

AGENDA

REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, SEPTEMBER 23, 2019 AT 3:30 PM.

MOTION

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

X

3. ADOPTION OF THE MINUTES

ITEM No.3.1	Minutes of Special Meeting of Council: September 3, 2019	X
ITEM No.3.2	Minutes of the Public Hearing Meeting of Council: September 9, 2019 (Bylaw 3-2019)	X
ITEM No.3.3	Minutes of the Public Hearing Meeting of Council: September 9, 2019 (Bylaw 13-2019)	X
ITEM No.3.4	Minutes of the Public Hearing Meeting of Council: September 9, 2019 (Bylaw 17-2019)	X
ITEM No.3.5	Minutes of Regular Meeting of Council: September 9, 2019	X

4. BUSINESS ARISING FROM THE MINUTES

5. BYLAWS

ITEM No.5.1	Assessment Review Board Bylaw 20-2019	X
ITEM No.5.2	Fee Bylaw 18-2019	X

6. ACTION ITEMS

ITEM No.6.1	Concession Revocations	X
ITEM No.6.2	Canadian Pacific Railway Crossing Repairs	X
ITEM No.6.3	2020 - 2024 Draft Capital Projects	X
ITEM No.6.4	Encroachment Agreement - 5303 53 Street	X
ITEM No.6.5	Taber Municipal Police Commission Report to Council	X
ITEM No.6.6	Department Reports	X
ITEM No.6.7	Mayor and Councillor Reports (Verbal)	X
ITEM No.6.8	Standing Item - Council Requests	X

7. DELEGATIONS

8. MEDIA INQUIRIES



9. CLOSED SESSION

X

ITEM No.9.1 Facility Naming Request
Closed session to prevent disclosure of advice, proposals, recommendations, analyses or policy options developed by or for a municipality in accordance with Section 24 of the Freedom of Information and Protection of Privacy Act.

ITEM No.9.2 Land Proposal
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

ITEM No.9.3 Board Resignation
That Council takes the meeting in Closed Session to prevent disclosure of information that is evaluative or opinion material compiled for the purpose of determining the applicant's eligibility in accordance with Section 19(1) of the Freedom of Information and Protection of Privacy Act.

10. OPEN SESSION

X

11. CLOSE OF MEETING

X



Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Minutes of Special Meeting of Council: September 3, 2019

Recommendation:

Council adopts the minutes of the Special Meeting of Council held on September 3, 2019, as presented.

Background:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.

Legislation / Authority:

Municipal Government Act, Section 208(1)(a)(c).

Strategic Plan Alignment:

N/A

Financial Implication:

N/A

Service Level / Staff Resource Implication:

N/A

Justification:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.



Alternative(s):

Council adopts the minutes of the Special Meeting of Council held on September 3, 2019, as amended.

Attachment(s): Minutes

APPROVALS:

Originated By:
Raeanne Keer

Chief Administrative Officer (CAO) or Designate: _____

MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON TUESDAY, SEPTEMBER 03, 2019, AT 5:00 PM.

Mayor

Andrew Prokop

Councillors

Garth Bekkering

Jack Brewin

Carly Firth

Mark Garner

Joe Strojwas

Absent

Louie Tams

Chief Administrative Officer

Cory Armfelt

Staff

Alaa Abdel Khaliq

John Orwa

Kerry Van Ham

CALL TO ORDER

Mayor Prokop called the meeting to Order at 5:00 PM.

ADOPTION OF THE AGENDA

RES. 510/2019 MOVED by Councillor Strojwas that Council adopts the Agenda, as amended, to move Delegation Agenda Item 7.2) Taber Public Library, Town of Taber 2020-2022 Budget Consideration to Delegation Agenda Item 7.6 and to re-number the remaining Delegation Agenda Items to reflect accordingly.

CARRIED UNANIMOUSLY

201/2019

Meeting Date
9/3/2019

ADOPTION OF THE MINUTES

None.

BUSINESS ARISING FROM THE MINUTES

None.

BYLAWS

None.

ACTION ITEMS

None.

DELEGATIONS

1) Taber & District Museum Society, Town of Taber 2020 -2022 Budget Consideration

K. Ingram, of the Taber and District Museum Society, presented the Society's 2020-2022 budget consideration to Council.

Council discussed the Society's current facility and contributions received from the Municipal District of Taber.

RES. 511/2019 MOVED by Councillor Brewin that Council receives the request for funding from the Taber & District Museum Society, and further requests that Administration include this amount for consideration in the Town of Taber 2020 amended and 2021 - 2022 budget deliberations.

CARRIED UNANIMOUSLY

DELEGATIONS – CONT'D

1) Taber & District Chamber of Commerce, Town of Taber 2020 -2022 Budget Consideration

B. Warkentin, of the Taber and District Chamber of Commerce, presented the Chamber's 2020-2022 budget consideration to Council.

Council discussed the proposed 2020-2020 budget.

RES. 512/2019 MOVED by Councillor Garner that Council receives the request for funding from the Taber & District Chamber of Commerce, and further requests that Administration include this amount for consideration in the Town of Taber 2020 amended and 2021 - 2022 budget deliberations.

CARRIED UNANIMOUSLY

2) Taber Food Bank Society, Town of Taber 2020 -2022 Budget Consideration

K. Leahy and M. Van Huisen, of the Taber Food Bank Society, presented the Society's 2020-2022 budget consideration to Council.

Council discussed the proposed 2020-2022 budget.

RES. 513/2019 MOVED by Councillor Firth that Council receives the request for funding from the Taber Food Bank Society, and further requests that Administration include this amount for consideration in the Town of Taber 2020 amended and 2021 - 2022 budget deliberations.

CARRIED UNANIMOUSLY

DELEGATIONS – CONT'D

3) Taber Communities in Bloom, Town of Taber 2020 -2022 Budget Consideration

J. Holman and T. Miyanaga, of Taber Communities in Bloom, presented the organization's 2020-2022 budget consideration to Council.

RES. 514/2019 MOVED by Councillor Brewin that Council receives the request for funding from the Taber Communities in Bloom, and further requests that Administration include this amount for consideration in the Town of Taber 2020 amended and 2021 - 2022 budget deliberations.

CARRIED UNANIMOUSLY

4) Taber & District Handibus Association, Town of Taber 2020 -2022 Budget Consideration

J. Orwa stated that representatives from the Taber and District Handibus Association were unable to attend this meeting.

J. Orwa presented the Association's 2020-2022 budget consideration to Council.

RES. 515/2019 MOVED by Councillor Strojwas that Council receives the request for funding from the Taber & District Handibus Association, and further requests that Administration include this amount for consideration in the Town of Taber 2020 amended and 2021 - 2022 budget deliberations.

CARRIED UNANIMOUSLY

DELEGATIONS – CONT'D

5) Taber Public Library, Town of Taber 2020 -2022 Budget Consideration

H. Martin-Detka, C. Varga, and E. Hughes, of the Taber Public Library presented the Library's 2020-2022 budget consideration to Council.

Council discussed the proposed 2020-2022 budget.

MOVED by Councillor Firth that Council receives the request for funding from the Taber Public Library, and further requests that Administration include this amount for consideration in the Town of Taber 2020 amended and 2021 - 2022 budget deliberations.

Council further discussed the Library's proposed 2020-2022 budget.

Councillor Firth withdrew her previous motion.

MOVED by Councillor Strojwas that Council refers this item to the Intermunicipal Development Committee, and/or to the collaborative meetings between the Municipal District of Taber and the Town for further discussion.

Councillor Bekkering requested a friendly amendment that Council refer the item to the collaborative meeting between the Municipal District of Taber and the Town.

Councillor Strojwas accepted the friendly amendment.

RES. 516/2019 MOVED by Councillor Strojwas that Council refers this item the collaborative meeting between the Municipal District of Taber and the Town for further discussion.

CARRIED UNANIMOUSLY

MEDIA INQUIRIES

None.

CLOSED SESSION

None.

OPEN SESSION

None.

CLOSE OF MEETING

RES. 517/2019 MOVED by Councillor Firth that this Special Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 5:57 PM

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Minutes of the Public Hearing Meeting of Council: September 9, 2019 (Bylaw 3-2019)

Recommendation:

Council adopts the minutes of the Public Hearing Meeting of Council held on September 9, 2019 for Bylaw 3-2019, as presented.

Background:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.

Legislation / Authority:

Municipal Government Act, Section 208(1)(a)(c).

Strategic Plan Alignment:

N/A

Financial Implication:

N/A

Service Level / Staff Resource Implication:

N/A

Justification:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.



Alternative(s):

Council adopts the minutes of the Public Hearing Meeting of Council held on September 9, 2019 for Bylaw 3-2019, as amended.

Attachment(s): Minutes

APPROVALS:

Originated By:
Raeanne Keer

Chief Administrative Officer (CAO) or Designate: _____

MINUTES OF THE PUBLIC HEARING OF THE COUNCIL OF THE
TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE
COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY,
SEPTEMBER 09, 2019, AT 3:30 PM.

Mayor

Andrew Prokop

Councillors

Garth Bekkering

Jack Brewin

Carly Firth

Mark Garner

Joe Strojwas

Absent

Louie Tams

Chief Administrative Officer

Cory Armfelt

Staff

Alaa Abdel Khaliq

Meghan Brennan

Erica Dam

Lisa DeBona

Ramin Lahiji

Phyllis Monks

John Orwa

Louise Parsons

Dawn Phillips

Kerry Van Ham

CALL TO ORDER

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

Mayor Prokop stated that members of the public will be given a ten minute limit for speaking, and that speakers must state their name for the record.

ROAD CLOSURE BYLAW NO. 3-2019

i) Explanation of Purpose of Proposed Bylaw 3-2019

P. Monks, Director of Planning and Economic Development, stated that Administration has received a road closure application from Martin Geomatics Consulting on behalf of Summit Motors to facilitate improved traffic flow and lot access to Summit Motors.

ii) Presentation of Written or Oral Briefs Against the Proposed Bylaw 3-2019

Mayor Prokop inquired if any written briefs had been received Against Bylaw 3-2019.

P. Monks state that there were none.

Mayor Prokop inquired if there was anyone present who wished to present an oral brief Against Bylaw 3-2019, a second and third time, and there was none.

iii) Presentation of Written or Oral Briefs For the Proposed Bylaw 3-2019

Mayor Prokop inquired if any written briefs had been received For Bylaw 3-2019.

P. Monks state that there were none.

Mayor Prokop inquired if there was anyone present who wished to present an oral brief For Bylaw 3-2019, a second and third time, and there was none.

RES. 518/2019 MOVED by Councillor Strojwas that Council accepts the information provided at the Public Hearing for Road Closure Bylaw 3-2019.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

Mayor Prokop declared that the Public Hearing is hereby Closed at 3:34 PM.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Minutes of the Public Hearing Meeting of Council: September 9, 2019 (Bylaw 13-2019)

Recommendation:

Council adopts the minutes of the Public Hearing Meeting of Council held on September 9, 2019 for Bylaw 13-2019, as presented.

Background:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.

Legislation / Authority:

Municipal Government Act, Section 208(1)(a)(c).

Strategic Plan Alignment:

N/A

Financial Implication:

N/A

Service Level / Staff Resource Implication:

N/A

Justification:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.



Alternative(s):

Council adopts the minutes of the Public Hearing Meeting of Council held on September 9, 2019 for Bylaw 13-2019, as amended.

Attachment(s): Minutes

APPROVALS:

Originated By:
Raeanne Keer

Chief Administrative Officer (CAO) or Designate: _____

MINUTES OF THE PUBLIC HEARING OF THE COUNCIL OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, SEPTEMBER 09, 2019, AT 3:34 PM, IMMEDIATELY FOLLOWING THE PUBLIC HEARING FOR BYLAW 3-2019 AT 3:30 PM.

Mayor

Andrew Prokop

Councillors

Garth Bekkering

Jack Brewin

Carly Firth

Mark Garner

Joe Strojwas

Absent

Louie Tams

Chief Administrative Officer

Cory Armfelt

Staff

Alaa Abdel Khaliq

Meghan Brennan

Lisa DeBona

Erica Dam

Ramin Lahiji

Phyllis Monks

John Orwa

Louise Parsons

Dawn Phillips

Kerry Van Ham

CALL TO ORDER

Mayor Prokop called the Public Hearing to Order at 3:34 PM.

Mayor Prokop stated that members of the public will be given a ten minute limit for speaking, and that speakers must state their name for the record.

210/2019

Meeting Date
9/9/2019

LAND USE AMENDMENT BYLAW NO. 13-2019

i) Explanation of Purpose of Proposed Bylaw 13-2019

P. Monks, Director of Planning and Economic Development, stated that Administration received a land use bylaw amendment application to re-designate 29 Prairie Sunset Avenue from Residential Single Dwelling District (R-1) to Residential Single and Two Dwelling District (R-2). She stated that re-zoning is consistent with the area and the impact to the other lots in the area will be minimal.

ii) Presentation of Written or Oral Briefs Against the Proposed Bylaw 13-2019

Mayor Prokop inquired if any written briefs had been received Against Bylaw 13-2019.

P. Monks state that there were none.

Mayor Prokop inquired if there was anyone present who wished to present an oral brief Against Bylaw 13-2019, a second and third time, and there was none.

iii) Presentation of Written or Oral Briefs For the Proposed Bylaw 13-2019

Mayor Prokop inquired if any written briefs had been received For Bylaw 13-2019.

P. Monks state that there were none.

Mayor Prokop inquired if there was anyone present who wished to present an oral brief For Bylaw 13-2019, a second and third time, and there was none.

RES. 519/2019 MOVED by Councillor Garner that Council accepts the information provided at this Public Hearing for consideration.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

Mayor Prokop declared that the Public Hearing is hereby Closed at 3:37 PM.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Minutes of the Public Hearing Meeting of Council: September 9, 2019 (Bylaw 17-2019)

Recommendation:

Council adopts the minutes of the Public Hearing Meeting of Council held on September 9, 2019 for Bylaw 17-2019, as presented.

Background:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.

Legislation / Authority:

Municipal Government Act, Section 208(1)(a)(c).

Strategic Plan Alignment:

N/A

Financial Implication:

N/A

Service Level / Staff Resource Implication:

N/A

Justification:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.



Alternative(s):

Council adopts the minutes of the Public Hearing Meeting of Council held on September 9, 2019 for Bylaw 17-2019, as amended.

Attachment(s): Minutes

APPROVALS:

Originated By:
Raeanne Keer

Chief Administrative Officer (CAO) or Designate: _____

MINUTES OF THE PUBLIC HEARING OF THE COUNCIL OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, SEPTEMBER 09, 2019, AT 3:37 PM, IMMEDIATELY FOLLOWING THE PUBLIC HEARING FOR BYLAW 3-2019 AND BYLAW 13-2019 AT 3:30 PM.

Mayor

Andrew Prokop

Councillors

Garth Bekkering

Jack Brewin

Carly Firth

Mark Garner

Joe Strojwas

Absent

Louie Tams

Chief Administrative Officer

Cory Armfelt

Staff

Alaa Abdel Khaliq

Meghan Brennan

Erica Dam

Lisa DeBona

Ramin Lahiji

Phyllis Monks

John Orwa

Louise Parsons

Dawn Phillips

Kerry Van Ham

CALL TO ORDER

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

Mayor Prokop stated that members of the public will be given a ten minute limit for speaking, and that speakers must state their name for the record.

213/2019

Meeting Date
9/9/2019

LAND USE BYLAW AMENDMENT NO. 17-2019

i) Explanation of Purpose of Proposed Bylaw 17-2019

P. Monks, Director of Planning and Economic Development, stated that Administration is requesting an amendment to Land Use Bylaw 14-2016 to revise a note to allow single detached dwellings to be a part of a comprehensively-developed site in the R-4 District.

ii) Presentation of Written or Oral Briefs Against the Proposed Bylaw 17-2019

Mayor Prokop inquired if any written briefs had been received Against Bylaw 17-2019.

P. Monks state that there were none.

Mayor Prokop inquired if there was anyone present who wished to present an oral brief Against Bylaw 17-2019, a second and third time, and there was none.

iii) Presentation of Written or Oral Briefs For the Proposed Bylaw 17-2019

Mayor Prokop inquired if any written briefs had been received For Bylaw 17-2019.

P. Monks state that there were none.

Mayor Prokop inquired if there was anyone present who wished to present an oral brief For Bylaw 17-2019, a second and third time, and there was none.

RES. 520/2019 MOVED by Councillor Firth that Council accepts the information provided at this Public Hearing for consideration.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

Mayor Prokop declared that the Public Hearing is hereby Closed at 3:40 PM.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Minutes of Regular Meeting of Council: September 9, 2019

Recommendation:

Council adopts the minutes of the Regular Meeting of Council held on September 9, 2019, as presented.

Background:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.

Legislation / Authority:

Municipal Government Act, Section 208(1)(a)(c).

Strategic Plan Alignment:

N/A

Financial Implication:

N/A

Service Level / Staff Resource Implication:

N/A

Justification:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.



Alternative(s):

Council adopts the minutes of the Regular Meeting of Council held on September 9, 2019, as amended.

Attachment(s): Minutes

APPROVALS:

Originated By:
Raeanne Keer

Chief Administrative Officer (CAO) or Designate: _____

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 09, 2019, AT 3:44 PM, IMMEDIATELY FOLLOWING THE PUBLIC HEARINGS AND SUBDIVISION AUTHORITY MEETING AT 3:30 PM.

Mayor

Andrew Prokop

Councillors

Garth Bekkering

Jack Brewin

Carly Firth

Mark Garner

Joe Strojwas

Louie Tams (Arrived at 3:56 PM)

Chief Administrative Officer

Cory Armfelt

Staff

Alaa Abdel Khaliq

Meghan Brennan

Erica Dam

Lisa DeBona

Ramin Lahiji

Phyllis Monks

John Orwa

Louise Parsons

Dawn Phillips

Kerry Van Ham

CALL TO ORDER

Mayor Prokop called the meeting to Order at 3:44 PM.

ADOPTION OF THE AGENDA

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

Council discussed Agenda Item 9.3) Town of Taber and Higashiomi, Japan: Delegation 2020, and the reason it was on the Closed Session portion of the Agenda.

RES. 521/2019 MOVED by Councillor Brewin that Council adopts the Agenda, as presented.

CARRIED

ADOPTION OF THE MINUTES

1) Minutes of the Public Hearing Meeting of Council: August 19, 2019

RES. 522/2019 MOVED by Councillor Firth that Council adopts the minutes of the Public Hearing Meeting of Council held on August 19, 2019, as presented.

CARRIED UNANIMOUSLY

2) Minutes of Regular Meeting of Council: August 19, 2019

RES. 523/2019 MOVED by Councillor Bekkering that Council adopts the minutes of the Regular Meeting of Council held on August 19, 2019, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

1) Connect App Further Research

M. Brennan, Communications and Projects Coordinator, stated that at the Regular Meeting of Council held August 19, 2019, Council tabled and requested further information from Administration regarding the proposed All Net Connect App-Municipal Partnership with the Municipal District of Taber. She stated that after further discussions with the Municipal District of Taber and the Town's emergency service departments it was determined that Administration recommends declining participation in the proposed project due to the redundancy of the proposed technology, because the Town already has this technology platform.

RES. 524/2019 MOVED by Councillor Garner that Council thanks the MD of Taber for the opportunity to partner with the Connect App project, but declines the offer to participate in the project.

CARRIED UNANIMOUSLY

BYLAWS

1) Land Use Bylaw Map Amendment Bylaw 13-2019 - 2nd & 3rd Reading

P. Monks, Director of Planning and Economic Development, stated that Administration received a land use bylaw amendment application to re-designate 29 Sunset Avenue from Residential Single Dwelling District (R-1) to Residential Single and Two Dwelling District (R-2). She stated that Council gave First Reading to the proposed Bylaw at the Regular Meeting of Council held on August 19, 2019, and that the Public Hearing was held prior to this meeting.

RES. 525/2019 MOVED by Councillor Strojwas that Council gives Second Reading to Bylaw 13-2019, as presented.

CARRIED UNANIMOUSLY

BYLAWS – CONT'D

1) Land Use Bylaw Map Amendment Bylaw 13-2019 - 2nd & 3rd Reading – CONT'D

RES. 526/2019 MOVED by Councillor Brewin that Council gives Third Reading to Bylaw 13-2019, as presented.

CARRIED UNANIMOUSLY

2) Land Use Bylaw Definition Amendment Bylaw 17-2019 - 2nd & 3rd Reading

P. Monks stated that Administration is requesting an amendment to Land Use Bylaw 14-2016 to revise a note to allow single detached dwellings to be apart of a comprehensively-developed site in the R-4 District. She stated that Council gave First Reading to this proposed Bylaw at the Regular Meeting of Council held on August 19, 2019, and that the Public Hearing was held prior to this meeting.

RES. 527/2019 MOVED by Councillor Bekkering that Council gives Second Reading to Bylaw 17-2019, as presented.

CARRIED UNANIMOUSLY

RES. 528/2019 MOVED by Councillor Garner that Council gives Third Reading to Bylaw 17-2019, as presented.

CARRIED UNANIMOUSLY

3) Fee Bylaw 18-2019

J. Orwa, Director of Finance, presented the proposed Fee Bylaw 18-2019 to Council in preparation for the 2020 Operating Budget.

J. Orwa reviewed the proposed changes to the Fee Bylaw.

Councillor Tams arrived at 3:56 PM.

Council discussed the proposed Fee Bylaw 18-2019.

BYLAWS – CONT'D

3) Fee Bylaw 18-2019 – CONT'D

RES. 529/2019 MOVED by Councillor Strojwas that Council gives First Reading to Bylaw 18-2019, as amended with the exclusion of the \$10.00 volunteer criminal record check charge.

CARRIED UNANIMOUSLY

ACTION ITEMS

1) Budget Process and Timelines

J. Orwa presented the proposed 2020-2023 Budget Framework Document to Council.

RES. 530/2019 MOVED by Councillor Garner that Council accepts the proposed 2020 - 2023 Budget Framework Document for information purposes.

CARRIED UNANIMOUSLY

2) Appointment of a Local Assessment Review Board

J. Orwa stated that Administration received notice for two residential assessment appeals, and therefore needs to appoint a local assessment review board. He stated that Administration is recommending to use Benchmark Assessment Consultants Inc. for a local assessment review board, along with the appointment of an assessment review board clerk and assessment review board members.

RES. 531/2019 MOVED by Councillor Firth that Council approves the contracted use of Benchmark Assessment Consultant's Inc. for the purposes of assembling a local assessment review board for the Town of Taber.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

2) Appointment of a Local Assessment Review Board – CONT'D

- RES. 532/2019 MOVED by Councillor Tams that Council appoints the following assessment review board clerk and assessment review board members, as follows:
- Taylor Sosick, assessment review board clerk,
 - Bruce Anderson, assessment review board member,
 - Richard Chevrier, assessment review board member,
 - Tom Golden, assessment review board member,
 - Tom Hudson, assessment review board member,
 - Jill Skriver, assessment review board member; and,
 - John Wilson, assessment review board member.

CARRIED UNANIMOUSLY

3) Encroachment Agreements - Pro Performance Athletic Centre

P. Monks presented the proposed Encroachment Agreement with Pro Performance Athletic Centre Ltd.

- RES. 533/2019 MOVED by Councillor Firth that Council authorizes the Mayor and CAO to endorse the Encroachment Agreements for Pro Performance Athletic Centre Ltd., regarding 5406A 50 Ave., Lots 22 & 23, Block 8, Unregistered Plan By Michael Thompson within NW ¼ Sec. 32, Twp. 9, Rge. 16, W4M, Surveyor's File Number H10219.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

4) HALO Air Ambulance Program Funding

Mayor Prokop stated that correspondence was received from the HALO Air Ambulance Program to the Mayors and Reeves of Southern Alberta requesting that municipalities send a letter of support advocating for the program to the Premier and Minister of Health regarding the HALO Air Ambulance Program and its funding model.

Council discussed the HALO Air Ambulance Program.

RES. 534/2019 MOVED by Councillor Brewin that Council authorizes a letter of support and motion to be sent to the Honourable Jason Kenney, Premier of the Province of Alberta, and the Honourable Tyler Shandro, Minister of Health for the Province of Alberta; and,

The Town of Taber urges the Alberta government to provide the bridge funding of \$750,000 to carry HALO through to the next contract, and further calls on the government to commission an independent review of the Helicopter EMS system in Alberta. This review should engage the public and stakeholders such as industry and municipalities in all parts of the province. Obviously, AHS and current service providers are stakeholders too and need to be part of the review but should not drive it so that a fresh look at the situation can be achieved.

CARRIED UNANIMOUSLY

5) Procurement Policy CS-FIN-1 Review

J. Orwa and L. Parsons, Procurement Manager, presented the Procurement Policy CS-FIN-1 to Council.

Council discussed the proposed changes to the Procurement Policy CS-FIN-1.

ACTION ITEMS – CONT'D

5) Procurement Policy CS-FIN-1 Review – CONT'D

RES. 535/2019 MOVED by Councillor Tams that Council defers Agenda Item 6.5) Procurement Policy CS-FIN-1 until after the Alberta Urban Municipalities Association Convention, and to the first Council meeting in October.

CARRIED UNANIMOUSLY

6) Legal Services: Obtaining Legal Advice Policy ADM-1

C. Armfelt presented the Legal Services: Obtaining Legal Advice Policy ADM-1 to Council.

Council discussed the proposed changes to the Legal Services: Obtaining Legal Advice Policy ADM-1.

RES. 536/2019 MOVED by Councillor Garner that Council adopts the Legal Services; Obtaining Legal Advice Policy ADM-1, as presented.

CARRIED

7) Amended Social Media Internal Organizational Usage Policy ADM-7

M. Brennan presented the proposed Social Media Internal Organizational Usage Policy ADM-7 to Council.

Council discussed the proposed changes to the Social Media Internal Organizational Usage Policy ADM-7.

RES. 537/2019 MOVED by Councillor Brewin that Council adopts the Social Media Internal Organizational Usage Policy ADM-7, as presented.

CARRIED

ACTION ITEMS – CONT'D

8) Naming Rights Policy and Procedure

D. Phillips, Director of Recreation, presented the proposed Naming Rights Policy PS-REC-6 to Council.

Council discussed the funding fee guidelines listed in the proposed Naming Rights Procedure PS-REC-6.

RES. 538/2019 MOVED by Councillor Firth that Council approves the Naming Rights Policy PS-REC-6, as presented.

CARRIED UNANIMOUSLY

9) Engineering and Public Works Radio Communication Policy PS-PW-5

R. Lahiji, Manager of Engineering and Public Works, presented the proposed Engineering and Public Works Radio Communications Policy PS-PW-5 to Council.

RES. 539/2019 MOVED by Councillor Tams that Council approves the Engineering and Public Works Radio Communication Policy PS-PW-5, as presented.

