



RAY BRYANT
MAYOR
FORWARDED: NOVEMBER 10, 2011

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AGENDA


REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY NOVEMBER 14, 2011 AT 5:00 PM.

	<u>MOTION</u>
<u>ITEM NO. 1. CALL TO ORDER</u>	
<u>ITEM NO. 2. ADOPTION OF THE AGENDA</u>	X
<u>ITEM NO. 3. DELEGATIONS</u>	
A) RFD Taber Municipal Police Commission Budget Presentation	X
B) RFD Taber Recreation Board Budget Presentation	X
<u>ITEM NO. 4. ADOPTION OF THE MINUTES</u>	
A) RFD Organizational Meeting of Council October 24, 2011	X
B) RFD Regular Meeting of Council October 24, 2011	X
<u>ITEM NO. 5. BUSINESS ARISING FROM THE MINUTES - NONE</u>	
<u>ITEM NO. 6. BYLAWS - NONE</u>	
<u>ITEM NO. 7. ACTION ITEMS</u>	
A) RFD Recreation Sponsorship Program	X
<u>ITEM NO. 8. MEDIA INQUIRIES</u>	
<u>ITEM NO. 9. CLOSED SESSION - NONE</u>	
<u>ITEM NO. 10. OPEN SESSION - NONE</u>	
<u>ITEM NO. 11. CLOSE OF MEETING</u>	X



TOWN OF TABER

COUNCIL REQUEST FOR DECISION

Subject: Delegation - 2012 Taber Municipal Police Commission Budget	Date of Agenda: November 14, 2011
Prepared By: Kerry Van Ham, Council & CAO Assistant	
Attachments: Proposed 0% Increase Operating; Proposed 0% Increase Operating with Notes; Proposed 2.48% Increase; Capital Budget Plans	
Topic: 2012 Taber Municipal Police Commission Budget	
Background:	Police Chief Alf Rudd, along with Taber Municipal Police Commission Chairman Henk De Vlieger will present the operating and capital budget plans.
Options:	1. Council receives the 2012 funding request from the Taber Municipal Police Commission, for information.
Recommendation: Option #1 - Council receives the 2012 funding request from the Taber Municipal Police Commission, for information.	
Approval Date:	November 10, 2011 CAO: 

Costing Center Summary

Costing Center: 21-10 - Police - Commission

Changes to Costing Center:

Sub-Object	Sub-Object Description	Changes	Percent Change	2011 Amount	2012 Amount	Amount Change
Revenues						
1-412-0000	Sales of Services	Unchanged	0.00%	95,000	95,000	0
1-440-0030	Sale of Contracted Services - Dispatch	Unchanged	0.00%	10,000	10,000	0
1-531-0010	Fines	Increased	84.05%	210,000	386,500	176,500
1-539-0000	Other Fines	Unchanged	0.00%	4,750	4,750	0
1-840-0010	Transfers from Provincial Gov Conditional	Unchanged	0.00%	362,500	362,500	0
Total Revenues:			25.87%	682,250	858,750	176,500
Expenditures						
2-110-0000	Salaries - Out of Scope	Increased	4.20%	240,132	250,224	10,092
2-111-0000	Police Assoc Wages - Full Time	Decreased	-0.11%	1,082,947	1,081,752	(1,194)
2-113-0000	CUPE Wages - Full Time Clerical	Increased	3.63%	337,799	350,072	12,273
2-114-0000	CUPE Wages - Part Time Clerical	Increased	3.31%	56,657	58,532	1,874
2-117-0010	CUPE Wages - Casual Guards	Not used this year	-100.00%	42,992	0	(42,992)
2-118-0000	CUPE Wages - Casual Guards	New this year	0.00%	0	63,264	63,264
2-130-0000	Employer Statutory & Benefits Contributions	Increased	0.70%	398,471	401,264	2,793
2-130-0010	Employer Premium Reduction Contributions	Unchanged	0.00%	(1)	(1)	0
2-211-0000	Travel and Subsistence	Unchanged	0.00%	14,000	14,000	0
2-211-0001	Travel and Subsistence	Unchanged	0.00%	5,000	5,000	0
2-213-0000	Training - External	Increased	68.58%	11,300	19,050	7,750
2-214-0000	Memberships, Conferences, Registration Fees	Decreased	-66.34%	20,500	6,900	(13,600)
2-215-0000	Express, Cartage, Freight	Unchanged	0.00%	2,500	2,500	0
2-216-0000	Postage	Unchanged	0.00%	1,000	1,000	0
2-217-0001	Communications - Telephone Land Lines	Increased	13.85%	13,360	15,210	1,850
2-217-0002	Communications - Telephone Mobile	Increased	92.75%	5,520	10,640	5,120
2-221-0000	Advertising, Promotion, Public Relations	Increased	2.86%	3,500	3,600	100
2-223-0000	Subscriptions and Publications	Unchanged	0.00%	500	500	0
2-232-0000	Professional Services - Legal	Unchanged	0.00%	500	500	0
2-235-0000	Professional Services - Management	Unchanged	0.00%	1,000	1,000	0
2-236-0000	Professional Services - Information Technology	Increased	36.00%	10,000	13,600	3,600
2-239-0000	Professional Services - Other	New this year	0.00%	0	5,000	5,000
2-252-0010	Contracted Repairs, Maintenance - Building	Decreased	-37.50%	8,000	5,000	(3,000)
2-252-0020	Contracted Repairs, Maintenance - Building Janitor	Unchanged	0.00%	28,020	28,020	0
2-253-0010	Contracted Repairs, Maintenance - Equipment and Furnishings	Decreased	-17.99%	13,600	11,154	(2,446)
2-255-0010	Contracted Repairs, Maintenance - Vehicles	Unchanged	0.00%	10,000	10,000	0
2-263-0000	Rental / Lease of Equipment and Furnishings	Unchanged	0.00%	12,600	12,600	0

Costing Center Summary

Costing Center: 21-10 - Police - Commission

2-265-0000	Rental / Lease of Vehicle	Unchanged	0.00%	1,500	1,500	0	
2-271-0000	Licenses and Permits	Increased	80.00%	2,500	4,500	2,000	
2-274-0000	Insurance Premiums	Decreased	-0.11%	18,990	18,970	(20)	
2-290-0000	Towing	Unchanged	0.00%	800	800	0	
2-351-0000	Purchases from Local Government	Increased	0.00%	0	96,000	96,000	
2-511-0000	Stationery, Office Supplies	Increased	9.09%	11,000	12,000	1,000	
2-512-0000	Clothing and Boots	Unchanged	0.00%	12,000	12,000	0	
2-513-0000	Janitorial Supplies	Increased	66.67%	1,500	2,500	1,000	
2-515-0000	Catered or Purchased Foods	Increased	30.00%	500	650	150	
2-516-0000	Pharmaceutical and First Aid	Unchanged	0.00%	1,000	1,000	0	
2-517-0000	Promotional Materials, Goods and Supplies	Decreased	-80.00%	2,500	500	(2,000)	
2-519-0000	General Goods and Supplies - Other	Unchanged	0.00%	1,000	1,000	0	
2-521-0000	Gas, Oil, Antifreeze, Etc.	Increased	6.38%	23,500	25,000	1,500	
2-522-0000	Tires and Batteries	New this year	0.00%	0	5,000	5,000	
2-523-0000	Machine and Equipment Parts	Decreased	-74.14%	5,800	1,500	(4,300)	
2-523-0020	Building Furnishings and Supplies	New this year	0.00%	0	1,600	1,600	
2-524-0000	Small Equipment and Tools	Increased	8.01%	17,985	19,425	1,440	
2-538-0000	Hardware, Plumbing and Electrical Supplies	Unchanged	0.00%	2,000	2,000	0	
2-543-0000	Natural Gas	Increased	6.00%	5,000	5,300	300	
2-544-0000	Electricity	Unchanged	0.00%	21,000	21,000	0	
2-940-0000	Contributions to Capital Fund	Increased	51.13%	44,400	67,100	22,700	
Total Expenditures:				7.09%	2,492,873	2,669,726	176,853
Net Deficit before amortization				0.02%	(1,810,623)	(1,810,976)	(353)
2-690-0000	Amortization	Decreased	-0.30%	118,554	118,200	(354)	
Net Deficit after amortization				0.00%	(1,929,177)	(1,929,176)	1

