchase from other governments</b>	<b>804,485</b>	<b>334,638</b>	<b>469,847</b>	<b>41.60%</b>	<b>635,325</b>
Building Furnishings & Supplies	-	3,437	(3,437)	0.00%	-
Building, Plumbing and Electrical Supplies	50,480	36,350	14,130	72.01%	55,963
Building, Plumbing and Electrical Supplies - MD	-	21	(21)	0.00%	152
Catered or Purchased Foods	16,400	8,992	7,408	54.83%	15,135
Chemicals, Salt, Etc.	44,640	13,812	30,828	30.94%	40,970
Clothing & Boots	43,068	20,477	22,591	47.55%	29,626
Computer Equipment & Supplies	-	11,511	(11,511)	0.00%	-
Electricity	1,183,250	572,170	611,080	48.36%	1,207,547
Gas, Oil, Antifreeze, Etc.	161,235	101,060	60,175	62.68%	141,769
General Goods and Supplies - Other	43,600	5,815	37,785	13.34%	27,887
Gravel, Sand, Rocks	40,250	8,584	31,666	21.33%	71,694
Ground Materials and Fertilizer	6,250	1,582	4,668	25.30%	889
Janitorial Supplies	38,875	17,426	21,449	44.82%	38,268
Land Improvement Materials	2,250	17,899	(15,649)	795.51%	-
Machine & Equipment Parts	113,500	55,980	57,520	49.32%	91,199
Natural Gas	377,000	211,242	165,758	56.03%	376,879
Natural Gas - Library	-	-	-	0.00%	-
Paving, Curb, Sidewalk Materials	89,350	24,534	64,816	27.46%	104,044
Pharmaceutical & First Aid	38,330	20,653	17,677	53.88%	29,197
Promotional Materials	21,475	3,337	18,138	15.54%	25,262
Re-Sale Supplies	20,950	9,449	11,501	45.10%	22,333
Road Signs (incl. Repair Materials)	13,800	4,904	8,896	35.54%	-
Safety Equipment and Supplies	925	16,240	(15,315)	1755.66%	-
Small Equipment and Tools	96,213	41,541	54,672	43.18%	75,632
Stationery, Office Supplies	52,047	26,832	25,215	51.55%	48,801
Tires & Batteries	18,500	14,147	4,353	76.47%	-
Vehicle Parts	-	3,394	(3,394)	0.00%	-
Water, Sewer, Garbage Costs	4,500	1,678	2,822	37.29%	2,856
<b>Materials, goods and supplies</b>	<b>2,476,888</b>	<b>1,253,068</b>	<b>1,223,820</b>	<b>50.59%</b>	<b>2,406,102</b>
Cancellation of Uncollectable Accounts	13,000	-	13,000	0.00%	19,705
Transfers to Operating Allowances:	-	-	-	0.00%	(4,815)
<b>Provisions for allowances</b>	<b>13,000</b>	<b>-</b>	<b>13,000</b>	<b>0.00%</b>	<b>14,890</b>
Grants to Individuals and Non-Government Org	88,196	48,321	39,875	54.79%	126,823
Transfer Payment to Local Government Agency	136,033	76,216	59,817	56.03%	128,283
Transfer Payment to Other Local Government	4,600	-	4,600	0.00%	4,635
Transfer Payment to Own Municipal Agency	237,660	118,830	118,830	50.00%	206,673
<b>Transfers to local boards and agencies</b>	<b>466,489</b>	<b>243,367</b>	<b>223,122</b>	<b>52.17%</b>	<b>466,414</b>
Bank Charges	8,000	2,371	5,629	29.63%	4,999
<b>Bank charges and short-term interest</b>	<b>8,000</b>	<b>2,371</b>	<b>5,629</b>	<b>29.63%</b>	<b>4,999</b>
Debenture Debt - Interest	586,353	297,352	289,001	50.71%	619,989
<b>Interest on long-term debt</b>	<b>586,353</b>	<b>297,352</b>	<b>289,001</b>	<b>50.71%</b>	<b>619,989</b>

## TOWN OF TABER

Statement of Operations - Account Level Detail  
For the Six Months Ending June 30, 2011  
(Unaudited)

