

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, NOVEMBER 14, 2016, AT 5:05 PM, IMMEDIATELY FOLLOWING THE SUBDIVISION AUTHORITY MEETING AT 5:00 PM.

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**Mayor**

De Vlieger, Henk

**Councillors**

Brewin, Jack  
Popadynetz, Rick  
Prokop, Andrew  
Ross-Giroux, Laura  
Sparks, Randy  
Strojwas, Joe

**Staff**

Armfelt, Cory  
Holmen, Aline  
Scherer, Gary  
Van Ham, Kerry  
Wannop, Devon

**CALL TO ORDER**

Mayor De Vlieger called the meeting to Order at 5:05 PM.

**ADOPTION OF THE AGENDA**

Mayor De Vlieger inquired if there were any additions or deletions to the Agenda, and advised the addition of an item to Closed Session.

RES.563/2016      MOVED by Councillor Ross-Giroux that Council adopts the Agenda as amended, to include the addition of FOIPP Act, Section 24: Advice from officials as Agenda Item 9.A), therefore moving the other items in the Closed Session portion of the Agenda ascending accordingly.

CARRIED UNANIMOUSLY

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Mayor De Vlieger declared a pecuniary interest in the next Agenda Item, turned the Chair duties over to Deputy Mayor Ross-Giroux, and left the meeting at 5:06 PM.

## **DELEGATIONS**

### **A) Home Builders Delegation**

C. Armfelt stated that during the contractors meeting on September 27, 2016 a discussion was had about the HIRF (high intensity residential fires) requirements within the Town.

C. Armfelt introduced Sid Tams and Willie Thiessen, who represent a group of home builders who provided information on the industry from a local perspective with the hopes of creating a policy favourable to their interests.

Council discussed the HIRF requirements, the estimated budget implementation, and the potential of setting up a committee to evaluate the situation and its impacts.

MOVED by Councillor Brewin that Council forms a committee to include a few members of Council, the Development Officer, the Municipal Planning Commission, and the Fire Chief to study this issue more in depth and come back to Council to bring back recommendations.

Councillor Sparks discussed the process of the formulation of a committee.

Councillor Brewin agreed to a friendly amendment to look into forming a committee.

MOVED by Councillor Brewin that Council agrees to look into forming a committee to include a few members of Council, the Development Officer, the Municipal Planning Commission, and the Fire Chief to study this issue more in depth and come back to Council to bring back recommendations.

**DELEGATIONS – CONT'D**

**A) Home Builders Delegation – Cont'd**

Councillor Brewin further amended his motion to include the business community.

RES.564/2016      MOVED by Councillor Brewin that Council agrees to look into forming a committee to include a few members of Council, the Development Officer, the Municipal Planning Commission, the business community, and the Fire Chief to study this issue more in depth and come back to Council to bring back recommendations.

DEFEATED

RES.565/2016      MOVED by Councillor Sparks that Council forms a committee to look into the concerns of our buildings within the Town of Taber, to look at HIRF (high impact residential fires) and the probability of the 10 minute response times.

CARRIED UNANIMOUSLY

Mayor De Vlieger returned to the meeting and resumed the duties of Chair at 5:32 PM.

**ADOPTION OF THE MINUTES**

**A) Minutes of Organizational Meeting of Council:  
October 24, 2016**

RES.566/2016      MOVED by Councillor Brewin that Council adopts the minutes of the Organizational Meeting of Council held on October 24, 2016, as presented.

CARRIED UNANIMOUSLY

**ADOPTION OF THE MINUTES – CONT'D**

**B) Minutes of Public Hearing Meeting of Council:  
October 24, 2016**

RES.567/2016      MOVED by Councillor Brewin that Council adopts the minutes of the Public Hearing Meeting of Council held on October 24, 2016, as presented.

CARRIED UNANIMOUSLY

**C) Minutes of Regular Meeting of Council:  
October 24, 2016**

RES.568/2016      MOVED by Councillor Ross-Giroux that Council adopts the minutes of the Regular Meeting of Council held on October 24, 2016, as presented.

CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM THE MINUTES**

**A) Lawn Services: Contracted Services**

D. Wannop stated that at the Council meeting of October 24<sup>th</sup>, Council during their standing Council item requested that administration look into contracted services for Lawn Cutting. D. Wannop reviewed an analysis that was completed in 2015 for the Prairie Lake Estates property.

