

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, SEPTEMBER 10, 2018, AT 3:37 PM, IMMEDIATELY FOLLOWING THE PUBLIC HEARING MEETING AT 3:30 PM.

Mayor

Prokop, Andrew

Councillors

Bekkering, Garth

Brewin, Jack

Firth, Carly

Garner, Mark

Strojwas, Joe

Tams, Louie

Chief Administrative Officer

Armfelt, Cory

Staff

Khaliq, Alaa Abdel

Abela, Graham

DeBona, Lisa

Duske, Dave

Gyepesi, Dave

Holmen, Aline

Monks, Phyllis

Munshaw, Steve

Parsons, Louise

Van Ham, Kerry

Weiss, Donna

Young, Ben

CALL TO ORDER

Mayor Prokop called the meeting to Order at 3:37 PM.

ADOPTION OF THE AGENDA

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

RES. 413/2018 MOVED by Councillor Brewin that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

1) Minutes of the Public Hearing Meeting of Council: August 20, 2018

RES. 414/2018 MOVED by Councillor Tams that Council adopts the minutes of the Public Hearing Meeting of Council held on August 20, 2018, as presented.

CARRIED UNANIMOUSLY

2) Minutes of Regular Meeting of Council: August 20, 2018

RES. 415/2018 MOVED by Councillor Firth that Council adopts the minutes of the Regular Meeting of Council held on August 20, 2018, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

1) Audit Committee Policy

C. Armfelt stated that at the Regular Meeting of Council held on August 20th, 2018 Council directed Administration to amend the Audit Committee Policy C-5 to include an alternate member to aid in the Committee being able to meet quorum.

BUSINESS ARISING FROM THE MINUTES – CONT'D

1) Audit Committee Policy – CONT'D

RES. 416/2018 MOVED by Councillor Tams that Council approves the revised Audit Committee Policy C-5 as presented, and appoints Councillor Bekkering as an alternate on the Audit Committee.

CARRIED UNANIMOUSLY

BYLAWS

1) Bylaw 17-2018 Land Use Bylaw Cannabis Uses

C. Armfelt stated that prior to the Regular Meeting of Council this evening, Council held a Public Hearing in regards to proposed Land Use Amendment Bylaw 17-2018 regarding cannabis retail, production, and distributions within the Town.

MOVED by Councillor Bekkering that Council gives First Reading to Bylaw 17-2018 for the purpose of amending Land Use Bylaw 14-2016 to allow Cannabis Retail Sales as a discretionary use in the Downtown Commercial (DT) District, and the Comprehensive Commercial (CC) District, but not within 100m from any school and hospital use, and Cannabis Production and Distribution as a permitted use in the Medium Industrial (M-2) District.

Councillor Strojwas requested a friendly amendment to change the distance from 100m to 150m from any school and hospital use.

Councillor Bekkering declined the friendly amendment.

BYLAWS – CONT'D

1) Bylaw 17-2018 Land Use Bylaw Cannabis Uses – CONT'D

RES. 417/2018 MOVED by Councillor Bekkering that Council gives First Reading for Bylaw 17-2018 for the purposes of amending Land Use Bylaw 14-2016 to allow Cannabis Retail Sales as a discretionary use in the Downtown Commercial (DT) District and the Comprehensive Commercial District (CC) but not within 100m from any school and hospital use and Cannabis Production and Distribution as a permitted use in the Medium Industrial district (M-2).

CARRIED

2) Bylaw 21-2018 Direct Control District First Reading

P. Monks, Director of Economic Development and Planning, stated that proposed Bylaw 21-2018 is for the proposed amendments to the Land Use Bylaw 14-2016 to add a direct control district, and amend the maps, specifically for the Emergency Services Building. She stated that the Subdivision documents are currently being distributed to adjacent properties, and that Administration is requesting that Council gives proposed Bylaw 21-2018 First Reading, and schedules a Public Hearing for September 24, 2018.

RES. 418/2018 MOVED by Councillor Brewin that Council gives First Reading to Bylaw 21-2018 for the purpose of amending Land Use Bylaw 14-2016, and sets September 24, 2018 as the Public Hearing date.

CARRIED UNANIMOUSLY

ACTION ITEMS

1) Two Way Radio(s) System Procurement

Fire Chief S. Munshaw, of the Taber Fire Department, and L. Parsons, Procurement Manager, presented the Two Way Radio(s) System Procurement, and recommended awarding the procurement to Turris Communications for the purchase of all portable radios for the Taber Fire Department and Taber Police Service.

L. Parsons noted that by connecting with other municipalities, and partnering with the Municipal District of Willow Creek and the County of Smoky Lake, the Town is able to achieve and receive a volume discount from Motorola for the purchase of the new two way radio(s).

RES. 419/2018 MOVED by Councillor Strojwas that the Town of Taber partner with the County of Smoky Lake and the Municipal District of Willowcreek for the sole purpose to negotiate a bulk purchasing price for Motorola AFRRCS equipment from Turris Communications and procure the required Motorola products within approved Fire Department and Taber Police Services budgets.

