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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 TUESDAY,  
OCTOBER 15, 2019, AT 3:30 PM.

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**Mayor**

Andrew Prokop

**Councillors**

Garth Bekkering

Jack Brewin

Carly Firth

Mark Garner

Joe Strojwas

Louie Tams

**Chief Administrative Officer**

Cory Armfelt

**Staff**

Alaa Abdel Khaliq

Graham Abela

Meghan Brennan

Nathan Cote

Erica Dam

Lisa DeBona

Dave Duske

Emily Hembrough

Raeanne Keer

Phyllis Monks

Steve Munshaw

John Orwa

Kory Ostrup

Louise Parsons

Dawn Phillips

Gary Scherer

Kattie Schlamp

**Guests**

Ken Holst

245/2019

Meeting Date  
10/15/2019

## **CALL TO ORDER**

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

## **ADOPTION OF THE AGENDA**

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

RES. 582/2019      MOVED by Councillor Garner that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

## **ADOPTION OF THE MINUTES**

### **1) Minutes of Regular Meeting of Council: September 23, 2019**

RES. 583/2019      MOVED by Councillor Firth that Council adopts the minutes of the Regular Meeting of Council held on September 23, 2019, as presented.

CARRIED UNANIMOUSLY

## **BUSINESS ARISING FROM THE MINUTES**

None.

## **BYLAWS**

### **1) Emergency Management Bylaw 19-2019**

Deputy Chief N. Cote, of the Taber Fire Department, presented the proposed Emergency Management Bylaw 19-2019.

**BYLAWS – CONT'D**

**1) Emergency Management Bylaw 19-2019 – CONT'D**

RES. 584/2019      MOVED by Councillor Tams that Council gives First reading to the Emergency Management Bylaw 19-2019 at this meeting.

CARRIED UNANIMOUSLY

RES. 585/2019      MOVED by Councillor Strojwas that Council gives Second reading to the Emergency Management Bylaw 19-2019 at this meeting.

CARRIED UNANIMOUSLY

RES. 586/2019      MOVED by Councillor Brewin that Council gives unanimous consent to proceed to Third and Final reading of the Emergency Management Bylaw 19-2019 at this meeting.

CARRIED UNANIMOUSLY

RES. 587/2019      MOVED by Councillor Garner that Council gives Third and Final reading to the Emergency Management Bylaw 19-2019 at this meeting.

CARRIED UNANIMOUSLY

**ACTION ITEMS**

**1) 2020 Amendments and 2021 - 2023 Budget Narratives**

The Town Directors and Managers presented their proposed 2020 Budget amendments, and their departments' 2021-2023 Budget Narratives.

Council discussed the proposed 2020 Budget amendments, and the 2021-2023 Budget Narratives.

## **ACTION ITEMS – CONT'D**

### **1) 2020 Amendments and 2021 - 2023 Budget Narratives – CONT'D**

RES. 588/2019      MOVED by Councillor Firth that Council approves the 2020 Operating Budget Amendments as presented.

CARRIED UNANIMOUSLY

RES. 589/2019      MOVED by Councillor Brewin that Council accepts the 2021-2023 Budget Narratives presentation for information purposes.

CARRIED UNANIMOUSLY

### **2) Franchise Fees**

J. Orwa, Director of Finance, presented the current franchise fee rates collected by the Town from FORTIS Alberta and ATCO Gas, and stated that Administration is requesting direction from Council regarding the franchise fee percentages.

Council discussed the current franchise fee percentages, and discussed the current contributions to the Energy Conservation Capital Reserve.

MOVED by Councillor Strojwas that Council directs Administration to investigate the reduction of the franchise fees to 15%, and to bring back the findings to the next Council meeting to present on future budget implications.

Councillor Tams suggested a friendly amendment that Administration investigate the reduction of the franchise fees to 12%-16% and a reduction of the Energy Conservation Capital Reserve contributions to 1.5%-2.5%.

Councillor Strojwas accepted the friendly amendment.