CARRIED UNANIMOUSLY

10) Amended Compliance Certificate Policy and Procedure PLN-01

P. Monks presented the Compliance Policy PLN-1 to Council.

RES. 540/2019 MOVED by Councillor Garner that Council adopts the Compliance Certificate Policy PLN-01, as presented.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

11) Policy Proposed for Repeal

J. Orwa, and E. Dam, Financial Officer Intern, presented the Disrupted Services Policy 286/97 to Council, and stated that Administration is requesting the repeal of the policy as the details are currently encompassed in the Utility Bylaw 14-2013.

RES. 541/2019 MOVED by Councillor Bekkering that Council repeals Disrupted Services Policy 286/97.

CARRIED UNANIMOUSLY

12) Policy Proposed for Repeal

E. Dam presented the Requested Utility Disconnections Policy 10S-791130 to Council, and stated that Administration is requesting the repeal of the policy as the details are currently encompassed in the Utility Bylaw 14-2013.

RES. 542/2019 MOVED by Councillor Brewin that Council repeals Requested Utility Disconnections Policy 10S-791130.

CARRIED UNANIMOUSLY

13) Policies for Repeal

C. Armfelt stated that in conjunction with the ongoing review of Town policies and procedures Administration is recommending that Council repeals the policies the Town no longer utilizes, or is encompassed in another policy or legislation.

RES. 543/2019 MOVED by Councillor Tams that Council repeals the Cat Trapping Policy 3MC-5/13/91.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

13) Policies for Repeal – CONT'D

RES. 544/2019 MOVED by Councillor Firth that Council repeals the Handling of Dog Tickets Received From Town Office Policy 2MC-83926.

CARRIED UNANIMOUSLY

RES. 545/2019 MOVED by Councillor Brewin that Council repeals the Parking Tickets Policy 74M-85114

CARRIED UNANIMOUSLY

RES. 546/2019 MOVED by Councillor Bekkering that Council repeals the Police Station Phone Calls Policy 52S-82712.

CARRIED UNANIMOUSLY

RES. 547/2019 MOVED by Councillor Garner that Council repeals the Release of Dogs from Pound Policy 1MC-8457.

CARRIED UNANIMOUSLY

14) Standing Item - Council Requests

C. Armfelt reviewed the status of outstanding Council requests.

Council discussed the positive comments received regarding Cornfest and the Verset Skills Hockey Camp.

Council discussed the potential need for a confectionary in the Civic Centre.

Council made no motions at this time.

DELEGATIONS

1) Delegation: Taber Golf Club Request

J. McDonald, R. Tams, and G. Moore, representatives of the Board of Directors for the Taber Golf Course, presented their financial statements and promotional revenues to Council. The Delegation requested that Council provide financial assistance to help purchase two new mowers for approximately \$110,000.00.

Council discussed the financial information provided by the Taber Golf Course.

Councillor Tams left the meeting at 5:21 PM.

Council discussed the request for financial assistance to purchase new mowers.

Councillor Tams returned to the meeting at 5:22 PM.

Council discussed the lifespan of the requested mowers, and opportunities for the Town to provide other financial assistance to the Taber Golf Club.

RES. 548/2019 MOVED by Councillor Garner that Council appreciates the Taber Golf Course for coming and making a presentation, and that Council will reflect on the request and will get back to the Taber Golf Course in the future; and,

That Council accepts the Delegation's presentation for information purposes.

CARRIED UNANIMOUSLY

MEDIA INQUIRIES

None.

MEDIA INQUIRIES – CONT'D

- RES. 549/2019 MOVED by Councillor Tams that Council break for dinner, and when Council returns, it moves into Closed Session to prevent the:
- Disclosure of Third Party Business Information, in accordance with Section 16 (1),
 - Disclosure harmful to the relations between the municipality and another government agency in accordance with Section 21; and,
 - 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*.

CARRIED UNANIMOUSLY AT 5:38 PM

CLOSED SESSION

- 1) **Alberta Transportation Highway 3 Twinning
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 9.1) Alberta Transportation Highway 3 Twinning: C. Armfelt, Chief Administrative Officer, P. Monks, Director of Planning and Economic Development, R. Shewchuk, of Stantec Inc., and F. Kara, of Alberta Transportation.

CLOSED SESSION – CONT'D

2) 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 9.2) Taber Exhibition Association: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

3) Town of Taber and Higashiomi, Japan: Delegation 2020

Closed session to prevent disclosure of positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations, 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 9.3) Town of Taber and Higashiomi, Japan: Delegation 2020: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

4) Recreation Support – Update

Closed session to prevent disclosure of positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations, 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) Recreation Support - Update: C. Armfelt, Chief Administrative Officer, and D. Phillips, Director of Recreation.

CLOSED SESSION – CONT'D

5) Land Proposal

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 Proposal: C. Armfelt, Chief Administrative Officer, P. Monks, and Director of Planning and Economic Development.

6) IDP Discussions Information

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) IDP Discussion Update: C. Armfelt, Chief Administrative Officer, and P. Monks, Director of Planning and Economic Development.

7) Water Consumption Charges

Closed session to prevent disclosure harmful to the relations between the municipality and another government agency in accordance with Section 21 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 9.7) Water Consumption Charges: C. Armfelt, Chief Administrative Officer, and J. Orwa, Director of Finance.

OPEN SESSION

RES. 550/2019 MOVED by Councillor Bekkering that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 7:41 PM

OPEN SESSION – CONT'D

RES. 551/2019 MOVED by Councillor Tams that Council accepts the Alberta Transportation Highway 3 Twinning presentation for information purposes.

CARRIED UNANIMOUSLY

Councillor Brewin requested a recorded vote regarding the following resolution.

RES. 552/2019 MOVED by Councillor Garner that Council approves to send the Town of Taber Chief Administrative Officer, Mayor, and 1 Councillor to Higashiomi, Japan in 2020, and for flights, accommodations, and etc., and for it to be paid from the 2020 budget with the purpose to continue to foster good relationships with the Notogawa Friendship Society.

CARRIED

FOR: Mayor Prokop, Councillor Bekkering, Councillor Garner, Councillor Strojwas, and Councillor Tams.

AGAINST: Councillor Brewin and Councillor Firth.

RES. 553/2019 MOVED by Councillor Bekkering that Council not accept the offer to purchase 5 acres of industrial land in the Eureka Industrial Park.

CARRIED UNANIMOUSLY

RES. 554/2019 MOVED by Councillor Tams that Council accepts the MD Park water usage for information and directs Administration to bill for 2019.

CARRIED

CLOSE OF MEETING

RES. 555/2019 MOVED by Councillor Garner that the Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 7:43 PM

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Assessment Review Boards Bylaw 20-2019

Recommendation:

1. That Council gives 1st reading to Assessment Review Boards Bylaw 20-2019, at this meeting.
2. That Council gives 2nd reading to Assessment Review Boards Bylaw 20-2019, at this meeting.
3. That Council unanimously agrees to proceed to 3rd and final reading to Assessment Review Boards Bylaw 20-2019, at this meeting.
4. That Council gives 3rd and final reading to Assessment Review Boards Bylaw 20-2019, at this meeting.
5. That Council gives a term of three years to the appointed board members; term to expire December 31, 2021.
6. That Council designates _____ as the Chair of the Local Assessment Review Board for a term of three years; term to expire on December 31, 2021.

Background:

The Town of Taber has two residential assessment appeals and is in need of a Local Assessment Review Board. Council has approved the contracted use of Benchmark Assessment Consultants Inc. for a Local Assessment Review Board along with the appointment of an Assessment Review Board Clerk and Assessment Review Board members.

As per MGA S. 454

A Council must by Bylaw establish a local assessment review board to hear complaints referred to in section 460.1, and a composite assessment review board to hear complaints referred to in section 460.1(2).

The attached bylaw will replace the outdated Bylaw 1-2007.

At the last regular meeting of Council, board members were appointed, Administration would like these members to have a term of three years, term ending December 31, 2021.



As per the MGA, Council must designate one of the members appointed as the chair of the local assessment review board and must prescribe the chair's term of office.

Legislation / Authority:

MGA, Section 454

Strategic Plan Alignment:

Define and Practice Good Governance

Financial Implication:

This is dependent on the length of the hearing and how the board rules.

Service Level / Staff Resource Implication:

Service levels to remain the same

Justification:

The Town of Taber has two residential assessment appeals that will need to be heard by a Local Assessment Review Board.

Alternative(s):

Council may choose to not give 1st, 2nd and 3rd readings to Bylaw 20-2019 and direct Administration to provide additional information.

Attachment(s): Assessment Review Boards Bylaw 20-2019
 ARB Memembers
 Current Assessment Review Board Bylaw 1-2007



APPROVALS:

Originated By: John Orwa

Chief Administrative Officer (CAO) or Designate: _____

TOWN OF TABER
BYLAW 20-2019

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING ASSESSMENT REVIEW BOARDS TO HEAR AND DEAL WITH COMPLAINTS ON MATTERS PERTAINING TO ASSESSMENT WITHIN THE TOWN OF TABER.

WHEREAS section 454 of the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) requires a Council to establish by bylaw a Local Assessment Review Board and a Composite Assessment Review Board.

NOW THEREFORE the Council of the Town of Taber in the Province of Alberta, duly assembled, hereby enacts as follows:

1.0 NAME OF BYLAW

This Bylaw may be cited as the “Assessment Review Boards Bylaw”

2.0 DEFINITIONS

In this Bylaw:

Assessment Review Boards	means the Local Assessment Review Board and the Composite Assessment Review Board collectively;
Clerk	means the designated officer appointed as the clerk of the Assessment Review Boards in accordance with section 454 of the <i>Municipal Government Act</i> ;
Composite Assessment Review Board	means a board established to hear and make decisions on complaints about any matter referenced in section 460.1(2) of the <i>Municipal Government Act</i> ;
Council	means the duly elected Council for the Town of Taber;
Designated Officer	means a person appointed to a position established under section 210(1) of the <i>Municipal Government Act</i>
Local Assessment Review Board	means a board established to hear and make decisions on complaints about any matter referenced in section 460.1(1) of the <i>Municipal Government Act</i> ;
Municipality	means the Town of Taber;

TOWN OF TABER
BYLAW 20-2019

3.0 ESTABLISHMENT OF BOARDS

- 3.1 Council hereby establishes the following boards:
- a) Local Assessment Review Board; and
 - b) Composite Assessment Review Board.

4.0 APPOINTMENT OF MEMBERS AND ASSESSMENT REVIEW BOARD CLERK

- 4.1 Council appoints up to six members for a three year term to expire on December 31. A member may be re-appointed when their term expires.
- 4.2 Council will designate one of the members appointed under subsection (4.1) as the chair of the local assessment review board and for the Composite assessment review board; for a three year term.
- 4.3 Council will appoint a designated officer to act as the clerk of the assessment review boards having jurisdiction in the municipality. The clerk must not be an assessor or a designated officer having authority to grant or cancel tax exemptions or deferrals under section 364.1 of the *Municipal Government Act*

5.0 REMUNERATION

- 5.1 Assessment Review Board Clerk:
- a) \$100 per morning / \$200 per day for Local Assessment Review Board
 - b) \$200 per morning / \$400 per day for Composite Assessment Review Board
 - c) Travel costs at the *CRA standard rate*
 - d) Lunch (if applicable) at \$11.00
- 5.2 Board Members:
- a) \$100 per morning / \$200 per day for Local Assessment Review Board
 - b) \$200 per morning / \$400 per day for Composite Assessment Review Board
 - c) Travel costs at the *CRA standard rate*
 - d) Lunch (if applicable) at \$11.00

6.0 INTENTION OF TOWN COUNCIL

It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is further the intention of the Town Council that if any provision of the Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

7.0 RESCINDED OR AMENDED BYLAWS

Bylaw No. 1-2007 is hereby repealed in its entirety.

TOWN OF TABER
BYLAW 20-2019

8.0 EFFECTIVE DATE

This Bylaw shall take effect on the day of the final passing and the signatures of the chief elected official and duly authorized designated officer thereof.

- RES. Read a first time this ___ day of September, 2019
- RES. Read a second time this ___ day of September, 2019
- RES. Read a third time and finally passed this ___day of September, 2019

TOWN OF TABER

MAYOR

CHIEF ADMINISTRATIVE OFFICER (C.A.O)

Assessment Review Board Clerk – 2019

Sosick, Taylor

Cell – [REDACTED]

Email – [REDACTED]

Assessment Review Board Members – 2019

Anderson, Bruce

H1627

Appointed - 2017

[REDACTED] [REDACTED]

[REDACTED] – Cell, [REDACTED] – Home

Email – [REDACTED]

Chevrier, Richard

H1402

Appointed - 2015

[REDACTED]

[REDACTED] – Home

Email – [REDACTED]

Golden, Tom

H1889

Appointed - 2018

[REDACTED]

[REDACTED]

Email – [REDACTED]

Hudson, Tom

01612

Appointed - 2016

[REDACTED]

[REDACTED] – Home, [REDACTED] - Work

Email – [REDACTED]

Skriver, Jill

H1323

Appointed - 2014

[REDACTED]

[REDACTED] – Home, [REDACTED] – Bus

Email – [REDACTED]

Wilson, John

H553

Appointed - 2016

[REDACTED]

[REDACTED] – Home

Email – [REDACTED]

Board Cycle – 6 years

**TOWN OF TABER
BYLAW NO. 1-2007**

**A BYLAW OF THE TOWN OF TABER TO PROVIDE FOR THE
ESTABLISHMENT OF AN ASSESSMENT REVIEW BOARD TO HEAR AND
DEAL WITH COMPLAINTS ON MATTERS PERTAINING TO ASSESSMENT**

WHEREAS Section 454, Subsection (1) of the Municipal Government Act, Chapter M-26, R.S.A. 2000 provides that Council may by Bylaw establish an Assessment Review Board upon receiving a complaint;

NOW THEREFORE, the Council of the Town of Taber, duly assembled, hereby enacts as follows:

1. (1) The Assessment Review Board of the Town of Taber is hereby established to hear and deal with such complaints against assessment as have been received by the Clerk of the Assessment Review Board, as provided by the Municipal Government Act.
- (2) The Assessment Review Board shall consist of the following members:
 - (a) Three (3) members of which shall be appointed by Council from Adult Citizens at Large of the Town of Taber.
2. **TERM**
 - (1) Each member of the Assessment Review Board shall hold office for a term of three (3) years.
 - (2) A member of the Assessment Review Board is eligible for a reappointment of two (2) terms (6 years).
 - (3) Where a member of the Assessment Review Board, for any reason is unable or unwilling to fulfill their duties, Council, by resolution, shall forthwith fill the vacancy.
 - (4) No member of the Assessment Review Board, shall sit upon any hearing respecting any property in which they are directly or indirectly interested.
3. Council hereby appoints the Chief Administrative Officer or his/her designate, to act as the Clerk of the Assessment Review Board.
4. (1) The Chief Administrative Officer or the Clerk of the Assessment Review Board must within thirty (30) days after receiving a complaint, provide the municipality with a copy of the complaint.

**TOWN OF TABER
BYLAW NO. 1-2007**

- (2) Upon receiving a complaint the Chief Administrative Officer or the Clerk of the Assessment Review Board must set a date, time and location for a hearing before an Assessment Review Board.
 - (3) At least fourteen (14) days before the hearing the Chief Administrative Officer or the Clerk of the Assessment Review Board shall, notify the Assessor, the complainant and any assessed person other than the complainant who is affected by the complaint of the date, time and location of the hearing.
 - (4) The Chief Administrative Officer or the Clerk of the Assessment Review Board shall attend each meeting of the Assessment Review Board and record the names of persons appearing before the Board, maintain minutes of the proceedings and report to the Assessor and the Council the disposition of the appeals by the Assessment Review Board.
 - (5) The Chief Administrative Officer or the Clerk of the Assessment Review Board shall send the decision of the Assessment Review Board, and the Board's reasons, if requested to the persons notified of the hearing.
5. In accordance with the Municipal Government Act the majority of members of an Assessment Review Board constitutes a quorum. The decision of the majority of the members shall be the decision of the Assessment Review Board.
6. (1) Any assessed person or taxpayer may complain to the Assessment Review Board in respect to those matters set forth in Section 460 (5) of the Municipal Government Act being namely:
- (a) the description of a property or business;
 - (b) the name and mailing address of an assessed person or taxpayer;
 - (c) an assessment;
 - (d) an assessment class;
 - (e) an assessment sub-class;
 - (f) the type of property;
 - (g) the type of improvement
 - (h) school support;
 - (i) whether the property is assessable;
 - (j) whether the property or business is exempt from taxation under Part 10 of the Municipal Government Act.
- (2) A complaint can only be made within the appeal period, and submitted no later than the date shown on the assessment notice.
 - (3) A complaint may be made only by an assessed person or a taxpayer.
 - (4) A complaint may relate to any assessed property or business.

**TOWN OF TABER
BYLAW NO. 1-2007**

- (5) The complainant shall notify the Chief Administrative Officer in writing of the particulars and the ground of their complaint.
- (6) There is no right to make a complaint about any tax rate.
- (7) A complaint must explain why the complainant thinks that information shown on the assessment or tax notice is incorrect.
- (8) A complaint about a local improvement tax must be made within one (1) year after it is first imposed.
- (9) The complaint must include the mailing address of the complainant.
- (10) Accompanying a complaint must be the correct fees as set out below:

<u>Property Assessment Appeals</u> <u>Assessment Range/Type</u>	<u>Fee Per Property</u>
Properties with Residential Mill Rate	\$ 20.00
All other Properties:	
\$ 0.00 - \$249,999.00	\$ 75.00
\$ 250,000.00 - \$999,999.00	\$ 150.00
\$ 1,000,000.00 +	\$ 200.00

- (11) This fee will be refunded if the Assessment Review Board makes a decision in favor of the complainant.
- 7. (1) Assessment Review Boards are not bound by the rules of evidence or any other law applicable to court proceedings and have power to determine the admissibility, relevance and weight of any evidence.
 - (2) Assessment Review boards may require any person giving evidence before them to do so under oath.
 - (3) Pursuant to the Municipal Government Act 454 (3) and the Commissioner for Oaths Act Section 15. (2) (a) members of the Assessment Review Board are Commissioners for Oaths while acting in their official capacities.
- 8. (1) An Assessment Review board may make the following decisions:
 - a) dismiss a complaint that was not made within the proper time;
 - b) make a change with respect to any matter referred to in Section 6 (1) of this Bylaw;
 - c) decides that no change to an assessment roll or tax roll is required.

**TOWN OF TABER
BYLAW NO. 1-2007**

- (2) An Assessment Review Board must not alter any assessment that is fair and equitable, taking into consideration assessments of similar property or businesses in the same municipality.
 - (3) An Assessment Review Board must make all decisions on complaints within one hundred and fifty (150) days of the mailing of the property assessment notices.
9. The decision of the Assessment Review Board may be appealed to the Municipal Government Board.
10. Bylaw No. A-362 is hereby repealed in its entirety.
11. Bylaw No. 20-2000 Section F) 1. to 3. an amendment to the Assessment Review Board Bylaw A-362 be repealed in its entirety.
11. This Bylaw shall take effect on the date of the final passing there of.

RES.51/07 READ a first time this 26TH day of FEBRUARY, 2007.

RES.52/07 READ a second time this 26TH day of FEBRUARY, 2007.

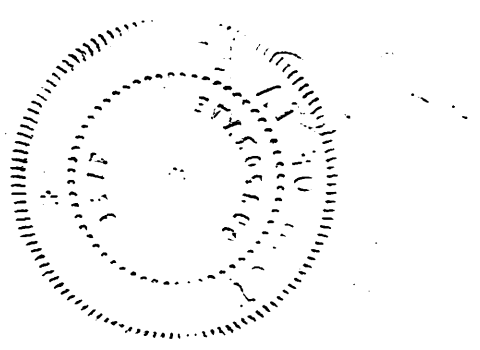
REES.54/07 READ a third and final time this 26TH day of FEBRUARY 2007.



MAYOR



CHIEF ADMINISTRATIVE OFFICER





Council Request for Decision

Meeting Date: September 23, 2019

Subject:
Fee Bylaw 18-2019

Recommendation:
That Council gives 2nd reading to Fee Bylaw 18-2019, at this meeting.

That Council gives 3rd and final reading to Fee Bylaw 18-2019, at this meeting.

Background:

Council gave first reading to amended Bylaw 18-2019 at the September 9, 2019 Regular meeting of Council. Administration has amended the Bylaw and is requesting 2nd and 3rd readings at this meeting.

The only change is the \$10 fee for Volunteers to get a criminal record check, this fee has been removed.

Legislation / Authority:

MGA, Section 7(f)& (g)

Strategic Plan Alignment:

Define and Practice Good Governance

Financial Implication:

Currently unquantifiable due to multiple considerations related to possible Council direction.

Service Level / Staff Resource Implication:



Service levels to remain the same

Justification:

To establish fees for services provided by the Town.

Alternative(s):

Council may choose not to give second and third readings to proposed bylaw 18-2019 and provide further direction to administration.

Attachment(s): Proposed Fee Bylaw 18-2019
 Current Fee Bylaw 7-2019

APPROVALS:

Originated By: John Orwa

Chief Administrative Officer (CAO) or Designate: _____

TOWN OF TABER

BYLAW NO. 18-2019

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, TO ESTABLISH SERVICE FEES IN THE TOWN OF TABER.

WHEREAS the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) provides for Council to pass and enforce bylaws for municipal purposes respecting the safety, health and welfare of the people and the protection of people and property;

AND WHEREAS the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) provides for Council to pass and enforce bylaws for the municipal purposes respecting services provided by or on behalf of the municipality;

AND WHEREAS the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) provides that a Council, by bylaw, may establish fees;

AND WHEREAS Council wants to adopt a Schedule of Fees;

AND WHEREAS Council deems it expedient from time to time to revise the Schedule of Fees for municipal services;

AND WHEREAS Council deems the Schedule of Fees to be effective January 1, 2020;

NOW THEREFORE the Council of the Town of Taber enacts as follows:

1.0 NAME OF BYLAW

This Bylaw may be cited as the "Fee Bylaw".

2.0 INTENTION OF TOWN COUNCIL

It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is further the intention of the Town Council that if any provision of the Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

3.0 RESCINDED OR AMENDED BYLAWS

Bylaw No. 7-2019 is hereby repealed as of December 31, 2019.

4.0 This Bylaw shall take effect on the day of the final passing and the signatures of the chief elected official and duly authorized designated officer thereof.

TOWN OF TABER
BYLAW NO. 18-2019

5.0 EFFECTIVE DATE

RES. /2019 Read a first time this day of September, 2019.

RES. /2019 Read a second time this day of September, 2019.

RES. /2019 Read a third time and finally passed this day of September, 2019.

TOWN OF TABER

MAYOR

CHIEF ADMINISTRATIVE OFFICER (C.A.O.)

TOWN OF TABER

BYLAW NO. 18-2019

Schedule 'A'

Schedule of Fees for Recreation Services

(Fees include GST, except where exempt)

Aquafun

Adult Drop In	\$ 7.00
Student Drop In	\$ 6.00
Child Drop In	\$ 5.00
Senior Drop In	\$ 6.00
Family Drop In	\$ 16.00
Shower	\$ 2.50
Swim Club/hour	\$ 62.00
Full Day rental rate	\$ 1,113.25
Private rental reg.	\$ 237.00
Private rental youth	\$ 119.00
Schools/hour	\$ 59.00
Winter Sponsored Toonie Swim/Hour	\$ 100.00
Viewing Area/hour	\$ 10.00
Viewing Area/hour (after hours)	\$ 50.00
Adult 10 use pass	\$ 63.00
Adult 1 month pass	\$ 39.50
Adult 3 month pass	\$ 107.50
Adult 6 month pass	\$ 194.00
Adult 1 year pass	\$ 347.00
Student 10 use pass	\$ 54.00
Student 1 month pass	\$ 33.25
Student 3 month pass	\$ 91.00
Student 6 month pass	\$ 164.25
Student 1 year pass	\$ 293.50
Child 10 use pass	\$ 45.00
Child 1 month pass	\$ 27.25
Child 3 month pass	\$ 74.50
Child 6 month pass	\$ 134.25
Child 1 year pass	\$ 240.00
Senior 10 use pass	\$ 54.00
Senior 1 month pass	\$ 33.25
Senior 3 month pass	\$ 91.00
Senior 6 month pass	\$ 164.25
Senior 1 year pass	\$ 293.50
Family 10 use pass	\$ 144.00
Family 1 month pass	\$ 92.25
Family 3 month pass	\$ 251.50

TOWN OF TABER

BYLAW NO. 18-2019

Aquafun Cont.