CARRIED UNANIMOUSLY

2) Municipal Revenue Sharing Report

C. Armfelt stated that at the December 18, 2017 Regular Meeting of Council, Council directed Administration to compare recreation supports between urban municipalities and rural municipalities in western Canada.

Council discussed the report, the range of support between other urban and rural municipalities, and Intermunicipal Collaborative Framework, as outlined in the Municipal Government Act.

RES. 420/2018 MOVED by Councillor Bekkering that Council accepts the Municipal Revenue Sharing Report as presented.

CARRIED UNANIMOUSLY

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ACTION ITEMS – CONT'D

3) Community Centre LED Signage RFP Award

A. Holmen, Director of Recreation, stated that previously at the Regular Meeting of Council on May 28, 2018 Council awarded the L.E.D. sign contract, and at that time an additional engineering assessment was required to ensure a sign could be placed on the existing structure. She stated that an additional \$9,500.00 was required to make the structure structurally sound for the sign and weight. This cost was in addition to the original tender award, creating a total of \$75,982.00 excluding GST.

Council discussed the additional funds, and if the engineering assessment results were included in the other tenders.

MOVED by Councillor Garner that Council modifies the award from the Community Centre L.E.D. Signage to Libertelevision West Inc. from \$66,482.00 to \$75,982.00 excluding GST.

L. Parsons stated that the original tender was awarded to National Sign Link, not Libertelevision West Inc.

Councillor Garner withdrew his previous motion.

RES. 421/2018 MOVED by Councillor Garner that Council modifies the award from the Community Centre L.E.D. Signage to National Sign Link from \$66,482.00 to \$75,982.00 excluding GST.

CARRIED UNANIMOUSLY

4) Electronic Sign

A. Holmen stated that a policy and procedure have been drafted regarding the new electronic L.E.D. Community Centre sign, and it outlines the best practice for things such as the type of advertising, fees, and potential length of the advertising.

Council discussed advertising for non-profit organizations, community events, meetings, and community messages.

ACTION ITEMS – CONT'D

4) Electronic Sign – CONT'D

RES. 422/2018 MOVED by Councillor Strojwas that Council adopts the Electronic Signage Policy and Procedure as presented.

CARRIED UNANIMOUSLY

5) Regional Economic Development Strategy Update

P. Monks presented an update on the Regional Economic Development Strategy Project the Town has undertaken with the Municipal District of Taber, and the Town of Vauxhall with MDB Insights. P. Monks stated that in addition to community and stakeholder engagement MDB Insights will create a Business Satisfaction Survey of Town businesses to participate in a brief phone survey designed to identify business opportunities and challenges to assist with business retention and expansion efforts within the Town.

RES. 423/2018 MOVED by Councillor Garner that Council accepts the information as presented.

CARRIED UNANIMOUSLY

6) Northwest Residential Visioning Project

P. Monks presented an update on the Northwest Residential Visioning Project, and the Project plan with B&A Planning Group and 1st Principles Planning.

Council discussed past B&A Planning projects, and the Town's experience with 1st Principles Planning.

RES. 424/2018 MOVED by Councillor Brewin that Council accepts the update regarding the Northwest Residential Visioning Project as presented.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

7) Dignitary Flag Flying : Siaya County, Kenya Delegation

C. Armfelt stated that Administration is requesting to fly the Kenyan Flag outside of the Town of Taber Administration Building during the visit of the delegation from Siaya County, Kenya, from September 21, 2018 to September 29, 2018.

MOVED by Councillor Tams that Council authorizes the Kenyan Flag to be flown at the Town of Taber Administration Building from dawn on Friday, September 21, 2018, until dusk on Saturday, September 29, 2018.

Council discussed the Flag Protocol Policy & Procedure C-5, and what flag pole the Kenyan Flag should fly on.

Councillor Strojwas requested a friendly amendment to have the motion state that the Town of Taber Flag will fly under the Provincial Flag.

Councillor Tams accepted the friendly amendment.

RES. 425/ 2018 MOVED by Councillor Tams that Council authorizes the Kenyan Flag to be flown at the Town of Taber Administration Building from dawn on Friday, September 21, 2018, until dusk on Saturday, September 29, 2018, and the Town of Taber Flag will fly under the Provincial Flag.

CARRIED UNANIMOUSLY

8) Dignitary Flag Flying : Consul General of Japan Visit

C. Armfelt stated that Administration is requesting that the Japanese Flag be flown on Tuesday, September 11, 2018 outside the Administration Building during the visit of the Consul General and the Deputy Consul General of Japan.

ACTION ITEMS – CONT'D

8) Dignitary Flag Flying : Consul General of Japan Visit – CONT'D

RES. 426/2018 MOVED by Councillor Strojwas that Council authorizes the Japanese Flag to be flown at the Town of Taber Administration Building from dawn to dusk on Tuesday, September 11, 2018, and the Town of Taber Flag will fly under the Provincial Flag.