Council discussed the various options, levels of service, analysis, and the potential need to look into further details.

RES.569/2016      MOVED by Councillor Popadynetz that Council accepts the information that has been presented for information.

CARRIED UNANIMOUSLY

## BYLAWS

None.

## ACTION ITEMS

### A) MD of Taber Council Appointments

D. Wannop stated that the Municipal District (MD) of Taber has sent a letter informing the Town of appointments to numerous boards and committees that were made by MD of Taber Council. Some of these appointments are to Town of Taber committees and these should be seen as recommendations from the MD to the Town.

RES.570/2016      MOVED by Councillor Prokop that Town Council accepts the recommendations from the Municipal District of Taber Council for appointments to the Town's various committees, and acknowledges the MD's appointments to the joint committees and authorities.

CARRIED UNANIMOUSLY

### B) Recreation Management Software

A. Holmen reviewed the Project Timeline in reference to the Recreation Management Software. The timeline is a living document and subject to minor changes but the end outcome should remain the same. Now that the process has begun to build and implement the new Recreation Management Software it has become apparent that it is in our best interest to hold off on the purchase of the smaller related hardware until 2017.

At their last meeting, the Recreation Board reviewed this request and made the following motion:

*"RES. 86/2016 MOVED by D. Hansen that the Recreation Board recommends Council approve the deferral of \$6,139.00 from the 2016 Capital Budget to 2017 for the purchase of hardware related to the Recreation Management Software.*

CARRIED UNANIMOUSLY"

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**ACTION ITEMS – CONT'D**

**B) Recreation Management Software – Cont'd**

RES.571/2016      MOVED by Councillor Sparks that Council approves the deferral of \$6,139.00 from the 2016 Capital Budget to 2017 for the purchase of hardware related to the Recreation Management Software.

CARRIED UNANIMOUSLY

**C) Tax Penalty Waiver**

D. Wannop stated that on July 27, 2016 the owner of the property identified as roll #5460050 and #5460300 wrote a letter to the Town of Taber stating that there cheque was sent on June 7, 2016 in the amount of \$14770.87, but it was lost somewhere in the mail system.

The full amount including penalties have been paid, however, they are requesting that the penalty amount of \$886.25 be returned to them.

RES.572/2016      MOVED by Councillor Strojwas that Council not waive any portion of the taxes and/or penalties.

CARRIED UNANIMOUSLY

**D) Alberta Community Partnership Grant - Orthophoto Project 2017**

C. Armfelt stated that one of the programs that the Town of Taber uses is the ORRSC (Oldman River Regional Services Commission) program for all the town's GIS (graphic information systems) needs. The ORRSC program identifies the lots, addresses, roll numbers, all Land Use Bylaw districting, infrastructure, parks and open spaces.

ORRSC is recommending that a new orthophoto is taken for the Town. The GIS Analyst from ORRSC will be pursuing the Alberta Community Partnership Grant for the Orthophoto Project in 2017 and requires a Council resolution from all communities in support. The last time the orthophoto (an aerial photograph) was updated was in 2013 and a lot has changed within the town.

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**ACTION ITEMS – CONT'D**

**D) Alberta Community Partnership Grant - Orthophoto Project  
2017 – Cont'd**

RES.573/2016      MOVED by Councillor Popadynetz that Council recognizes the benefit in municipal collaboration with regards to the acquisition of the orthophoto and the benefit it has to our municipal opportunities and further be it resolved that Council authorizes the Town of Taber to participate in an application for the 2017 Oldman River Region Urban Orthophotography Project submitted by the Town of Olds under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant.

CARRIED UNANIMOUSLY

**E) 2017-2019 Draft Operating Budget**

Mayor De Vlieger presented information regarding the current state of the municipal funding model, as well as areas that he would like to focus on reducing going forward.

D. Wannop stated that Council has been presented with a number of budget related presentations from community organizations. As well as budget narratives from the Managers of the Town of Taber. D. Wannop focused discussion on the possible budget cuts that the Town of Taber managers have made in an effort to reduce the cash deficit that is being faced by the Town. D. Wannop requested to discuss the overall service level of the Town and will be sought direction for possible future items that will reduce this deficit.

