

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, JUNE 10, 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

Erica Dam

Lisa DeBona

Dave Duske

Phyllis Monks

Steve Munshaw

John Orwa

Dawn Phillips

Gary Scherer

Kerry Van Ham

**CALL TO ORDER**

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

## **ADOPTION OF THE AGENDA**

Mayor Prokop inquired if there were any additions or deletions to the Agenda.

MOVED by Councillor Garner that Council adopts the Agenda, as presented.

Council discussed Closed Session Agenda Item 9.1) Taber Pro Rodeo Terminated Lease in accordance with Section 6.7(e) of the Council Procedural Bylaw 20-2018.

Councillor Garner rescinded his previous motion.

RES. 290/2019      MOVED by Councillor Strojwas that Council adopts the Agenda, as amended, with the deletion of Closed Session Agenda Item 9.1) Taber Pro Rodeo Terminated Lease, from the Agenda.

DEFEATED

RES. 291/2019      MOVED by Councillor Firth that Council adopts the Agenda, as presented.

CARRIED

FOR: Mayor Prokop, Councillor Bekkering, Councillor Brewin, Councillor Firth, and Councillor Tams.

OPPOSED: Councillor Garner and Councillor Strojwas.

## **ADOPTION OF THE MINUTES**

### **1) Minutes of Regular Meeting of Council: May 27, 2019**

RES. 292/2019      MOVED by Councillor Tams that Council adopts the minutes of the Regular Meeting of Council held on May 27, 2019, as presented.

CARRIED UNANIMOUSLY

## **BUSINESS ARISING FROM THE MINUTES**

### **1) Westview Playground Proposal**

D. Phillips, Director of Recreation, stated that at the Regular Meeting of Council held on May 13, 2019, Council requested Administration to canvas residents neighboring the proposed park location in Westview Estates. She stated that Administration sent letters to 48 homes within a 150 metre radius of the proposed playground location and received nine responses back.

RES. 293/2019      MOVED by Councillor Brewin that Council supports the Westview Estates community group's fundraising efforts for the installation of a playground in Westview Estates and provide direction to Administration regarding the location as presented here on the drawing to match the contours of the land.

CARRIED UNANIMOUSLY

## **BYLAWS**

None.

## **ACTION ITEMS**

### **1) 3/4 Ton Service Body Truck - Approval of Award**

G. Scherer, Director of Engineering and Public Works, and L. DeBona, Public Works and Engineering Administrative Supervisor, presented the Request for Quotation for the ¾ Ton Service Body Truck.

MOVED by Councillor Brewin that Council approves the purchase of the ¾ Ton Service Body Truck from College Ford of Taber in the amount of \$46,471.34 and the purchase of the truck body from International Truck Body at a total cost of \$17,490.00 (GST not included), with the additional funds in the amount of \$4,231.34 to be taken from the Capital Reserves.

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## **ACTION ITEMS – CONT'D**

### **1) 3/4 Ton Service Body Truck - Approval of Award – CONT'D**

Councillor Tams requested a friendly amendment for the motion to correct International Truck Body to Intercontinental Truck Body of Coaldale.

Councillor Brewin accepted the friendly amendment.

RES. 294/2019      MOVED by Councillor Brewin that Council approves the purchase of the ¾ Ton Service Body Truck from College Ford of Taber in the amount of \$46,471.34 and the purchase of the truck body from Intercontinental Truck Body of Coaldale at a total cost of \$17,490.00 (GST not included), with the additional funds in the amount of \$4,231.34 to be taken from the Capital Reserves.

CARRIED UNANIMOUSLY

### **2) Tender Decision - North Reservoir Upgrades**

G. Scherer and L. DeBona presented the Request for Qualification through MPE Engineering Ltd. to review the tenders received for the North Reservoir Upgrades project, and requested that Council, in accordance with MPE Engineering Ltd.'s recommendation, award the tender to Porter Tanner Associates Inc.

RES. 295/2019      MOVED by Councillor Garner that Council awards the North Reservoir Upgrades Tender to Porter Tanner Associates Inc. for the amount of \$340,141.20 inclusive of GST.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **3) Core Switch Stack Purchase Request to Council**

A. Abdel Khaliq, Information Technology Manager, stated that the core switches at the Administration building began to fail in the last two weeks which caused multiple connectivity failures both during and after business hours. A. Abdel Khaliq noted that the four switches impact multiple systems such as phones, email, internet connection, file access, printing, water monitoring systems, and other core software in the organization.

Council discussed the lifespan of the core switches.

