

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, FEBRUARY 12, 2018, AT 3:30 PM.

Mayor

Prokop, Andrew

Councillors

Bekkering, Garth

Brewin, Jack

Garner, Mark

Strojwas, Joe

Tams, Louie

Absent

Firth, Carly

Chief Administrative Officer

Armfelt, Cory

Staff

Brennan, Meghan

Duske, Dave

Holmen, Aline

Keer, Raeanne

Malcolm, Andrew

Orwa, John

Scherer, Gary

CALL TO ORDER

Mayor Prokop called the meeting to Order at 3:30 PM.

Mayor Prokop stated that Councillor Firth would not be in attendance at this meeting.

ADOPTION OF THE AGENDA

RES. 65/2018 MOVED by Councillor Garner that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

A) Minutes of Regular Meeting of Council: January 22, 2018

RES. 66/2018 MOVED by Councillor Tams that Council adopts the Minutes of the Regular Meeting of Council held on January 22, 2018.

CARRIED UNANIMOUSLY

B) Minutes of Special Meeting of Council: February 5, 2018

RES. 67/2018 MOVED by Councillor Brewin that Council adopts the minutes of the Special Meeting of Council held on February 5, 2018.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

None.

BYLAWS

None.

ACTION ITEMS

A) West Trail Extension Project

C. Armfelt stated that the West Trail Extension Project Committee met on January 25, 2018, and stated that the Request for Decision (RFD) included the minutes from the meeting, and the revised Phase listing to provide an update to Council.

RES. 68/2018 MOVED by Councillor Garner that Council accepts the update from the West Trail Extension Project Committee, as presented.

CARRIED UNANIMOUSLY

B) 2018 Health & Safety Policy - Annual Review

C. Armfelt introduced D. Duske, Human Resource Manager, to present Health & Safety Policy C-4.

D. Duske stated that in accordance with Occupational Health and Safety Act the Town's Health & Safety Policy C-4 is to be reviewed annually. He stated that the Joint Health and Safety Committee reviewed the policy and did not recommend any changes.

RES. 69/2018 MOVED by Councillor Bekkering that Council in accordance with the Occupational Health & Safety Act, the Town of Taber endorses the municipal Health & Safety Policy C-4 for 2018, and approves the signing of this document by the Mayor and Chief Administrative Officer.

CARRIED UNANIMOUSLY

C) Review of Procurement and Purchasing Policy CS-FIN-1

C. Armfelt stated that the Mayor requested that Administration bring forward the Procurement and Purchasing Policy CS-FIN-1 for review to request further research towards a possible amendment to ensuring a stronger "buy local" policy direction.

ACTION ITEMS – CONT'D

C) Review of Procurement and Purchasing Policy CS-FIN-1 – CONT'D

Council discussed Administration's process for hiring third party snow removal companies in the Town, and the benefit of an open market for purchases.

RES. 70/2018 MOVED by Councillor Tams that Council directs Administration to continue to operate under the current Procurement and Purchasing Policy CS-FIN-1.

CARRIED UNANIMOUSLY

D) Uncollectable Accounts Receivable under \$500

C. Armfelt presented the uncollectable account receivables under \$500.00, and stated that these are funds that the Town has been trying to collect for a number of years, and that Administration will continue to try and collect the funds, but the attached list represents the amounts that have been written off as of December 31, 2017.

Council discussed the outstanding utility bills and business licences.

RES. 71/2018 MOVED by Councillor Brewin that Council accepts the itemized list of bad debts under \$500.00 written off as of December 31, 2017 for information purposes.

CARRIED UNANIMOUSLY

E) Purchase of Electronic Tablets for the Municipal Planning Commission

A. Malcolm, Director of Planning and Economic Development, stated that the Municipal Planning Commission (MPC) has been discussing the possibility of purchasing tablets for the purpose of allowing the members-at-large to have electronic access to their Agenda Packages in a similar fashion as the Council members.

ACTION ITEMS – CONT'D

E) Purchase of Electronic Tablets for the Municipal Planning Commission – CONT'D

Council discussed the possible benefits and risks of providing member-at-large board, committee, and commission members with Town owned electronic tablets.

RES. 72/2018 MOVED by Councillor Garner that Council approves the request to purchase electronic tablets for the members-at-large on the Municipal Planning Commission for no more than the value of \$2,000.00 from the Council Discretionary Budget.

CARRIED UNANIMOUSLY

F) FOIPP Document Destruction

A. Malcolm stated that the Planning and Economic Development Department discovered a number of documents that are over due to be destroyed in accordance with the Retention of Municipal Documents Bylaw 10-99.

Council discussed how the pertinent information from the documents were stored.

RES. 73/2018 MOVED by Councillor Bekkering that Council approves the destruction of the following documents:

- a) 2009 Building Permits TTB B 0001
MU – TTB B 0132 09 MU
- b) 2009 Superior Safety Codes Closed Files
- c) 2009 Development Permits 09-001 -
09-155
- d) Census 2011 (all areas)

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

G) Standing Item - Council Requests

Councillor Strojwas inquired if the parking lot at the dog park was a snow removal priority, as he has heard a number of complaints of people getting stuck.