Family 6 month pass	\$ 455.00
Family 1 year pass	\$ 813.50
Private lessons 1/2 hour	\$ 25.00
Preschool, SK 1-4	\$ 48.00
SK 5-9	\$ 58.00
SK 10	\$ 68.00
Adult Lessons	\$ 58.00
Hot Yoga (non-pass holder/session)	\$ 100.00
Hot Yoga (valid pass holder/session)	\$ 20.00
Rookie/Ranger/Star Patrol	\$ 85.00
Jr Lifeguard Club	\$ 103.00
Bronze Medallion	\$ 151.75
Bronze Cross	\$ 164.00
Bronze Medallion/Cross	\$ 275.25
National Lifeguard	\$ 362.50
Bronze Cross Recertification	\$ 29.25
National Lifeguard Recertification	\$ 66.75
WSI Skills Evaluation	\$ 40.00
WSI Online Material	\$ 165.00
WSI Classroom Session	\$ 195.00
WSI Recertification	\$ 74.00
Standard First Aid	\$ 157.25
Extra Life Guard Fee	\$ 24.25
Pool Party Package – Option A	\$ 119.25
Pool Party Package – Option B	\$ 129.25
Pool Party Package – Option C	\$ 204.75
Babysitting Course	\$ 61.50
Stay Safe Course	\$ 45.00

Meeting Rooms

Non Profit rental/hour	\$ 21.25
Regular	\$ 36.50
Overtime hourly rate	\$ 49.75

TOWN OF TABER
BYLAW NO. 18-2019

Auditorium

Regular hourly rate	\$ 36.50
Day rate	\$ 539.00
Overtime hourly rate	\$ 49.75
Stage Only	\$ 21.25
Kitchen Only	\$ 36.50
Auditorium Party Package	\$ 118.00
Community Drop-in	\$ 4.00
Parent & Tot Drop-in	\$ 4.00
Pickleball Drop-in	\$ 4.00
Community Drop-in 10 Use (incl. noon shinny)	\$ 36.00
Monthly Community Centre League/person	\$ 35.00
Portable Sound System/day	\$ 69.75

Parking Lots

Community Centre Incl electricity/day	\$ 457.75
Admin. Building Incl electricity/day	\$ 144.50

Large Ice

Youth prime time/hour	\$ 80.75
Youth non-prime time/hour	\$ 64.50
Adult prime time/hour	\$ 161.25
Adult non-prime time/hour	\$ 128.75
Local Schools/hour	\$ 32.00
Seasonal Shinny Fee	\$ 79.50
Summer Ice Out/hour	\$ 48.50
Summer Ice Out/day	\$ 483.50
Noon Shinny	\$ 4.00

Small Ice

Youth/hour	\$ 42.75
Adult/hour	\$ 53.25
Local Schools/hour	\$ 21.25
Summer Ice Out/hour	\$ 34.50
Summer Ice Out/day	\$ 346.25
Public Skate	\$ 2.00
Skating Party Package	\$ 123.00

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Ball Diamonds

Youth fee/day	\$ 92.50
Youth fee/league team	\$ 351.75
Rep team fee/league	\$ 351.75
Adult fee/day	\$ 184.50
Adult fee/league team	\$ 703.00
Non Resident fee/day	\$ 231.00
Non Resident fee/league team	\$ 878.75
Electricity fee/tournament	\$ 82.75

Soccer Pitches

Youth fee/team league	\$ 311.50
Adult fee/team league	\$ 498.50
Non-resident/team league	\$ 623.25
Youth/day	\$ 103.75
Adult/day	\$ 207.25
Non-resident/day	\$ 259.00

Football

Youth fee/team league	\$ 583.75
Adult fee/team league	\$ 933.75
Non-resident/team league	\$ 1,167.00
Youth/day	\$ 193.50
Adult/day	\$ 386.50
Non-resident/day	\$ 483.25

Parks

Gazebo incl electricity/day	\$ 24.50
Bleachers	\$ 60.00
Confederation Park Stage per hour (min. 2 hours)	\$ 20.75
Confederation Park Stage incl electricity/day	\$ 77.50

Tennis Courts

Tennis key	\$ Free
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Programs

Summer Week Programs (29 hours)	\$ 117.00
Summer Week Programs (40 hours)	\$ 165.00
Summer Games	\$ 15.50
Cornfest Fun Run	\$ 27.00 - 42.50
Cornfest Fun Run (Half Marathon)	\$ 50.00
Halloween Party - poster	\$ 26.00
Day Camps	\$ 35.00
Programs	Inst. fees + facility cost + equipment + 20%

RV Park

RV Park (15 AMP)/ night	\$ 26.00
RV Park (30 AMP)/night	\$ 31.00
VerSet Camping – no power	\$ 15.00

Memorial Tree and Bench Program

Memorial Tree	\$ 500.00
Memorial Bench	\$ 1,500.00

TOWN OF TABER

BYLAW NO. 18-2019

Schedule "B"

Schedule of Fees for Planning and Development Services

(Fees include GST, where applicable)

Development Permits

Residential Dwellings

**Discretionary Use/
Waivers**

**(Development Permit Plus
Discretionary Use Fee)**

1 unit
More than 1 Unit

Permitted Use	
\$100	\$100 Plus \$200
\$50/unit	\$50/unit Plus \$200

Residential Other

Garages, Additions
Residential decks, basement development, driveways, fences (over height), pool, shed

\$100	\$100 Plus \$200
\$50	\$50 Plus \$200

Home Occupations

Minor Home Occupations
Major Home Occupations

\$50	
\$150	

Signs

Portable
Portable (Community Events)
LED Signs
Portable (6 month renewal)
Freestanding, Fascia, Awning, and Canopy Signs

\$50	\$50 Plus \$200
\$0	
\$250	\$250 Plus \$200
\$20	
\$100	\$100 Plus \$200

Commercial,
Industrial, Institutional

Change of Occupancy
Development (500m² or less)
Development (501m² to 1,999m²)
Development (2,000m² to 4,999m²)
Development more than 5,000m²

\$100	\$100 Plus \$200
\$200	\$200 Plus \$200
\$350	\$350 Plus \$200
\$600	\$600 Plus \$150
\$1,000	\$1,000 Plus \$200

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<u>Demolitions</u>	In-fill Demolition Permits	\$150	
	Demolition Permits	\$150	
<u>Foundation Elevation Inspection Fee</u>		\$200	
<u>Penalties</u>	Post Construction Waiver	N/A	\$600 Plus additional base fees
	Post Construction Development Permit	2 X Development Permit Fee Plus \$150	2 X Development Permit Fee Plus \$150
<u>Building Permits</u>	All	\$7 per \$1000 of calculated construction value	\$7 per \$1000 of calculated construction value
	Minimum Charge	\$125 Plus \$5.00 Safety Code Fee	

* *Exceptions to permit value calculations such as moved-on homes and accessory buildings are calculated at \$0.25 per ft². Relocation of a Building on a crawlspace or basement are calculated at \$0.30 per ft².*

***The Town of Taber reserves the right to adjust the construction values provided by the applicant in order to reflect current market values.*

Penalties

***Building Permit – construction prior to permit issuance

2 X Building permit fee	2 X Building permit fee
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*** *Fees are doubled for any construction that proceeds prior to receipt of a building permit. Exceptions may be granted only for foundations and footings if a development permit is issued for the project and the building inspector is advised by the applicant of their intent to proceed.*

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Refundable Fees /
Deposits

<u>Complete Conditions of a Development Permit</u>	\$ 2,500
<u>Servicing</u>	\$10,000
<u>In-Fill Demolition</u>	\$ 2,500
<u>Demolition</u>	\$ 2,500
<u>Driveways, Sidewalks, Landscaping and Other improvements determined by the Development Authority</u>	\$ 2,500

The refund of the full or portion of the fee is dependent on fulfillment of conditions within the respective agreement.

TOWN OF TABER
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Planning Services

Encroachment
Agreement Fees

Minor encroachments less than
0.3m on public lands
Major encroachment more than
0.3m on public lands

Amount
\$150
\$300

Other

RPR Compliance Certificates
Updated Compliance Certificate
(within 6 months)
Zoning Letters (faxed confirmation
only)
Caveat Removal
Special MPC Meeting fee (not a
regularly scheduled date)
Subdivision and Development
Appeal Hearings

Servicing Agreements

\$150
\$75
\$20
\$75
\$500
\$350 (\$150 is refunded if appeal is upheld)
\$150

Map Sales

Civic
Zoning

\$20
\$20

Planning Application
Fees

LUB Amendments
Area Structure Plan and
Redevelopment Plan
Amendments
Intermunicipal Development Plan
Amendment
Municipal Development Plan
Amendments

\$1000
\$2500
\$2500
\$2500

Record Search Fees

Environmental Audits, etc.

Zoning Enquiries requiring written
replies

\$75 first hour plus \$50 per additional hour
\$75 first hour plus \$50 per additional hour

Road and Lane
Closure Fee

Road and Lane Closure

\$1,000

TOWN OF TABER

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Servicing (Utility Bylaw)

All sizes (temporary water service)
Development Levies

\$125
(variable consult with planning department)

Subdivision/Condominium Application Fees

Base Fees (refers to # of additional lots; MR and PUL blocks are not counted as lots)
One lot

\$600 Plus \$250 per additional lot

Condominium Conversion Fees
Developments Agreements (2 or more lots)

\$40/unit

\$1000

Endorsements fees
Subdivision Extension Fee

\$250 per lot/unit

1 st Extension \$300

2 nd Extension \$400

3 rd Extension \$500

Subdivision and Development
Appeal Hearing Fees

\$350 (\$150 is refunded if appeal is upheld)

Initial CCC/FAC Inspection *

\$2000 Plus \$300/hectare

CCC Inspection (where more than one is required)

\$250/inspection (first one free)

FAC Inspection (where more than one is required)

\$250/inspection (first one free)

*The approval and inspection fees will be calculated based on a flat rate of \$2,000 plus \$300 per hectare. This shall include the initial CCC and FAC Inspection.

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BYLAW NO. 18-2019

Schedule "C"

Schedule of Fees for Corporate Services

(Fees include GST, where applicable)

Miscellaneous
Charges

Amount

Photocopies/Documents Preparation	\$0.25 per page
Tax Certificates	\$30.00
Tax Search, including Legal Land Description	\$10.00
Tax Search, if requested by owner of the property	N/C
FOIP Request Processing	per FOIP Regulation
NSF Fee/ Returned Cheque Fee	\$30.00

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Schedule "D"

Schedule of Fees for Engineering and Public Works Services
(Plus GST except where exempt)

Equipment

**Hourly Rate
Amount**

*Sweeper	\$200.00
*Mini-Excavator	\$125.00
*170 Excavator	\$145.00
*721B Loader	\$135.00
*721G Loader	\$145.00
**220 Excavator	\$160.00
*Grader	\$155.00
*Tandem Dump Truck	\$120.00
½ Ton Truck	\$ 75.00
*Vacuum Truck	\$150.00
*Jet-Hydro-Vac Truck	\$250.00
*Tool-Cat	\$ 95.00
*Aerial Lift Truck	\$275.00
*Sanding Truck	\$175.00

***Personnel Hours are included for one (1) operator**

****The following attachments are extra**

Hydraulic Tamper	10%
Hydraulic Breaker	20%
Twister Bucket	5%
Snow Blower – Tool-Cat	20%
Snow Blower – Loader	50%

Materials

Cost Amount

Stop Sign (60 x 60)	\$50.00
Yield Sign	\$70.00
Break Away	\$250.00
Galvanized Steel Pole (10 ft)	\$50.00
Concrete (bag)	\$6.00
Fill Dirt/cubic yard	\$4.00
Cold Mix Asphalt / Cubic Yard	\$25.00
Bagged Pothole Mix / Bag	\$30.00

TOWN OF TABER
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Personnel

Fulltime, part time or casual
employees
Summer Staff

Overtime Rates

\$40.00 (per hour)
\$20.00 (per hour)
2 x hourly rate

TOWN OF TABER

BYLAW NO. 18-2019

Schedule "E"

Schedule of Fees for Utilities

(Fees are GST exempt, except where applicable)

Water Rates

Residential

Flat Fee	\$26.32/month
Meter Rate	\$1.09/m ³

Multi-unit Structure

Flat Fee	\$26.32/month for first unit
Flat Fee	\$13.16/month each additional unit
Meter Rate	\$1.09/m ³

Commercial, Industrial, Institutional

Flat Fee	\$27.92/month
Meter Rate	\$1.05/m ³

Multi-Unit Structure

Flat Fee	\$27.92/month for first unit
Flat Fee	\$13.97/month each additional unit
Meter Rate	\$1.05/m ³

Non-Resident

Flat Fee	\$26.32/month
Meter Rate	\$1.84/m ³

Village of Barnwell

Meter Rate	\$827.42 per 4,500/m ³
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Fire Protection Services

10" diameter
12" diameter

Flat Fee	\$30.96/month
Flat Fee	\$45.30/month

Bulk Water

	\$3.24/m ³
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Utility Deposit

	\$150.00
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Turn On Fee

Working Hours	\$75.00
After Working Hours	\$150.00

Transfer to Taxes Fee

	\$20.00
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Temporary Water Service

	\$125.00
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Construction Deposit

As per policy #68C08/21/00

Water Meters (GST included)

5/8" Meter	\$488.79
3/4" Meter	\$542.15
1" Meter	\$701.97
1 1/2" Meter	\$1,113.81
2" Meter (only)	\$1,317.59

Oversized Meters (Section 5.13b)

3/4" to 1" Upgrade	\$159.82
3/4" to 1 1/2" Upgrade	\$571.65
3/4" to 2" Upgrade	\$775.45

Seasonal Lawn Irrigation Meter

Residential

Meter Rate	\$1.09/m ³
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Commercial, Industrial, Institutional

Meter Rate	\$1.05/m ³
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Water Meter Testing Cost

Cost to be determined from the Town's third-party testing agency upon request. Meter testing rates are likely to vary over time and also be dependent on meter size & freight costs.

Collection of Rates

The rates shall be due and payable when rendered and a penalty of 2% will be charged on all current amounts greater than five dollars (\$5.00), which are not paid by the due date.

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BYLAW NO. 18-2019

Sanitary Sewer Rates

Residential

Flat Fee	\$28.18/month
*Meter Rate	\$0.93/m ³

Multi-unit Structure

Flat Fee	\$28.18/month for first unit
Flat Fee	\$14.09/month each additional unit
*Meter Rate	\$0.93/m ³

Commercial, Industrial, Institutional

Flat Fee	\$32.67/month
*Meter Rate	\$0.78/m ³

Multi-Unit Structure

Flat Fee	\$32.67/month for first unit
Flat Fee	\$16.34/month each additional unit
*Meter Rate	\$0.78/m ³

Property Specific Industrial Sewer Rates

Lots 2 and 3, Block 1
Plan 4343JK

Flat Fee	\$32.67/month
*Meter Rate	\$1.06/m ³

For the above specified properties, the Town shall charge the Property Specific rate rather than the standard Commercial, Industrial, Institutional rate once the C.A.O. becomes aware of a significant decrease in water flows to those properties resulting from planned water conservation initiatives by the property owner.

Non-Resident

Flat Fee	\$28.18/month
*Meter Rate	\$1.39/m ³

**Based on the metered water consumption*

TOWN OF TABER

BYLAW NO. 18-2019

Hauled Wastewater disposal fee	Wastewater haulers monthly billing based on 100% of the wastewater hauler's tank capacity	\$4.50/m ³
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For the above hauled wastewater program only residential wastewater will be accepted no industrial/commercial wastewater. Companies that have special trucks can empty the wastewater from onsite drop-off site located on 80 Avenue south of the BNR Wastewater Treatment Facility. Companies that drop off wastewater must have a Town Business license. The company must provide the date, time and volume of wastewater dropped off within 48 hours of disposal.

Residential Summer Sewer Charges

For the months of May to September, annually, summer sewer charges will be calculated using the customer's utility account average of sewer charges, comprised of the flat fee and meter rate for the months of October through December of the previous year and January through April of the current year.

The Customer account must be continuously active for all seven (7) months, October through April to qualify. If there is insufficient account history, the summer sewer charges will be based on the flat fee and actual metered water consumption for each month.

The summer sewer rate is applied to the following residential code: *SR1 – Residential as defined in the Town of Taber Utility Bylaw.

Collection of Rates

The rates shall be due and payable when rendered and a penalty of 2% will be charged on all current amounts greater than five dollars (\$5.00), which are not paid by the due date.

TOWN OF TABER
BYLAW NO. 18-2019

Garbage

Residential

Garbage

Flat Fee

\$21.24/month

- Includes use of one bin, payable by each utility customer, even if bin use is shared by other utility customers.

Commercial, Industrial, Institutional

Flat Fee

\$20.62 per
bin/month

Pick-up Fee

\$54.38 per
bin/month
(all bins will be picked up twice weekly,
if requested and volume of garbage
warrants twice weekly pick-up)

- Includes use of one bin, payable by each utility customer, even if bin use is shared by other utility customers.
- Additional bin(s) fee will be applied in addition to and at same rate as first bin.

Recycling

Residential

Flat Fee

\$3.89/month

Commercial

Flat Rate

\$31.50/month

Collection of Rates

The rates shall be due and payable when rendered and a penalty of 2% will be charged on all current amounts greater than five dollars (\$5.00), which are not paid by the due date.

TOWN OF TABER

BYLAW NO. 18-2019

Storm Sewer Rates

Residential

*Flat Fee	\$10.14/month
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Commercial,
Industrial, Institutional

*Flat Fee	\$11.71/month
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Collection of Rates

The rates shall be due and payable when rendered and a penalty of 2% will be charged on all current amounts greater than five dollars (\$5.00), which are not paid by the due date.

*Seasonal lawn irrigation meters, and sewer exemption meters are exempt from storm sewer rates.

TOWN OF TABER

BYLAW NO. 18-2019

Schedule 'F'

Wastewater Over strength Surcharges
(Fees GST exempt)

In addition to those sewerage service charges assessed pursuant to **Schedule 'E'**, all consumers shall be liable to pay to the Town a surcharge when in excess of the following surcharge limits:

- a) The surge limits shall be:
- (1) One thousand (1000) milligrams per litre of non-filterable residue.
 - (2) One thousand (1000) milligrams per litre of biochemical oxygen demand (BOD).
 - (3) Three hundred (300) milligrams per litre of grease.
 - (4) Two thousand (2000) milligrams per litre of chemical oxygen demand (COD).
 - (5) Fifty (50) milligrams per litre of hydrocarbon of petroleum origin.
 - (6) One hundred (100) milligrams per litre of total Kjeldahl nitrogen (TKN)
 - (7) Twenty-five (25) milligrams per litre of total phosphorus.
- b) In determining sewage characteristics for surcharge purposes, samples shall be of at least one hour's accumulation when received in the automatic samplers, or of a composite of four separate grab samples collected within a one hour period where functional automatic samplers exist.
- c) Where a sewage sample characteristic of either BOD, suspended solids or grease is in excess of the surcharge limits as set forth in 503 (m), and the samples were collected according to Schedule 'E', Section 4 (Sanitary Sewer Rates) item b, the consumer discharging such sewage shall pay to the Town an accumulated surcharge at the end of each month.
- d) Only one surcharge limit violation shall be charged within any one twenty-four (24) hour period between the hours of 10:00 am to 10:00 am.
- e) Only one of the sewage sample characteristics of BOD, suspended solids or grease needs to be in excess of the surcharge limits to cause the levying of the surcharge. The surcharge will be same if one, two, or three of BOD, suspended solids and grease is in excess of the surcharge limit.
- f) All new industrial consumers and any new commercial consumers so designated by the CAO, locating in the Town will conform to the surcharge limits as outlined in this Schedule and shall be subject to the surcharge as described in this Schedule.
- (1) For every kilogram of BOD beyond the limit outlined in this Schedule, a charge of 20 cents per kg.
 - (2) For every kilogram of COD beyond the limits outlined in this Schedule, 20 cents per kg.
 - (3) For every kilogram of non-filterable residue beyond the limits outlined in this Schedule, a charge of 10 cents per kg.
 - (4) For every kilogram of oil and grease beyond the limits outlined in this Schedule, a charge of 10 cents per kg.
 - (5) For every kilogram of hydrocarbon beyond the limits outlined in this Schedule, a charge of 10 cents per kg.

TOWN OF TABER

BYLAW NO. 18-2019

- (6) For every kilogram of TKN beyond the limits outlined in this Schedule, a charge of 10 cents per kg.
- (7) For every kilogram of Phosphorus beyond the limits outlined in this Schedule, a charge of 10 cents per kg.

The foregoing weight in kilograms is calculated on the following basis for each component:

$$\frac{(C_m - C_a) \times \text{Vol.}}{10^3}$$

Where: C_m = concentration of the component tested in mg/L

TOWN OF TABER
 BYLAW NO. 18-2019
 Schedule "G"

Schedule of Fees for Cemetery Services
 (Plus GST, except where exempt)

Cemetery

Grave Site Including Perpetual Care	\$ 850.00
Perpetual Care - On Previously Sold Graves	\$ 450.00
Perpetual Care - Columbarium	\$ 300.00
Open/Close - Traditional Burial	\$ 635.00
Open/Close - Burial of Cremated Remains	\$ 230.00
Open/Close - Non-Regular Day Traditional Burial (*Personnel hours are included for one (1) Operator and for two (2) hours of overtime rates)	\$ 970.00
Open/Close - Non-Regular Day Burial Cremated Remains (Personnel hours are included for two (2) operators and for one(1) hour of overtime rates)	\$ 720.00
Open/Close Disinterment - Traditional Burial	\$ 1,190.00
Open/Close Disinterment - Cremated Remains	\$ 325.00
Exchange/Transfer of Rights to Interment Space	\$ 100.00
Late Burial Notice	\$ 200.00

TOWN OF TABER
BYLAW NO. 18-2019

GST Exempt Fees

Monument Permits

\$	75.00
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Funeral Benefits

AISH Allowable Expenses – Grave Site @ 50%
AISH Allowable Expenses – Open & Close Regular Day
Alberta Human Services Allowable Expenses – Full Price for Single Cemetery Plot for Burial of Cremated Remains

\$	425.00
\$	635.00
\$	850.00

Resale of Internment Space

A full refund of purchase price shall be given up to and including 30 days after purchase.

After 31 days, either 85% of original purchase price, or

35% of current selling price, whichever is the greater amount, may be refunded

\$	Full Refund
\$	85% of Original Purchase Price
\$	35% of Current Selling Price

Personnel

Full Time, Part Time or Casual Employees

\$35.00 (Per Hour)

Summer Staff
Overtime Rates

\$19.00 (Per Hour)
2X Hourly Rate

TOWN OF TABER

BYLAW NO. 18-2019

Schedule 'H'

Schedule of Fees for Police Services
 (Fees include GST, except where exempt)

Police Services

Collision Report	\$ 50.00
Fingerprinting	\$ 65.00
Fingerprinting if required for PIC	\$ 30.00
Police Information Check	\$ 65.00
Traffic Escorts (hourly car & officer) (First hour or any portion)	\$ 100.00
Video reproduction	\$ 100.00
MVC reconstruction report	\$ 1,500.00
False Alarm Response	\$ 75.00
Standby of Member – Event Security (per hour officer & car) Applies to security for profit events, concerts, sports, etc.	\$ 120.00
Mental Health – Patient Transport (first 3 hours – standby rate thereafter) Commences at time of detention under Section 10 of the <i>Mental Health Act</i>	\$ 250.00

TOWN OF TABER

BYLAW NO. 18-2019

Schedule "I"

Schedule of Fees for Transfer Station

(Fees include GST, where applicable)

<u>Waste</u>	Rate/tonne (unless otherwise specified)
Mixed Solid Waste (1)	\$ 135.00
Untreated/ Unpainted Wood (2)	\$ 50.00
Compostable Materials (3)	\$ 0.00
Asphalt and Concrete (4)	\$ 50.00
Scrap Metal and White Goods (5)	\$ 0.00
Minimum Charge	\$ 0.00
Construction and Demolition Debris(6) **	\$ 135.00
After Hours Rate to Unlock Landfill Gate	\$ 200.00

- (1) Residential, commercial, institutional mixed waste (Including Asphalt/Wooden Shingles)
- (2) Wood, tree stumps & branches over 4" diameter
- (3) Grass cuttings, Leaves & tree branches up to 4" diameter
- (4) Asphalt and concrete free of dirt or debris
- (5) Scrap metal, large appliances (ex. Washer, dryer, stove)
- (6) Insulation, drywall, renovation materials (i.e. tiles, electrical materials, doors, windows, partitions, ceiling tiles, carpeting, plumbing fixtures), non-recyclable concrete, soil mixed with waste

** A Demolition Permit is required (An Environmental report is necessary to obtain this permit) which can be obtained from the Planning Department at the Administration Office.

** An "In-Fill" Demolition Permit is required (An Environmental report is necessary to obtain this permit) which can be obtained from the Planning Department at the Administration Office. All concrete, asphalt and soil must be transferred separately. If mixed, there will be a charge for the load.

** Any materials disposed of through the Transfer Station categories will also be subject to the appropriate rate(s).

All waste materials hauled to the Transfer Station must be sorted by the customer prior to arriving at the Scale, and unloaded to the appropriate waste disposal area (i.e. dry waste cell, burn pit, metals, compostable, tipping building, asphalt, concrete, etc.) as directed by the Transfer Station operators.

TOWN OF TABER

BYLAW NO. 18-2019

Schedule 'J'

Schedule of Fees for Fire Services
(Fees include GST, except where exempt)

Fire Services
Offence

Open fire without fire permit	\$ 150.00
Discharge Fireworks without permit	\$ 150.00
Sell Fireworks without permit	\$ 500.00
Possess Fireworks without permit	\$ 100.00
Burn prohibited items	\$ 100.00
Provide false / incomplete / misleading information	\$ 100.00
Interfere with persons authorized by the law	\$ 500.00
Interfere with equipment apparatus	\$ 500.00
Damage or destroy fire services property	\$ 500.00
Falsely represent as Fire Service member	\$ 100.00
Enter boundaries established by Fire Services	\$ 100.00
Drive vehicle over fire equipment	\$ 200.00
Unauthorized use of a fire hydrant	\$ 100.00
Obstruction of Fire Safety Codes Officer by preventing access	\$ 250.00

Fire Services
Item

Open Fire Permit - Commercial	No Charge
Open Fire Permit – Town of Taber Sponsored	No Charge
Fireworks Permit – Town of Taber Sponsored	No Charge
Fireworks Permit – Non Town of Taber Sponsored	\$ 25.00
Motor Vehicle Collisions / Fires – Engine or Rescue Units	<i>Current Ministry of Transportation Response Rate</i>
Motor Vehicle Collisions / Fires – Command Units	<i>Current Ministry of Transportation Response Rate</i>

TOWN OF TABER

BYLAW NO. 18-2019

**Response to False Alarm-System
installed and maintained in
Accordance with the Alberta Fire
Code:**

Fire Services
False Alarms

First
Second within six months

Third and additional within six months

No Charge
No Charge
\$100.00 each response

TOWN OF TABER

BYLAW NO. 7-2019

BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, TO ESTABLISH SERVICE FEES IN THE TOWN OF TABER.

WHEREAS the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) provides for Council to pass and enforce bylaws for municipal purposes respecting the safety, health and welfare of the people and the protection of people and property;

AND WHEREAS the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) provides for Council to pass and enforce bylaws for the municipal purposes respecting services provided by or on behalf of the municipality;

AND WHEREAS the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) provides that a Council, by bylaw, may establish fees;

AND WHEREAS Council wants to adopt a Schedule of Fees;

AND WHEREAS Council deems it expedient from time to time to revise the Schedule of Fees for municipal services;

NOW THEREFORE the Council of the Town of Taber enacts as follows:

1.0 NAME OF BYLAW

This Bylaw may be cited as the "Fee Bylaw".

2.0 INTENTION OF TOWN COUNCIL

It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is further the intention of the Town Council that if any provision of the Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

3.0 RESCINDED OR AMENDED BYLAWS

Bylaw No. 5-2019 is hereby repealed.

4.0 This Bylaw shall take effect on the day of the final passing and the signatures of the chief elected official and duly authorized designated officer thereof.

TOWN OF TABER

BYLAW NO. 7-2019

5.0 EFFECTIVE DATE

RES. 183/2019 Read a first time this 23rd day of April , 2019.

RES. 184/2019 Read a second time this 23rd day of April , 2019.

RES. 186/2019 Read a third time and finally passed this 23rd day of April , 2019.

TOWN OF TABER



MAYOR



CHIEF ADMINISTRATIVE OFFICER (C.A.O.)

SECRET

CONFIDENTIAL

STANDARD FORM NO. 64

CLASSIFICATION AUTHORITY: 1.3(a)

GROUP 1

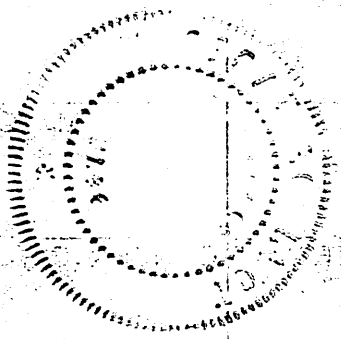
EXEMPTION CODE: 25X(1)

DATE OF DECLASSIFICATION: 01-01-2010

DECLASSIFY ON: 1.3(a)

DATE OF DECLASSIFICATION: 01-01-2010

FORM NO. 1



Handwritten signature and scribbles.