Budget Detailed with Notes

Costing Center: 21-10 - Police - Commission

Sub-Objects	Comments	Sub-Object Subtotals	2012 Budget
Revenues			
Fines			
1-531-0010 - Fines	ATE Additional Notes: (2011-11-2) arudd: offset amount for initial 2.48% increase Notes: (2011-11-2) arudd: tops up 'out of scope' wages to deal with COP/Insp disparity	57,800	
1-531-0010 - Fines	ATE Service Fee Notes: (2011-11-2) arudd: \$20 per ticket average 8,000 paid to LRPS	96,000	
1-531-0010 - Fines	Automated Traffic Enforcement Notes: (2011-11-2) arudd: original projected revenue	35,000	
1-531-0010 - Fines	Automated Traffic Enforcement - Additional Notes: (2011-11-2) arudd: rolled into capital contribution tops up to cover car purchase	22,700	
1-531-0010 - Fines	Traffic enforcement Notes: (2011-11-2) arudd: Uniform Traffic Enforcement	175,000	
			386,500
1-539-0000 - Other Fines	Bylaw enforcement		4,750
		Total:	391,250
From reserves			
1-920-0000 - Contributions from			0
		Total:	0
Government transfers			
1-840-0010 - Transfers from Provincial	new officer hire grant	100,000	
1-840-0010 - Transfers from Provincial	prov policing grant	262,500	
			362,500
		Total:	362,500
Sales and user fees			
1-412-0000 - Sales of Services	Police information checks, fingerprinting, etc	23,000	
1-412-0000 - Sales of Services	School resource officer fee - Horizon Notes: (2011-11-2) arudd: test	35,000	
1-412-0000 - Sales of Services	School resource officer fee - St. Mary's	5,000	
1-412-0000 - Sales of Services	School resource officer fee - St. Pat	2,000	
1-412-0000 - Sales of Services	Telus 911 land line access fee @ \$2500 per 12	30,000	
			95,000
		Total:	95,000
Sales to other governments			
1-340-0000 - Sales to Provincial	Guard room grant eliminated as of 10APR01		0
1-440-0030 - Sale of Contracted	AHS dispatch contract	10,000	
1-440-0030 - Sale of Contracted Services - Dispatch	Allowance for the rent for the EMD module from the AHS dispatch contract	0	
			10,000
		Total:	10,000
		Total Revenues:	858,750

Budget Detailed with Notes

Costing Center: 21-10 - Police - Commission

Sub-Objects	Comments	Sub-Object Subtotals	2012 Budget
Expenditures			
Amortization			
2-690-0000 - Amortization	Updated by Administrator		118,554
		Total:	118,554
Contracted and general services			
2-211-0000 - Travel and Subsistence			14,000
2-211-0001 - Travel and Subsistence	Commission		5,000
2-213-0000 - Training - External	CEW 2 year re-certification Notes: (2011-11-2) arudd: note Notes: (2011-11-2) arudd: required to purchase cartridges for this training costs spread over 3 years, cartridges have a life cycle that requires them to be replaced	1,500	
2-213-0000 - Training - External	Com Ops Staff EDP recertifications Notes: (2011-11-2) arudd: EM/EF/EP Dispatch Quality Assurance is done by 3 staff who annually re-cert @ total \$750, 5 other staff re-cert on the regular protocols @ total \$300	1,650	
2-213-0000 - Training - External	Comm Centre Managers Course/Conference Notes: (2011-11-2) arudd: Available annually at different locals	0	
2-213-0000 - Training - External	Communications Centre Managers Course	2,000	
2-213-0000 - Training - External	CPC interview	0	
2-213-0000 - Training - External	CPIC Calgary Notes: (2011-11-2) arudd: was originally scheduled for 2011 but with staff shortages and changes had to postpone	2,000	
2-213-0000 - Training - External	CPKN On-Line Notes: (2011-11-2) arudd: this is the amount formerly allowed for internal training category no longer used	5,000	
2-213-0000 - Training - External	education grants Notes: (2011-11-2) arudd: to allow officers to be reimbursed as per town policy for outside education	1,000	
2-213-0000 - Training - External	ISEP 200 Notes: (2011-11-2) arudd: Required by Cst Evanson Notes: (2011-11-2) arudd: Standards require all officers to have this training within first 3 years 2 new staff in 2011 need this Notes: (2011-11-2) arudd: Two new staff in 2012 both started in September 2011	1,900	
2-213-0000 - Training - External	ISEP Level 400 Edmonton Notes: (2011-11-2) arudd: Major Crimes equivalent required by Supervisor Sgt Kehler	0	
2-213-0000 - Training - External	Officer Safety Trainer re-cert (3 yrs PPTP)	0	
2-213-0000 - Training - External	Opportunities Notes: (2011-11-2) arudd: unshceduled oportunites from other police or partner agencies	2,500	
2-213-0000 - Training - External	SPAC (CPC) Notes: (2011-11-2) arudd: Senior Police Administration Course as career development Sgt Meggison	0	
2-213-0000 - Training - External	Surveillance Course Penhold (CISA)	0	
2-213-0000 - Training - External	Use of Force Notes: (2011-11-2) arudd: Contolled F.O.R.C.E. new methods 4 levels includes rapid deployment can access through EPS	1,500	
			19,050

