

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 11, 2019, AT 3:30 PM.

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**Mayor**

Andrew Prokop

**Councillors**

Garth Bekkering

Jack Brewin

Carly Firth

Mark Garner

Joe Strojwas

Louie Tams

**Chief Administrative Officer**

Cory Armfelt

**Staff**

Alaa Abdel Khaliq

Meghan Brennan

Ramez Ibrahiem

Raeanne Keer

Phyllis Monks

Steve Munshaw

John Orwa

Louise Parsons

Dawn Phillips

Trent Smith

Michael Stevens

**CALL TO ORDER**

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

## **ADOPTION OF THE AGENDA**

RES. 47/2019      MOVED by Councillor Garner that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

## **ADOPTION OF THE MINUTES**

### **1) Minutes of Regular Meeting of Council: January 28, 2019**

RES. 48/2019      MOVED by Councillor Brewin that Council adopts the minutes of the Regular Meeting of Council held on January 28, 2019, as presented.

CARRIED UNANIMOUSLY

## **BUSINESS ARISING FROM THE MINUTES**

### **1) Minutes of Regular Meeting of Council: January 14, 2019**

C. Armfelt stated that Council requested an amendment to the minutes of the Regular Meeting of Council held on January 14, 2019, and stated that the minutes now reflected the amendment.

RES. 49/2019      MOVED by Councillor Bekkering that Council adopts the minutes of the Regular Meeting of Council held on January 14, 2019, as presented.

CARRIED UNANIMOUSLY

### **2) Policies Proposed for Repeal**

C. Armfelt stated that the Residency Requirement Policy 87M/88/11/14 was brought to the Regular Meeting of Council held on January 28, 2019, however it was requested that it be brought back to the Regular Meeting of Council on February 11, 2019 for further discussion.

## **BUSINESS ARISING FROM THE MINUTES – CONT'D**

### **2) Policies Proposed for Repeal – CONT'D**

Council discussed the current Senior Manager's Residency Requirement Policy C-8 and further discussed Residency Requirement Policy 87M/88/11/14.

RES. 50/2019            MOVED by Councillor Firth that Council repeals Residency Requirement Policy 87M/88/11/14.

CARRIED UNANIMOUSLY

### **3) Siaya County, Kenya: Proposed Memorandum of Understanding**

C. Armfelt stated that this Agenda Item has been brought back to Council in accordance with the direction Administration received through resolution at the January 28, 2019 Regular Meeting of Council to defer this item.

C. Armfelt presented the proposed Memorandum of Understanding with Siaya County, Kenya in follow-up to their delegation's visit in September 2018, to formalize their relationship with the Town.

Council discussed the proposed Memorandum of Understanding, the sharing of information, technological support, and any potential financial requirements listed within the Memorandum.

RES. 51/2019            MOVED by Councillor Bekkering that Council approves the proposed Memorandum of Understanding with the Town of Taber and Siaya County, Kenya; and,

For it to be signed by the Chief Administrative Officer and the Mayor, and for it to be forwarded to Siaya County, Kenya.

CARRIED UNANIMOUSLY

28/2019

Meeting Date  
11/02/2019

## BYLAWS

None.

## ACTION ITEMS

### 1) Policies Proposed for Repeal

C. Armfelt stated that Administration has continued to review the Town's current policies and have found some that are recommended to be repealed as the Town no longer utilizes these policies, or they are encompassed in other legislation.

RES. 52/2019      MOVED by Councillor Tams that Council repeals Oil Company Revenues Policy M88/9/19/90.

CARRIED UNANIMOUSLY

RES. 53/2019      MOVED by Councillor Strojwas that Council repeals Surface Rights Committee Policy 22C-123/81.

CARRIED UNANIMOUSLY

RES. 54/2019      MOVED by Councillor Tams that Council repeals Town Farm Leases Policy 40C-6/27/88.

CARRIED UNANIMOUSLY

RES. 55/2019      MOVED by Councillor Firth that Council repeals Leasing of Land (Town Lands) for Storage Policy 16C-318/82.

CARRIED UNANIMOUSLY

RES. 56/2019      MOVED by Councillor Tams that Council repeals Internal Memos Policy 28M-8125.

CARRIED UNANIMOUSLY

29/2019

Meeting Date  
11/02/2019

## **ACTION ITEMS – CONT'D**

### **2) Reallocation of Capital Funds**

D. Phillips, Director of Recreation, and T. Smith, Recreation Manager, stated that the Recreation Department budgeted \$15,000.00 to purchase a mower replacement in 2019, and that a mower was purchased for \$5,900.00, leaving a balance of \$9,100.00. They stated that the Recreation Department is requesting to use a portion of the remaining funds to purchase a second mower for the Taber Trout Pond.

Council discussed the type of mower requested to be used at the Taber Trout Pond and discussed the budgeting process for replacement mowers.

RES. 57/2019            MOVED by Councillor Garner that Council approves the reallocation of capital funds to purchase a mower for use at the Taber Trout Pond.

CARRIED UNANIMOUSLY

### **3) Information for Council**

C. Armfelt presented information received from MNP LLP on the newly released Ethics Alert Hotline Web Portal to be used for the anonymous reporting of whistleblower complaints.

RES. 58/2019            MOVED by Councillor Strojwas that Council accepts the material received in this Agenda Item as information.

CARRIED UNANIMOUSLY

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

Council discussed municipalities using beet juice to de-ice roadways, and inquired about the opportunity of implementing the application within the Town.