TOWN OF TABER

BYLAW NO. 7-2019

Schedule 'A'

Schedule of Fees for Recreation Services

(Fees include GST, except where exempt)

Aquafun

Adult rush	\$ 7.00
Student rush	\$ 6.00
Child rush	\$ 5.00
Senior rush	\$ 6.00
Family rush	\$ 15.75
Swim Club/hr	\$ 61.00
Full Day rental rate	\$ 1096.75
Private rental reg.	\$ 233.50
Private rental youth	\$ 117.25
Schools/hr	\$ 58.25
Viewing Area/hr	\$ 10.00
Viewing Area/hr (after hours)	\$ 50.00
Adult 5 use pass	\$ 30.25
Adult 10 use pass	\$ 57.00
Adult 3 month pass	\$ 106.00
Adult 6 month pass	\$ 191.25
Adult 1 yr pass	\$ 341.75
Student 5 use pass	\$ 25.75
Student 10 use pass	\$ 48.00
Student 3 month pass	\$ 89.75
Student 6 month pass	\$ 161.75
Student 1 yr pass	\$ 289.25
Child 5 use pass	\$ 21.25
Child 10 use pass	\$ 39.50
Child 3 month pass	\$ 73.50
Child 6 month pass	\$ 132.25
Child 1 yr pass	\$ 236.50
Senior 5 use pass	\$ 25.75
Senior 10 use pass	\$ 48.00
Senior 3 month pass	\$ 89.75
Senior 6 month pass	\$ 161.75
Senior 1 yr pass	\$ 289.25
Family 5 use pass	\$ 71.25
Family 10 use pass	\$ 133.50
Family 3 month pass	\$ 247.75
Family 6 month pass	\$ 448.25
Family 1 yr pass	\$ 801.50

TOWN OF TABER

BYLAW NO. 7-2019

Private lessons 1/2 hr	\$ 24.00
Preschool, SK 1-4	\$ 46.00

SK 5-9	\$ 56.00
SK 10	\$ 66.00
Adult Lessons	\$ 56.00
Hot Yoga (non-pass holder/session)	\$ 100.00
Hot Yoga (valid pass holder/session)	\$ 20.00
Rookie/Ranger/Star Patrol	\$ 85.00
Jr Lifeguard Club	\$ 101.50
Bronze Medallion	\$ 149.50
Bronze Cross	\$ 161.50
National Lifeguard	\$ 357.25
Bronze Cross Recertification	\$ 28.75
National Lifeguard Recertification	\$ 65.75
WSI Skills Evaluation	\$ 40.00
WSI Online Material	\$ 165.00
WSI Classroom Session	\$ 195.00
WSI Recertification	\$ 73.00
Standard First Aid	\$ 155.00
Extra Life Guard Fee	\$ 24.00
Pool Party Pkg – Option A	\$ 119.25
Pool Party Pkg – Option B	\$ 129.25
Pool Party Pkg – Option C	\$ 204.75

Meeting Rooms

Non Profit rental/hr	\$ 21.00
Regular	\$ 36.00
Overtime hourly rate	\$ 49.00

Auditorium

Regular hourly rate	\$ 36.00
Day rate	\$ 531.00
Overtime hourly rate	\$ 49.00
Stage Only	\$ 21.00
Kitchen Only	\$ 36.00
Auditorium Party Pkg	\$ 118.00
Community Drop-in	\$ 4.00
Parent & Tot Drop-in	\$ 4.00
Pickelball Drop-in	\$ 4.00

Portable Sound System/day	\$ 68.75
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TOWN OF TABER
BYLAW NO. 7-2019

Parking Lots

Community Centre Incl electricity/day	\$ 451.00
Admin. Building Incl electricity/day	\$ 142.25

Large Ice

Youth prime time/hr	\$ 79.50
Youth non-prime time/hr	\$ 63.50
Adult prime time/hr	\$ 158.75
Adult non-prime time/hr	\$ 126.75
Local Schools/hr	\$ 31.50
Seasonal Shinny Fee	\$ 78.25
Summer Ice Out/hr	\$ 47.75
Summer Ice Out/day	\$ 476.50
Noon Shinny	\$ 4.00

Small Ice

Youth/hr	\$ 42.00
Adult/hr	\$ 52.50
Local Schools/hr	\$ 21.00
Summer Ice Out/hr	\$ 34.00
Summer Ice Out/day	\$ 338.25
Public Skate	\$ 2.00
Skating Party Pkg	\$ 123.00

Ball Diamonds

Youth fee/day	\$ 91.25
Youth fee/league team	\$ 346.50
Rep team fee/league	\$ 346.50
Adult fee/day	\$ 181.75
Adult fee/league team	\$ 692.50
Non Resident fee/day	\$ 227.50
Non Resident fee/league team	\$ 865.75
Electricity fee/tournament	\$ 81.50

Soccer Pitches

Youth fee/team league	\$ 307.00
Adult fee/team league	\$ 491.25
Non-resident/team league	\$ 614.00
Youth/day	\$ 102.25
Adult/day	\$ 204.25
Non-resident/day	\$ 255.25

TOWN OF TABER
BYLAW NO. 7-2019

Football

Youth fee/team league	\$ 575.00
Adult fee/team league	\$ 920.00
Non-resident/team league	\$ 1149.75
Youth/day	\$ 190.75
Adult/day	\$ 380.75
Non-resident/day	\$ 476.00

Parks

Gazebo incl electricity/day	\$ 24.00
Bleachers	\$ 59.00
Confederation Park Stage per hour (min. 2 hours)	\$ 20.50
Confederation Park Stage incl electricity/day	\$ 76.25

Tennis Courts

Tennis key	\$ Free
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Programs

Summer Week Programs	\$ 115.00
Summer Games	\$ 15.25
Cornfest Fun Run	\$ 27.00 - 42.50
Halloween Party - poster	\$ 25.50
Day Camps	\$ 35.00
Programs	Inst. fees + facility cost + equipment + 20%

RV Park

	\$ 25.50/night
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TOWN OF TABER

BYLAW NO. 7-2019

Schedule "B"

Schedule of Fees for Planning and Development Services
(Fees include GST, where applicable)

Development Permits

Residential Dwellings

**Discretionary Use/
Waivers**

**(Development Permit Plus
Discretionary Use
Fee)**

Permitted Use

1 unit
More than 1 Unit

\$100	\$100 Plus \$200
\$50/unit	\$50/unit Plus \$200

Residential Other

Garages, Additions
Residential decks, basement development, driveways, fences (over height), pool, shed

\$100	\$100 Plus \$200
\$50	\$50 Plus \$200

Home Occupations

Minor Home Occupations
Major Home Occupations

\$50	
\$150	

Signs

Portable
Portable (Community Events)
LED Signs
Portable (6 month renewal)
Freestanding, Fascia, Awning, and Canopy Signs

\$50	\$50 Plus \$200
\$0	
\$250	\$250 Plus \$200
\$20	
\$100	\$100 Plus \$200

Commercial,
Industrial, Institutional

Change of Occupancy
Development (500m² or less)
Development (501m² to 1,999m²)
Development (2,000m² to 4,999m²)
Development more than 5,000m²
Additions

\$100	\$100 Plus \$200
\$200	\$200 Plus \$200
\$350	\$350 Plus \$200
\$600	\$600 Plus \$150
\$1,000	\$1,000 Plus \$200
\$150	\$150 Plus \$200

TOWN OF TABER

BYLAW NO. 7-2019

<u>Demolitions</u>	In-fill Demolition Permits	\$150	
	Demolition Permits	\$150	
<u>Foundation Elevation Inspection Fee</u>		\$200	
<u>Penalties</u>	Post Construction Waiver	N/A	\$600 Plus additional base fees
	Post Construction Development Permit	2 X Development Permit Fee Plus \$150	2 X Development Permit Fee Plus \$150
<u>Building Permits</u>	All	\$7 per \$1000 of calculated construction value	\$7 per \$1000 of calculated construction value
	Minimum Charge	\$125 Plus \$5.00 Safety Code Fee	

* Exceptions to permit value calculations such as moved-on homes and accessory buildings are calculated at \$0.25 per ft². Relocation of a Building on a crawlspace or basement are calculated at \$0.30 per ft².

**The Town of Taber reserves the right to adjust the construction values provided by the applicant in order to reflect current market values.

Penalties

***Building Permit – construction prior to permit issuance	2 X Building permit fee	2 X Building permit fee
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*** Fees are doubled for any construction that proceeds prior to receipt of a building permit. Exceptions may be granted only for foundations and footings if a development permit is issued for the project and the building inspector is advised by the applicant of their intent to proceed.

Refundable Fees / Deposits

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TOWN OF TABER

BYLAW NO. 7-2019

<u>Complete Conditions of a Development Permit</u>	\$ 2,500
<u>Servicing</u>	\$10,000
<u>In-Fill Demolition</u>	\$ 2,500
<u>Demolition</u>	\$ 2,500
<u>Driveways, Sidewalks, Landscaping and Other improvements determined by the Development Authority</u>	\$ 2,500

The refund of the full or portion of the fee is dependent on fulfillment of conditions within the respective agreement.

TOWN OF TABER
BYLAW NO. 7-2019

Planning Services

Encroachment
Agreement Fees

Minor encroachments less than
0.3m on public lands
Major encroachment more than
0.3m on public lands

Amount
\$150
\$300

Other

RPR Compliance Certificates
Updated Compliance Certificate
(within 6 months)
Zoning Letters (faxed confirmation
only)
Caveat Removal
Special MPC Meeting fee (not a
regularly scheduled date)
Subdivision and Development
Appeal Hearings

Servicing Agreements

\$150
\$75
\$20
\$75
\$500
\$350 (\$150 is refunded if appeal is upheld)
\$150

Map Sales

Civic
Zoning

\$20
\$20

Planning Application
Fees

LUB Amendments
Area Structure Plan and
Redevelopment Plan
Amendments
Municipal Development Plan
Amendments

\$1000
\$2500
\$2500

Record Search Fees

Environmental Audits, etc.

Zoning Enquiries requiring written
replies

\$75 first hour plus \$50 per additional hour
\$75 first hour plus \$50 per additional hour

Road and Lane
Closure Fee

Road and Lane Closure

\$1,000

TOWN OF TABER
BYLAW NO. 7-2019

Servicing (Utility Bylaw)

All sizes (temporary water service)
Development Levies

\$125
(variable consult with planning department)

Subdivision/
Condominium
Application Fees

Base Fees (refers to # of additional lots; MR and PUL blocks are not counted as lots)
One lot

\$600 Plus \$250 per additional lot

Condominium Conversion Fees
Developments Agreements (2 or more lots)

\$40/unit

Endorsements fees
Subdivision Extension Fee

\$1000

\$250 per lot/unit

1 st Extension \$300
2 nd Extension \$400
3 rd Extension \$500

Subdivision and Development
Appeal Hearing Fees

\$350 (\$150 is refunded if appeal is upheld)

Initial CCC/FAC Inspection *

\$2000 Plus \$300/hectare

CCC Inspection (where more than one is required)

\$250/inspection (first one free)

FAC Inspection (where more than one is required)

\$250/inspection (first one free)

*The approval and inspection fees will be calculated based on a flat rate of \$2,000 plus \$300 per hectare. This shall include the initial CCC and FAC Inspection.

TOWN OF TABER

BYLAW NO. 7-2019

Schedule "C"

Schedule of Fees for Corporate Services
(Fees include GST, where applicable)

Miscellaneous
Charges

Amount

Photocopies/Documents Preparation	\$0.25 per page
Tax Certificates	\$25.00
Tax Search, including Legal Land Description	\$10.00
Tax Search, if requested by owner of the property	N/C
FOIP Request Processing	per FOIP Regulation
NSF Fee/ Returned Cheque Fee	\$30.00

TOWN OF TABER

BYLAW NO. 7-2019

Schedule "D"

Schedule of Fees for Engineering and Public Works Services
(Plus GST except where exempt)

Equipment

**Hourly Rate
Amount**

*Sweeper	\$200.00
*Mini-Excavator	\$125.00
*170 Excavator	\$145.00
*721B Loader	\$135.00
*721G Loader	\$145.00
**220 Excavator	\$160.00
*Grader	\$155.00
*Tandem Dump Truck	\$120.00
1/2 Ton Truck	\$ 75.00
*Vacuum Truck	\$150.00
*Jet-Hydro-Vac Truck	\$250.00
*Tool-Cat	\$ 95.00
*Aerial Lift Truck	\$275.00
*Sanding Truck	\$175.00

***Personnel Hours are included for one (1) operator**

****The following attachments are extra**

Hydraulic Tamper	10%
Hydraulic Breaker	20%
Twister Bucket	5%
Snow Blower – Tool-Cat	20%
Snow Blower – Loader	50%

Materials

Cost Amount

Stop Sign (60 x 60)	\$50.00
Yield Sign	\$70.00
Break Away	\$250.00
Galvanized Steel Pole (10 ft)	\$50.00
Concrete (bag)	\$6.00
Fill Dirt/cubic yard	\$4.00
Cold Mix Asphalt / Cubic Yard	\$25.00
Bagged Pothole Mix / Bag	\$30.00

Personnel

Fulltime, part time or casual employees	\$40.00 (per hour)
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TOWN OF TABER

BYLAW NO. 7-2019

Summer Staff

\$20.00 (per hour)

Overtime Rates

2 x hourly rate

TOWN OF TABER

BYLAW NO. 7-2019

Schedule "E"

Schedule of Fees for Utilities
(Fees are GST exempt, except where applicable)

Water Rates

Residential

Flat Fee	\$25.55/month
Meter Rate	\$1.06/m ³

Multi-unit Structure

Flat Fee	\$25.55/month for first unit
Flat Fee	\$12.78/month each additional unit
Meter Rate	\$1.06/m ³

Commercial, Industrial, Institutional

Flat Fee	\$27.11/month
Meter Rate	\$1.02/m ³

Multi-Unit Structure

Flat Fee	\$27.11/month for first unit
Flat Fee	\$13.56/month each additional unit
Meter Rate	\$1.02/m ³

Non-Resident

Flat Fee	\$25.55/month
Meter Rate	\$1.79/m ³

Village of Barnwell

Meter Rate	\$827.42 per 4,500/m ³
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Fire Protection Services

10" diameter
12" diameter

Flat Fee	\$30.06/month
Flat Fee	\$43.98/month

Bulk Water

	\$3.15/m ³
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Utility Deposit

	\$150.00
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Turn On Fee

Working Hours	\$75.00
After Working Hours	\$150.00

Transfer to Taxes Fee

	\$20.00
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Temporary Water Service

	\$125.00
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TOWN OF TABER

BYLAW NO. 7-2019

Construction Deposit

As per policy #68C08/21/00

Water Meters (GST included)

5/8" Meter	\$465.51
3/4" Meter	\$516.33
1" Meter	\$668.54
1 1/2" Meter	\$1,060.77
2" Meter (only)	\$1,254.85

Oversized Meters (Section 5.13b)

3/4" to 1" Upgrade	\$152.21
3/4" to 1 1/2" Upgrade	\$544.43
3/4" to 2" Upgrade	\$738.52

Seasonal Lawn Irrigation Meter

Residential

Meter Rate	\$1.06/m ³
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Commercial, Industrial, Institutional

Meter Rate	\$1.02/m ³
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Water Meter Testing Cost

Cost to be determined from the Town's third-party testing agency upon request. Meter testing rates are likely to vary over time and also be dependent on meter size & freight costs.

Collection of Rates

The rates shall be due and payable when rendered and a penalty of 2% will be charged on all current amounts greater than five dollars (\$5.00), which are not paid by the due date.

TOWN OF TABER
BYLAW NO. 7-2019

Sanitary Sewer Rates

Residential

Flat Fee	\$27.36/month
*Meter Rate	\$0.90/m ³

Multi-unit Structure

Flat Fee	\$27.36/month for first unit
Flat Fee	\$13.68/month each additional unit
*Meter Rate	\$0.90/m ³

Commercial, Industrial, Institutional

Flat Fee	\$31.72/month
*Meter Rate	\$0.76/m ³

Multi-Unit Structure

Flat Fee	\$31.72/month for first unit
Flat Fee	\$15.86/month each additional unit
*Meter Rate	\$0.76/m ³

Property Specific Industrial Sewer Rates

Lots 2 and 3, Block 1
Plan 4343JK

Flat Fee	\$31.72/month
*Meter Rate	\$1.03/m ³

For the above specified properties, the Town shall charge the Property Specific rate rather than the standard Commercial, Industrial, Institutional rate once the C.A.O. becomes aware of a significant decrease in water flows to those properties resulting from planned water conservation initiatives by the property owner.

Non-Resident

Flat Fee	\$27.36/month
*Meter Rate	\$1.35/m ³

**Based on the metered water consumption*

TOWN OF TABER

BYLAW NO. 7-2019

Residential Summer Sewer Charges

For the months of May to September, annually, summer sewer charges will be calculated using the customer's utility account average of sewer charges, comprised of the flat fee and meter rate for the months of October through December of the previous year and January through April of the current year.

The Customer account must be continuously active for all seven (7) months, October through April to qualify. If there is insufficient account history, the summer sewer charges will be based on the flat fee and actual metered water consumption for each month.

The summer sewer rate is applied to the following residential code: *SR1 – Residential as defined in the Town of Taber Utility Bylaw.

Collection of Rates

The rates shall be due and payable when rendered and a penalty of 2% will be charged on all current amounts greater than five dollars (\$5.00), which are not paid by the due date.

TOWN OF TABER
BYLAW NO. 7-2019

Garbage

Residential

Garbage

Flat Fee

\$20.62/month

- Includes use of one bin, payable by each utility customer, even if bin use is shared by other utility customers.

Commercial, Industrial, Institutional

Flat Fee

\$20.62 per
bin/month

Pick-up Fee

\$46.60 per
bin/month
(all bins will be picked up twice weekly)

- Includes use of one bin, payable by each utility customer, even if bin use is shared by other utility customers.
- Additional bin(s) fee will be applied in addition to and at same rate as first bin.

Recycling

Residential

Flat Fee

\$3.78/month

Commercial

Flat Rate

\$23.13/month

Collection of Rates

The rates shall be due and payable when rendered and a penalty of 2% will be charged on all current amounts greater than five dollars (\$5.00), which are not paid by the due date.

TOWN OF TABER

BYLAW NO. 7-2019

Storm Sewer Rates

Residential

*Flat Fee	\$9.84/month
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Commercial,
Industrial, Institutional

*Flat Fee	\$11.37/month
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Collection of Rates

The rates shall be due and payable when rendered and a penalty of 2% will be charged on all current amounts greater than five dollars (\$5.00), which are not paid by the due date.

*Seasonal lawn irrigation meters, and sewer exemption meters are exempt from storm sewer rates.

TOWN OF TABER

BYLAW NO. 7-2019

Schedule 'F'

Wastewater Overstrength Surcharges
(Fees GST exempt)

In addition to those sewerage service charges assessed pursuant to **Schedule 'E'**, all consumers shall be liable to pay to the Town a surcharge when in excess of the following surcharge limits:

- a) The surge limits shall be:
 - (1) One thousand (1000) milligrams per litre of non-filterable residue.
 - (2) One thousand (1000) milligrams per litre of biochemical oxygen demand (BOD).
 - (3) Three hundred (300) milligrams per litre of grease.
 - (4) Two thousand (2000) milligrams per litre of chemical oxygen demand (BOD).
 - (5) Fifty (50) milligrams per litre of hydrocarbon of petroleum origin.
 - (6) One hundred (100) milligrams per litre of total Kjeldah nitrogen (TKN)
 - (7) Twenty-five (25) milligrams per litre of total phosphorus.
- b) In determining sewage characteristics for surcharge purposes, samples shall be of at least one hour's accumulation when received in the automatic samplers, or of a composite of four separate grab samples collected within a one hour period where functional automatic samplers exist.
- c) Where a sewage sample characteristic of either BOD, suspended solids or grease is in excess of the surcharge limits as set forth in 503 (m), and the samples were collected according to Schedule 'E', Section 4 (Sanitary Sewer Rates) item b, the consumer discharging such sewage shall pay to the Town an accumulated surcharge at the end of each month.
- d) Only one surcharge limit violation shall be charged within any one twenty-four (24) hour period between the hours of 10:00 am to 10:00 am.
- e) Only one of the sewage sample characteristics of BOD, suspended solids or grease needs to be in excess of the surcharge limits to cause the levying of the surcharge. The surcharge will be same if one, two, or three of BOD, suspended solids and grease is in excess of the surcharge limit.
- f) All new industrial consumers and any new commercial consumers so designated by the CAO, locating in the Town will conform to the surcharge limits as outlined in this Schedule and shall be subject to the surcharge as described in this Schedule.
 - (1) For every kilogram of BOD beyond the limit outlined in this Schedule, a charge of 20 cents per kg.
 - (2) For every kilogram of COD beyond the limits outlined in this Schedule, 20 cents per kg.
 - (3) For every kilogram of non-filterable residue beyond the limits outlined in this Schedule, a charge of 10 cents per kg.
 - (4) For every kilogram of oil and grease beyond the limits outlined in this Schedule, a charge of 10 cents per kg.
 - (5) For every kilogram of hydrocarbon beyond the limits outlined in this Schedule, a charge of 10 cents per kg.

TOWN OF TABER

BYLAW NO. 7-2019

- (6) For every kilogram of TKN beyond the limits outlined in this Schedule, a charge of 10 cents per kg.
- (7) For every kilogram of Phosphorus beyond the limits outlined in this Schedule, a charge of 10 cents per kg.

The foregoing weight in kilograms is calculated on the following basis for each component:

$$\frac{(C_m - C_a) \times \text{Vol.}}{10^3}$$

Where: C_m = concentration of the component tested in mg/L

TOWN OF TABER

BYLAW NO. 7-2019

Schedule "G"

Schedule of Fees for Cemetery Services

(Plus GST, except where exempt)

Cemetery

Grave Site Including Perpetual Care	\$ 850.00
Perpetual Care - On Previously Sold Graves	\$ 450.00
Perpetual Care - Columbarium	\$ 300.00
Open/Close - Traditional Burial	\$ 635.00
Open/Close - Burial of Cremated Remains	\$ 230.00
Open/Close - Non-Regular Day Traditional Burial (*Personnel hours are included for one (1) Operator and for two (2) hours of overtime rates)	\$ 970.00
Open/Close - Non-Regular Day Burial Cremated Remains (Personnel hours are included for two (2) operators and for one(1) hour of overtime rates)	\$ 720.00
Open/Close Disinterment - Traditional Burial	\$ 1,190.00
Open/Close Disinterment - Cremated Remains	\$ 325.00
Exchange/Transfer of Rights to Interment Space	\$ 100.00
Late Burial Notice	\$ 200.00

TOWN OF TABER
BYLAW NO. 7-2019

GST Exempt Fees

<u>Funeral Benefits</u>	Monument Permits	\$ 75.00
	AISH Allowable Expenses – Grave Site @ 50%	\$ 425.00
	AISH Allowable Expenses – Open & Close Regular Day	\$ 635.00
	Alberta Human Services Allowable Expenses – Full Price for Single Cemetery Plot for Burial of Cremated Remains	\$ 850.00

Resale of Internment Space

A full refund of purchase price shall be given up to and including 30 days after purchase.	\$ Full Refund
After 31 days, either 85% of original purchase price, or	\$ 85% of Original Purchase Price
35% of current selling price, whichever is the greater amount, may be refunded	\$ 35% of Current Selling Price

Personnel

Full Time, Part Time or Casual Employees	\$35.00 (Per Hour)
Summer Staff	\$19.00 (Per Hour)
Overtime Rates	2X Hourly Rate

TOWN OF TABER

BYLAW NO. 7-2019

Schedule 'H'

Schedule of Fees for Police Services
(Fees include GST, except where exempt)

Police Services

Accident Form	\$ 25.00
Fingerprinting	\$ 50.00
Security Clearance	\$ 50.00
Traffic Escorts (hourly car & officer) (First hour or any portion)	\$ 60.00
Photographs (Admin fee) Each Photo	\$ 20.00
Video reproduction	\$ 3.00
MVA reconstruction report	\$ 100.00
False Alarm Response	\$ 1,500.00
Standby – Event Security (per hour officer & car) Applies to security for profit events, concerts, sports, etc.	\$ 50.00
Mental Health – Patient Escort (first 3 hours – standby rate thereafter) Commences at time of detention under Section 10 of the <i>Mental Health Act</i>	\$ 100.00
	\$ 250.00

TOWN OF TABER

BYLAW NO. 7-2019

Schedule "1"

Schedule of Fees for Transfer Station
(Fees include GST, where applicable)

<u>Waste</u>	Rate/tonne (unless otherwise specified)
Mixed Solid Waste (1)	\$ 135.00
Untreated/ Unpainted Wood (2)	\$ 50.00
Compostable Materials (3)	\$ 0.00
Asphalt and Concrete (4)	\$ 50.00
Scrap Metal and White Goods (5)	\$ 0.00
Minimum Charge	\$ 0.00
Construction and Demolition Debris(6) **	\$ 135.00
After Hours Rate to Unlock Landfill Gate	\$ 200.00

- (1) Residential, commercial, institutional mixed waste (Including Asphalt/Wooden Shingles)
- (2) Wood, tree stumps & branches over 4" diameter
- (3) Grass cuttings, Leaves & tree branches up to 4" diameter
- (4) Asphalt and concrete free of dirt or debris
- (5) Scrap metal, large appliances (ex. Washer, dryer, stove)
- (6) Insulation, drywall, renovation materials (i.e. tiles, electrical materials, doors, windows, partitions, ceiling tiles, carpeting, plumbing fixtures), non-recyclable concrete, soil mixed with waste

** A Demolition Permit is required (An Environmental report is necessary to obtain this permit) which can be obtained from the Planning Department at the Administration Office.

** An "In-Fill" Demolition Permit is required (An Environmental report is necessary to obtain this permit) which can be obtained from the Planning Department at the Administration Office. All concrete, asphalt and soil must be transferred separately. If mixed, there will be a charge for the load.

** Any materials disposed of through the Transfer Station categories will also be subject to the appropriate rate(s).

All waste materials hauled to the Transfer Station must be sorted by the customer prior to arriving at the Scale, and unloaded to the appropriate waste disposal area (i.e. dry waste cell, burn pit, metals, compostable, tipping building, asphalt, concrete, etc.) as directed by the Transfer Station operators.

TOWN OF TABER

BYLAW NO. 7-2019

Schedule 'J'

Schedule of Fees for Fire Services
(Fees include GST, except where exempt)

Fire Services
Offence

Open fire without fire permit	\$ 150.00
Discharge Fireworks without permit	\$ 150.00
Sell Fireworks without permit	\$ 500.00
Possess Fireworks without permit	\$ 100.00
Burn prohibited items	\$ 100.00
Provide false / incomplete / misleading information	\$ 100.00
Interfere with persons authorized by the law	\$ 500.00
Interfere with equipment apparatus	\$ 500.00
Damage or destroy fire services property	\$ 500.00
Falsely represent as Fire Service member	\$ 100.00
Enter boundaries established by Fire Services	\$ 100.00
Drive vehicle over fire equipment	\$ 200.00
Unauthorized use of a fire hydrant	\$ 100.00
Obstruction of Fire Safety Codes Officer by preventing access	\$ 250.00

Fire Services
Item

Open Fire Permit - Commercial	No Charge
Open Fire Permit – Town of Taber Sponsored	No Charge
Fireworks Permit – Town of Taber Sponsored	No Charge
Fireworks Permit – Non Town of Taber Sponsored	\$ 25.00
Motor Vehicle Collisions / Fires – Engine or Rescue Units	<i>Current Ministry of Transportation Response Rate</i>
Motor Vehicle Collisions / Fires – Command Units	<i>Current Ministry of Transportation Response Rate</i>

TOWN OF TABER

BYLAW NO. 7-2019

**Response to False Alarm-System
installed and maintained in
Accordance with the Alberta Fire
Code:**

Fire Services
False Alarms

First
Second within six months

Third and additional within six months

No Charge
No Charge
\$100.00 each response



Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Concession Revocations

Recommendation:

Discussion from Council is requested.