Budget Detailed with Notes

Costing Center: 21-10 - Police - Commission

Sub-Objects	Comments	Sub-Object Subtotals	2012 Budget
2-214-0000 - Memberships,	CACP, AACP and Conference registrations Notes: (2011-11-2) arudd: Commission Associations 1,500 - 9-1-1 Centre 500 - AACP/CACP - 2200	4,200	
2-214-0000 - Memberships,	College Notes: (2011-11-2) arudd: annual fee for the Centre for Advancement of Community Justice (recruit training academy)	1,500	
2-214-0000 - Memberships, Conferences, Registration Fees	Legacy of Excellence Conference for two officer safety instructors \$600 registration plus accomodation \$600 Notes: (2011-11-2) arudd: This item can be budgeted in anyone of the three years	1,200	
			6,900
2-215-0000 - Express, Cartage,			2,500
2-216-0000 - Postage			1,000
2-217-0001 - Communications -	Cypress Group	1,850	
2-217-0001 - Communications -	Updated by Administrator	13,360	
			15,210
2-217-0002 - Communications -	Modem charges for CAD mobiles in cars Notes: (2011-11-2) arudd: with the instalation of mobile in car dispatch terminals there is a need to have them communicate with the provincial system API3 - we may be able to slave them off the existing mobile phones	4,800	
2-217-0002 - Communications -	Updated by Administrator	5,840	
			10,640
2-221-0000 - Advertising, Promotion,	Newspaper ads Notes: (2011-11-2) arudd: includes ad fro Com Ops annual appreciation and awards		3,600
2-223-0000 - Subscriptions and	Criminal law books & provincial law books		500
2-232-0000 - Professional Services -	Minor inquiries		500
2-235-0000 - Professional Services -	Outside consultants		1,000
2-236-0000 - Professional Services -	CPIC Terminal Charge	3,600	
	Notes: (2011-11-2) arudd: New cost recovery charges by RCMP based on number of terminals (6X600)		
2-236-0000 - Professional Services -	PROS - records management support contract Notes: (2011-11-2) arudd: May be eliminated with roll-out of API3, costs of new RMS are unknown 3 years out	10,000	
			13,600
2-239-0000 - Professional Services - Other	Investigational Expense - moved to 519 General Goods and Supplies Notes: (2011-11-2) arudd: includes payment of informant fees as required	0	
2-239-0000 - Professional Services -	Psychologist services fees - for members	0	
			0
2-252-0010 - Contracted Repairs,	Surge protection required Notes: (2011-11-2) arudd: surge prtoector installed in 2011, upgrade required for 2012 2,500 Notes: (2011-11-2) arudd: The building ducts have not been cleaned since 2002, item added to 2013 as per quote from Enerclean \$5083.58		5,000
2-252-0020 - Contracted Repairs,	Updated by Administration		28,020
2-253-0010 - Contracted Repairs,	Annual Building & Equipment Maintenance Pgm	2,754	
2-253-0010 - Contracted Repairs,	Annual maintenance	6,000	

Budget Detailed with Notes

Costing Center: 21-10 - Police - Commission

Sub-Objects	Comments	Sub-Object Subtotals	2012 Budget
2-253-0010 - Contracted Repairs,	Pro Q A Notes: (2011-11-2) arudd: annual fee	2,400	
			11,154
2-255-0010 - Contracted Repairs,	5 vehicles @ \$2T each Notes: (2011-11-2) arudd: amount increased reflects inflation		10,000
2-263-0000 - Rental / Lease of Equipment and Furnishings	EMD component of ProQA - Offset by a revenue of \$10,000 from the AHS Dispatch contract Notes: (2011-11-2) arudd: There is a \$700/month cost of renting the EMD Dispatch module from NAD. One of the monthly payments from AHS to Taber for Dispatch offsets this cost.	8,400	
2-263-0000 - Rental / Lease of	Photocopier lease	4,200	
			12,600
2-265-0000 - Rental / Lease of Vehicle	Vehicle rental- travel to conferences, operations, surveillance		1,500
2-271-0000 - Licenses and Permits	Radio licenses Notes: (2011-11-2) arudd: Industry Canada federal radio license \$1,800 - Gemini annual re-renewal fee \$2,700		4,500
2-274-0000 - Insurance Premiums	AON - Auxiliary Police Volunteers policy	500	
2-274-0000 - Insurance Premiums	Updated by Administrator	18,470	
			18,970
2-290-0000 - Towing			800
		Total:	186,044
Materials, goods and supplies			
2-511-0000 - Stationery, Office	General office stationary and supplies		12,000
2-512-0000 - Clothing and Boots	Auxiliary Volunteers Notes: (2011-11-2) arudd: Funds previously provided through a donation that has been expended	1,000	
2-512-0000 - Clothing and Boots	up \$1T inflation, new officer kit 2011 Notes: (2011-11-2) arudd: has to include \$1T for Com Ops fair wear and tear	11,000	
			12,000
2-513-0000 - Janitorial Supplies	purchase cell supplies (mattress, clothing) Notes: (2011-11-2) arudd: mattresses need to be anti-suicide and need replacing after 10 years, clothing required from time to time to facilitate evidence gathering or Mental Health Act issues	1,000	
2-513-0000 - Janitorial Supplies	Regularly purchased Unifirst etc.	1,500	
			2,500
2-515-0000 - Catered or Purchased			650
2-516-0000 - Pharmaceutical and First	General office supplies		1,000
2-517-0000 - Promotional Materials,	Pins, Pens etc.		500
2-519-0000 - General Goods and	General	1,000	
2-519-0000 - General Goods and	Investigational Expense Notes: (2011-11-2) arudd: includes payment of informant fees as required	5,000	
			6,000
2-521-0000 - Gas, Oil, Antifreeze, Etc.			25,000
2-522-0000 - Tires and Batteries	1 set tire per vehicle per year plus battery replacements \$1T/unit Notes: (2011-11-2) arudd: batteries cost \$300 each, tires \$700		5,000
2-523-0000 - Machine and Equipment	General		1,500
2-523-0020 - Building Furnishings and	furnishings Dispatch and office chairs		1,600

Budget Detailed with Notes

Costing Center: 21-10 - Police - Commission

Sub-Objects	Comments	Sub-Object Subtotals	2012 Budget
2-524-0000 - Small Equipment and	interior monitoring cameras Notes: (2011-11-2) arudd: cameras are original equipment and subject to fair wear and tear, higher resolutions now available	2,000	
2-524-0000 - Small Equipment and	Mobile radios in vehicles Notes: (2011-11-2) arudd: Radios are originals expected life span 7 yrs these are 10 years one vehicle per year	800	
2-524-0000 - Small Equipment and	Officer safety - Ammunition etc. Notes: (2011-11-2) arudd: practice ammo, firearms training supplies, holster parts, simmunition for scenario training, emergency kits for cars (battle kits)	11,775	
2-524-0000 - Small Equipment and	replace portable radios & batteries Notes: (2011-11-2) arudd: batteries will need replacment fair wear and tear	0	
2-524-0000 - Small Equipment and	replace tasers and loads Notes: (2011-11-2) arudd: CEW Equipment has 5 year life cycle as per Provincial Standards	1,250	
2-524-0000 - Small Equipment and	replacement of 400D Roadside Testers Notes: (2011-11-2) arudd: fair wear and tear	2,000	
2-524-0000 - Small Equipment and	Re-stock OC spray	0	
2-524-0000 - Small Equipment and	SOCO Notes: (2011-11-2) arudd: covers annual replenishment of fingerprint supplies (lifts, powders), also require patrol cameras Cannon A1100 plus hard case X4 @ \$230 each	1,600	
			19,425
2-531-0000 - Chemicals, Salt, Etc.			0
2-538-0000 - Hardware, Plumbing and			2,000
2-543-0000 - Natural Gas	Updated by Administrator		5,300
2-544-0000 - Electricity	Updated by Administrator		21,000
		Total:	115,475
Purchases from other governments			
2-351-0000 - Purchases from Local	Fee for service of automated traffice enforcement @ \$20 per		96,000
2-355-0000 - Purchases from Other			0
		Total:	96,000
Salaries, wages and benefits			
2-130-0010 - Employer Premium	Offset		0
		Total:	0
To reserves			
2-940-0000 - Contributions to Capital	Updated by Administrator - Buildings	17,110	
2-940-0000 - Contributions to Capital	Updated by Administrator - Equipment	14,990	
2-940-0000 - Contributions to Capital	Updated by Administrator - Vehicle	12,300	
2-940-0000 - Contributions to Capital	Updated by Administrator - Vehicle additional	22,700	
			67,100
		Total:	67,100
		Total Expenditures:	583,173
		Net Total:	275,577