CARRIED UNANIMOUSLY

9) School Requests

C. Armfelt stated that Council and the Municipal District of Taber discussed the requests from St. Patrick's School and the Friends of Taber Central School Community Association at the Intermunicipal meeting on June 21, 2018, but no resolution was provided at this time. He stated that the requests have been brought back to Council for further discussion.

Council discussed the requests made by St. Patrick's School Modernization Project and the Friends of Taber Central School Community Association Playground Enhancement Project.

RES. 427/2018 MOVED by Councillor Tams that Council denies request RES.205/2018 to St. Patrick's School Modernization Project, and also denies request RES.223/2018 to Friends of Taber Central School Community Association Playground Enhancement Project.

CARRIED UNANIMOUSLY

10) Communities in Bloom - 3 Bin System

C. Armfelt presented correspondence from Communities in Bloom received on August 16, 2018, requesting the Town of Taber to expand the 3 Bin System into public buildings, commercial properties, retail businesses, churches and schools.

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ACTION ITEMS – CONT'D

10) Communities in Bloom - 3 Bin System – CONT'D

Council discussed implementing the 3 Bin System into the industrial and commercial sectors, the cost to businesses and taxpayer to expand the system, and Communities in Blooms concerns regarding community events and schools.

RES. 428/2018 MOVED by Councillor Garner that Council accepts the correspondence received from Communities in Bloom for information purposes.

CARRIED UNANIMOUSLY

C. Armfelt suggested that Council provide a second motion to provide direction to Administration with responding to Communities in Bloom, and specifications to provide to the school districts.

MOVED by Councillor Strojwas that Council directs Administration to draft a letter back to Taber Communities in Bloom advising them a letter has been sent out to Horizon School Board – including a copy of the letter – indicating to them that the three bin system be in place.

Councillor Tams requested a friendly amendment that the letter invites all schools to participate, and not just specifically Horizon School Division.

Councillor Strojwas accepted the friendly amendment.

Councillor Strojwas amended his motion to remove a copy of the letter to the school divisions to Communities in Bloom, and instead state that letters have been sent to both school divisions.

RES. 429/2018 MOVED by Councillor Strojwas that Council directs Administration to draft a letter back to Taber Communities in Bloom advising them a letter has been sent out to the two school divisions in Town indicating to them that the three bin system be in place.

CARRIED UNANIMOUSLY

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ACTION ITEMS – CONT'D

11) Chinook Arch Library Board Fees and Budget

RES. 430/2018 MOVED by Councillor Brewin that Council approves the Chinook Arch Library Board 2019-2022 Municipal Levy Schedule.

CARRIED UNANIMOUSLY

12) Standing Item - Council Requests

Council inquired and discussed about receiving reports from Request Tracker from the Town of Taber website.

RES. 431/2018 MOVED by Councillor Strojwas that Council requests Administration to send Council a copy of the ongoing Request Tracker information to Council on a monthly basis.

CARRIED

Council also discussed the Police Act Review meeting in Edmonton, the Highway 3 Committee, and the Communities in Bloom's request for the Town to consider providing a power supply in Confederation Park for the Christmas lights.

DELEGATIONS

None.

MEDIA INQUIRIES

T. Busch, of the Taber Times, inquired if there will be a change for protocol for the public to access Council Chambers.

C. Armfelt stated that the Administration Building has a sign-in and sign-out sheet for during business hours, and that during Council meetings the space is accessible for the public to come and go as they are required.

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MEDIA INQUIRIES – CONT'D

RES. 432/2018 MOVED by Councillor Tams that Council takes a 10 minute recess, and reconvene the meeting at 5:17 PM.

CARRIED UNANIMOUSLY AT 5:07 PM

CLOSED SESSION

RES. 433/2018 MOVED by Councillor Strojwas that Council reconvenes, and moves into Closed Session to prevent disclosure of information relating to the management of personnel or administration of a public body that have not yet been implemented in accordance with Section 24(d) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY AT 5:20 PM

1) Standing Item - Proposed Plans

Closed Session to prevent disclosure of plans relating to the management of personnel or the administration of a public body that have not yet been implemented in accordance with Section 24(d) of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in Closed Session for Agenda Item 9.1) Standing Item – Proposed Plans: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

CLOSED SESSION – CONT'D

2) Organization Development

The Council takes the meeting in Closed Session to prevent the disclosure of information relating to the management of personnel, in accordance with Section 24 (1) of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in Closed Session for Agenda Item 9.2) Organization Development: C. Armfelt, Chief Administrative Officer.

OPEN SESSION

RES. 434/2018 MOVED by Councillor Firth that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 6:02 PM

RES. 435/2018 MOVED by Councillor Tams that without change to the operational budget, Council approves the change of the Health & Safety Coordinator position to 100%.

CARRIED

CLOSE OF MEETING

RES. 436/2018 MOVED by Councillor Strojwas that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 6:03 PM



MAYOR



CHIEF ADMINISTRATIVE OFFICER

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UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON, D. C. 20535

MEMORANDUM FOR THE DIRECTOR

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