Background:

At the Council meeting on September 9, 2019, Councillor Brewin asked Administration to look into the cost of upgrading the kitchen facilities (Arena Concession) at the Civic Centre. The Arena Concession is aging and has several deficiencies. This item was brought to Council on September 11, 2017 for consideration, but no actions were taken at that time.

The concession is lacking a cooking grill, but to install a grill, further considerations would be required to meet Alberta Health legislation, Fire Code and Building Code legislation. Following is a list of needs in the concession:

1. New counters and tops
2. Remove existing corner round walls and replace outside wall with something more user friendly and practical with new picket windows
3. Range, Range hood, Fire suppression, May have to install make up air with new Range hood
4. Replace all flooring
5. Remove all wood shelving and replace with steel for cleanliness
6. Replace all lighting
7. Freezer replacements
8. One door needs to be replaced
9. Clean and repaint ceiling and walls

Due to the limitations of the concession, it is challenging for concession operators to provide food services typical in a Recreation Facility. This has also made it challenging to find interested parties in taking over the operations of the Concession.



Working with Building Maintenance, the estimate of renovations costs is \$80,000 to \$120,000, depending on the level of upgrades desired. A budget of \$80,000 is currently being proposed in the 2021 Capital Budget.

Legislation / Authority:

MGA, Section 3

Strategic Plan Alignment:

Develop community and promote growth.

Financial Implication:

\$80,000-\$120,000

Service Level / Staff Resource Implication:

Potential increase in service levels to the users of the Civic Centre. Currently the Arena Concession is not open as often as our patrons would like. This concern was brought forward to Administration by the VerSet organizers and the Lacrosse organizers. With an improved concession area, we will have a better opportunity to provide food services to users.

Justification:

The Arena Concession has received very few improvements over the years and we have heard feedback from our user groups indicating that they would like to see improved food services.

Alternative(s):

Council may request additional information prior to making a decision on the Arena Concession.

Council may request Administration to budget \$80,000 for the Arena Concession upgrade in the 2021 Capital Budget.

Council may request Administration to budget \$120,000, for a more extensive renovation of the Arena Concession in the 2021 Capital Budget.

Council may request that the 2020 Capital Budget be amended to include the Arena Concession upgrade in the 2020 Capital Budget.

Council may accept the information as information.



Attachment(s): None.

APPROVALS:

Originated By:
Dawn Phillips

Chief Administrative Officer (CAO) or Designate: _____



Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Canadian Pacific Railway Crossing Repairs

Recommendation:

That Council supports Canadian Pacific Railway in their project repairs for both the 50 Street crossing at no cost to the Town, and the 51 Street crossing for a cost of \$133,607.10 with funds to come from the capital reserves.

Background:

Under the federal Rail Safety Act and Grade Crossing Regulations, Canadian Pacific (CP) must ensure all level crossings in our network are in good repair and in compliance with current design and maintenance standards.

CP has recently inspected the crossing at 76.63 Taber Subdivision / 51st Street & 76.72 Taber Subdivision / 50th Street. A full crossing rehab is required to keep both crossings in compliance with Transport Canada standards.

Costs for crossing maintenance in Canada is apportioned by Government Order. For 76.72 Taber Subdivision / 50th Street, R Order 1967-R-732 applies and cost will be apportioned 0% To the Town of Taber. For 76.63 Taber Subdivision / 51st Street, R Order 1968-R-1173 applies and the cost approximately \$133,607.10 will be apportioned 100% to the Town of Taber, details of that estimate are attached for Council's review as well as both orders.

Canadian Pacific plans to start construction at this location by October 9th 2019. To reduce material ordering charges, Canadian Pacific Railway would request you advise as soon as possible your approval of the estimated costs. CPR representative did state the Town could postpone paying the costs until 2020 if needed. Administration is recommending paying for these costs this year as some capital projects have been postponed until next year and savings from projects already completed that had costs lower than projected.



If Council believes the 51st Street crossing is no longer needed and therefore is unwilling to pay their portion of the costs; CP's Public Works team would work with the Town to close the crossing. As part of Transport Canada's Rail Safety Improvement Program, Transport Canada offers a \$25,000 grant for public crossings taken out of service. In discussions with CP representative he did not anticipate any costs associated with closing the crossing.

Public Works staff monitored the 51st Street crossing for four consecutive days and recorded the amount of crossings in both the North and South directions of traffic on average is 1056 in 8 hours, which are attached for Council's review. Alberta Transportation traffic counts for 50th Street are an average daily count of 5580 the additional traffic would have to go through 50th Street crossing increasing the average daily count up approximately an additional 2000 increasing the daily traffic count to approximately 7580.

Legislation / Authority:

MGA Section 532 - Repair of roads, public places and public works.
Federal Rail Safety Act and Grade Crossing Regulations

Strategic Plan Alignment:

Define & Practice Good Governance.

Financial Implication:

Funds for the project would come from the capital reserves in the amount of \$133,607.10.

Service Level / Staff Resource Implication:

None, Canadian Pacific Railway staff will complete the repairs.

Justification:

Provides businesses, residents and tourists safe access into the downtown core.



Alternative(s):

1. Council directs administration to support the Canadian Pacific Railway Project repairs at only the 76.72 50th Street crossing at no cost to the Town and to close the 76.63 51st Street crossing with Canadian Pacific Railway's assistance and grant.
2. Council could request additional information from Administration.

Attachment(s): 51 Street Crossing Repair Estimate
51 Street Crossing Traffic Counts
R Order 1967-R732 Agreement
R Order 1968-R-1173 Modified Agreement

APPROVALS:

Originated By:
Gary Scherer

Chief Administrative Officer (CAO) or Designate: _____



Crossing Estimate Spreadsheet - 136#

Subdivision: **Taber** Mileage: **76.63- Fas Gas** Panel Size: **160.00 ft** Date: **September 13, 2019**

	136lb Concrete Required (ft)	10' HWD Tie w/ Roll Plate 136#	9'-0" HWD Tie w/ Standard 136# plate	Rubber Pad 1/2"	Crossing Lag screws 13"	Pandrol Clips /25 per bag	Comp Rails 136/115	Transition Rail New to 14/32	Prebonds 136-13ft	Thermite Welds	Track Spikes /50lb Keg	Grade 4.5 Ballast (tons)	136# Rail	Fair Anchors 136# 40/bag	Extra Material Req'd
Amount	72	54	47			9	4	4	0	4	10	100	320	5	
Mat #	001115006		084200105					001410712			002840231	007100628		002101204	
Price	289.49	\$ 168.00	\$ 125.80	\$ 4.00		\$ 52.75	\$ 1,185.73	\$ 944.73	\$ 1,000.00	\$ 71.00	\$ 42.28	\$ 14.75	\$ 25.62	\$ 91.20	
Total	\$ 20,843.28	\$ 9,072.00	\$ 5,912.60	\$ -	\$ -	\$ 474.75	\$ 4,742.92	\$ 3,778.92	\$ -	\$ 284.00	\$ 422.80	\$ 1,475.00	\$ 8,198.40	\$ 456.00	\$ -
TOTAL															
\$ 55,661															

	# of Days	Quantity (Men)		
Track Material			\$55,661.00	Total From Above
Labour			\$20,300.00	Total
CP Labour (hrs)	2	11	\$15,400.00	\$700.00 day
Welding	2	2	\$2,800.00	\$700.00 day
Surfacing (hrs)	1	3	\$2,100.00	\$700.00 /hour
Contractor Costs			\$43,000.00	Total
Asphalt			\$24,000.00	per 45' of concrete
Flagging (days)	1		\$4,000.00	\$4,000.00 /day
Equipment (days)	1		\$15,000.00	\$15,000.00 /day
General Costs (tools, WE equipment, etc)			\$0.00	Per Crossing
Other costs (drainage, distribution, etc)			\$14,646.10	Total
Other Costs			\$2,500.00	Per crossing
Contingency			\$12,146.10	10.00%
Total			\$133,607.10	
Recoverables			\$133,607.10	
Grand Total			\$0.00	

Board Order Recoverables

3rd Party % **100.00%** Cp % **0.00%**



Traffic Counts

Date: August 27th - August 30th 2019 Times: 7:15am - 3:15 pm each day

Location: HWY 3 & 51 Street Intersection (North & South Traffic)

Date & Direction	Aug. 27 - North	Aug. 27 - South	Aug. 28 - North	Aug. 28 - South	Aug. 29 - North	Aug. 29 - South	Aug. 30 - North	Aug. 30 - South
Pedestrian Traffic	36	28	30	18	19	17	24	18
Car/SUV	412	215	378	233	303	210	420	298
Trucks	242	142	232	140	173	147	244	182
Heavy Commercial	11	7	8	11	11	2	8	8
Total Daily Crossings	701	392	648	402	506	376	696	506



ORDER NO. R-732

BY ITS RAILWAY TRANSPORT COMMITTEE

COMMISSIONERS:J.M. WOODARD
W.R. IRWIN

IN THE MATTER OF the application of the Department of Highways of the Province of Alberta, hereinafter called the "Applicant", for authority to widen 50th Street where it crosses at grade the track of the Canadian Pacific Railway Company at mile 76.72 Taber Subdivision, in the Town of Taber, Province of Alberta, as shown on Plan No. 3-A-51, dated April 27, 1967, on file with the Commission under File No. 27811.285:

UPON reading the submissions filed; and upon the consent of the Department of Highways of the Province of Alberta--

The Railway Transport Committee of the Canadian Transport Commission hereby orders:

1. The Applicant is authorized, at its own expense, to widen 50th Street where it crosses at grade the track of the Canadian Pacific Railway Company at mile 76.72 Taber Subdivision, in the Town of Taber, Province of Alberta, as shown on said plan on file with the Commission under File No. 27811.285.
2. The said work shall be carried out in compliance with the Requirements of The Board of Transport Commissioners for Canada Affecting Highway Crossings.
3. The cost of maintenance of the said widened crossing shall be borne and paid by the Canadian Pacific Railway Company.

ORDER NO. R-732

4. The Canadian Pacific Railway Company shall relocate and revise the automatic crossing protection at the above named crossing to provide for the widened road and the addition of the cantilever support on the signal in the northwest angle of the said crossing, with two additional light units on the said cantilever signal support.

5. The said changes to the automatic crossing protection shall be carried out in compliance with the provisions of General Order No. E-6 of The Board of Transport Commissioners for Canada.

6. The cost of relocating and revising the said automatic crossing protection shall be borne and paid by the Applicant.

7. The cost of maintenance and operation of the revised protection shall be borne and paid fifty per cent by the Town of Taber, in the Province of Alberta, and fifty per cent by the Canadian Pacific Railway Company.

Dated at Ottawa, this 4th day of December, 1967.

(Sgd) C.W. Rump,
Secretary,
Railway Transport Committee.



ORDER NO. R-1173

BY ITS RAILWAY TRANSPORT COMMITTEE

COMMISSIONERS:J.E. DUMONTIER
A.S. KIRK

IN THE MATTER OF Order No. R-818,
dated the 11th day of December, 1967,
authorizing the Department of Highways
of the Province of Alberta to reconstruct
the crossing of 51st Street where it
crosses at grade the track of the Canadian
Pacific Railway Company in Taber, in the
Province of Alberta, at mileage 76.63
Taber Subdivision:

File No. 14800

UPON reading the submissions filed; and upon the consent of the
Department of Highways of the Province of Alberta--

The Railway Transport Committee of the Canadian Transport Commission
hereby orders:

Order No. R-818 dated the 11th day of December, 1967, is amended by
striking out section 4 of the said Order and substituting therefor the following:

"4. The cost of maintenance of the said widened crossing shall
be paid by the Town of Taber, in the Province of Alberta."

Dated at Ottawa, this 19th day of January, 1968.

(Sgd) C.W. RUMP,
Secretary,
Railway Transport Committee.

ORDER NO. R-1173



Council Request for Decision

Meeting Date: September 23, 2019

Subject:
2020 - 2024 Draft Capital Projects

Recommendation:

That Council accepts the 2020 amended and 2021– 2024 proposed Capital project list presentation for information purposes.

Further, that Council considers identifying the Capital projects for inclusion in the 2020 – 2024 Capital Budget.

Background:

Management has prepared a 2020 amended capital project list and the 2021 – 2024 draft capital project list for Council's consideration.

Administration is looking for Council's approval of the proposed capital projects in order to determine which projects will be funded by grants, reserves and /or debt.

At this meeting, Administration is looking for Council to identify the 2020 – 2024 projects they want to move forward with and establish a strategic approach to capital contributions from the operating budget. The budgeted capital contribution list for 2020 is attached. Since the yearly capital contributions does not keep up with the projects done yearly, there is pressure to use more from reserves. This approach will deplete our reserves in the years to come.

Administration is looking forward to Council's deliberation on the 2020-2024 Draft Capital Budget.

Legislation / Authority:
Section 245 of the MGA

Strategic Plan Alignment:
Define and Practice Good Governance

Financial Implication:
This is dependent on the projects approved by Council



Service Level / Staff Resource Implication:

Service levels to remain the same

Justification:

Council must adopt a 5 year capital plan as per the MGA

Alternative(s):

That Council requests Administration to provide additional information.

Attachment(s): 2020 - 2024 Proposed Capital Project List
 2020 Contributions to Capital Reserves
 Town of Taber Reserves

APPROVALS:

Originated By: John Orwa

Chief Administrative Officer (CAO) or Designate: _____

	Departments	Approved	Changes	Amended Total
2020 Approved Capital Projects- Approved December 17, 2018				
Engineering and Public Works				
	Departments	Cost		
Surface Works - Main	Roads & Walks	\$ 425,000	\$	425,000
56 Ave Road Extention	Roads & Walks	\$ 2,624,000	\$	2,624,000
Arena /Community center/Aquafun Parking Lot	Roads & Walks	\$ 350,000	\$ 150,000	\$ 500,000
Community Center/Curling Rink Parking Lot	Roads & Walks		\$ 625,000	\$ 625,000
Legion Park Parking Lot	Roads & Walks		\$ 90,000	\$ 90,000
Admin Building Parking Lot	Roads & Walks		\$ 110,000	\$ 110,000
Asphalt Milling and Overlay Program		\$ 250,000		\$ 250,000
Admin Building Bathroom Renovation	Facility Maintenance	\$ 200,000		\$ 200,000
Wastewater Forcemain Flushing Vault	WW Treat & Disp	\$ 250,000		\$ 250,000
62nd Ave Cast Iron Replacement from 50 Street to 54 Street	Water Sup & Dist	\$ 1,150,000		\$ 1,150,000
Water Meter Replacement Program	Water Sup & Dist	\$ 50,000	-\$ 50,000	\$ -
Commercial Garbage Truck (updated cost)	Waste & Collection	\$ 350,000		\$ 350,000
Commercial/Industrial, Multi-Family Bins	Waste & Collection	\$ 50,000		\$ 50,000
1/2 Ton Truck	Water Sup & Dist	\$ 30,000		\$ 30,000
Service Truck	Water Sup & Dist	\$ 60,000		\$ 60,000
Skid Steer with Grader Attachment (Replaces Tool Cat)	Roads & Walks	\$ 85,000	\$ 4,500	\$ 89,500
Hydraulic Compactor Attachment for Excavator	Roads & Walks	\$ 45,000		\$ 45,000
Zero Turn Mower	Storm Water	\$ 17,000		\$ 17,000
Portable Speed Sign	Roads & Walks		\$ 5,500	\$ 5,500
LED Flashing Cross Walk Lights 50 Ave & 53 ST	Roads & Walks		\$ 11,000	\$ 11,000
Planning				
Vehicle	Planning		\$ 40,000	\$ 40,000
Eureka Industrial Subdivision Phase 3B Option 2 Engineering & Construction	Subdivision		\$ 3,295,000	\$ 3,295,000
Eureka Industrial Subdivision 62nd ST Extension	Subdivision		\$ 323,000	\$ 323,000
Eureka Industrial Subdivision 56th ST Water Main Looping	Subdivision		\$ 394,000	\$ 394,000
Recreation				
Community Centre Roof Repair	Arena	\$ 405,000		\$ 405,000
Trout Pond Phase 3 moved from 2019	Parks	\$ 300,000		\$ 300,000
Mower Replacement Unit 5-12	Sportsfields	\$ 18,000		\$ 18,000
Rototiller Replacement Unit 6-03	Sportsfields	\$ 20,000		\$ 20,000
Bleacher Replacement	Sportsfields	\$ 16,000		\$ 16,000
Kubota ATV 4X4 Replacement Unit 5-11	Sportsfields	\$ 27,000		\$ 27,000
Small Ice Arena Upgrade	Arena	\$ 1,600,000		\$ 1,600,000
Information Technology				
Server Upgrades	IT	\$ 60,000		\$ 60,000
Annual Hardware Replacement	IT	\$ 94,900		\$ 94,900
GIS In-House	IT	\$ 20,000	-\$ 20,000	\$ -
GSP Tracking	IT	\$ -	\$ 50,000	\$ 50,000
Police				
Itoxyzer	Police	\$ 15,000		\$ 15,000
Annual Car Replacement	Police	\$ 55,000		\$ 55,000
GIS Vehicle lease	Police		\$ 7,000	\$ 7,000
Vehicle Replacement (CSO/bylaw)	Police		\$ 55,000	\$ 55,000
Bull Pen Upgrade	Police		\$ 50,000	\$ 50,000
Carpet/Bull Pen Upgrade	Police		\$ 30,000	\$ 30,000
End point Projections	Police		\$ 12,000	\$ 12,000

E-ticketing	Police	\$	17,500	\$	17,500
Animal Shelter Increase	Police	\$	100,000	\$	100,000
				\$	-
Fire				\$	-
Thermo Image Camera	Fire	\$	10,000	\$	10,000
Total 2020 Approved Capital Projects		\$	8,576,900	\$	5,299,500
				\$	13,876,400

2021 Proposed Capital Projects

Engineering and Public Works

50th Street Sanitary Replacement (60 Ave - 64 Ave)
50th Street Cast Iron Replacement (57 Ave - 58 Ave.)
Transportation Master Plan
45th Avenue Cast Iron Water Main Replacement (53 St - 55 St)
Grader (trade in existing grader)
Tandum Dump Truck
Landfill Loader
Shulti Tri-Deck Mower
3/4 Ton Truck Ext/Cab
Wood Chipper
Collection Carts (Garbage, Recycling and Organics)
SCBA Replacement

Departments	Proposed Cost
WW Treat & Disp	\$ 2,690,000
WW Treat & Disp	\$ 350,000
Roads & Walks	\$ 150,000
WW Treat & Disp	\$ 1,663,000
Roads & Walks	\$ 350,000
Roads & Walks	\$ 170,000
Landfill	\$ 261,800
Storm Water	\$ 30,000
Roads & Walks	\$ 38,000
Roads & Walks	\$ 65,000
Waste & Collection	\$ 25,000
WW Treat & Disp	\$ 35,000

Planning

Refurbish Old Fire Hall Entrance
Affordable & Alternative Housing Project Phase 1
Taber Christian High School Servicing

Planning	\$ 50,000
Planning	\$ 3,994,000
Planning	\$ 1,343,160

Recreation

Tool Cat
Trout Pond Phase 4
Ice Edger
Ride on Floor Scrubber
Spray Park - Tot Table
Playground Enhancements
Concession Upgrades

Parks	\$ 90,000
Parks	\$ 300,000
Arena	\$ 6,000
Auditorium	\$ 24,000
Parks	\$ 35,000
Parks	\$ 150,000
Arena	\$ 80,000

Information Technology

Diamond Upgrade
Jeep Trade-In
Cloud Adoption
HR Information System
Annual Hardware Replacement

IT	\$ 10,000
IT	\$ 50,000
IT	\$ 100,000
IT	\$ 75,000
IT	\$ 222,800

Police

Generator Upgrade
Annual Car Replacement
Digital Evidence Management
Access Control

Police	\$ 75,000
Police	\$ 55,000
Police	\$ 60,000
Police	\$ 72,345

Fire

Command Unit 6-1

Fire \$ 50,000

Cemetery

Row K Development

Cemetery \$ 85,000

Total 2021 Proposed Capital Projects \$ 12,755,105**2022 Proposed Capital Projects****Engineering and Public Works**

West Water Supply and Distribution
 Surface Works - Main
 52nd Ave 49th St. and 52nd St. Cast Iron Replacement
 50th Avenue and 56th street bulb out (Police station)
 53 Ave Parking Stalls
 56 Ave Sidewalk
 48 ST Parking Confederation Park
 Asphalt Miling and Overlay Program
 Residential Automated Side-Load Garbage Truck
 Commercial/Industrial, Multi-Family Bins
 1/2 Ton Truck Ext/Cab
 Service Truck
 Snow Blower - loader attachment
 Multi-use System Tandum Truck
 Road Boss Grader - tractor attachment
 Sno-Push Blade loader attachment
 Zero Turn Mower

Departments	Cost
Water Sup & Dist	\$ 5,400,000
Roads & Walks	\$ 425,000
Water Sup & Dist	\$ 2,411,000
Roads & Walks	\$ 34,000
Roads & Walks	\$ 110,000
Roads & Walks	\$ 76,000
Roads & Walks	\$ 170,000
Roads & Walks	\$ 250,000
Waste & Collection	\$ 300,000
Waste & Collection	\$ 50,000
Roads & Walks	\$ 38,000
Facility Maintenance	\$ 68,500
Roads & Walks	\$ 130,000
Roads & Walks	\$ 180,000
Roads & Walks	\$ 10,000
Roads & Walks	\$ 12,000
Storm Water	\$ 18,000

Recreation

Trout Pond Phase 5
 Mower Replacement
 Tractor Replacement
 Grass Vacuum
 Pool Vacuum
 Playground Enhancements
 Pool Locker Replacement

Parks	\$ 250,000
Parks	\$ 33,000
Parks	\$ 70,000
Parks	\$ 5,500
Aquafun	\$ 7,500
Parks	\$ 80,000
Aquafun	\$ 90,000

Information Technology

Fleet Management System
 Business Intelligence and Analytics System
 Annual Hardware Replacement
 Learning Management System

IT	\$ 75,000
IT	\$ 25,000
IT	\$ 220,600
IT	\$ 10,000

Police

Tasers
 Annual Car Replacement
 Pistol Replacement
 Next Gen 911

Police	\$ 8,000
Police	\$ 55,000
Police	\$ 25,000
Police	\$ 250,000

Fire

SCBA

Fire \$ 250,000

Post Office flooring upgrades

Fire \$ 18,000

Total 2022 Proposed Capital Projects \$ 11,155,100**2023 Proposed Capital Projects****Engineering and Public Works**

Southeast Storm Water Management Facility (stormpond)

Storm Water \$ 7,530,000

56th Ave Cast Iron Water Main Replacement (52nd St. to 53rd St.)

Water Sup & Dist \$ 415,000

56th Street Sanitary Replacement (62 Ave - 64 Ave)

WW Treat & Disp \$ 510,000

56th Street Sanitary Replacement (54 Ave - 48 Ave)

WW Treat & Disp \$ 2,000,000

Rubber Tire Excavator

Roads & Walks \$ 280,000

3/4 Ton Truck Ext/Cab

Roads & Walks \$ 40,000

Service Truck

Facility Maintenance \$ 70,000

Flat Deck Trailer

Roads & Walks \$ 14,000

Extended arm mower - excavator attachment

Storm Water \$ 25,000

Sewer/Camera System. Remote controls

WW Treat & Disp \$ 75,000

Collection Carts (Garbage, Recycling and Organics)

Waste & Collection \$ 25,000

Recreation

Line Painter Replacement Unit 7-02

Sportfields \$ 8,100

Zero Turn Mower

Parks \$ 20,000

ATV

Sportfields \$ 28,000

Pool Filter Tank Replacement

Aquafun \$ 50,000

Information Technology

Diamond Upgrade

IT \$ 10,000

Council Chamber Audio/Video Upgrade

IT \$ 75,000

CAD System Disaster Recovery

IT \$ 100,000

Annual Hardware Replacement

IT \$ 192,300

Police

Annual Car Replacement

Police \$ 55,000

Fire

Thermo Image Camera

Fire \$ 10,000

Total 2023 Proposed Capital Projects \$ 11,532,400**2024 Proposed Capital Projects****Engineering and Public Works**

Surface Works - Main

Roads & Walks \$ 425,000

64th Ave Asphalt Overlay Hwy 36 to 50th Street

Roads & Walks \$ 1,200,000

64th Ave Asphalt Overlay Hwy 864 to 50th Street

Roads & Walks \$ 1,100,000

56 St Storm Water Improvements moved from 2019

Storm Water \$ 3,310,000

Asphalt Milling and Overlay Program

Roads & Walks \$ 250,000

New Intake & Pump Station at Chin Reservoir (Funding applications needed)

Water \$ 3,762,500

Commercial/Industrial, Multi-Family Bins

Waste & Collection \$ 50,000

Tandem Dump Truck

Waste & Collection \$ 185,000

Service Truck	Facility Maintenance	\$	70,000
Commercial Sideload Collection Truck	Waste & Collection	\$	375,000
Front End Wheel Loader	Roads & Walks	\$	235,000
1/2 Ton Truck Ext/Cab	Roads & Walks	\$	40,000
Zero Turn Mower	Storm Water	\$	18,000

Recreation

Dodge 3/4 Ton	Sportsfields	\$	35,000
Trailer	Parks	\$	5,000
Zero Turn Mower	Sportsfields	\$	18,000
Floor Scrubber	Arena	\$	12,000
Playground Installation	Parks	\$	130,000
Hot Tub Replacement	Aquafun	\$	250,000
Pool - Ozone Replacement	Aquafun	\$	55,000
Zamboni	Arena	\$	100,000

Information Technology

Server upgrades	IT	\$	60,000
Customer Relationship Management System	IT	\$	75,000
Annual Hardware Replacement	IT	\$	298,400

Fire

Extracation Tools - Replacement Life Span	Fire	\$	<u>60,000</u>
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Total 2024 Proposed Capital Projects \$ 12,118,900

Town of Taber
Contributions to Capital Fund from Operating

Costing Center *	Description	2020
Taxes - General Reserves	Investment Income	\$150,000.00
Taxes - General Reserves	Energy Conservation	\$130,000.00
Administration - CAO	Infrastructure	\$1,870.00
Administration - CAO	Buildings	\$24,450.00
Administration - CAO	Equipment	\$10,080.00
Administration - IT	Equipment	\$99,000.00
Commission - Police	Buildings	\$27,710.00
Commission - Police	Equipment	\$18,330.00
Commission - Police	Vehicle	\$69,560.00
Fire Protection	Buildings	\$4,550.00
Fire Protection	Equipment	\$18,180.00
Fire Protection	Vehicle	\$24,570.00
Roads and Walks	Infrastructure	\$189,240.00
Roads and Walks	Buildings	\$3,760.00
Roads and Walks	Equipment	\$33,770.00
Roads and Walks	Vehicle	\$31,240.00
Stormwater	Infrastructure	\$141,700.00
Water Supply and Distribution	Infrastructure	\$397,170.00
Water Supply and Distribution	Equipment	\$7,080.00
Wastewater Treatment and Disposal	Infrastructure	\$490,770.00
Waste Management - Landfill	Infrastructure Reserve	\$50,000.00
Waste Management - Collection Systems	Equipment	\$27,360.00
Waste Management - Collection Systems	Vehicle	\$30,540.00
Cemetery	Buildings	\$230.00
Cemetery	Equipment	\$3,570.00
Subdivision and Land Development	Infrastructure	\$24,241.00
Property Management	Capital reserves	\$19,507.00
Arenas	Buildings	\$28,280.00
Arenas	Equipment	\$9,010.00
Arenas	Vehicle	\$4,010.00
Arenas	Buildings	\$7,830.00
Parks	Infrastructure	\$10,810.00
Parks	Buildings	\$270.00
Parks	Equipment	\$7,390.00
Parks	Vehicle	\$3,930.00
Aquatics	Buildings	\$15,980.00
Aquatics	Equipment	\$140.00
Sportsfields	Infrastructure	\$16,920.00
Sportsfields	Buildings	\$1,940.00
Sportsfields	Equipment	\$2,160.00
Sportsfields	Vehicle	\$2,230.00
Sportsfields	Infrastructure	\$1,650.00
Auditorium	Buildings	\$3,690.00
	Total	\$2,144,718.00

**Town of Taber
Reserves**

	Capital	Operating	Total Reserves Audited FS
2018	13,071,666.44	716,247.72	13,787,914.16
2017	12,012,141.98	675,653.91	12,687,795.89
2016	11,457,742.51	945,825.44	12,403,567.95
2015	9,186,612.96	881,647.26	10,068,260.22
2014	10,247,676.87	1,465,922.29	11,713,599.16



Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Encroachment Agreement - 5303 53 Street

Recommendation:

That Council authorize the Mayor and CAO to endorse the Encroachment Agreement for 5303 53 Street, Lot 3A, Block 2, Plan 9412343.