Costing Center Summary

Costing Center: 21-10 - Police - Commission

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1-440-0030	Sale of Contracted Services - Dispatch	Unchanged	0.00%	10,000	10,000	0
1-531-0010	Fines	Increased	56.52%	210,000	328,700	118,700
1-539-0000	Other Fines	Unchanged	0.00%	4,750	4,750	0
1-840-0010	Transfers from Provincial Gov Conditional	Unchanged	0.00%	362,500	362,500	0
Total Revenues:			17.40%	682,250	800,950	118,700
Expenditures						
2-110-0000	Salaries - Out of Scope	Increased	0.06%	240,132	240,278	146
2-111-0000	Police Assoc Wages - Full Time	Decreased	-0.11%	1,082,947	1,081,752	(1,194)
2-113-0000	CUPE Wages - Full Time Clerical	Increased	3.63%	337,799	350,072	12,273
2-114-0000	CUPE Wages - Part Time Clerical	Increased	3.31%	56,657	58,532	1,874
2-117-0010	CUPE Wages - Casual Guards	Not used this year	-100.00%	42,992	0	(42,992)
2-118-0000	CUPE Wages - Casual Guards	New this year	0.00%	0	63,264	63,264
2-130-0000	Employer Statutory & Benefits Contributions	Increased	0.70%	398,471	401,264	2,793
2-130-0010	Employer Premium Reduction Contributions	Unchanged	0.00%	(1)	(1)	0
2-211-0000	Travel and Subsistence	Unchanged	0.00%	14,000	14,000	0
2-211-0001	Travel and Subsistence	Unchanged	0.00%	5,000	5,000	0
2-213-0000	Training - External	Increased	68.58%	11,300	19,050	7,750
2-214-0000	Memberships, Conferences, Registration Fees	Decreased	-66.34%	20,500	6,900	(13,600)
2-215-0000	Express, Cartage, Freight	Unchanged	0.00%	2,500	2,500	0
2-216-0000	Postage	Unchanged	0.00%	1,000	1,000	0
2-217-0001	Communications - Telephone Land Lines	Increased	13.85%	13,360	15,210	1,850
2-217-0002	Communications - Telephone Mobile	Increased	92.75%	5,520	10,640	5,120
2-221-0000	Advertising, Promotion, Public Relations	Increased	2.86%	3,500	3,600	100
2-223-0000	Subscriptions and Publications	Unchanged	0.00%	500	500	0
2-232-0000	Professional Services - Legal	Unchanged	0.00%	500	500	0
2-235-0000	Professional Services - Management	Unchanged	0.00%	1,000	1,000	0
2-236-0000	Professional Services - Information Technology	Increased	36.00%	10,000	13,600	3,600
2-239-0000	Professional Services - Other	New this year	0.00%	0	5,000	5,000
2-252-0010	Contracted Repairs, Maintenance - Building	Decreased	-37.50%	8,000	5,000	(3,000)
2-252-0020	Contracted Repairs, Maintenance - Building Janitor	Unchanged	0.00%	28,020	28,020	0
2-253-0010	Contracted Repairs, Maintenance - Equipment and Furnishings	Decreased	-17.99%	13,600	11,154	(2,446)
2-255-0010	Contracted Repairs, Maintenance - Vehicles	Unchanged	0.00%	10,000	10,000	0
2-263-0000	Rental / Lease of Equipment and Furnishings	Unchanged	0.00%	12,600	12,600	0

Costing Center Summary

Costing Center: 21-10 - Police - Commission

2-265-0000	Rental / Lease of Vehicle	Unchanged	0.00%	1,500	1,500	0	
2-271-0000	Licenses and Permits	Increased	80.00%	2,500	4,500	2,000	
2-274-0000	Insurance Premiums	Decreased	-0.11%	18,990	18,970	(20)	
2-290-0000	Towing	Unchanged	0.00%	800	800	0	
2-351-0000	Purchases from Local Government	Increased	0.00%	0	96,000	96,000	
2-511-0000	Stationery, Office Supplies	Increased	9.09%	11,000	12,000	1,000	
2-512-0000	Clothing and Boots	Unchanged	0.00%	12,000	12,000	0	
2-513-0000	Janitorial Supplies	Increased	66.67%	1,500	2,500	1,000	
2-515-0000	Catered or Purchased Foods	Increased	30.00%	500	650	150	
2-516-0000	Pharmaceutical and First Aid	Unchanged	0.00%	1,000	1,000	0	
2-517-0000	Promotional Materials, Goods and Supplies	Decreased	-80.00%	2,500	500	(2,000)	
2-519-0000	General Goods and Supplies - Other	Unchanged	0.00%	1,000	1,000	0	
2-521-0000	Gas, Oil, Antifreeze, Etc.	Increased	6.38%	23,500	25,000	1,500	
2-522-0000	Tires and Batteries	New this year	0.00%	0	5,000	5,000	
2-523-0000	Machine and Equipment Parts	Decreased	-74.14%	5,800	1,500	(4,300)	
2-523-0020	Building Furnishings and Supplies	New this year	0.00%	0	1,600	1,600	
2-524-0000	Small Equipment and Tools	Increased	8.01%	17,985	19,425	1,440	
2-538-0000	Hardware, Plumbing and Electrical Supplies	Unchanged	0.00%	2,000	2,000	0	
2-543-0000	Natural Gas	Increased	6.00%	5,000	5,300	300	
2-544-0000	Electricity	Unchanged	0.00%	21,000	21,000	0	
2-940-0000	Contributions to Capital Fund	Increased	51.13%	44,400	67,100	22,700	
Total Expenditures:				6.70%	2,492,873	2,659,780	166,908
Net Deficit before amortization				2.66%	(1,810,623)	(1,858,830)	(48,208)
2-690-0000	Amortization	Decreased	-0.30%	118,554	118,200	(354)	
Net Deficit after amortization				2.48%	(1,929,177)	(1,977,030)	(47,854)

CAPITAL ITEMS

TABER POLICE SERVICE 2012-2014

ITEM	RATIONALE	2012	2013	2014
Police Vehicle	Fair wear and tear	35,000	35,000	35,000
Zetron Radio Console	Redundancy Factor			42,000
Patrol Car Camera Sets	Redundancy Factor			
Eventide Recording	Redundancy Factor			Next cycle 30,000
Radio Repeater Replacement	Fair wear and tear			25,000
API3 new Records System	Coming on line	85,000*		

*An application has been made for grant monies for this installation
The police budget from 2011 is poised for a surplus which can be applied to this capital item



TOWN OF TABER

COUNCIL REQUEST FOR DECISION

Subject: Delegation - 2012 Taber Recreation Board Budget		Date of November 14, 2011
		Agenda:
Prepared By: Rob Cressman, Director of Public Services		
Attachments: Proposed Operating & Capital Plans; Oct 6/11 Recreation Board Minutes (unadopted)		
Topic: 2012 Taber Recreation Board Budget		
Background:	At their regular meeting October 6, 2011, the Taber Recreation Board reviewed the 2012 Operating and Capital budget plans. Attached are the minutes (unadopted) from that meeting.	
	Taber Recreation Board Chair Tim O'Donnell accompanied by Leisure Services Manager Aline Holmen, will present the operating and capital budget plans, as recommended by the Recreation Board.	
Options:	1. Council receives the 2012 funding request from the Taber Recreation Board, for information.	
	Recommendation: Option #1 - Council receives the 2012 funding request from the Taber Recreation Board, for information.	
Approval Date:	November 10, 2011	CAO: <i>Coardinal</i>