RES. 296/2019      MOVED by Councillor Tams that Council accepts that the CAO undertook an emergency purchase to ensure business continuity and safety of emergency services personnel to the sum of \$32,000.00 transferred from Capital Reserves.

CARRIED UNANIMOUSLY

### **4) Performing Arts Centre Committee Dissolution**

M. Brennan, Communications and Projects Coordinator, stated that the Performing Arts Centre Committee met on April 12, 2019 to discuss the next steps for the committee following the findings of the Feasibility and Viability Study presented by MPN LLP in 2018.

M. Brennan stated that Administration has recommended the dissolution of the Performing Arts Centre Committee following the April 12, 2019 meeting as it appears that the Committee and its work has reached a stopping point and has not been able to meet its Phase III Terms of Reference. It has also not had quorum for the past three meetings.

RES. 297/2019      MOVED by Councillor Garner that Council dissolves the Performing Arts Centre Committee and thanks each member of the Committee for their dedication and work during their tenure.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **5) Unrestricted Net Assets Transfer**

J. Orwa, Director of Finance, stated that at the Regular Meeting of the Audit Committee held on April 28, 2019 a motion was passed to recommend that Council approves the transfer of funds in the amount of \$2,000,000.00 from the 2017 unrestricted net assets and \$1,500,000.00 from the 2018 unrestricted net assets to Capital Reserves for a total transfer of \$3,500,000.00 effective January 1, 2019.

RES. 298/2019      MOVED by Councillor Strojwas that Council approves the transfer of funds in the amount of \$2 Million from 2017 unrestricted net assets and \$1.5 Million from the 2018 unrestricted net assets to Capital Reserves for a total transfer of \$3.5 Million, effective Jan. 1, 2019.

CARRIED UNANIMOUSLY

### **6) 1st Quarter Financial Statements**

J. Orwa presented the year to-date unaudited financial statements for the three months ending March 31, 2019.

RES. 299/2019      MOVED by Councillor Firth that Council accepts the unaudited financial statements for the three months ending March 31, 2019 for information purposes.

CARRIED UNANIMOUSLY

### **7) Disposal of Municipal Documents**

J. Orwa presented the attached list of 2011 financial documents to be destroyed in accordance with the retention period identified in Schedule A of the Retention of Municipal Documents Bylaw 10-99.

## **ACTION ITEMS – CONT'D**

### **7) Disposal of Municipal Documents**

RES. 300/2019      MOVED by Councillor Tams that Council approves the destruction of the documents identified in the attached list per the retention period in years identified in Schedule A of the By-law No. 10-99 Retention of Municipal Documents.

CARRIED UNANIMOUSLY

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

Council discussed the need to repair the Taber Golf Club parking lot due to frost bubbles in the asphalt.

Council further discussed if the Taber Golf Club parking lot was Town property or private property.

RES. 301/2019      MOVED by Councillor Strojwas that Council directs Administration to contact Taber Golf Club and take a look at the frost bubbles, and report back to Council with the cost of remediating the parking lot.

CARRIED

C. Armfelt updated and reviewed the outstanding items on the Standing Items – Council Requests Activity Item Listing.

Council discussed concerns regarding riding horses within Town limits along 80<sup>th</sup> Avenue and requested to discuss the Traffic Bylaw at a future meeting.

RES. 302/2019      MOVED by Councillor Bekkering that Council directs Administration to bring the Traffic Bylaw to the next Regular Council meeting, or the meeting after, in conjunction to a discussion about horses being ridden on 80<sup>th</sup> Avenue.

CARRIED UNANIMOUSLY

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## DELEGATIONS

None.

## MEDIA INQUIRIES

None.

RES. 303/2019

MOVED by Councillor Garner that Council breaks for dinner, and moves into Closed Session at 5:00 PM to prevent disclosure of:

- third party business information, in accordance with Section 16(1),
- a draft of a bylaw by which the local public body acts, in accordance with Section 23(1) and,
- 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*.

CARRIED UNANIMOUSLY AT 4:16 PM

RES. 304/2019

MOVED by Councillor Bekkering that Council reconvenes into Closed Session at 4:58 PM.

CARRIED UNANIMOUSLY AT 4:58 PM



## CLOSED SESSION

### 1) Taber Pro Rodeo Terminated Lease

**Closed Session to prevent disclosure of advice from officials, that could reasonably be expected to reveal advice, or analyses developed by a public body, 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 9.1) Taber Pro Rodeo Terminated Lease: C. Armfelt, Chief Administrative Officer, K. Van Ham, Administrative Services Manager, E. Dam, Municipal Intern, and B. Jensen, representative of the Taber Pro Rodeo Association.