RES.574/2016      MOVED by Councillor Strojwas that Council accepts the 2017-2019 Draft Operating Budget presentation for information purposes.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **F) 10 Year Draft Capital Budget**

D. Wannop stated that Management has updated the 10 year draft capital plan to defer some projects that could be deferred. This 10 year plan has a more realistic view of the projects that could be done in the short term using the grant funding that we were able to obtain from the federal and provincial budget. It has also taken into consideration that certain projects will not be completed if the grant funding is not approved.

Council reviewed the proposed capital budget includes continuing and multi-year projects carried over from 2016 as well as 2017-2026 capital projects for Council's consideration. D. Wannop indicated that the estimated reserve and grant funding projections have also been included for discussion purposes.

D. Wannop requested that Council review the further projects to ensure that the town maintains its sustainability going forward.

RES.575/2016      MOVED by Councillor Ross-Giroux that Council accepts the 10 year Draft Capital Budget presentation for information purposes.

CARRIED UNANIMOUSLY

### **G) Standing Item - Council Requests**

There were no requests from Council at this time, and therefore no motion was made.

### **H) Information for Council**

D. Wannop reviewed the details of the correspondence received from Alberta Infrastructure and the Oldman Watershed Council.

RES.576/2016      MOVED by Councillor Brewin that Council accepts the material received in this Agenda Item as information.

CARRIED UNANIMOUSLY

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**MEDIA INQUIRIES**

None.

RES.577/2016      MOVED by Councillor Brewin that Council recesses for 20 minutes.

CARRIED UNANIMOUSLY AT 7:04 PM

Mayor De Vlieger called the meeting back to Order at 7:34 PM.

**CLOSED SESSION**

RES.578/2016      MOVED by Councillor Strojwas that Council moves into Closed Session to discuss matters subject to FOIPP Act, Section 16: Disclosure harmful to business interests of a third party, FOIPP Act, Section 24: Advice from officials, and FOIPP Act, Section 19: Confidential Evaluations.

CARRIED UNANIMOUSLY AT 7:34 PM

**OPEN SESSION**

RES.579/2016      MOVED by Councillor Brewin that Council reconvenes into Open Session.

CARRIED AT 8:50 PM

RES.580/2016      MOVED by Councillor Sparks that Council extends the meeting time to 9:30 PM.

CARRIED

**CLOSED SESSION**

RES.581/2016      MOVED by Councillor Ross-Giroux that Council returns to Closed Session.

CARRIED AT 8:51 PM



Councillor Strojwas left the meeting at 9:36 PM and did not return.

**OPEN SESSION**

RES.582/2016      MOVED by Councillor Brewin that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 9:39 PM

RES.583/2016      MOVED by Councillor Prokop that Council authorizes Administration to draft an agreement with VerSet Hockey Skills Camp for five years with the year 2017 being a 1.5% increase over the 2016 fee and an additional 1% Carbon Tax fee and subsequent years to include a 1.5% fee increase plus the Carbon Tax fee dependent on the rate each year.

CARRIED UNANIMOUSLY

RES.584/2016      MOVED by Councillor Sparks that Council recommends that the Recreation Board creates a committee to look at all aspects of building a new ice surface and future use of the small ice facility.

CARRIED UNANIMOUSLY

RES.585/2016      MOVED by Councillor Brewin that Council accepts the proposal from Fitch Tire, Buffalo Head Veterinary Clinic and the PGA and directs Administration place the Barton Drive Services Project into the 2017 capital budget.

CARRIED UNANIMOUSLY

RES.586/2016      MOVED by Councillor Ross-Giroux that Council directs Administration to publish the Purchase and Development of Downtown Properties Request for Proposals.

CARRIED UNANIMOUSLY



**OPEN SESSION – CONT'D**

RES.587/2016      MOVED by Councillor Sparks that Council sets a monthly rate for the purposes of the licensing agreements to be made for the portable signs located on Town owned property at a rate of \$50.00 per month, not including non-profit signage.

CARRIED UNANIMOUSLY

RES.588/2016      MOVED by Councillor Ross-Giroux that Council approves the invoice #161793 for payment.

CARRIED UNANIMOUSLY

RES.589/2016      MOVED by Councillor Ross-Giroux that Council approves the invoice #1610190003 for payment, as well as the other invoice coming from the Heritage Inn when received.

CARRIED UNANIMOUSLY

**CLOSE OF MEETING**

RES.590/2016      MOVED by Councillor Popadynetz that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 9:48PM

  
\_\_\_\_\_  
MAYOR

  
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CHIEF ADMINISTRATIVE OFFICER