Proposed 2012 Operating Budget
Recreation & Leisure Services

	2009 Actual	2010 Actual	2011 YTD	2011 Budget	2012 Budget	Comments	Cost Recovery (2012)	Revs & Exps req'd 45% Cost Recovery (2012)
31-Aug-11								
Revenues								
Cemetery	\$ 63,493	\$ 51,190	\$ 26,087	\$ 51,270	\$ 52,800		46.53%	\$ 1,731
Arenas	\$ 232,164	\$ 207,419	\$ 144,986	\$ 231,840	\$ 389,282	Includes \$152,500 in contributions from reserves to offset proposed building & equip upgrades - yet to be determined if they are capital or operating	56.53%	\$ 79,384
Golf & Curling	\$ 39,051	\$ 70,439	\$ 42,780	\$ 65,446	\$ 66,534		46.88%	\$ 2,675
Parks	\$ 7,724	\$ 4,690	\$ 1,048	\$ 6,000	\$ 6,180	St Mary's School - fee for turf maintenance services		
Programs	\$ 49,703	\$ 41,188	\$ 23,955	\$ 48,450	\$ 44,755		36.53%	\$ 10,371
Aquatics	\$ 309,815	\$ 315,638	\$ 279,506	\$ 347,260	\$ 353,350		33.95%	\$ 115,019
Sportsfields	\$ 48,748	\$ 63,466	\$ 37,749	\$ 51,815	\$ 52,740		17.30%	\$ 84,427
Auditorium	\$ 147,044	\$ 67,778	\$ 47,076	\$ 91,325	\$ 93,463		34.93%	\$ 26,928
	<u>\$ 897,542</u>	<u>\$ 821,785</u>	<u>\$ 603,187</u>	<u>\$ 891,406</u>	<u>\$ 1,059,104</u>	Overall 2012 Cost Recovery per 2012 budget:	39.29%	\$ 152,956
								Proof
Expenditures								
Cemetery	\$ 51,460	\$ 96,525	\$ 70,355	\$ 107,519	\$ 113,486			
Arenas	\$ 472,096	\$ 439,907	\$ 296,519	\$ 463,651	\$ 688,662	Includes \$152,500 in 1x Operating - flooring, museum roof, pressure relief, HWS tanks		
Golf & Curling	\$ 76,260	\$ 82,131	\$ 51,464	\$ 82,131	\$ 141,910	Includes \$40K exterior paint & \$6,000 exterior doors		
Parks	\$ 275,221	\$ 299,313	\$ 221,649	\$ 305,182	\$ 355,870			
Programs	\$ 108,883	\$ 100,829	\$ 81,612	\$ 116,720	\$ 122,501			
Aquatics	\$ 924,852	\$ 879,952	\$ 612,253	\$ 922,830	\$ 1,040,820			
Sportsfields	\$ 256,382	\$ 294,778	\$ 241,694	\$ 325,883	\$ 304,816	wages, waterslide, training		
Auditorium	\$ 241,081	\$ 168,691	\$ 121,770	\$ 190,681	\$ 267,538	Includes \$50K+ in 1x Operating - bar reno, exterior fascia, sound system, duct clean		
	<u>\$ 2,404,036</u>	<u>\$ 2,359,926</u>	<u>\$ 1,707,315</u>	<u>\$ 2,514,596</u>	<u>\$ 3,035,402</u>			
Net Surplus or (-)Deficit	<u>-\$1,506,494</u>	<u>-\$1,538,141</u>	<u>-\$1,104,128</u>	<u>-\$1,623,190</u>	<u>-\$1,976,298</u>			

07/2011

October 6, 2011

**MINUTES OF THE TABER RECREATION BOARD MEETING HELD IN THE
COUNCIL CHAMBERS, ADMINISTRATION BUILDING ON October 6, 2011
AT 5:15 PM**

PRESENT: Councilor Rick Popadynetz
Councilor Randy Sparks
Councilor Ben Elfring
Luke Wijna
Danielle Hansen
Tim O'Donnell

ALSO PRESENT:

Aline Holmen, Leisure Services Manager
Dale Culler, Director of Corporate Services
Jeff Hoglund, Recreation Facility Manager
Marty Planger, Recording Secretary
Councilor Don Johnson, Observer

Councilor B. Elfring introduced Councilor Don Johnson as his successor for the M.D of Taber representative effective November 1, 2011. Councilor B. Elfring thanked the Recreation Board for his term and said he enjoyed his time spent as a member. The Recreation Board thanked Councilor B. Elfring and welcomed Councilor D. Johnson.

CALL TO ORDER

Tim O'Donnell called the Regular Meeting of the Taber Recreation Board to order at 5:23 pm

ADOPTION OF THE AGENDA

RES. 52/2011 MOVED by L. Wijna to adopt the agenda as so presented.

CARRIED

ADOPTION OF THE MINUTES

1. Regular meeting – September 7, 2011

RES. 53/2011 MOVED by L. Wijna that the Recreation Board adopt the minutes of the Regular Meeting of the Recreation Board held on September 7, 2011 as presented.

CARRIED UNANIMOUSLY

all their questions answered prior to making a decision. L. Wijna felt that was enough of a guarantee.

WITHDRAWN

RES. 56/2011 MOVED by Councilor R. Popadynetz that the Recreation Board accepts the update regarding sponsorship as presented.

CARRIED

INFORMATION ITEMS

A) Summer Programs Evaluation

A. Holmen reported that even though the programs were not as well attended as previous years, administration would like to offer the service again next year and then re-evaluate. The Recreation Board discussed possible reasons for the poor year and thought maybe it was because of so many other programs being offered, and/or increased cost of the programs.

The Recreation board saw the value of offering the programs again.

RES. 57/2011 MOVED by L. Wijna that the Recreation Board accepts the evaluation of the summer programs as presented.

CARRIED UNANIMOUSLY

Councilor R. Sparks commended the girls who ran the programs and felt they went above and beyond and did a great job.

ACTION ITEMS

A) Waiver and Reduction Policy

The Recreation Board expressed concerns with the number of annually approved waivers and the cost attached to this policy. Questions arose as to how one gets a 100% reduction and it was explained that one must apply to Town Council and each request is reviewed on a case by case basis. It was also noted by Councilor Sparks that Administration always recommends that the request be denied, but the final decision is always the responsibility of the Town Council.

A. Holmen reiterated that it is not a function for the Recreation Board to decide on who should be on/off this policy but rather to make recommendations to Council. This is brought forward to the Recreation

OPERATING BUDGETS

1. Cemetery - Clarification was made that Amortization included equipment, buildings and infrastructure.
2. Arenas – Questions arose as to why the phone expenses were so high and it was explained that the Town receives a bill for the whole organization and it is then divided up based on the number of phones at the facility. This year the phone structures have changed with direct lines being added and a new system to allow for a greater capacity of calls at on time. Concern that this doesn't reflect accurately what is offering at the individual facilities.

The Recreation Board questioned how the early ice season has affected the budget and it was reported that there has been a positive result and seeing an increase in revenue to date.

3. Golf/Curling – It was explained that historically the two have been reported together because they used to share the same facility and by separating the two now will not change much as the report is primarily curling with the exception of the debenture debt and the purchases from other Municipal Agencies.