	2011 Budget Operating	2011 Actual Operating	Variance	Percentage Used	2010 Actual Operating
Amortization	3,743,620	1,871,810	1,871,810	50.00%	3,673,708
<b>Amortization</b>	<b>3,743,620</b>	<b>1,871,810</b>	<b>1,871,810</b>	<b>50.00%</b>	<b>3,673,708</b>
Loss (Gain) on Disposal of Capital Asset:	-	(1,476)	1,476	0.00%	968,241
<b>Loss (gain) on disposal of capital assets</b>	<b>-</b>	<b>(1,476)</b>	<b>1,476</b>	<b>0.00%</b>	<b>968,241</b>
Cost of Land Sold (from Inventory)	43,250	34,714	8,536	80.26%	-
Sundry Expenses	-	-	-	0.00%	(593)
<b>Other</b>	<b>43,250</b>	<b>34,714</b>	<b>8,536</b>	<b>80.26%</b>	<b>(593)</b>
<b>Total Expenses</b>	<b>20,136,948</b>	<b>9,694,014</b>	<b>10,442,934</b>	<b>48.14%</b>	<b>21,101,966</b>
<b>Excess (deficiency) of revenue over expenses</b>	<b>(1,078,021)</b>	<b>4,545,539</b>	<b>5,623,561</b>	<b>-421.66%</b>	<b>(3,153,784)</b>
Debt - Principa	(562,474)	(267,706)	294,768	47.59%	(557,641)
<b>Repayment of long term debt</b>	<b>(562,474)</b>	<b>(267,706)</b>	<b>294,768</b>	<b>47.59%</b>	<b>(557,641)</b>
Contributions from Other Operating Functions	67,000	33,500	(33,500)	50.00%	75,461
Contributions to Other Operating Functions	(67,000)	(33,500)	33,500	50.00%	(75,461)
<b>Interfund Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
Contributions from Capital Fund	-	-	-	0.00%	1,019,764
Contributions from Operating Reserves	311,524	155,762	(155,762)	50.00%	594,126
Operating Contingency/Debt Recover	-	-	-	0.00%	70,213
<b>From reserves</b>	<b>311,524</b>	<b>155,762</b>	<b>(155,762)</b>	<b>50.00%</b>	<b>1,684,102</b>
Contributions to Capital Fund	(1,907,403)	(953,359)	954,044	49.98%	(1,936,122)
Contributions to Operating Reserves	(161,524)	(110,114)	51,410	68.17%	(345,942)
Operating Contingency/Debt Reductior	(345,722)	-	345,722	0.00%	-
<b>To reserves</b>	<b>(2,414,649)</b>	<b>(1,063,473)</b>	<b>1,351,176</b>	<b>44.04%</b>	<b>(2,282,064)</b>
<b>Change in Fund Balance</b>	<b>(3,743,620)</b>	<b>3,370,123</b>	<b>7,113,743</b>	<b>-90.02%</b>	<b>(4,309,387)</b>