G. Scherer, Director of Engineering and Public Works, stated that it is not a priority snow removal area but they always do their best to remove the snow from the parking lot when possible.

Council made no motion at this time.

CLOSED SESSION

Council discussed best practice for moving into Closed Session prior to the Delegations at 5:00 PM.

RES. 74/2018 MOVED by Councillor Bekkering that Council moves into Closed Session to prevent disclosure of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1), and to prevent disclosure of advice from officials that could be reasonably be expected to reveal advice, proposals, recommendations, analysis or policy options developed by a public body, in accordance with Section 24(1) of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY AT 4:00 PM

OPEN SESSION

RES. 75/2018 MOVED by Councillor Garner that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 4:26 PM

OPEN SESSION – CONT'D

RES. 76/2018 MOVED by Councillor Brewin that Council takes a 30 minutes break, and reconvenes at 5:00 PM.

CARRIED UNANIMOUSLY

RES. 77/2018 MOVED by Councillor Tams that Council returns from their 30 minute break and continues with Agenda Item 7.A) Delegation: Alberta Sugar Beet Growers.

CARRIED UNANIMOUSLY AT 5:00 PM

DELEGATIONS

A) Delegation: Alberta Sugar Beet Growers

M. Garner-Skiba, Executive Director of Alberta Sugar Beet Growers, and A. Bergen-Henengouwen, President of the Alberta Sugar Beet Growers, presented to Council an update on their yearly harvest, and information where their market board is headed, as well as the challenges they face.

RES.78/2018 MOVED by Councillor Brewin that Council accepts the presentation from the Alberta Sugar Beet Growers, for information purposes.

CARRIED UNANIMOUSLY

**B) Delegation: Benchmark Assessment Consultants-
Assessment 101**

J. Orwa, Director of Finance, introduced L. Wehlage, of Benchmark Assessment Consultants, to present Assessment 101 to Council to help Council better understand the correlations between assessed values and tax rates.

DELEGATIONS – CONT'D

B) Delegation: Benchmark Assessment Consultants- Assessment 101

RES. 79/2018 MOVED by Councillor Strojwas that Council accepts the presentation of "Assessment 101" for information purposes.

CARRIED UNANIMOUSLY

C) Delegation: MNP Performing Arts Centre Study

C. Armfelt introduced Chris Lavin and Steven Rogers, from MNP LLP, who would be teleconferencing to present to Council the Performing Arts Centre Feasibility & Viability Study.

Council inquired about the facilities they used for comparison in the study, and alternative uses for a facility in Taber.

RES. 80/2018 MOVED by Councillor Bekkering that Council accepts the MNP Performing Arts Centre Study for information.

CARRIED UNANIMOUSLY

MEDIA INQUIRIES

T. Busch, of the Taber Times, inquired if after a member-at-large finished their term on a board, committee, or commission, is the electronic tablet returned to the Town.

Mayor Prokop stated that yes, the tablet is Town property and would be returned at the end of their participation on the Town board, committee or commission.

CLOSED SESSION

RES. 81/2018 MOVED by Councillor Brewin that Council reconvenes into Closed Session.

CARRIED UNANIMOUSLY AT 6:27 PM

OPEN SESSION

RES. 82/2018 MOVED by Councillor Tams that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 7:45 PM

RES. 83/2018 MOVED by Councillor Strojwas that Council extend this Regular Meeting of Council to no later than 8:00 PM.

CARRIED UNANIMOUSLY

RES. 84/2018 MOVED by Councillor Tams that Council directs Administration to begin the process of annexation for lands located to the west of the Town of Taber associated with the waste transfer station, and trout pond in alignment with the Municipal Government Act, Division 6, and Municipal Government Boards annexation process and principles.

CARRIED UNANIMOUSLY

RES. 85/2018 MOVED by Councillor Bekkering that Council appoints Debbie Sargeant to the Subdivision & Development Appeal Board for a two (2) year term to expire December 31, 2019.

CARRIED UNANIMOUSLY

OPEN SESSION – CONT'D

RES. 86/2018 MOVED by Councillor Brewin that Council directs Administration to remove from consideration for the construction of the Emergency Services Building locations described as southeast corner of Plan 6403JK, Block PI (soccer fields adjacent to Dr. Hammond school) and Plan 7282JK, Block C, (northwest of the curling rink), and any location in Confederation park; and,

Directs Administration to place this motion in the presentation of the open house scheduled for February 13, 2018.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

RES. 87/2018 MOVED by Councillor Bekkering that the Regular Meeting of Council is hereby Closed,

CARRIED UNANIMOUSLY AT 7:50 PM



MAYOR



CHIEF ADMINISTRATIVE OFFICER

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