Question arose as to why Amortization is not shown in this function as is with the others and the response was that it was decided to not because of the nature of the Lessee however the point was valid and administration will review their decision.

4. Parks – the Recreation Board stated that the Parks should possibly be removed from the Recreation function completely. The Board was assured that the Parks function was not included in the Cost Recovery formula. Sundry Revenue line refers to the St. Mary's School payment for field maintenance.
5. Programs – Cost of Advertising jumped and this was questioned and it was explained that in the past the Recreation Guides used to be charged to the Aquafun Centre however it really fits better under programs. It was explained that the 2011 Programs budget included donations for the movie in the park however no donations/sponsorship were received. The Recreation Board felt due to it's success that the suggestion is to try again in 2012. It was reported that the out of scope wage reflects a portion of the Leisure Services Manager's wage.
6. Aquatics – The Recreation Board questioned the continuous over budgeting on the revenue side for user fees. The Board discussed the value of this facility to this community not only as a service but as a draw and show piece for the Town.

Patrick's School, and the Skatepark be moved to a 2013 completion prior to the building code changes.

CARRIED

D) 2012 Recreation User Fees

Discussion ensued regarding numbers of teams participating in summer sports and the drop in participation.

RES. 61/2011 MOVED by Councilor R. Sparks that the Recreation Board recommends Council approve the proposed 2012 Recreation user fee adjustments, as amended:

- Cemetery – 3% rate increase on plot sales & perpetual care fee
- Arena – 3% rate increase January 1, 2012, honoring existing bookings in that year.
- Auditorium – **0% increase** to all user fees effective January 1, 2012, while honoring existing bookings in that year at the quoted rates at time of booking,
- Programs - 0% rate increase to all summer programs and special events
- Aquafun – 3% rate increase to all user fees effective January 1, 2012, honoring existing bookings in that year
- Sportsfields – 3% rate increase to all user fees effective January 1, 2012

CARRIED

BOARD/STAFF REPORTS

I. Reports

A. Holmen highlighted that a lot of work has been done on the new Town of Taber website. The Rick Hansen 25th Anniversary Man In Motion event is currently in planning stages and will be reported on in the near future. The Thrive Program is new and more information will come forward when more details come to the committee. Shutdown for the Aquafun Centre.

J. Hoglund highlighted that the Dog Park is 90% complete and that it has the potential to be partitioned off for small dogs in the future. Grand

Recreation Department Financial Summary

	2004	2005	2006	2007	2008	2009	2010	2011 Budget	Aug 31-11 2011 YTD	2012 budget	3 Yr Avg '08-'10 Act Avg	10 Yr Avg 01-'10 Actual Av.
Cemetery												
Revenues	\$44,518	\$46,024	\$56,816	\$48,678	\$49,140	\$63,493	\$51,190	\$51,270	\$26,087	\$52,800	\$54,608	\$48,740
Expenditures	\$28,153	\$58,641	\$34,655	\$77,170	\$62,545	\$55,260	\$100,325	\$111,318	\$72,890	\$113,486	\$72,710	\$55,126
Net	\$16,365	-\$12,617	\$22,161	-\$28,493	-\$13,405	\$8,233	-\$49,135	-\$60,048	-\$46,803	-\$60,686	-\$18,102	-\$6,386
Cost recovery	158.1%	78.5%	163.9%	63.1%	78.6%	114.9%	51.0%	46.1%	35.8%	46.5%	75.1%	88.4%
Arena												
Revenues	\$182,916	\$179,155	\$183,303	\$209,623	\$201,490	\$232,164	\$207,419	\$231,840	\$144,986	\$389,282	\$213,691	\$201,609
Expenditures	\$320,034	\$334,506	\$347,901	\$413,244	\$421,135	\$521,226	\$489,037	\$512,781	\$329,274	\$688,662	\$477,133	\$389,623
Net	-\$137,118	-\$155,351	-\$164,599	-\$203,621	-\$219,645	-\$289,062	-\$281,618	-\$280,941	-\$184,288	-\$299,380	-\$263,442	-\$188,014
Cost recovery	57.2%	53.6%	52.7%	50.7%	47.8%	44.5%	42.4%	45.2%	44.0%	56.5%	44.8%	51.7%
Auditorium												
Revenues	\$44,391	\$39,616	\$44,626	\$54,496	\$66,318	\$147,044	\$67,778	\$91,325	\$47,076	\$93,463	\$93,713	\$66,001
Expenditures	\$101,866	\$112,032	\$138,500	\$128,190	\$177,228	\$242,153	\$170,376	\$194,366	\$124,227	\$267,536	\$196,586	\$151,048
Net	-\$57,475	-\$72,416	-\$93,874	-\$73,695	-\$110,910	-\$95,109	-\$102,598	-\$103,041	-\$77,151	-\$174,073	-\$102,872	-\$85,046
Cost recovery	43.6%	35.4%	32.2%	42.5%	37.4%	60.7%	39.8%	47.0%	37.9%	34.9%	47.7%	43.7%
Curling/Golf												
Revenues	\$56,658	\$35,310	\$39,252	\$35,653	\$35,882	\$39,051	\$70,439	\$65,446	\$42,781	\$66,534	\$48,457	\$62,559
Expenditures	\$46,079	\$43,118	\$43,000	\$45,416	\$48,638	\$76,260	\$85,663	\$82,131	\$51,464	\$141,910	\$70,187	\$81,899
Net	\$10,579	-\$7,808	-\$3,748	-\$9,763	-\$12,756	-\$37,209	-\$15,224	-\$16,685	-\$8,683	-\$75,376	-\$21,730	-\$19,339
Cost recovery	123.0%	81.9%	91.3%	78.5%	73.8%	51.2%	82.2%	79.7%	83.1%	46.9%	69.0%	76.4%
Parks												
Revenues	\$15,111	\$1,080	\$82,454	\$23,389	\$83	\$7,724	\$4,690	\$6,000	\$1,048	\$6,180	\$4,166	\$19,343
Expenditures	\$149,560	\$176,773	\$203,012	\$255,333	\$275,248	\$297,621	\$319,313	\$327,582	\$236,583	\$355,670	\$297,394	\$213,867
Net	-\$134,449	-\$175,693	-\$120,558	-\$231,944	-\$275,165	-\$289,897	-\$314,623	-\$321,582	-\$235,535	-\$349,490	-\$293,228	-\$194,524
Cost recovery	10.1%	0.6%	40.6%	9.2%	0.0%	2.6%	1.5%	1.8%	0.4%	1.7%	1.4%	9.0%
Programs												
Revenues	\$17,094	\$30,288	\$28,266	\$38,516	\$44,798	\$49,703	\$49,780	\$46,450	\$26,157	\$44,755	\$48,094	\$30,710
Expenditures	\$43,681	\$64,425	\$70,842	\$80,337	\$96,139	\$106,883	\$100,629	\$116,721	\$91,610	\$122,501	\$101,217	\$65,278
Net	-\$26,587	-\$34,137	-\$42,576	-\$41,821	-\$51,341	-\$57,180	-\$50,849	-\$70,271	-\$65,453	-\$77,746	-\$53,123	-\$34,568
Cost recovery	39.1%	47.0%	39.9%	47.9%	46.6%	46.5%	49.5%	39.8%	28.6%	36.5%	47.5%	47.0%
Aquafun												