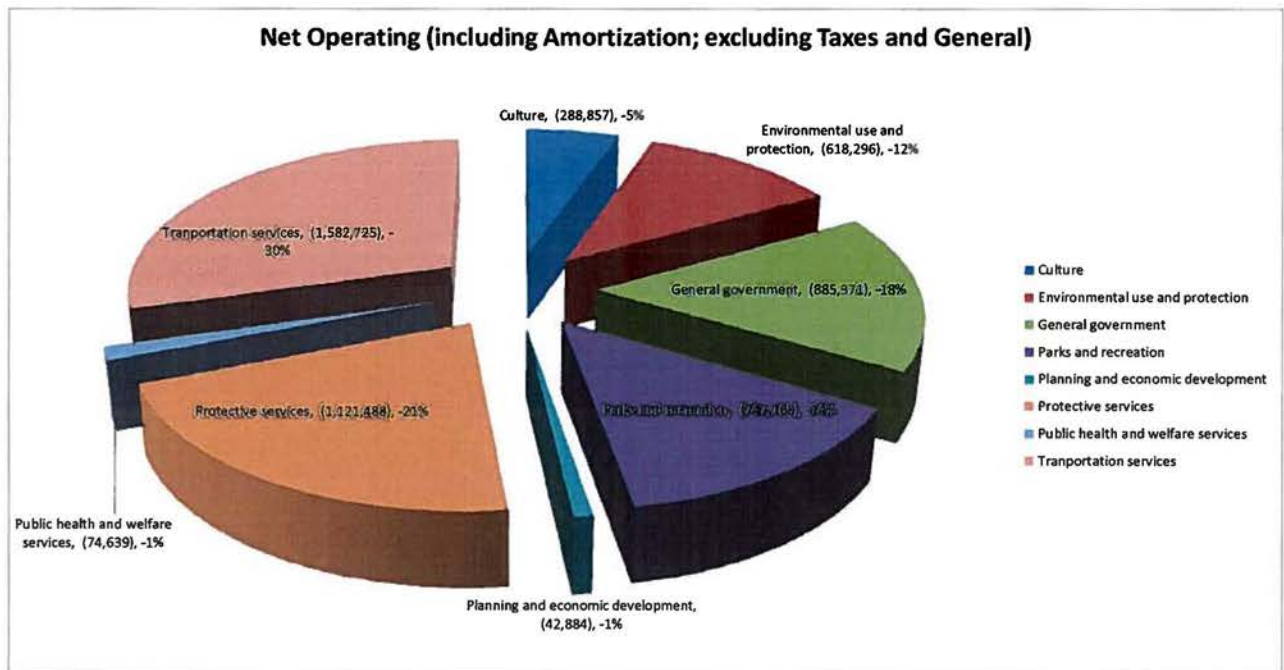
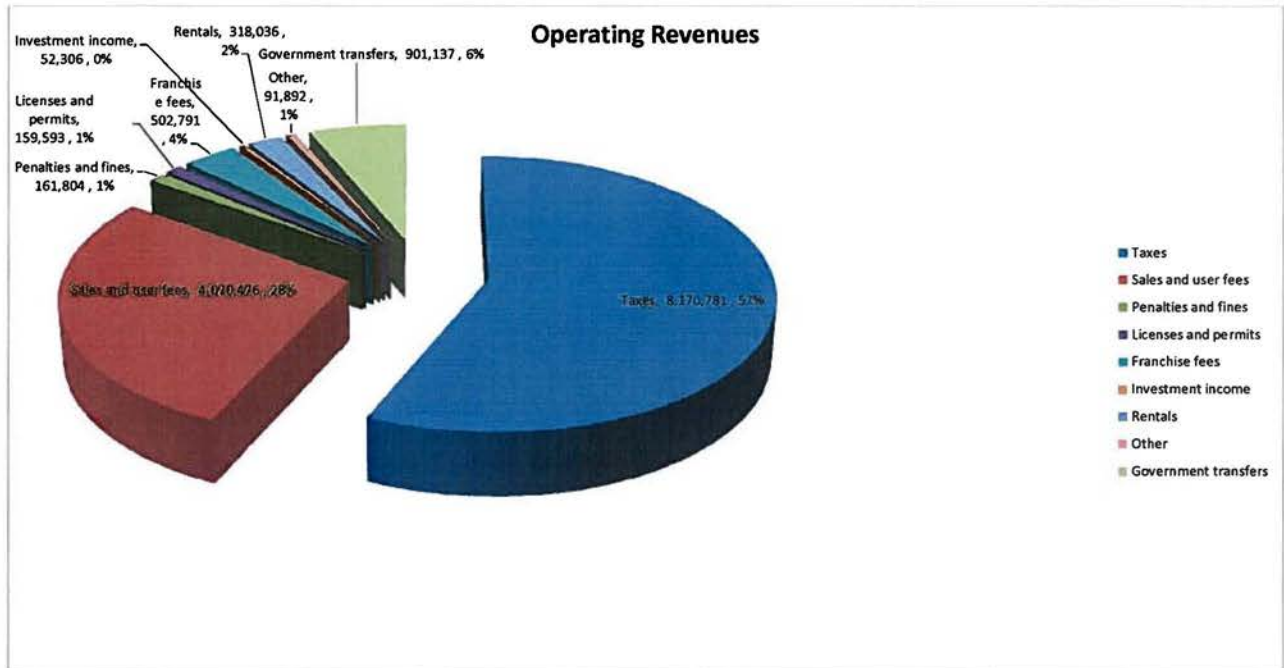
# TOWN OF TABER

Statement of Departmental Activities  
For the Six Months Ending June 30, 2011  
(Unaudited)