C. Armfelt stated that Administration had previously researched this process, and because the Town does not currently have the equipment to apply it to roadways, it was determined that it did not have a high enough rate of return to implement within the Town.

30/2019

Meeting Date  
11/02/2019

## **ACTION ITEMS – CONT'D**

### **4) Standing Item - Council Requests – CONT'D**

Council discussed concerns raised by the Taber Air Cadets, and their access and use of the Legion Youth Centre.

MOVED by Councillor Brewin that Council directs Administration to look into the happenings at the Youth Centre, north of Taber, and see if there is anything we can do to help with their ways there.

Council discussed the Town's lease of the Legion Youth Centre facility, and the sub-lease between the Royal Canadian Legion and the Air Cadets.

Councillor Brewin amended his motion.

MOVED by Councillor Brewin that Council directs Administration to look into the happenings at the Youth Centre, north of Taber, and see if there is anything we can do to help with the misunderstandings they have.

Council further discussed the concerns raised by the Air Cadets.

Councillor Strojwas suggested a friendly amendment that Council directs Administration to contact the Royal Canadian Legion to request looking at the provisions of the lease between the Royal Canadian Legion and the Air Cadets, and any concerns with it.

Councillor Brewin accepted the friendly amendment.

Councillor Bekkering suggested the friendly amendment to state "and any problems that may have arisen."

Councillor Brewin accepted the friendly amendment.

Councillor Strojwas requested the friendly amendment to change problems to concerns.

Councillor Brewin accepted the friendly amendment.

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11/02/2019

## **ACTION ITEMS – CONT'D**

### **4) Standing Item - Council Requests – CONT'D**

RES. 59/2019      MOVED by Councillor Brewin that Council directs Administration to contact the Royal Canadian Legion to review the lease agreements between themselves and the Air Cadets, and any concerns that may have arisen.

CARRIED UNANIMOUSLY

## **DELEGATIONS**

None.

## **MEDIA INQUIRIES**

T. Busch, of the Taber Times, stated in regards to Agenda Item 6.4) Standing Item-Council Requests that he had previously researched the beet juice used in the de-icing solution, and stated that it was imported from the United States, and was not a by-product of Lantic Sugar.

Council thanked him for his additional information on the topic.

RES. 60/2019      MOVED by Councillor Bekkering that Council takes a ten minute break, and reconvenes at 4:20 PM.

CARRIED UNANIMOUSLY AT 4:10 PM

RES. 61/2019      MOVED by Councillor Strojwas that Council reconvenes the Regular Meeting of Council.

CARRIED UNANIMOUSLY AT 4:25 PM

## MEDIA INQUIRIES – CONT'D

RES. 62/2019      MOVED by Councillor Tams that Council moves into Closed Session to prevent disclosure of applicant information that is evaluative of the purpose of determining the applicant's suitability, in accordance with Section 19(1), and to prevent disclosure of positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the Government of Alberta or a public body, or considerations that relation to those negotiations in accordance with Section 24(1) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY AT 4:25 PM

## CLOSED SESSION

### 1) Board Appointment

**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) of the Freedom of Information and Protection of Privacy Act.**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following member of Administration was in attendance in Closed Session for Agenda Item 9.2) Board Appointment: C. Armfelt, Chief Administrative Officer.



## CLOSED SESSION – CONT'D

### 2) Taber Animal Control Facility Discussion

**Closed Session to prevent disclosure of positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations 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) Taber Animal Control Facility Discussion: C. Armfelt, Chief Administrative Officer, and G. Abela, Police Chief of the Taber Police Service.

### 3) Change in "one-third" Federal Tax Exemption for Elected Officials

**Closed Session to prevent disclosure of positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations 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 9.3) Change in "on-third" Federal Tax Exemption for Elected Officials: C. Armfelt, Chief Administrative Officer, and J. Orwa, Director of Finance.

## OPEN SESSION

RES. 63/2019      MOVED by Councillor Bekkering that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 5:54 PM

**OPEN SESSION – CONT'D**

RES. 64/2019      MOVED by Councillor Firth that Council appoints Beverly Ann Topilko to the Town of Taber Municipal Library Board for a three (3) year term to expire December 31, 2021.

CARRIED UNANIMOUSLY

RES. 65/2019      MOVED by Councillor Brewin that Council requests that the Taber Exhibition Association attend in-camera at the Regular Meeting of Council on March 11, 2019 to provide reasons why an Animal Control Facility is not permitted on the Taber Exhibition Association parcel.

CARRIED UNANIMOUSLY

RES. 66/2019      MOVED by Councillor Tams that Council compensates the Elected Official's salary in full.


CARRIED

**CLOSE OF MEETING**

RES. 67/2019      MOVED by Councillor Firth that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 5:59 PM

  
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MAYOR

  
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CHIEF ADMINISTRATIVE OFFICER



1. The purpose of this document is to provide a comprehensive overview of the current state of the project and to identify the key areas that require attention.

2. OBJECTIVES

The primary objective of this project is to develop a robust and scalable system that can handle the increasing volume of data and user requests. This will be achieved through the implementation of a distributed architecture and the use of modern technologies.

3. SCOPE

The scope of this project includes the design, development, testing, and deployment of the system. It also includes the documentation of the system architecture and the user interface.

4. RISK

The main risks associated with this project are the complexity of the system and the potential for delays in the development process. These risks can be mitigated through regular communication and the use of agile development practices.

The project team will be responsible for the overall management of the project, including the coordination of resources and the monitoring of progress.

5. CONCLUSION