Recreation Department Financial Summary

	2004	2005	2006	2007	2008	2009	2010	2011 Budget	2011 YTD	2012 budget	'08-'10 Act Avg	01-'10 Actual Av
Revenues	\$257,537	\$265,812	\$268,476	\$229,457	\$ 298,577	\$309,615	\$315,636	\$347,260	\$279,506	\$353,350	\$307,943	\$279,156
Expenditures	\$588,872	\$675,131	\$681,127	\$811,174	\$ 701,062	\$940,632	\$901,777	\$938,810	\$622,909	\$1,040,820	\$847,824	\$787,396
Net	-\$331,335	-\$409,319	-\$412,651	-\$581,717	-\$402,485	-\$631,017	-\$586,141	-\$591,550	-\$343,403	-\$687,470	-\$539,881	-\$508,240
Cost recovery	43.7%	39.4%	39.4%	28.3%	42.6%	32.9%	35.0%	37.0%	44.9%	33.9%	36.3%	35.5%

Sportsfields


Revenues	\$24,038	\$21,947	\$41,009	\$25,590	\$35,673	\$49,536	\$63,466	\$51,815	\$37,749	\$52,740	\$13,516	\$34,009
Expenditures	\$105,010	\$199,763	\$122,570	\$155,719	\$196,696	\$281,402	\$319,393	\$350,783	\$258,295	\$304,816	\$72,499	\$165,556
Net	-\$80,972	-\$177,816	-\$81,561	-\$130,129	-\$161,023	-\$231,866	-\$255,927	-\$298,968	-\$220,546	-\$252,076	-\$58,983	-\$131,548
Cost recovery	22.9%	11.0%	33.5%	16.4%	18.1%	17.6%	19.9%	14.8%	14.6%	17.3%	18.6%	20.5%

	2004	2005	2006	2007	2008	2009	2010	2011 budget	2011 YTD	2012 budget	'08-'10 Act Avg	10 yr ave
Total (excl parks & pool debenture)												
Revenues	\$627,152	\$618,152	\$661,748	\$642,012	\$731,878	\$890,606	\$825,708	\$885,406	\$604,342	\$1,052,924	\$816,064	\$723,319
Expenditures	\$1,233,695	\$1,487,615	\$1,438,595	\$1,711,250	\$1,703,443	\$2,223,816	\$2,167,200	\$2,306,910	\$1,550,669	\$2,679,731	\$2,031,486	\$1,629,407
Net	-\$606,543	-\$869,464	-\$776,848	-\$1,069,238	-\$971,565	-\$1,333,210	-\$1,341,492	-\$1,421,504	-\$946,327	-\$1,626,807	-\$1,215,422	-\$906,088
Cost recovery	50.8%	41.6%	46.0%	37.5%	43.0%	40.0%	38.1%	38.4%	39.0%	39.3%	40.2%	44.4%



Agenda Item No. 4.A)

TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Subject: Organizational Minutes of Council	Date of November 14, 2011
	Agenda:
Prepared By: Kerry Van Ham, Council & CAO Assistant	
Attachments: Minutes	
Topic: Minutes of the Organizational Meeting of Council, October 24, 2011	
Background:	
Options:	<ol style="list-style-type: none">1. That Council adopts the minutes of the Organizational Meeting of Council held on October 24, 2011, as presented.2. That Council adopts the minutes of the Organizational Meeting of Council held on October 24, 2011, as amended.
Recommendation: Option #1 – That Council adopts the minutes of the Organizational Meeting of Council held on October 24, 2011, as presented.	
Approval Date:	November 10, 2011 CAO: 

MINUTES OF THE ORGANIZATIONAL MEETING OF THE COUNCIL OF THE TOWN OF TABER, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, OCTOBER 24, 2011 AT 5:00 PM

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, Director of Corporate Services
Rob Cressman, Director of Public Services
Kerry Van Ham, Council & CAO Assistant/Recording Secretary
Tom Moffatt, Information Technology Manager
Garrett Simmons, Taber Times

ORDER

Mayor Bryant called the Organizational Meeting of Council to order at 5:06 PM.

ADOPTION OF ORGANIZATIONAL AGENDA

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

RES.253/11 MOVED by Councillor Bekkering that Council adopt the Organizational Agenda as presented.

CARRIED UNANIMOUSLY

BOARDS/COMMITTEES/COMMISSIONS (BCC)

G. Frank, CLGM, Chief Administrative Officer advised that for the purposes of the Organizational Meeting appointment of Council members to the various Council Boards, Committees and Commissions is to be done by resolution.

BOARDS/COMMITTEES/COMMISSIONS (BCC) – CONT'D

RES.254/11 MOVED by Councillor Popadynetz that Council approve the Council appointments to the various Council Boards, Committees and Commissions as presented, which is attached to and forms part of these minutes.

CARRIED UNANIMOUSLY

REQUESTED COUNCIL APPOINTMENTS

G. Frank, CLGM, Chief Administrative Officer advised that for the purposes of the Organizational Meeting requested appointments of Council members to various Boards and Committees is to be done by resolution.

Councillor Rochelle advised that the Taber and District Housing meetings were at 4:00pm, not 6:00pm, as listed.

Mayor Bryant advised Councillor Rochelle that this would be corrected, and an updated listing will be provided to Council Members.

RES.255/11 MOVED by Councillor Rochelle that Council approves the requested appointments of Council members to the various Boards and Committees, as amended, which is attached to and forms part of these minutes.

CARRIED UNANIMOUSLY

AD HOC COMMITTEES

G. Frank, CLGM, Chief Administrative Office advised that for the purposes of the Organizational Meeting requested appointments of Council members to Ad Hoc Committees is to be done by resolution.

RES.256/11 MOVED by Councillor Papp that Council approve the Ad Hoc Committee appointments as presented, which is attached to and forms part of these minutes.

CARRIED UNANIMOUSLY

OTHER BUSINESS - NONE**MEDIA INQUIRIES – NONE**

106/2011

October 24, 2011

CLOSE OF ORGANIZATIONAL MEETING

RES.257/11 MOVED by Councillor Tams that this Organizational Meeting of Council is hereby closed.

CARRIED UNANIMOUSLY AT 5:11 PM

MAYOR


CHIEF ADMINISTRATIVE OFFICER

106/2011



Agenda Item No. 4.B)

TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Subject: Regular Minutes of Council	Date of November 14, 2011 Agenda:
Prepared By: Kerry Van Ham, Council & CAO Assistant	
Attachments: Minutes	
Topic: Minutes of the Regular Meeting of Council, October 24, 2011	
Background:	
Options:	<ol style="list-style-type: none">1. That Council adopts the minutes of the Regular Meeting of Council held on October 24, 2011, as presented.2. That Council adopts the minutes of the Regular Meeting of Council held on October 24, 2011, as amended.
Recommendation: Option #1 – That Council adopts the minutes of the Regular Meeting of Council held on October 24, 2011, as presented.	
Approval Date:	November 10, 2011 CAO: 

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, OCTOBER 24, 2011, IMMEDIATELY FOLLOWING THE ORGANIZATIONAL MEETING OF COUNCIL AT 5:06 PM.

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
Kerry Van Ham, Council & CAO Assist./Recording Secretary
Tom Moffatt, Information Technology Manager
Garrett Simmons, Taber Times

ORDER

Mayor Bryant called the Regular Meeting of Council to Order at 5:11 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.258/11 MOVED by Councillor Tams that Council adopt the agenda as presented.