	2011 Operating Revenue	2011 Operating Expenditures	2011 Operating Net	2011 Budget Net	Variance	Percentage Used	2010 Operating Net
<b>Department</b>							
Taxes and General	8,805,548	74,000	8,731,548	8,616,301	115,247	101.34%	7,894,707
Council	-	139,837	(139,837)	(293,845)	154,008	47.59%	(253,281)
CAO Offices	27,184	255,263	(228,079)	(414,208)	186,129	55.06%	(394,754)
Finance and Customer Care	16,256	371,581	(355,325)	(744,380)	389,055	47.73%	(582,274)
Health and Safety	29,352	32,379	(3,026)	(8,500)	5,474	35.60%	(6,887)
Information Technology	3,235	162,339	(159,104)	(377,004)	217,900	42.20%	(310,713)
Police Department	445,885	1,311,557	(865,672)	(1,929,178)	1,063,505	44.87%	(1,737,486)
Fire Department	134,911	318,244	(183,333)	(409,108)	225,776	44.81%	(293,951)
Disaster Services	-	-	-	(6,500)	6,500	0.00%	(547)
Ambulance Services	605,487	599,794	5,693	(1)	5,694	0.00%	(100,511)
Bylaw Enforcement	8,239	86,415	(78,176)	(163,248)	85,072	47.89%	(168,624)
Roads Streets Walks	46,501	1,490,222	(1,443,721)	(3,280,288)	1,836,567	44.01%	(3,164,106)
Public Transit	-	18,000	(18,000)	(36,000)	18,000	50.00%	(62,298)
Stormwater	160,690	281,693	(121,003)	(271,238)	150,235	44.61%	(1,257,986)
Water	1,366,372	1,020,002	346,370	710,886	(364,516)	48.72%	450,422
Wastewater	1,021,542	2,038,683	(1,017,141)	(2,425,066)	1,407,925	41.94%	(1,973,164)
Landfill	317,107	252,542	64,565	(0)	64,566	0.00%	4,812
Solid Waste Services	498,704	510,795	(12,091)	(127,668)	115,578	9.47%	88,458
FCSS	-	51,697	(51,697)	(52,720)	1,023	98.06%	(50,211)
Cemetery	23,717	46,658	(22,942)	(60,048)	37,107	38.21%	(55,068)
Planning and Economic Development	227,742	225,223	2,519	(121,718)	124,237	-2.07%	(76,042)
Subdivision and Land Development	96,369	87,487	8,882	0	8,882	0.00%	49,999
Public Housing	40,436	4,709	35,727	-	35,727	0.00%	-
Property Management	76,071	166,083	(90,012)	(209,364)	119,353	42.99%	(165,776)
Arenas	123,813	268,471	(144,658)	(280,941)	136,283	51.49%	(299,264)
Golf and Curling	28,042	43,042	(15,000)	(16,685)	1,685	89.90%	(22,471)
Parks	798	166,686	(165,888)	(321,582)	155,694	51.59%	(336,669)
Recreation Programs	12,010	52,742	(40,733)	(70,271)	29,538	57.97%	(58,662)
Summer Games	-	-	-	-	-	0.00%	-
Special Programs	-	-	-	-	-	0.00%	-
Aquafun Centre	233,875	471,354	(237,478)	(591,550)	354,072	40.15%	(615,159)
Sportsfields	36,051	179,458	(143,408)	(298,968)	155,560	47.97%	(271,379)
Auditorium	42,879	103,068	(60,189)	(103,041)	42,852	58.41%	(119,039)
Library	-	228,668	(228,668)	(457,685)	229,017	49.96%	(421,463)
<b>Department Total</b>	<b>14,428,815</b>	<b>11,058,693</b>	<b>3,370,123</b>	<b>(3,743,620)</b>	<b>7,113,743</b>	<b>-90.02%</b>	<b>(4,309,387)</b>

# TOWN OF TABER

Sector Chart  
For the Six Months Ending June 30, 2011  
(Unaudited)








Agenda Item No. 7.F)

## TOWN OF TABER COUNCIL REQUEST FOR DECISION

<b>Subject:</b> Department Head Reports	<b>Date of</b> August 15, 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>	August 11, 2011 <b>CAO:</b> 



## ***Town of Taber***

<p><b>CHIEF ADMINISTRATIVE OFFICER</b> <b>July 4, 2011 – August 5, 2011</b></p>
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- Administration of various staff vacancies.
- Union discussions on an assortment of different topics.
- Responding to a wide range of client inquiries and requests.

**Meetings and Conferences:**

- Meeting with representatives from AHS.
- Together with the Human Resource Department, a meeting was held with CUPE Local 2038 representatives.
- A multiparty meeting was held by the Traffic Committee to discern the signage need at an intersection.