Background:

On July 15, 2019 Administration reviewed a request for a Compliance Certificate for 5303 53 Street and discovered a 4.90 meter encroachment into Municipal Property, 53rd street. A letter was sent to the homeowner's lawyer to advise them of the encroachment and request that they enter into an Encroachment Agreement with the Town. Subsequently, on August 19th, 2019 Administration received a Letter of Intent from Carle Law Office on behalf of the homeowner to enter into an Encroachment Agreement with the Town.

A small white fence in the front yard encroaches 4.90 meters into the road right of way, 53rd street. In this case, the road right of way inexplicably widens towards the north end of this lot, and so the homeowner did not know they were encroaching onto municipal property when they first constructed the fence.

This Encroachment Agreement was circulated within Town Administration. There were no concerns or issues raised from Public Works or Fire Department regarding this encroachment as it does not impede their operations.

Appendix A to Encroachment Agreement Policy #PLN-3 states that encroachments into Town-owned lands and roads must be brought forward to Council for their consideration if the encroachment is greater than 0.3 meters.

Legislation / Authority:

MGA 18, Traffic Safety Act 13(1)(o)

Strategic Plan Alignment:

Develop Community and Promote Growth – Review Town Policies and regulations that pertain to development.



Financial Implication:

The applicant has paid the applicable \$300 fee for an Encroachment Agreement.

Service Level / Staff Resource Implication:

Processing requests and agreements is a part of the ongoing duties of the Planning and Economic Development Department.

Justification:

The proposed Encroachment Agreement would bring this residential property into compliance with Town of Taber regulations.

Alternative(s):

That Council does not authorize the Mayor and CAO to endorse the Encroachment Agreement for 5303 53rd Street, Lot 3A, Block 2, Plan 9412343 with reasons.

Attachment(s): Encroachment Agreement
 Letter of Intent
 Picture of Encroachment
 Real Property Report
 Site location
 Road Allowance Image

APPROVALS:

Originated By: Ben Young

Chief Administrative Officer (CAO) or Designate: _____

ENCROACHMENT AGREEMENT

THIS AGREEMENT is made effective the ____ day of _____, 2019

BETWEEN:

TOWN OF TABER

a municipal corporation duly incorporated
pursuant to the *Municipal Government Act* of Alberta
(hereinafter called the "Municipality")

- and -

RICHARD PLUNKETT and NORMA FUNK

of 5303 53rd Street, Taber, Alberta, T1G 1M1
(hereinafter called the "Owner").

WHEREAS:

1. The Owner is the registered Owner of the lands located within the Town of Taber, in the Province of Alberta, legally described as:

PLAN 9412343
BLOCK 2
LOT 3A
EXCEPTING THEREOUT ALL MINES AND MINERALS

(which lands are hereinafter called the "Owner's Land")

2. The Municipality has control and management of the street or streets located along the northerly boundary of the Owner's land, which street or streets is described as:

53rd Street, Taber, Alberta

and which street is hereinafter referred to as "the Road Allowance".

3. A fence is located on the Owner's Land, portions of which fence encroach 4.90 meters upon the Road Allowance (which encroaching portions are hereinafter referred to as the "Encroachment");
4. The Municipality is prepared to permit the Encroachment to exist upon or over a portion of the Road Allowance, subject to the terms and conditions contained herein;

NOW THEREOFRE THIS AGREEMENT WITNESSETH THAT in consideration of the payment of \$1.00 paid by the Owner to the Municipality , the receipt of which is hereby acknowledged, and in consideration of the mutual covenants and agreements contained herein, the Municipality and the Owner hereby agree as follows:

GRANT OF ENCROACHMENT

1. The Municipality hereby permits the Encroachment to exist upon the Road Allowance in the manner and location as shown on the Real Property Report dated June 24, 2019, a copy of which is attached as Schedule "A" and forms part of this Agreement, subject to the terms, covenants and conditions contained in this Agreement.

TERMS AND TERMINATION

2. The Term of this Agreement shall be for the lifetime of the Encroachment, subject to the earlier termination of this Agreement due to breach of contract or as provided for within this Agreement.
3. In the event that the Encroachment at any time after the date of this Agreement is destroyed or removed from the Road Allowance:
 - (a) this Agreement shall automatically terminate, save and except for those terms which survive termination, and all rights and privileges granted to the Owner pursuant to the terms of this Agreement shall immediately expire; and
 - (b) the Encroachment, or any structure constructed as a replacement for the Encroachment, shall not be replaced or rebuilt upon the Road Allowance.
4. In the event that the Encroachment is only partially destroyed, the rights and privileges granted to the Owner pursuant to the terms of this Agreement shall expire with respect to the partially destroyed portion of the Encroachment, provided always that it is reasonable for the Owner to rebuild without reconstructing the Encroachment having regard to the nature of the structure, and the extent and nature of the damage.

In the event that the Owner and the Municipality cannot come to an agreement as to what would be reasonable in the circumstances with respect to the reconstruction of the damaged portion of the Encroachment the parties may refer the dispute to be determined by arbitration in accordance with any existing Arbitration Act in force in the Province of Alberta. Any decision resulting from such arbitration proceeding shall be binding upon the Owner and the Municipality.

5. The Municipality shall be entitled to terminate this Agreement upon 30 days written notice to the Owner, as required pursuant to section 13(1)(o) of the Traffic Safety Act.

REMOVAL AND RECLAMATION

6. Upon the termination of the rights and privileges granted to the Owner pursuant to the terms of this Agreement, the Owner shall:
 - (a) remove the Encroachment from the Road Allowance; and
 - (b) attend to the repair and reclamation of the Road Allowance to the reasonable satisfaction of the Municipality.

The Owner's obligations under this section shall survive the termination of this Agreement for any reason whatsoever, and shall remain binding upon the Owner until all such obligations are satisfied in full.

LIABILITY

7. The Owner shall indemnify and hold harmless the Municipality, its employees, agents, franchisees and licensees from and against any and all claims, damages, costs (including, without restriction, all legal and other professional costs on a solicitor and his own client full indemnity basis), losses, expenses, actions and suits of every kind and nature caused by, or arising directly or indirectly out of the existence of the Encroachment, the exercise or purported exercise of any of the rights granted within this Agreement, or by reason of any matter or anything done, permitted or omitted to be done by the Owner or his heirs, executors, administrators and assigns, and whether occasioned by negligence or otherwise.
8. The Owner hereby assumes, and shall remain responsible for, all risk of personal injury and damage to all real or personal property, including the Owner's property comprising the Encroachment, arising out of the presence of the Encroachment upon the Road Allowance, regardless of how such injury or damage is caused.
9. The Owners' obligations under sections 7 and 8 above shall survive the termination of this Agreement for any reason whatsoever, and shall remain binding upon the Owner until all such obligations are satisfied in full.
10. Throughout the existence of this Agreement, the Owner shall take out and maintain insurance in such form and in such amounts as may be satisfactory to the Municipality, acting reasonably, and upon request provide the Municipality with written confirmation of the existence of such insurance (including but not limited to providing copies of the insurance policies). Without limiting the generality of the forgoing, the insurance shall have at least the following coverage, and contain the following terms:
 - (a) comprehensive general liability insurance covering all risks associated with the use and occupation of the Encroachment by the Owner including, without limitation, extended coverage, coverage for public liability, and such other coverage and in such amounts as the Municipality may reasonably require.

- (b) such policies shall name the Municipality as an additional loss payable with respect to the Encroachment; and
- (c) such policies of insurance shall contain an undertaking by the insurers to notify the Municipality in writing of any material change, cancellation or termination of any provision of any policy not less than Thirty (30) days prior to the material change, cancellation or termination thereof.

GENERAL

11. Pursuant to section 651.2 of the *Municipal Government Act* this Agreement, and each of the terms, covenants and conditions contained herein, shall be of the same force and effect for all intents and purposes as a covenant running with the Owners' Land and with the Road Allowance, and subject to the terms of this Agreement shall be binding upon, and enure to the benefit of, all future owners of the Owners' Land throughout the existence of this Agreement.
12. The Municipality shall be at liberty to register this Agreement by way of Caveat against the title to the Owners' Land in order to protect the Municipality's interest under the terms of this Agreement. Any such caveat or other registration shall expire and shall forthwith be discharged upon the termination of this Agreement.
13. All notices to be given in relation to this Agreement, as well as all requests for prior written consent required under this Agreement, may be hand delivered or sent by prepaid courier or registered mail addressed to the parties as follows:
 - to the Owner at: such address as may be registered on title to the Owner's Lands
 - to the Municipality at: Town of Taber Administration Office, A - 4900 50 St., Taber, AB T1G 1T1or at such other address, in either case, as the Owner or the Municipality respectively may from time to time appoint in writing. Any notice sent in accordance with this paragraph shall be deemed to be given to and received by the addressee seven (7) days after the mailing thereof, postage prepaid, save and except for during periods of postal interruption, in which case all notices required herein shall be sent by pre-paid courier or hand delivered and shall be deemed to have been given upon delivery.
14. The terms contained within this Agreement, including any recital and any Schedule attached hereto, shall constitute the entire agreement between the parties. Words within this Agreement importing number or gender shall be construed in grammatical conformance with the context or party or parties in reference. Any term or provision of this Agreement which is found to be invalid or unenforceable shall be severed from the balance of the document, and shall not affect the enforceability of the remainder of this Agreement.

IN WITNESS WHEREOF the parties have executed this Agreement to be effective the year and date first above written.

TOWN OF TABER

Per: _____
(Mayor)

Seal:

Per: _____
(Municipal Administrator)

RICHARD PLUNKETT

Witness

NORMA FUNK

Witness

[ATTACH AFFIDAVIT OF EXECUTION]



CARLE LAW OFFICE

Douglas P. Carle B.A. (Hons) J.D.
Member of the Law Societies of Alberta and Saskatchewan

August 19, 2019

VIA MAIL:

TOWN OF TABER

A - 4900 50 St.

Taber, Alberta

T1G 1T1

ATTN: PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT

Dear Sir/Madam:

RE: 5303 53 Street; Lot 3A, Block 2, Plan 9412343
Letter of Intent – Encroachment Agreement for small fence

Please be advised we represent the former owners of the above noted property. Upon the obtaining of a new Real Property Report it was discovered that a fence was built along the north of the property line with an approximate 4.90m Fence Encroachment into Municipal Property along 53 Street. As can be seen on the Real Property Report (copy highlighted for your reference) this is as a result of a peculiar “jag” in the northwest corner of the property.

The approximate 4.90m encroachment is by a small white fence approximately 3 feet high. The fence, due to its location and the location of the lot on the street, does not in any way impede the sidewalk or vision for any traffic heading north or south on 53 Street.

We would ask that the Town of Taber grant the encroachment.

To that end, we enclose the following with this letter:

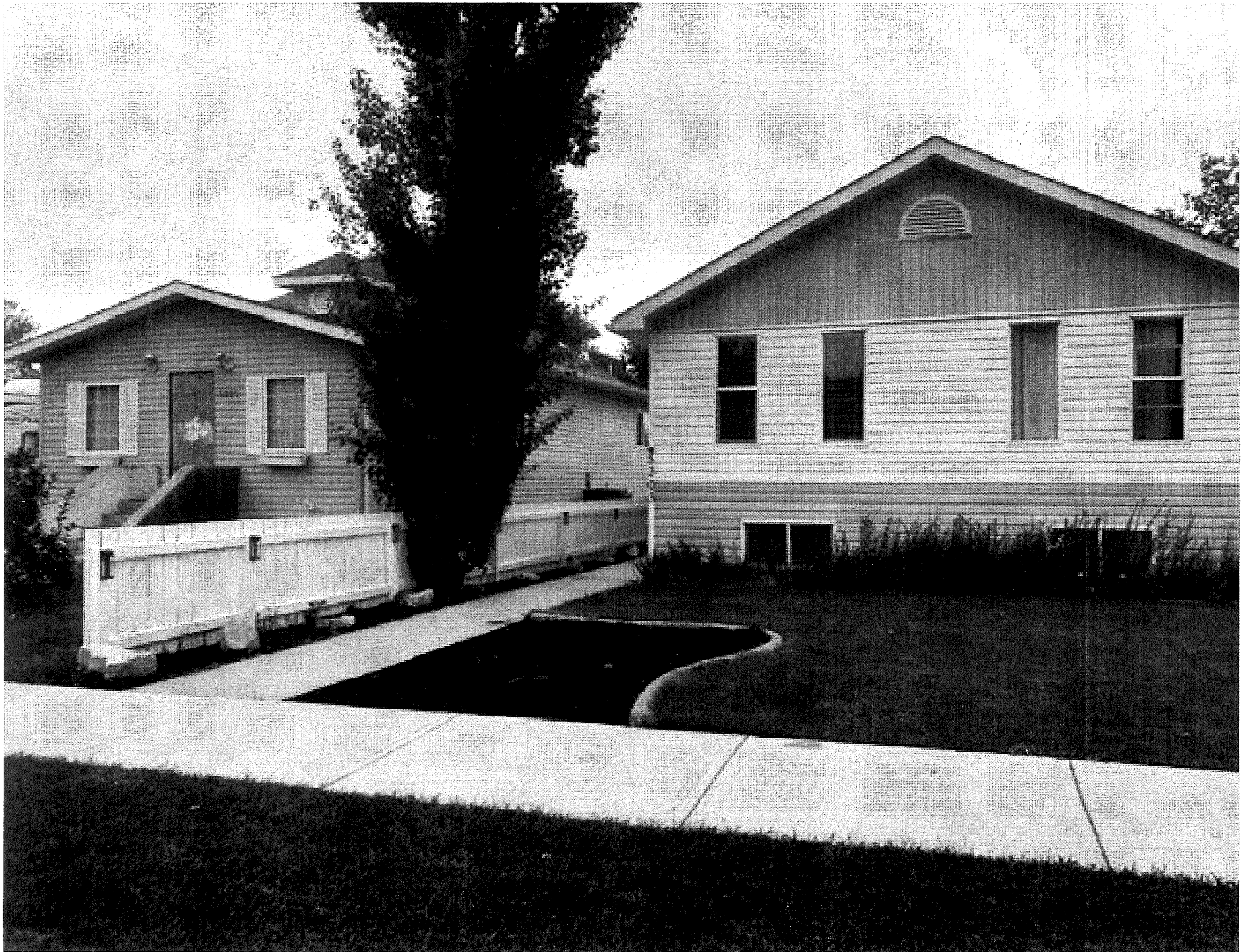
1. Copy of Certificate of Title;
2. Real Property Report with the encroachment highlighted;
3. Our application fee of \$300;
4. Photographs of the encroachment;
5. Our Encroachment Agreement.

We thank you very much for your attention.

Yours truly,
CARLE LAW OFFICE

DOUGLAS P. CARLE B.A. (Hons.) J.D.
Member Law Societies of Alberta and Saskatchewan
DPC/dv

5502 - 48th Avenue, Taber, Alberta T1G 1S4
Phone 403-223-1143 Fax 403-223-1801 carlelawoffice@gmail.com



\$5.00 From the proceeds of this report is donated to Southern Alberta Individualized Planning Association. www.saipa.info

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT

LEGAL DESCRIPTION OF PROPERTY: LOT 3A, BLOCK 2, PLAN 941 2343

MUNICIPAL ADDRESS: 5303 - 53 STREET
TABER, ALBERTA

CLIENT: CARLE LAW OFFICE

DATE of SURVEY: JUN 12, 2019 DATE of TITLE SEARCH: JUN 6, 2019

Certification: I hereby certify that this report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly, within those standards and as of the date of this report, I am of the opinion that:

- the plan illustrates the boundaries of the property, the improvements as defined in Part D, Section 8.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, registered easements and right-of-way affecting the extent of the title to the property;
- the improvements are entirely within the boundaries of the property;
 - Except for a fence which encroaches into 53 Street as shown;
- no visible encroachments exist on the property from any improvements situated on an adjoining property;
- no visible encroachments exist on registered easements or rights-of-way affecting the extent of property.

Purpose: This report and related plan have been prepared for the benefit of the property owner, subsequent owners, and any of their agents for the purpose of (a land conveyance, support of a subdivision application, a mortgage application, a submittal to the municipality for a compliance certificate, etc.). Copying is permitted only for the benefit of these parties, and only if the plan remains attached.

Where applicable, registered easements and utility rights of way affecting the extent of the property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report.

The attached plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user.

The information shown on this Real Property Report reflects the status of this property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements.

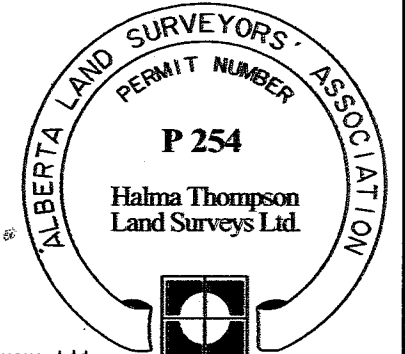
LEGEND

Statutory Iron Post found.....●	Utility Box.....■
Power Pole.....⊗	Fence Line — X —
Water Valve.....▽	Property Line ———
Found No Mark.....×	Guy Wire.....● GW
Water Riser.....⊕	Property Line.....P/L

- Distances are ground and are expressed in metres and decimals thereof
- Unless otherwise specified, the dimensions shown relate to perpendicular distances from property boundaries to the greatest extent of exterior walls only at the date of survey.
- Eaves are dimensioned to the line of the fascia.
- Fence lines are within 0.20 metres of property line unless otherwise noted.
- The property is subject to the following encumbrances affecting extent of title:
 - None

DATED AT LETHBRIDGE, ALBERTA,
THIS 24th DAY OF JUNE, 2019.

Michael A. Thompson



MICHAEL A. THOMPSON
ALBERTA LAND SURVEYOR

Copyright © 2019, Halma Thompson Land Surveys Ltd.

JOB: H20419

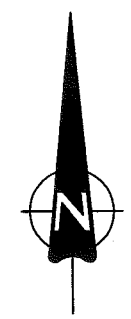
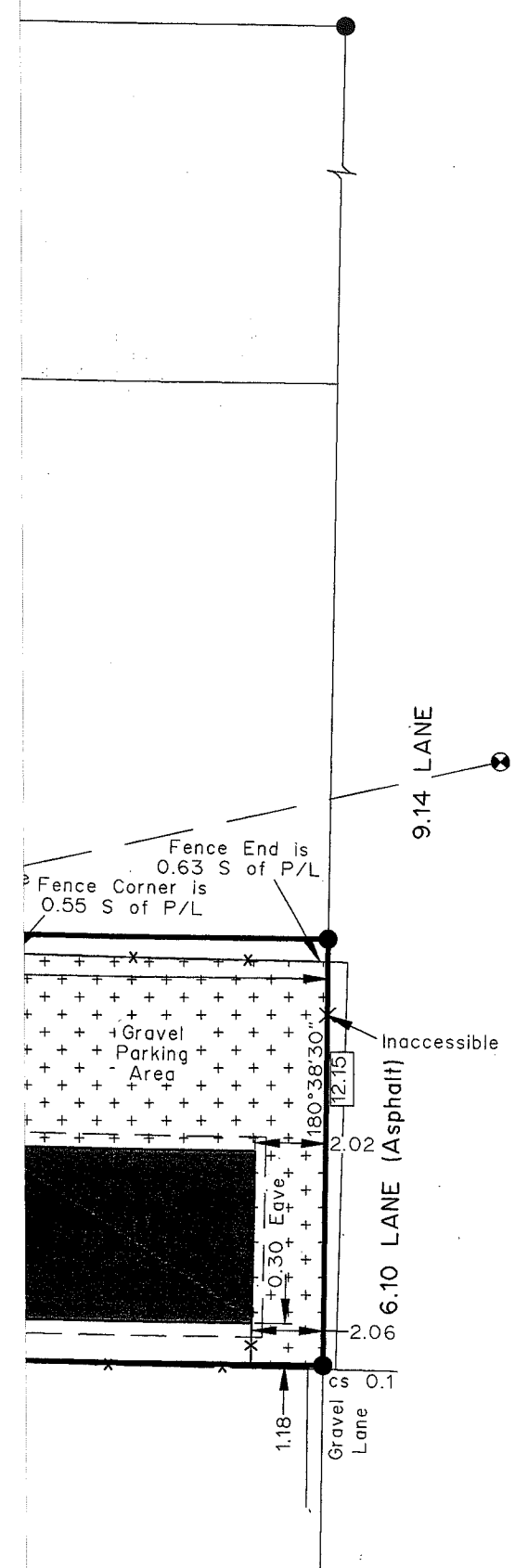
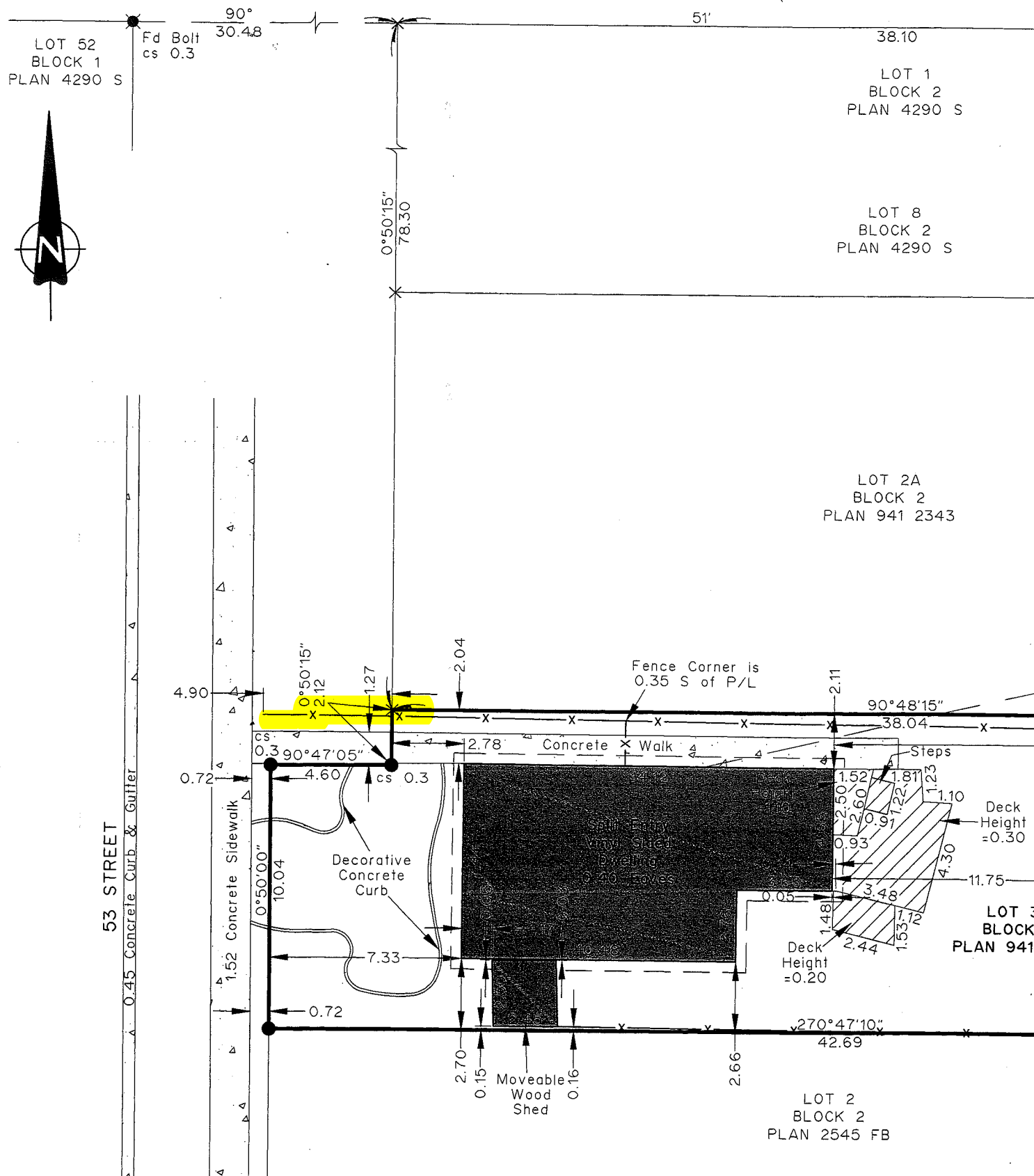


200, 410 Stafford Drive S
Lethbridge AB, T1J 2L2
Phone (403) 381-1320
Fax (403) 381-1366

DRAWN BY: DAH

DRAWING: H20419RPR

SCALE: 1:200



Fence encroaches 4.9m







Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Taber Municipal Police Commission Report to Council

Recommendation:

That Council accepts the Taber Municipal Police Commission Report for information.