**ACTION ITEMS – CONT'D**

**2) Franchise Fees – CONT'D**

RES. 590/2019      MOVED by Councillor Strojwas that Council directs Administration to investigate the reduction of the franchise fees to 12%-16%, and a reduction 1.5%-2.5% to the Energy Conservation Capital Reserve, to provide a broad picture to Council on the potential budget implications.

CARRIED

**3) VFD High lift Pump Replacements RFP Award**

G. Scherer, Director of Engineering and Public Works, presented the VFD High Lift Pump Replacement Request for Proposal to Council.

Council discussed the proposed Request for Proposal.

RES. 591/2019      MOVED by Councillor Tams that Council award the VFD High lift Pump Replacements RFP to Integrity Pump Service for the amount of \$94,530.08 exclusive of GST.

CARRIED UNANIMOUSLY

**4) PowerUp! Taber Conference Update**

K. Schlamp, Economic Development Officer, presented an update to Council on the PowerUp! Taber Conference.

RES. 592/2019      MOVED by Councillor Firth that Council accepts the PowerUp! Taber Conference update as information.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **5) Council Project - Confederation Park**

D. Phillips, Director of Recreation, stated at the Regular Meeting of Council held on August 19, 2019 Council passed a resolution to direct Administration to install 5 new handicap accessible Blue Imp picnic benches and 20 trees in Confederation Park, for a total cost of \$14,000.00 with funding provided from Council's Discretionary Fund.

D. Phillips stated that the project quotes collected by Administration exceed the authorized amount, and that Administration is requesting direction from Council on the project.

Council discussed the project quotes and deadline.

RES. 593/2019      MOVED by Councillor Garner that Council extends the time period to accomplish the Council Project – Confederation Park to May 1, 2020, that the work is completed in-house, and directs Administration to stay within the original \$14,000.00 budgeted amount.

CARRIED UNANIMOUSLY

### **6) Disposal of Municipal Documents**

E. Hembrough, Arts, Culture, and Events Coordinator, presented documents for destruction in accordance with the Retention of Municipal Documents Bylaw No. 10-99.

RES. 594/2019      MOVED by Councillor Bekkering that Council approves the destruction of documents identified in the attached list per the retention period in years identified in Schedule A of the By-law No. 10-99 Retention of Municipal Documents.

CARRIED UNANIMOUSLY

**ACTION ITEMS – CONT'D**

**7) Procurement Policy CS-FIN-1 Review**

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

RES. 595/2019      MOVED by Councillor Tams that Council defers Agenda Item 6.7) Procurement Policy CS-FIN-1 to the Regular Meeting of Council to be held on Monday, October 28, 2019 in Closed Session.

CARRIED UNANIMOUSLY

**8) Proposed Flag Protocol Policy and Procedure C-9**

M. Brennan, Communications and Projects Coordinator, presented the proposed Flag Policy C-9 to Council.

RES. 596/2019      MOVED by Councillor Garner that Council adopts the Flag Protocol Policy C-9, as presented.

CARRIED UNANIMOUSLY

**9) Proposed Land Sale Policy ECON-1**

P. Monks, Director of Planning and Economic Development, presented the proposed Land Sale Policy ECON-1 to Council.

RES. 597/2019      MOVED by Councillor Bekkering that Council approves Land Sale Policy, ECON-1, as presented.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **10) Policies Proposed for Repeal - Engineering & Public Works**

L. DeBona, Engineering and Public Works Administrative Supervisor, stated that Administration is requesting Council to repeal the Sewer Backflow Preventers Policy No. 56/10/23/95 and the Private Use of Municipal Equipment Policy No. 7S-791026 as they are encompassed in other legislation, and are no longer used by the Town.

RES. 598/2019      MOVED by Councillor Firth that Council repeals Sewer Backflow Preventers Policy No. 56/10/23/95.

CARRIED UNANIMOUSLY

RES. 599/2019      MOVED by Councillor Tams that Council repeals Private Use of Municipal Equipment Policy No. 7S-791026.