## **PLANNING AND ECONOMIC DEVELOPMENT**

### **COUNCIL REPORT AUGUST 15, 2011**

- The department's ongoing responsibilities are to process and approve development, building, and sign permits; business licenses, Compliance Certificates, subdivision applications and amendments to the Land Use Bylaw, as well as prepare agendas and minutes for the Municipal Planning Commission regarding specific types of referred development applications.
- Administration is preparing the Development Agreements that will enable the development of the Westview Phase 5 (45 single family lots), Prairie Lake Estates Phase 1 (28 single family lots) and Prairie Lake Estates Phase 1 (10 bareland condominium lots) subdivisions.
- A promotional sign for the Eureka Industrial Park and promotional advertising material has been finalized.
- The final approval of the Taber "Canadian Badlands" entrance signs will be granted by Canadian Badlands Ltd. later this year.
- The designs for 6 additional downtown intersection improvements and the 50 St. landscaped gateway will be completed by Associated Engineering this year. This will finish the use of the Canadian Badlands Ltd. allocation of \$240,000.00.
- The current edition of "Taber LifeStyle" magazine is being distributed to Taber businesses with the assistance of the Chamber of Commerce.
- The Good Samaritans facility is completed and is open for occupancy.
- Administration had finalized the Arts Council of Taber's Request for Proposals for the work on the Centre Court for the Arts.
- Administration has provided letters for two affordable housing agencies with their funding requests for Provincial assistance and potential sites for their proposed projects.

# Recreation Facilities Manager – Department Report

## **Civic Centre**

- Regular operation and bookings ongoing in both Auditorium and Arena's
- Review of Safe Work practices and procedures ongoing

## **Parks**

- Spring/Summer season maintenance program plans ongoing
- Turf management program ongoing
- Regular maintenance checks ongoing
- Review of Safe Work practices and procedures ongoing
- Installation of furnishings and equipment ongoing.
- Communities in Bloom spring meeting and projects continuing, including watering or flower planters
- Installation of trail connections to Skate Park completed
- Trail extension project and Trailhead begun
- Construction of off-leash dog area begun

## **Sportsfields**

- Spring/Summer season maintenance program plans ongoing
- Regular maintenance checks ongoing
- Review of Safe Work practices and procedures ongoing
- Service requests ongoing

## **Cemetery**

- Spring/Summer season maintenance program plans ongoing
- Regular maintenance checks ongoing
- Specific site care requests for 2011 ongoing
- Review of Safe Work practices and procedures ongoing
- Levelling and site topping program ongoing



# LEISURE SERVICES

August, 2011

## Aquatics

- Continue with upgrading procedures, staff training & Health and Safety plan. Inspections and Hazard Id/control measures ongoing.
- Several staff changing positions or leaving the Aquafun Centre for education. As a result recently hired 3 casual Lifeguard staff and are currently recruiting for one fulltime Lifeguard/Instructor 2 and one ¾ time Lifeguard/Instructor. Further recruitments may be on the horizon as not all resignations have been received. We have been busy with training and recruitment.
- Summer swim lessons progressing well. Due to demand a fifth session was added to accommodate preschool lessons.
- 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.
- Reviewing pool operator certification training opportunities and scheduled staff as required participating in that training.
- Assisting with other committee members the development of the new website for the Town of Taber.
- Scheduling 2011/2012 School swim sessions.
- Preparing for 2011 annual shutdown of facility Sept. 6 – 16<sup>th</sup>.
- Preparing fall swim schedules and lessons – dependant on staffing.

## Leisure

- Planning underway for upcoming Rick Hansen Man in Motion 25<sup>th</sup> Anniversary Event. Attended the regional meeting with Regional rep in Lethbridge April 14<sup>th</sup>.
- Southern Alberta Summer Games and Canada Day events were successful, programs are in progress and planning is underway for the Cornfest Fun Run.
- Attending Cornfest planning meetings on behalf of the Town of Taber.
- Ice schedules completed for August and September in June and bookings continue to occur. The arena is approx. 70% booked for ice usage in August.
- User survey for facilities was completed on June 30<sup>th</sup>.
- Preparing for the Fall Community Registration event occurring Sept. 6 and 8<sup>th</sup>. Preparing the flyer for the event for distribution the first day of school.
- Preparing for fall Ice User Meeting to be held in Sept.
- Worked closely with VerSet Hockey School regarding their booking and coordination of swimming.
- Compiling final grant summary report for Celebrate Canada grant.
- Compiling grant information for MRTA annual grant application.
- Assisting various communities with Skateboard Park information regarding funding/construction.



Agenda Item No. 7.G)

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

<b>Subject:</b> Mayor and Councillor Reports (Verbal)		<b>Date of</b> August 15, 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>	August 11, 2011	<b>CAO:</b>