Background:

The most recent Taber Municipal Police Commission Report is supplied for Council information. In most cases, this communication is provided simply as information to Council and no comment is needed. In some cases, though, Council may wish to seek clarification on the matter from its fellow Council members that are acting members on the Taber Municipal Police Commission. Placing the communication on Council's agenda allows these opportunities.

Legislation / Authority:

MGA, Section 207(c), Taber Municipal Police Commission Policy Manual.

Strategic Plan Alignment:

Family/Community:

Maintain a locally based police force, and look for ways to make it more financial sustainable.

Financial Implication:

N/A

Service Level / Staff Resource Implication:

The service level will remain status quo.

Justification:

Council has requested to be kept informed of Taber Municipal Police Commission happenings.



Alternative(s):

Council could seek clarification on any of the matters from Administration or fellow Committee Members.

Attachment(s): Report

APPROVALS:

Originated By:
Raeanne Keer

Chief Administrative Officer (CAO) or Designate: _____

Taber Municipal Police Commission Report

June – August 2019

The report is broken into our three functions of police, dispatch and the Community Standards Unit, followed by a section on budget, police complaints, crime analyses, etc., strategic planning, and other. In each of these functions there is information for you. Some of the slots may be empty, but next month perhaps not.

Police

Community Involvement:

- Chief Abela participate in Camp Day in June at Tim Hortons.
- Chief Abela attended the Ari Cadet Ceremonial Review at the Community Center.
- Chief Abela attended the employee recognition dinner.
- Chief Abela was thanked for being in the dunk tank during Cornfest.
- Sgt. Kehler participated in the Safe Have summer camp program.
- Chief Abela, Sgt. Kelher, Sr. Cst. Dube, Aux. Cst's Angermeier, White, Flaherty, Neufeld attended the Alberta Justice Minister and Solicitor General Crime Prevention Awards. The Taber Police Service Auxiliary program received a provincial crime prevention award for community partnerships from the Minister of Justice and Solicitor General in Edmonton.

Training:

- Cst. Fudge and Cst. Nedokus will be attending the International Women in Policing Conference this month.
- Cst. Johnson and Cst. Nedokus completed first aid training.
- Cst. Gyepesi and Sgt. Kehler undertook IA PRO training in June. (professional standards).
- Cst. Johnson attended a course on outlaw motorcycle gangs in June.
- Cst. Motz successfully graduated from the Police Academy and has commenced duties as the Community Standards Officer for the Taber Police Service.

Equipment:

- Chief Abela and Sgt. Kehler attended the Canadian Association of Chiefs of Police trade show in Calgary and examined the best and latest technology and equipment for policing currently available to law enforcement. Trends are the move towards digital evidence management and the interface between CCTV, body worn video cameras, interviews, and cloud storage.

- We continue to examine E-ticketing and are talking with tech providers to source the tool.

Operational

- The Tsuu T'ina and Blood Tribe Police Services assisted us with our Cornfest patrols and from all accounts the visiting officers did a great job. Also, Cst. Evanson attended Tsuu T'ina and Cst. Schneider attended the Blood Tribe for their events. This program is working well and I have asked both respective Chiefs of Police to continue in the following years.
- As reported, a Sec 46(1) Notification was made to the Minister of Justice and the Chair of the Commission as it related to an injury collision involving the Taber Police attempting to stop a truck on Hwy #3. Taber Police continue to investigate.

Personnel:

- Our hiring process is underway and our applicants are writing the two Alberta police recruiting tests in the second week of September.

Policy:

- For your info only, the Chief of Police was tasked to bring to Council several policies for repeal that were outdated but still on the books with the Town. I have done this work and the CAO is waiting for a time on the Council's busy agenda to bring the RFD's forward.
- The Chief of Police was asked to provide an opinion in relation to horses being in the Town of Taber. I examined this issue and researched the matter. I provided Chair Holst a letter which he forwarded to the CAO for inclusion in the debate.
- Operationally I have made some changes to the fee structure and submitted the numbers to Mr. Orwa in draft form. The changes bring our fee structure into alignment with the LPS and MHPS. This will demonstrate a revenue increase, but not substantially. I will have more on this once we hold our special budget meeting that Chair Holst is planning on requesting at today's meeting.

Communications/911

Equipment:

- Next Generation 911 is a program that is coming to our community and expected to launch in June of 2023. The Next Gen 911 is a technology upgrade to modernize the 911 infrastructure to allow for texting to 911, video to 911 etc. The costs are substantial for this upgrade to community. We are working with the 911 Association to see if there are some cost recovery options. 911 does fund us about \$130,000 per year and we have utilized some of this money to prepare ourselves. For example, purchasing new switches etc. I expect this to be a new capital item moving forward and we should prepare for approx. \$250,000 as an investment.

Personnel:

- Cole Swarbrick has been employed as a casual communications operator and is undergoing training, including the basic APCO communications operator course and CPIC.

Training:

- No training due to summer coverage.

Operational:

Strategic Plan

No report submitted for this month. Will provide in October.

Community Standards Unit

Please see attached reports.

Crime Trend Analysis/Chairs Report/Benchmarking

CHAIR'S REPORT

August

	TOTAL 2019 YTD	Comparison 2018 YTD	% Difference	Comparison 2018 Dec 31
TRAFFIC				
- Impaired Operation/Related Offences	28	34	-18%	51
- Dangerous Operation of Motor Vehicle	4	2	100%	2
- Traffic collisions	66	109	-39%	146
- Other criminal code	1	1	0%	2
- Provincial Traffic Offences	1255	1267	-1%	1965
LIQUOR ACT				
	88	97	-9%	131
OTHER CRIMINAL CODE				
- Other criminal code	204	179	14%	260
- Offensive weapons	11	9	22%	12
- Corruption (Public Mischief)	7	7	0%	10
DRUG ENFORCEMENT				
- Trafficking	18	6	200%	10
- Possession	16	38	-58%	54
- Other	5	12	-58%	13
CRIMES AGAINST A PERSON				
- Sexual offences	7	8	-13%	10
- Robbery/Extortion/Harassment/Threats	51	86	-41%	116
- Offences - Death Related or Endangering Life	1	0	100%	1
- Kidnapping/Hostage/Abduction	3	1	200%	4
- Assaults	43	70	-39%	95
CRIMES AGAINST PROPERTY				
- Theft under \$5000	163	107	52%	178
- Theft over \$5000	23	17	35%	31
- Possession of Stolen Goods	14	12	17%	22
- Fraud	47	27	74%	38
- Break and Enter	21	15	40%	30
- Arson	0	1	-100%	1
- Mischief	100	95	5%	130
BYLAW				
- Traffic	52	30	73%	48
- Other (non-traffic calls)	368	368	0%	499

Analyses: Our trends continue to be as expected. We are being hit with increased property crime associated with the criminality around methamphetamine use. All of southern Alberta is experiencing similar trends.

911 Report

911 Communications:

NFPA Standards require that ninety-five percent of alarms received on emergency lines shall be answered within 15 seconds, and 99 percent of alarms shall be answered within 40 seconds.

	Aug-19	Total Call Answered	Answered within 15 sec		Answered Within 40 Sec		Answered After 40 Sec		Total Abandoned Calls
			Calls	%	Calls	%	Calls	%	
Taber Police Service		295	292	99	294	99.7	1	0.3	51
Taber Police Service back up lines		4	4	100	4	100	0	0	0
*average answer time is 5.1 seconds									
*average answer time is 5.3 seconds - back up lines									
<u>Type of calls</u>		<u>% of calls</u>							
Residential (landline)		12.5%							
Business (landline)		7.8%							
Wireless		76.9%							
Text 9-1-1 (tests)		0.0%							
Pay Phone		0.0%							
ALI fail		0.0%							
ANI fail		0.0%							
Non 9-1-1		2.7%							
<u>Type of calls - back up lines</u>		<u>% of calls</u>							
Residential (landline)		0.0%							
Business (landline)		100.0%							
Wireless		0.0%							
Text 9-1-1 (tests)		0.0%							
Pay Phone		0.0%							
ALI fail		0.0%							
ANI fail		0.0%							
Non 9-1-1		0.0%							

Police Complaints

Monthly Incidents Received -- August 2019

Incident type	Month	YTD 2019	YTD 2018	YTD % change	
Section I : Investigative incidents received					
Citizen Contact		0	1	2	-50%
Complaint - External		0	0	2	-200%
Complaint - Internal		0	0	1	-100%
Information		0	0	0	0%
Statutory Complaint		0	0	0	0%

Report date range criteria: Incidents received between 2019/08/01 and 2019/08/31



Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Department Reports

Recommendation:

That Council accepts the Department Reports for information.

Background:

The Department Reports are supplied for Council information. In most cases, this communication is provided simply as information to Council and no comment is needed. In some cases, though, Council may wish to seek clarification on the matter from its administration, fellow Committee Members or from the originator of the communication, or even to challenge the matter through Council discussion. Placing the communication on Council's agenda allows these opportunities.

Legislation / Authority:

MGA, Section 207(c)

Strategic Plan Alignment:

Improve internal & external communications

Financial Implication:

N/A

Service Level / Staff Resource Implication:

The service level will remain status quo.

Justification:

To keep Council informed of departmental happenings.

Alternative(s):

Council could seek clarification on any of the matters from Administration or fellow Committee Members.



Attachment(s): Engineering & Public Works September Department Report
 Water & Wastewater Treatment Facilities September Department Report
 HR Activity Report - September
 Recreation Department Report - September
 Administrative Services Activity Report - September
 Finance Activity Report - September 2019
 September 2019 Planning & Economic Development Report
 Fire Department Report Sept 2019
 CAO Activity Report

APPROVALS:

Originated By:
Raeanne Keer

Chief Administrative Officer (CAO) or Designate: _____






TOWN OF
TABER

ACTIVITY REPORT

September 2019

DEPARTMENT: Engineering & Public Works

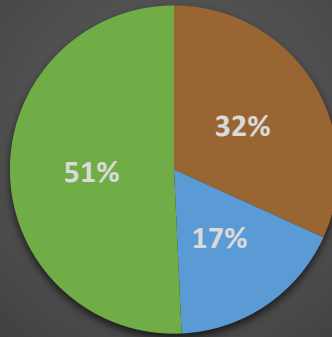
Strategic Plan Alignment	Associated Projects & Tasks
 <p>Develop Community & Promote Growth</p>	<ul style="list-style-type: none"> • Completed inspections for the Planning Department. • Replaced furnace at Parkside Manor and painted the main hall. • Installed rubber matting in the gun range at the Youth Center. • Replaced the bar counters at the Curling Club, installed new flooring behind the bar and replaced the bar sink. Installed new lighting as well. • Resurfaced the Curling Club exterior deck. • Locating all our water valves and Curb stops for GIS. • Set-Up and take down of Cornfest. • Sidewalk replacement at different locations.
 <p>Improve Internal & External Communications</p>	<ul style="list-style-type: none"> • Held monthly safety meetings. • Received & completed locates of water & sewer lines from Alberta One-Call for residents and businesses. • Received on-line, email and telephone service requests from residents and staff, investigated and completed all work orders pertaining to those requests.
 <p>Define & Practice Good Governance</p>	<ul style="list-style-type: none"> • Developing an infrastructure assessment map (roads & sidewalks) • Replace culverts on 55 street. • Dug and filled graves. • Painted Cross walks around town. • Flushed sanitary sewer pipelines, checked manholes and video inspected to prevent back-ups. Visited the 5 lift stations throughout Town, started the Hydrant Flushing program. • Performed Fire Hydrant maintenance. • Pool annual Maintenance shut down, changed all of the bulbs, re-tiled lifeguard showers, re-grouted tiles in hot tub/steam room & swirl pool. Replaced all of the cedar in the sauna, cleaned the HVAC system, replaced some valves & pumps, and had the boilers serviced. • Inspected and refastening of bleachers in the Large Ice Arena. • Going through the Post Office building and building a maintenance plan for the repairs needed. • Attending regular meetings for the new Fire Hall. • Regular maintenance and work orders for repairs completed at all Town owned buildings.



Enhance
Sense
of
Community

- Collection of all residential automated cart waste, commercial/industrial & multi-family waste.
- Co-ordinated the collection of compost, recycling and Styrofoam, both residential & commercial.
- Graded Industrial, Trout pond, Transfer station and 80th Avenue.
- Removed all the tree wraps.
- Started annual back alley maintenance program.
- Checked all the drainage around Town and cleaned catch basins.

2019 to date - Residential Diversion 68% Diversion



■ General Waste ■ Recycling ■ Compost







TOWN OF
TABER

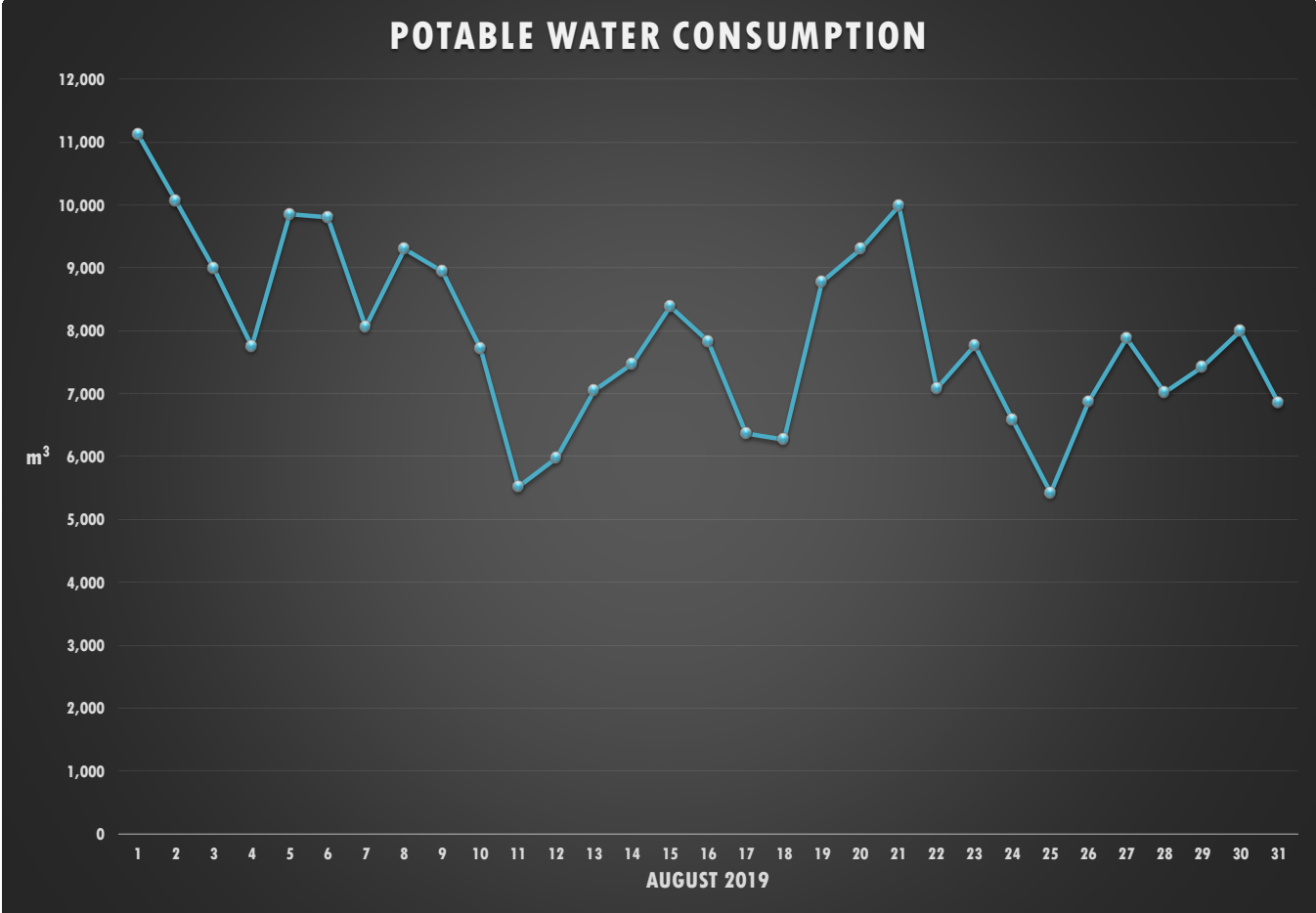
ACTIVITY REPORT

September 2019

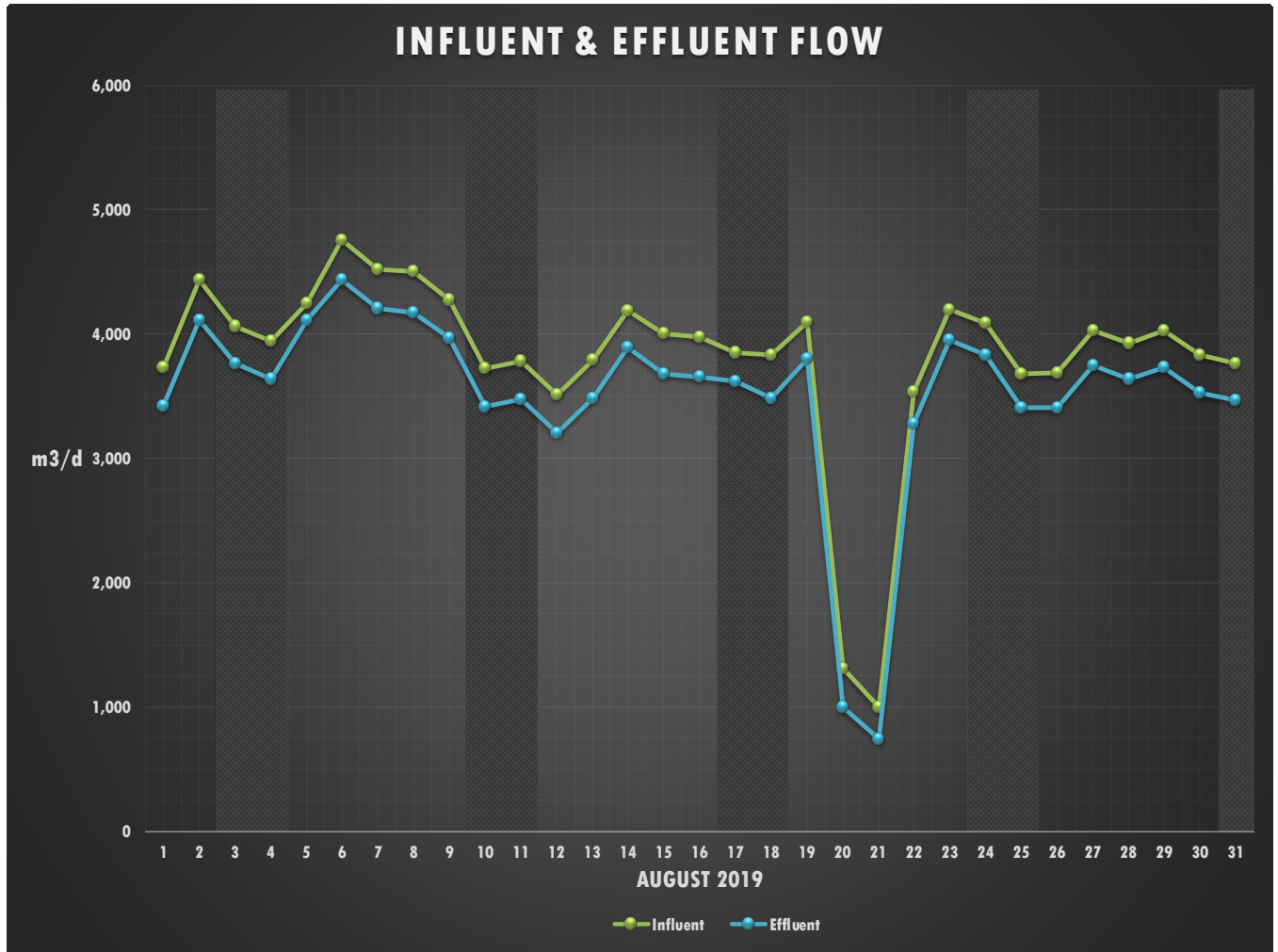
DEPARTMENT: Water & Wastewater Treatment Facilities

Strategic Plan Alignment	Associated Projects & Tasks
 <p data-bbox="315 632 462 735">Develop Community & Promote Growth</p>	<ul data-bbox="634 457 1485 695" style="list-style-type: none">• SCADA upgrades at the Water Treatment & Wastewater Treatment are installed and operating, ongoing maintenance for the next couple of months.• Water Treatment Plant Generator upgrade construction has started.• Completed engineering and RFQ for the High lift pump upgrades at the Water Treatment Plant.• Sludge clarifier chain is on order.
 <p data-bbox="282 930 488 1033">Improve Internal & External Communications</p>	<ul data-bbox="634 749 971 814" style="list-style-type: none">• Monthly Safety Meeting• Operations Meetings
 <p data-bbox="298 1262 469 1365">Define & Practice Good Governance</p>	<ul data-bbox="634 1052 1490 1184" style="list-style-type: none">• We strive to minimize our impact on the environment by consistently meeting and exceeding the guidelines set out by Alberta Environment• Monthly site inspections were completed
 <p data-bbox="298 1593 456 1705">Enhance Sense of Community</p>	<ul data-bbox="634 1402 1442 1499" style="list-style-type: none">• Supplied the Town water dispensing trailer for Town residents to have free drinking water at Cornfest and completed all necessary quality tests prior.

August 2019 | Potable Water Consumption



August 2019 | WWTP Influent & Effluent Flow









TOWN OF
TABER

ACTIVITY REPORT

September 2019

DEPARTMENT: Human Resources



Strategic Plan Alignment	Associated Projects & Tasks
 <p>Develop Community & Promote Growth</p>	<ul style="list-style-type: none"> • Advertising for Pool Cashier – Hired • Advertising for Development Officer – Hired (Sept. 23) • Advertising for Pool Lifeguard – Hired x2 (Sept. 19)
 <p>Improve Internal & External Communications</p>	<ul style="list-style-type: none"> • Following up with individual departments to insure all Hazard Assessments are completed. • Preparing safety documents for COR external audit, in the fall. • COR audit date set for Oct. 15, 2019 • Attended JHSC meeting • Attended WWT safety meeting • Attended Rec safety meeting • Reviewed/revised two safety Directives • Reviewed/reviewed four safe work practices
 <p>Define & Practice Good Governance</p>	<ul style="list-style-type: none"> • Updated CUPE employee performance evaluation and distributed to all department managers. • Coordinating with Life Mark Physio for an ergonomic specialist to come on site and initiate ergonomic assessments – Starting Sept. 25 • HR to make a larger presence in each department to provide accessibility, HR to attend monthly safety meetings and present on policies/procedures, benefits, etc. – in response to employee survey
 <p>Enhance Sense of Community</p>	<ul style="list-style-type: none"> • Working with WCB on claims management for Town of Taber employees and return-to-work plans. X2 • Working with Sun Life regarding claims management for employees on STD. • Processed Summer Grant applications with STEP, CSJ, & Green Parks employment programs.





ACTIVITY REPORT

September 2019

DEPARTMENT: Recreation

Strategic Plan Alignment	Associated Projects & Tasks
 <p data-bbox="316 877 464 978">Develop Community & Promote Growth</p>	<ul style="list-style-type: none"> • The Kinsmen Club of Taber is sponsoring free public skating on Fridays and the Taber Lions Club is sponsoring free public skating on Saturdays and Sundays for the winter season. • The Kiwanis Playground replacement has been pushed back to spring 2020. The installer is donating an extra piece of equipment for the inconvenience. • Football is underway. • The small ice is being installed. • Drop-in pickleball is being offered in the Auditorium weekly. • Drop-in Basketball will be starting in the Auditorium at the beginning of October. • Trout Pond upgrades have started. • Working with Economic Development and the Chamber on ideas for a winter festival and how to include the businesses. • Summer swimming lessons wrapped up 77% full • Swim Club wrapped up for the season. • Fall registration is underway for youth lessons, adult lessons and Junior Lifeguard Club. • The Town is partnering with Dan Kasperski from The Yard will be hosting a pilot pre-season basketball camp for ages 8-17 at the community centre.
 <p data-bbox="284 1539 492 1640">Improve Internal & External Communications</p>	<ul style="list-style-type: none"> • Monthly in-service with pool staff • Bi-weekly leadership team meetings with the Recreation team. • Monthly health and safety meetings for parks, aquatics and administration. • Attended a management team meeting. • Met with Public Works to discuss the Fleet requirements and budget. • ACE Coordinator attended the windup meeting for Cornfest. • ACE Coordinator has been working with the Taber Youth-Do-Crew on engaging them with community projects. • Administration made some changes to the pool schedules. • Met with Taber Minor Hockey Association regarding upcoming season and ice rental requests. • Met with the CAO, Councillor Garner and Gord Tams to discuss the Confederation Park Tree and bench project. • Met with Administration Staff to discuss the advertising for the Arts and Heritage Board. Meetings are planned for the third Tuesday of the month, to be held quarterly.

 <p>Define & Practice Good Governance</p>	<ul style="list-style-type: none"> • Meeting with Building Maintenance to discuss the 2021-2023 budget season • Hired two new Lifeguards. • Met with Aquatic Staff to discuss upcoming program ideas. • Capital budget completed for 2021-2024. • Operation budget completed for 2020-2123. • Two lifeguards are attending a Coaches symposium for Junior Lifeguard Club. • Two staff took a Pool Operator 1 course. • Two staff took an Arena Operator 2 course. • Two staff took a Supervisory Course. • One staff took a Lifesaving Instructor Course. • Several arena staff attended the ammonia safety training day in Calgary hosted by the Ammonia Safety Training Institute. • One staff member took their Parks and Sportsfield 1 course. • Met with the Rec Board and RC Strategies to get an update on the Recreation Master Plan.
 <p>Enhance Sense of Community</p>	<ul style="list-style-type: none"> • Partnering with two fitness groups to host a Fitness Expo in October. • Planning meetings for the upcoming Halloween Party. • Aquatic Staff were busy with the pool shut down. The facility is clean, grout work was done on the leisure pool, main pool, hot tub and steam room. The cedar in the sauna was replaced. • Parks staff is working on upgrades to the Legion Youth Centre grounds. • A playground is currently being installed at Sunrise. It is a playground for 2-5 year olds. • Purchased two new pickleball nets to meet the demands. • Tree farm being installed on the north side of Lon Fergusson baseball diamond at Ken McDonald Memorial Sportsfield Complex. • Hosted a Western Hockey League game played by the Calgary Hitman and the Medicine Hat Tigers. • Cornfest was really well organized. No issues on our end.