### 2) Operational Strength of TPS 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) Operational Strength of TPS Discussion: C. Armfelt, Chief Administrative Officer, Chief G. Abela, Police Chief of the Taber Police Service, K. Holst, Chair of the Taber Municipal Police Commission, W. Renner, Member of the Taber Municipal Police Commission, and E. Dam, Municipal Intern.

## **CLOSED SESSION – CONT'D**

### **3) Taber Exhibition Association Lease**

**Closed Session to prevent disclosure of advice from officials, that could reasonably be expected to reveal advice, or analyses developed by a public body, 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) Taber Exhibition Association Lease: C. Armfelt, Chief Administrative Officer, K. Van Ham, Administrative Services Manager, and E. Dam, Municipal Intern.

### **4) Orban Holdings Ltd. Lease Renewal**

**Closed Session to prevent disclosure of information related to criteria developed for the purpose of contractual negotiations by a public body, in accordance with Section 24 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 9.4) Orban Holdings Ltd. Lease Renewal: C. Armfelt, Chief Administrative Officer, K. Van Ham, Administrative Services Manager, and E. Dam, Municipal Intern.

### **5) Land Sale**

**Closed Session to prevent disclosure of third party business information, in accordance with Section 16(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 9.5) Land Sale: C. Armfelt, Chief Administrative Officer, P. Monks, Director of Planning and Economic Development, B. Young, Economic Development Officer, and E. Dam, Municipal Intern.

## CLOSED SESSION – CONT'D

### 6) Annexation Report Approval

**Closed Session to prevent disclosure of advice from officials 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 9.6) Annexation Report Approval: C. Armfelt, Chief Administrative Officer, P. Monks, Director of Planning and Economic Development, and E. Dam, Municipal Intern.

### 7) Draft of Bylaw

**Closed Session to prevent disclosure of a draft of a bylaw by which the local public body acts, in accordance with Section 23(1) of the *Freedom of Information and Protection of Privacy Act***

Council determined that due to time constraints at the Regular Meeting, Council would discuss Closed Session Agenda Item 9.6) Draft of Bylaw at a future meeting.

### 8) Arts, Culture and Events (ACE) Coordinator Position

**Closed session to prevent disclosure of advice from officials that could 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*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in Closed Session for Agenda Item 9.5) Arts, Culture, and Events (ACE) Coordinator Position C. Armfelt, Chief Administrative Officer, D. Phillips, Director of Recreation, D. Duske, Human Resource Manager, and E. Dam, Municipal Intern.

**OPEN SESSION**

RES. 305/2019      MOVED by Councillor Tams that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 8:00 PM

RES. 306/2019      MOVED by Councillor Garner that Council agrees to increase the operational strength of the Taber Police Service from 15 to 17 officers and directs Administration to allocate the necessary funds to the 2019 Police Commission operating budget.

CARRIED

RES. 307/2019      MOVED by Councillor Bekkering that Council directs Administration to obtain a legal opinion regarding the existing Taber Exhibition Association lease.

CARRIED UNANIMOUSLY

RES. 308/2019      MOVED by Councillor Brewin that Council authorizes the lease renewal of the property located at the Community Centre, specifically a room immediately south of the large ice arena main entrance, located at 4700 50 Street, to Orban Holdings Ltd.; and,

Directs the Mayor and Chief Administrative Officer to sign the lease renewal documents.

CARRIED UNANIMOUSLY

RES. 309/2019      MOVED by Councillor Firth that Council directs Administration to proceed with entering into a conditional land sales agreement, and processing an associated road closure application, and execution of required advertising and documentation in order to facilitate the sale.

CARRIED UNANIMOUSLY

**OPEN SESSION – CONT'D**

RES. 310/2019      MOVED by Councillor Tams that Council endorses the final report and directs Administration to submit the necessary documentation to the Municipal Government Board as an application to annex the subject lands from the jurisdiction of the Municipal District of Taber into the Town of Taber; and,

Council authorizes the endorsement of the "Report of Accuracy" regarding the proposed annexation.

CARRIED UNANIMOUSLY


RES. 311/2019      MOVED by Councillor Firth that Council directs Administration to create an Arts, Culture and Events (ACE) Coordinator management position keeping in alignment with Council's 2018 Strategic Plan to enhance a sense of community and encourage and promote local cultural diversity.

CARRIED

**CLOSE OF MEETING**

RES. 312/2019      MOVED by Councillor Garner that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 8:02 PM



MAYOR



CHIEF ADMINISTRATIVE OFFICER