CARRIED UNANIMOUSLY

DELEGATIONS**A) Early Childhood Mapping Project**

Mrs. Marilyn Visser, Early Childhood Resource Community Coordinator presented details of this five year project throughout various communities.

Council had a number of questions for Mrs. Visser at this time.

RES.259/11 MOVED by Councillor Bekkering that Council receives the presentation on the Early Childhood Mapping Project, for information.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES**A) Minutes of the Regular Meeting of Council – October 11, 2011**

RES.260/11 MOVED by Councillor Papp that Council adopts the minutes of the Regular Meeting of Council held on October 11, 2011, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES - NONE**BYLAWS - NONE****ACTION ITEMS****A) Town of Taber New Website Demonstration**

T. Moffatt, Information Technology Manager, demonstrated the various components and functionality of the new website for the Town of Taber that is scheduled to be released at the end of October.

Council had a number of questions at this time.

RES.261/11 MOVED by Councillor Rochelle that Council accepts the demonstration of the Town's new website, for information purposes.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D**B) Report on Park Improvements**

R. Cressman, Director of Public Services, provided the progress report on park maintenance and improvements in the area of 46th A Street and 63rd A Avenue, as requested by Council at their September 12, 2011 regular meeting.

Mr. Cressman stated that the Town has evaluated its development processes in 2011. Development designs will now be vetted through all departments in an effort to ensure local improvements that become part of the Town's infrastructure and responsibility comply with the Town's standards and maintenance requirements and resources identified as the Town continues to grow.

MOVED by Councillor Bekkering that Council accepts the Old Rodeo Grounds park maintenance progress report, for information.

Council discussed the motion at this time.

Councillor Tams asked for a friendly amendment to state that Council accepts the Old Rodeo Grounds park maintenance progress report, for information, with a further progress report to be given to Council April 9, 2012.

Councillor Bekkering accepted the friendly amendment.

RES.262/11 MOVED by Councillor Bekkering that Council accepts the Old Rodeo Grounds park maintenance progress report, for information, with a further progress report to be given to Council April 9, 2012.

CARRIED UNANIMOUSLY

C) Waiver and Reduction Policy PS-REC-1 and Procedure PS-REC-1 Review

R. Cressman, Director of Public Services, provided the annual review information and detailed listing of the related 2011 recreation facility bookings to Council.

Additional language to the policy was proposed to include direction to Administration to include an annual grant expense from Council to the recreation functions affected by the waived and reduced rental fees.

ACTION ITEMS – CONT'D**C) Waiver and Reduction Policy PS-REC-1 and Procedure PS-REC-1 Review – Cont'd**

RES.263/11 MOVED by Councillor Tams that Council accepts the Taber Recreation Board's recommendation, regarding the Recreation Facilities Rental Fees Waiver & Reduction policy, as presented and directs Administration to update the policy to include an annual grant expense from Council to the recreation functions affected by the waived and reduced rental fees.

CARRIED UNANIMOUSLY

D) Monthly Operating Financial Statements

D. Culler, CA, Director of Corporate Services, provided the year to date unaudited operating financial statements for the eight months ending September 30, 2011.

Council reviewed and discussed the financial statements at this time.

RES.264/11 MOVED by Councillor Papp that Council accepts the unaudited operating financial statements for the nine months ending September 30, 2011, for information purposes.

CARRIED UNANIMOUSLY

E) Department Head Reports

Council had a number of questions regarding the monthly activity in different departments at this time.

RES.265/11 MOVED by Councillor Tams that Council accepts the Department Head Reports, for information.

CARRIED UNANIMOUSLY

F) Mayor and Councillor Reports (Verbal)

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

RES.266/11 MOVED by Councillor Rochelle that Council accepts the Mayor and Councillor reports, as presented.

CARRIED UNANIMOUSLY

MEDIA INQUIRIES – NONE

CLOSED SESSION

RES.267/11 MOVED by Councillor Bekkering that Council move to Closed Session to discuss land, legal and labour matters.

CARRIED UNANIMOUSLY AT 6:53 PM

OPEN SESSION

RES.268/11 MOVED by Councillor Tams that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 8:41 PM

CLOSE OF MEETING

RES.269/11 MOVED by Councillor Rochelle that this Regular Meeting of Council is hereby closed.

CARRIED UNANIMOUSLY AT 8:41 PM

MAYOR

CHIEF ADMINISTRATIVE OFFICER



TOWN OF TABER
COUNCIL REQUEST FOR DECISION

Subject: Recreation Sponsorship Program Date of November 14, 2011
Agenda:
Prepared By: Rob Cressman, Director of Public Services
Attachments: RFP Recommendation
Topic: Recreation Sponsorship Program - Recommendation
Background:
The Taber Recreation Board and Council have reviewed the proposed Recreation Sponsorship program.
Council and the Recreation Board further discussed the sponsorship program November 1, 2011.
The following recommendation was made by the Taber Recreation Board:
B) Sponsorship
RES. 46/2011 MOVED by Councilor R. Popadynetz that the Recreation Board recommends Council proceed with the Partnership Group Sponsorship Proposal – Option B in 2011.
CARRIED UNANIMOUSLY
Council direction is requested.
Options:
1. Council proceeds with the Partnership Group Sponsorship Proposal – Option B in 2011, and authorizes the Mayor and CAO to execute the contracts.
2. Council declines all submissions received from the 2011 Request For Proposals.
Recommendation: Option #1 - Council proceeds with the Partnership Group Sponsorship Proposal – Option B in 2011, and authorizes the Mayor and CAO to execute the contracts.
Approval Date: November 10, 2011 CAO: [Signature]



August 23, 2011

File: 830-R02

Taber Recreation Board
C/O Town of Taber

Re: Recreation Sponsorship Services RFP Opening

The Recreation Sponsorship Services request for proposals (RFP) closed at 2:00pm, Friday, July 29, 2011 and was posted as required on the Alberta Purchasing Connection website. We received three (3) submissions prior to the deadline. The Recreation Sponsorship Services evaluation committee comprised of A. Holmen, J. Hoglund and R. Cressman reviewed, evaluated and scored each submission in accordance with the nine (9) evaluation criteria detailed in the RFP. A copy of the RFP is attached for your reference.

The following summarizes some aspects of submissions received:

<u>Name</u>	<u>Payment Terms</u>	<u>Fees</u>
The Goldie Company	Fees for Services	\$126,000
Partnership Group	Fees for Services/Commission	\$94,000/\$60,000+25% commission
KCI	Fees for Services	\$455,000

Partnership Group is an experienced, competent consulting firm that has provided similar services to other municipal governments, non-profit associations/agencies and corporations. Their clients include the towns of High River and Kindersley, cities of Edmonton, Kelowna and Toronto, the Federation of Canadian Municipalities (FCM) and the Canadian Red Cross.

The evaluation committee unanimously scored the Partnership Group's proposal the highest of the three received. Partnership Group was the only firm that offered both implementation options being fees for services and commission-based fees. Partnership Group's proposal met all the requirements detailed in the RFP.

Although the RFP indicated the Town could require an in-person presentation by shortlisted firms, the selection committee has determined that step is not necessary, based on the number and quality of the proposals received.

The Recreation Sponsorship Services evaluation committee recommends the Taber Recreation Board recommend Town Council authorize Administration to execute a contract with Partnership Group, per the commission-based option, with 2011 expenses capped at \$35,000, funded from the Town's reserves.

This document was prepared by the Recreation Sponsorship Services Evaluation Committee