TOWN OF
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ACTIVITY REPORT

September 2019

DEPARTMENT: Administrative Services

Strategic Plan Alignment	Associated Projects & Tasks
 <p>Develop Community & Promote Growth</p>	<ul style="list-style-type: none"> • Letters of support • Lease renewal discussions with existing clients • Continued to engage various Alberta Government ministries for beginning arrangements for a Minister's Tour • Follow-up on various facility maintenance project requests • Further liaised to communicate Council decision with representatives from the Taber Pro Rodeo Association due to Council's motion to cancel their lease and the removal of their chattels from the property • Commencing the operating and capital budget process for multiple cost centres: liaising with multiple departments for input/reference
 <p>Improve Internal & External Communications</p>	<ul style="list-style-type: none"> • Held weekly meetings with Administrative Services staff to receive updates, assign tasks, and check in • Liaised with the facility maintenance team to discuss budget opportunities and updates • Attended the Director's meeting • Attended the Management meeting • Continued discussion and met on-site with Recreation department regarding Legion Youth Centre • Made arrangements for Mayoral signatures on various documents • Arrangements for joint meeting
 <p>Define & Practice Good Governance</p>	<ul style="list-style-type: none"> • Commissioner for Oaths duties • Lease arrangements for Farming Smarter Association • Discussions with Brownlee LLP to determine lease details • Continued to manage the Cemetery Software Project process formulation and discussions with vendor and internal staff arrangements • Preparations for Council meetings, and Management meetings • Kept updated on eCompliance program for Health and Safety • Continued the reviewing other various policy and procedure documents for formulation by other departments • Oil company discussions on rent reviews and servicing, etc. • Attended Special and Regular Meetings of Council • Guided the process for the Arts & Heritage Committee advertising and application process



	<ul style="list-style-type: none"> • Attended the Municipal Affairs Regional Training Session in Lethbridge • Discussions regarding records management with municipal colleagues • Fielded FOIP process inquiries • Attended Administration Building Health & Safety meeting
 <p>Enhance Sense of Community</p>	<ul style="list-style-type: none"> • Participated in Cornfest Emergency Operations Centre • Completed all preparations for the Consul General of Japan in Calgary visit, liaising with community partners • Continued arrangements for multiple tours of out-lying communities • Relaying with Notagawa Friendship Society • Continued to make arrangements for the Higashiomi Delegation visit to the municipality in September • Continued arrangements for office signage and other items • Fielded various department requests from citizens and internal clients • Initial arrangements for 2020 Volunteer Recognition Event





ACTIVITY REPORT

September 2019

DEPARTMENT: Administrative Services
(Communications and Projects Coordinator)

Strategic Plan Alignment	Associated Projects & Tasks
 <p>Develop Community & Promote Growth</p>	<ul style="list-style-type: none"> • Assisted as backup cemetery clerk when necessary (this includes preparing burial orders, pre-need contracts, etc) • Creating information campaigns and communications with Planning Department as requested by Municipal Planning Commission
 <p>Improve Internal & External Communications</p>	<ul style="list-style-type: none"> • Submitted Taber Times Ads: regular ads, Coffee with Council, and other various ads as needed • Released September Corn Husk Chronicles • Drafting October Corn Husk Chronicles • Assisted with Coffee with Council initiative communications • Making preparations for 2020 Coffee with Council dates • Continued to make edits and updates to the Town's website • Actively increased engagement on social media by posting current events, upcoming programming, new projects, etc • Responded to the public's questions and feedback on our social media accounts • Assisted media and news personnel by fielding questions and scheduling interview requests for Council and Staff • Coordinated with Departments on their requests for communications (this includes designing materials, writing copy, offering communications advice, and providing training on communications initiatives) • Assisted with requests for writing for cards, speeches, and other written materials • Provided assistance with interview information preparations • Researching examples of policies for work to be completed as per the Communications Plan • Submitted regular practice Alberta Emergency Alerts in order to maintain certification • Created a number of designs for various posters, social media graphics, brochures, and other print materials as requested by various staff members • Prepared and released information for EOC communications for Cornfest 2019 EOC activation

 <p>Define & Practice Good Governance</p>	<ul style="list-style-type: none"> •Continued regular upkeep with eCompliance as required by health and safety regulations •Creating Media Relations Policy and Procedure as per Policy refresh project •Drafted updates to the Internal Social Media Policy and Procedure as per Policy refresh project •Continued upkeep with our Employee Recognition Program (includes setting up the email-based program, notifying Directors of staff milestones, ensuring orders are places in a timely fashion, wrapping gifts, and scheduling presentations of gifts) •Attended monthly Administration Building health and safety meetings •Attended Directors meetings •Attended EOC position-specific training •Scheduled to attend training for the Southern Alberta Regional EOC group •Scheduled to attend Alberta Municipal Communicators Conference •As per CAO request, assisting with research and drafting of ICF Document
 <p>Enhance Sense of Community</p>	<ul style="list-style-type: none"> • Collaborating with Recreation Department to promote various recreational facilities in Taber • Assisted with communications regarding pickleball drop-ins • Assisting with preparations for 2019 Higashiomi Delegation in September (this includes ordering delegation bag items, preparing welcome materials, speech writing, card writing, etc)



ACTIVITY REPORT

Taber Memorial Gardens



Statistics Provided from: August 13, 2019 to September 17, 2019	
SERVICE PROVIDED	STATISTICS
Burials	5
Pre-Planning Purchases	3
Columbarium Transactions	0
Monument Permits	8
Disinter/Reinter	0
Transfer of Burial Rights	0
Public Concerns	0
Grave Searches from the Public	1
Grave Searches from Monument Companies	8
Inquiries from other Municipalities	0



ACTIVITY REPORT

September 2019

DEPARTMENT: Finance

Strategic Plan Alignment	Associated Projects & Tasks
 <p>Improve Internal & External Communications</p>	<ul style="list-style-type: none"> • Upgraded Finance system to version 2018. • Renew multiple licenses and agreements.
 <p>Define & Practice Good Governance</p>	<ul style="list-style-type: none"> • Prepared the IT monthly KPI. • Completed the Printing Services project. • Award of the Trout Ponds Phase II Project and Contract completion • Award Tender for Arena Rooftop Units • Evaluation of TPS Virtualization Project • Evaluation of Disaster Recovery Enhancement • Finalize Procurement Policy & Procedures for presentation to Council • Prepare additional information for Council re: Procurement Policy & Procedures • WTP High Lift Pumps RFP Issued • Prepared Draft RFP for Records Management Program • Wind up meeting re: Asset Management Cohort • Prepare budget forecasts for Power & Gas • Prepared 2020 – 2023 Operating Budget • Prepared 2020-2024 Capital Budget • Prepared month end reports • Director of Finance attended the Police Commission meeting • Prepared the Capital Contribution report to Council • Daily Finance activities







TOWN OF
TABER

DEPARTMENT: Planning & Economic Development

ACTIVITY REPORT

September 2019

Strategic Plan Alignment	Associated Projects & Tasks
 <p>Develop Community & Promote Growth</p>	<ul style="list-style-type: none"> • Answered a variety of calls from residents and businesses, providing information and guidance on the Land Use Bylaw, Development Permits, Business Licensing, and other miscellaneous requests. • Issued 10 Development Permits and five Compliance Certificates to date. • Issued 7 business licenses. • Coordinating approval of Subdivision applications through MPC and Subdivision Authority. • Ongoing discussion with Developer to work at moving forward endorsement of Westview Phase 6 and discuss future plans with development area. • Ongoing work on Outline Plan and engineering design for Town owned 60 acres including preliminary engineering and estimates for Phase 1 servicing • Working on Eureka Industrial land offer conditions including subdivision of lots. • Met with MD and Consultants to continue work on Intermunicipal Development Plan. Met with PW and Engineering representatives from both municipalities to discuss future needs regarding stormwater in the South of Taber as well as impacts of Country Residential in the vicinity of Town. The Town was advised that discussions continue with Alberta Environment regarding potential waste treatment although the Town has identified concerns with the system and provided costs to tie into the existing Town systems immediately adjacent to the area. • Annexation submitted – working with MD and MGB on final wording of order. • Finalized Farming Smarter lease agreement – arranging execution. • Finalizing final sale for residential lands off 40th. • Working with JEDC partners to host a PowerUp! Conference in Taber in fall 2019. • Continuing to process 2 Encroachment Agreement applications. • Attended Canada’s Premier Food Corridor meeting to work on a strategic plan to move forward. • Finalizing CCC/FAC for several phases of Prairie Lakes and returning applicable security deposits. • Issue Road closure for Emergency Services Building servicing tie ins. • Issued Traffic Accommodation plan for the work being done at KFC. • Finalized land acquisition agreements for two homeowners along 56th Avenue. • Working on potential land offer in Eureka. • Met with Consul General of Japan Mr. Kobayashi and his honorable wife. Toured with them to local producer, had lunch, attended parade

	<p>and dinner to open Cornfest festivities and enhance relationships and future potential economic development opportunities.</p>
 <p>Improve Internal & External Communications</p>	<ul style="list-style-type: none"> •Continued to maintain presence on LinkedIn and Twitter for Economic Development, posting 3-5 times a week on each platform. • Attended September JEDC Meeting • Working with local businesses and IT Department to expand the downtown Wifi network • Learning Development Officer’s duties to fill void as there is no overlap after departure. • Met with TNC Publishing to discuss Taber publication and outline expectations for performance and sales tactics for future publication. • Met with a local business to discuss their hiring needs for a large project. Assisting them with job description and promoting the job opportunities. • Participated in an interview with Sunny Side News regarding Canada’s Premier Food Corridor and Taber’s involvement in the initiative
 <p>Define & Practice Good Governance</p>	<ul style="list-style-type: none"> •Facilitated Municipal Planning Commission meeting third Monday of the month. •Department rep attended Department Health and Safety Committee meeting as well as Joint Health and Safety Committee meeting. • Work on Joint Health and Safety committee action items. • Work on planning department panic button procedure •Working with the team and Consultant to begin thorough Land Use Bylaw review to bring forward an amendment to deal with issues not covered and general amendments for clarification. •Reviewing responses for Realtor Services RFP. •Finalized interview and hiring process for Development Officer Position, new candidate starts September 23! •Training for changes in Dynamics accounting software •Operations and Capital Budget preparation •Work with Finance to finalize addressing for recent subdivisions and coordinating updates to ORRSC •Discussions relating to future Census budget process
 <p>Enhance Sense of Community</p>	<ul style="list-style-type: none"> • Working on action items for the Taber Pheasant Festival. • Daily ECC for Cornfest and associated permitting and coordination for event.







TOWN OF
TABER

ACTIVITY REPORT

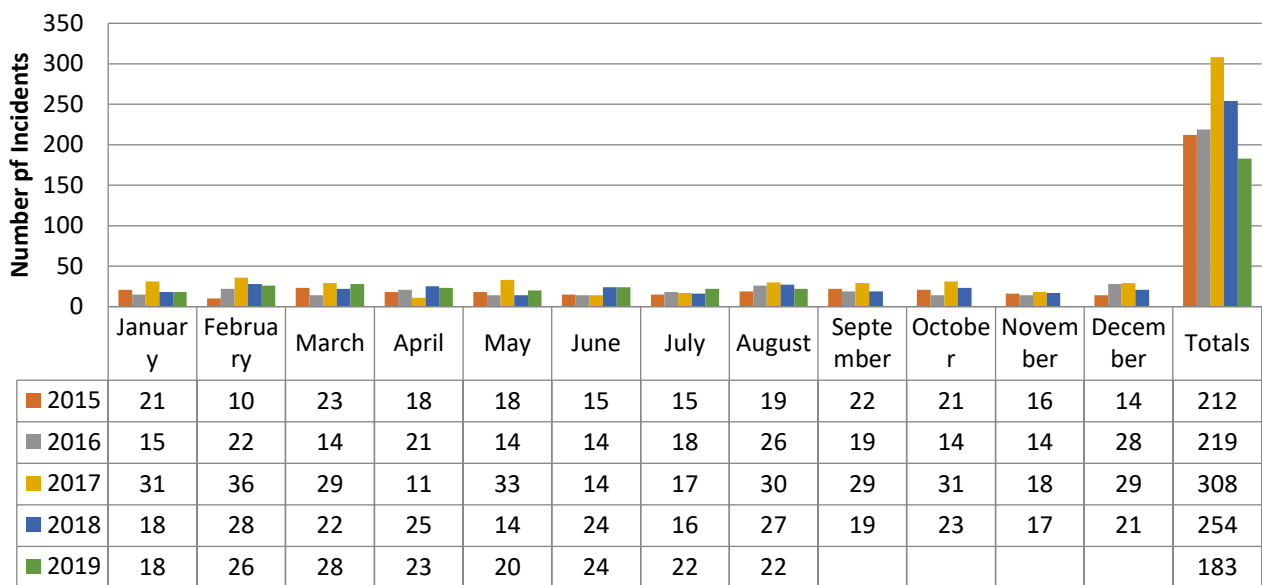
Sept 2019

DEPARTMENT: FIRE DEPARTMENT

Strategic Plan Alignment	Associated Projects & Tasks
 <p>Develop Community & Promote Growth</p>	<ul style="list-style-type: none"> • Fire Chief Working with the Alberta fire chiefs Association has built common training program within the province started in 2016-2019. Now we will assist in communicating with the province officials • Continued working on the new fire underwriters survey grading. • New Emergency Services Building construction under way with Building permit building construction started July 28, 2019.
 <p>Improve Internal & External Communications</p>	<ul style="list-style-type: none"> • Fire Prevention Officer continues to work with Provincial MFR Training Committee • Fire Chief working with the Alberta Fire Chief Association to develop a training guide line for the province. • Fire Prevention Officer accompanied Lethbridge Fire Prevention division for Whoop-up Days Inspections 25 Food Trucks • Worked with corn fest committee for a successful weekend
 <p>Define & Practice Good Governance</p>	<p>This time indicates the training of the Fire Department in the month.</p> <ul style="list-style-type: none"> • Past month 298 hours of firefighter training • Past 12 months 5843.75 hours of firefighter training <p>Fire Training officer:</p> <ul style="list-style-type: none"> • 6 members participated in an NFPA 1002 Pump Operator Course. • 7 Town staff members participated in Fire Extinguisher training. • 6 members of the public participated in Fire Extinguisher training. • Emergency Management training: 8 members participated in ICS Section Specific Training. 2 members participated in a Basic Emergency Management Course. <ul style="list-style-type: none"> • Fire Training Centre: Committee continues working towards growth of the FTC • Research is being conducted at the possibilities of collaborating with Horizon School Division to offer a Fire Class for high school students. • An EOC activation throughout the Cornfest celebration. Keeping the Town's Emergency Response Team ready in case of an emergency. <p>Fire Prevention officer:</p> <ul style="list-style-type: none"> • Fire inspections 24 businesses • Smoke alarm installation 8 exchanges in August. • Fire investigations 0

	<ul style="list-style-type: none"> • 28 Students for Fire Hall Tours • Participated in 2 Fire Drills a large commercial business and the Provincial Courthouse
	<ul style="list-style-type: none"> • Members volunteered to work the First-Aid booth at Cornfest, the fun run and truck tours, members also assisted in reuniting 7 children with their families during Cornfest. <p>Last 12 months of Volunteer hours on top of Training and calls:</p> <ul style="list-style-type: none"> • 3068 hours volunteer service over the last 12 months\ • During last week's large weather event, the Fire department deployed resources to all corners of the town for better support of the community.

Comparison by Year by Month with Totals 2015 - 2019



Year to date **LAST** year; 174 calls Total Calls for Aug - 22 Year to date **THIS** year; 183 calls

Total call volume over last 4 years: 1056 Calls

CALLS BY TYPE


Structure Fire – 1	Public Assist – 1	MVC – 5
Rubbish/Grass Fire – 0	Hazmat – 0	Alarm Call – 5
MFR – 10	Mutual Aid – 0	Vehicle Fire – 0




ACTIVITY REPORT

September 2019


DEPARTMENT: CAO

Strategic Plan Alignment	Associated Projects & Tasks
 <p data-bbox="318 1188 462 1289">Develop Community & Promote Growth</p>	<ul style="list-style-type: none"> • Spoke to a consultant regarding available water license capacity in Southern Alberta. Specifically the SMID and TID jurisdictions. • Finalized Taber Irrigation District water allocation changes due to land sales/transactions. • Worked on management related efforts for the Intermunicipal Development Plan project. • Working with the Administrative Services Manager on final details of the Consul General of Japan’s visit to Taber. • Working with Alberta Emergency Management Agency on material related to Incident Command System training. • Shadowed the Mayor and Consul-General Kobayashi and Mrs. Kobayashi for the afternoon/evening Cornfest activities, meeting with Roland Seeds and dinner. • Reviewed the TID and SMID headwater quantities many times through the month to ensure a water supply throughout the winter for the town. • Attended the FORTIS BBQ and spoke to FORTIS community representatives regarding their change to billing polices related to low electrical use Wi-Fi technology being hosted on Fortis light standards. A new cost regime is being advanced due to Taber’s efforts with advocacy directly, and through the 2018 AUMA resolution. • Spoke with the HR Manager regarding final negotiation items related to the hiring of the town’s new Development Officer. • Reviewed documentation related to the recycling industry globally and what Taber’s neighbours (Coaldale/Medicine Hat) are doing related to their recycling programs. • Reviewed the MD of Taber’s Appeal Board decision to permit a solar project to take place on Taber Irrigation District land (NW, SW, SE of 28-10-16-W54M). • Attended the end of summer wind up lunch for the summer students. This event was co-sponsored by the Chamber of Commerce due to their desire to express thanks for the effort the Recreations and Public Works crews did during Cornfest. • Worked with the Grants Coordinator and Director of Recreation on getting grant support for the construction of the walking path connection from town to the trout pond in 2020.

	<ul style="list-style-type: none"> • Reviewed the Draft MOU Water Security provided by SouthGrow for Council’s consideration for support. • Met with the Mayor to discuss an item of concern related to wheelchair accessibility at the community centre. • Provided final approval to the contractors removing the current KFC building to locate a waste bin adjacent to the current structure, in the parking lane on 47 avenue as well as close 47 avenue for a period of time to facilitate servicing the new development.
 <p>Improve Internal & External Communications</p>	<ul style="list-style-type: none"> • Provided the Youth Employment Program Coordinator with details related to past and current employment opportunities with the town. • Reviewed and approved material to be added to the Town Website related to Cornfest activities. • Facilitated an email conversation regarding Council’s expected approach to the request coming from the Taber Golf Course related to assistance in purchasing a new lawn mower. • Met with the MD regarding their aspirations to partner on a regional notification system. • Spoke to a resident to provide an explanation regarding the bylaw enforcement of travel trailers being disconnected from the tow vehicle and left unattended on town streets. • Performed some coordination work related to the externally funded agencies coming to Council to make their funding requests September 3rd. • Worked with the Administrative Services Manager on logistics related to meeting with Ministers at AUMA. • Met with the HR Manager to complete his performance review. • Spoke to representatives from Pincher Creek regarding the grant arrangement Taber has with Community Futures to incentivize urban renewal/renovations in Taber businesses. • Researched a concern brought to my attention regarding the odor of the domestic drinking water in Taber. • Engaged with the Canadian Pacific Railway Police Service regarding their concerns with some of the signage and way finding at the intersection of highway 36 and highway 3.



- Reviewed the revised Draft Raw Water Supply agreement to be presented to the Village of Barnwell
- Attended to the Fire Hall to participate in a formal safety inspection (part of requirements for full points on the health and Safety Audit.
- Spoke to the IT Manager about the strategy to ensure an affordable and well thought out business continuity and disaster recovery plan is in place in the event of an issue with the town's servers.
- Researched additional steps to ensure the assessment appeal board bylaws and protocol are all correct
- Finalized some documentation with the Health and Safety Coordinator related to the external audit taking place mid October 2019.
- Reviewing Casual and Seasonal Employee reporting requirements in the time management system as this relates to statutory days off.
- Reviewed material based on a request from Alberta Emergency Management Agency with respect to how municipalities in Alberta approach/utilize Incident Command Posts, versus Emergency Operation Centers/Emergency Coordination Centers.
- Reviewed the draft Annexation Order from Municipal Affairs prior to the official release.
- Worked with the Public Works Department on amendments to the Traffic Bylaw.
- Reviewed the forecast savings of installing a combined heat and power unit at both the Civic Center and Aqua Fun Centre.
- Reviewed the preliminary equalized assessment model produced by Municipal Affairs for 2020.
- Met with the Communications and Special Projects Coordinator regarding getting formal documentation material started for the Intermunicipal Collaborative Framework.
- Reviewed the format and content of the three Incident Action Plans related to Cornfest for Thursday, Friday and Saturday.
- Reviewing practice requirements related to the Alberta Emergency Alert system and the efforts required of town staff to keep their certifications.
- Reviewing CPR crossing agreements for 50th and 51st street crossing.
- Met with the Finance Director to discuss the budget preparation timeline as well as considerations towards utility rates and the fee bylaw.
- Signed development permits and compliance letters due to the Director of Planning's absence due to vacation time off.
- Spoke to a consultant regarding platform options to modernize and remove human liabilities and errors in Taber's onboarding and employee compensation management processes.
- Undertook coordination work with ATCO leading up to franchise agreement negotiations occurring later September/October.

	<ul style="list-style-type: none"> • Met with the Purchasing and Procurement Coordinator for a final review of the draft procurement policy and procedure proposed to come to Council September 9th. • Reviewed the disclosure from one of the appellants who is appealing their taxes, scheduled for a hearing October 8th. • Crafted a letter for an employee seeking a mortgage to confirm their employment and hourly rate due to the HR Manager being on holidays. • Work related to reviewing/re-drafting of the CAO/Administrative Services Department budget narratives for the 2020-2023 budget. • Reviewed update material supplied by the Director of Recreation to the CAO office to be presented at the joint Council meeting. • Spoke to the Police Chief about the process of signing off Police Commission Agendas and the benefit that doing this sign-off after a review with the Police Commission Chair would provide. • Attended the Administration office Health and Safety meeting. • Reviewed edits made to the Signing or Authorization of Municipal Documents policy and procedure. • Reviewed the material send to stakeholders ahead of the Police Costing Model Webinar.
 <p data-bbox="300 1438 462 1543">Enhance Sense of Community</p>	<ul style="list-style-type: none"> • Approved a food truck to be located on town property at the Ken MacDonald Sports Field complex to service the baseball tournament during Cornfest. • Worked with the Arts, Culture and Events Coordinator regarding a road closure request for Saunders Insurance on the morning of August 22 • Attended the Cornfest EOC meetings. • Reviewed the contents of the Community Standards By-law with the Taber Police Service as it relates to cannabis use in public parks and during events (Cornfest related conversations). • Worked with the Taber Police Force on some items related to the Cornfest parade regarding staging and parking of equipment, trailers and floats during the afternoon of Thursday August 22. • Met with Councilor Garner, a contractor and senior staff regarding the motion to plant 20 trees and erect 5 benches in Confederation Park. A plan has been made, confirming budget currently via request for quotes. • Worked on edits and process suggestions for the town volunteer liability sign-off sheet prior to returning this item to Council. • Worked on logistics with members of the TPS related to the drafting of a Trespass Order. • Addressed a concern regarding the time between the laying of wreaths and the collecting of wreaths by the Legion after Remembrance Day.

	<ul style="list-style-type: none">• Completed analysis of the Taber Library Board's documentation and program delivery.• Worked with the Recreation Director on approvals for the Man Van to be located in the Civic Centre parking lot September 28th.
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Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Mayor and Councillor Reports (Verbal)

Recommendation:

That Council accepts the Mayor and Councillor Reports for information.

Background:

Updates are provided verbally to inform Council of individual elected official activity. This could come in the form of meeting attendance to Council's Boards, Commissions, Committees, ad hoc organizations or meetings intended to strengthen municipal reputation and visibility.

Legislation / Authority:

MGA, Section 207(c)

Strategic Plan Alignment:

Governance:

Build partnerships with other governments and organizations where synergies may exist.

Financial Implication:

N/A

Service Level / Staff Resource Implication:

The service level will remain status quo.

Justification:

To keep all of Council informed of elected official activity.

Alternative(s):

Council could seek clarification on any of the matters.



Attachment(s): None.

APPROVALS:

Originated By:
Raeanne Keer

Chief Administrative Officer (CAO) or Designate: _____



Council Request for Decision

Meeting Date: September 23, 2019

Subject:

Standing Item - Council Requests

Recommendation:

That Council uses this standing agenda item opportunity to address administration about their concerns, ask questions and direct municipal resources.

Background:

The Municipal Government Act only allows Mayor and Council to act by resolution or bylaw, not separately through individual direction to administration. If one member wishes to see action on a certain item that requires the deployment or diversion of municipal resources, that does not mean all or even a majority of the other six members want Town resources used in that manner. Also, it is likely that all of Council and the public want to know about issues of concern and interest in Taber, so this conversation should be shared for better governance.

To assist in this information sharing and ensure agreement on the relative importance of activities, and to facilitate a common understanding, Council established a standing item on Council agendas that would allow the Mayor and Councilors to raise issues of individual concern. This allows discussion amongst Council and with administration on how best to deal with these concerns. It is an opportunity for Council to provide suggestions or direction to administration as to how best to proceed.

The intention of this RFD is for items to be brought forward from the floor at the meeting.

Legislation / Authority:

Municipal Government Act, Section 153, Section 154, Section 180, and Section 249.

Strategic Plan Alignment:

Improve Internal & External Communications

Establish appropriate communication protocols between Council and Administration.

Financial Implication:

The financial implication will vary depending on the discussion outcomes but should consider the alignment of Town facility and service provision with the approved budget.



Service Level / Staff Resource Implication:

Having a regular Council discussion about service levels will improve the ability of administration to meet the expectations of Council rather than dealing with the requests of individuals on an ad hoc basis.

Justification:

This will bring administration efficiencies and the better alignment of services and expenditures with the budget. It will also help improve communication protocols and adherence to the *Municipal Government Act*.

Alternative(s):

Alternatives will vary based on the discussion.

Attachment(s): Activity Listing

APPROVALS:

Originated By:

Raeanne Keer

Chief Administrative Officer (CAO) or Designate: _____

Council Date	Resolution #	Resolution	Assigned To	Completed?	Request Return To Council? By?
June 11/18	292/2018	MOVED by Councillor Strojwas that Council directs Administration to start the budgetary process, and investigate a celebration for the 40 th anniversary of the twinning relationship between the Town of Taber and Higashiomi for 2021.	Admin Services	<i>In Progress – Included in proposed Operating Budget</i>	Not Stated
June 25/18	311/2018	MOVED by Councillor Strojwas that Council directs Administration to commit up to \$5,000.00 in sponsorship for the Alberta/Japan Twinning Municipalities Association (A/JTMA) Conference and Annual General Meeting in 2021 in conjunction with the Notogawa Friendship Society from the Council Discretionary Fund.	Admin Services	<i>In Progress – Letter to A/JTMA completed.</i>	Not Stated
Aug 19/19	497/2019	<p>MOVED by Councillor Garner that Council directs Administration to:</p> <ol style="list-style-type: none"> 1. Install 5 new handicap accessible Blue Imp picnic benches in Centennial Park, 2. And also directs Administration to have 20 new trees transplanted with a minimum root ball of 24” into said park, 3. With Administration to provide recommendations regarding the trees and the location of the benches, 4. With a total cost not to exceed \$14,000.00; and, 5. With funding provided from Council’s Discretionary Fund. <p style="text-align: center;">CARRIED UNANIMOUSLY</p>	Recreation	<i>In Progress</i>	Not Stated

* Once items have been designated completed, they will be removed from this listed at the next Council meeting