CARRIED UNANIMOUSLY

### **11) Policies Proposed for Repeal**

D. Phillips stated that Administration is requesting Council to repeal the Tourist Overflow Area Policy 37C-2/22/88, the Community Centre for Emergency Use Policy 9C-84315, and the Use of Computerized Message Centre Policy 84M-87210 as they are encompassed in other legislation, and are no longer used by the Town.

RES. 600/2019      MOVED by Councillor Firth that Council repeals the Tourist Overflow Area Policy 37C - 2/22/88.

CARRIED UNANIMOUSLY

RES. 601/2019      MOVED by Councillor Brewin that Council repeals the Community Centre for Emergency Use Policy 9C – 84315.

CARRIED UNANIMOUSLY



**ACTION ITEMS – CONT'D**

**11) Policies Proposed for Repeal**

RES. 602/2019      MOVED by Councillor Garner Council repeals the Use of Computerized Message Centre Policy 84M – 87210.

CARRIED UNANIMOUSLY

**12) Policies Proposed for Repeal**

P. Monks stated that Administration is requesting Council to repeal the Application for Subdivision on the Purchase of Town Owned Lands Policy 15C-396/82, the Land Sale Policies Residential-Industrial/Commercial Policy 53M-82830, and Local Improvements-Non-Residential Zones Policy 71C/05/28/01 as they are encompassed in other legislation, and are no longer used by the Town.

RES. 603/2019      MOVED by Councillor Tams that Council Repeals Policy 15C-396/82 Application for Subdivision on the Purchase of Town Owned Lands.

CARRIED UNANIMOUSLY

RES. 604/2019      MOVED by Councillor Bekkering that Council Repeals Policy 53M-82830 Land Sale Policies Residential – Industrial/Commercial.

CARRIED UNANIMOUSLY

RES. 605/2019      MOVED by Councillor Firth Council Repeals Policy 71C/05/28/01 Local Improvements – Non-Residential Zones.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **13) Policies Proposed for Repeal**

E. Dam, Finance Officer Intern, stated that Administration is requesting Council to repeal NSF Cheques Policy 79S-585/92 and Review of Accounts Policy No. 35C-434/87 as they are encompassed in other legislation, and are no longer used by the Town.

RES. 606/2019      MOVED by Councillor Strojwas that Council repeals NSF Cheques Policy No.79S-585/92.

CARRIED UNANIMOUSLY

RES. 607/2019      MOVED by Councillor Firth that Council repeals Review of Accounts Policy No.35C-434/87.

CARRIED UNANIMOUSLY

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

Council discussed the Taber Irrigation Impact Museum, and potential interest in Council representation on their Board.

RES. 608/2019      MOVED by Councillor Strojwas that Council directs Administration to contact the Taber Museum, and to investigate potential interest for Council representation on their Board.

CARRIED UNANIMOUSLY

## **DELEGATIONS**

None.

## **MEDIA INQUIRIES**

None.

RES. 609/2019      MOVED by Councillor Tams that Council takes a 30-minute dinner break, and reconvenes into Closed Session to prevent the disclosure of advice from officials in accordance with Section 24(1) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY AT 5:03 PM

Council returned to Council Chambers at 5:33 PM

## **CLOSED SESSION**

### **1) Recycling Collection Contract**

**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 9.1) Recycling Collection Contract: C. Armfelt, Chief Administrative Officer, G. Scherer, Director of Engineering and Public Works, J. Orwa, Director of Finance, and L. DeBona, Engineering and Public Works Administrative Supervisor.

### **2) Materials Recovery Facility**

**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 9.2) Materials Recovery Facility: C. Armfelt, Chief Administrative Officer, G. Scherer, Director of Engineering and Public Works, J. Orwa, Director of Finance, and L. DeBona, Engineering and Public Works Administrative Supervisor.

**OPEN SESSION**

RES. 610/2019      MOVED by Councillor Brewin that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 6:19 PM

RES. 611/2019      MOVED by Councillor Tams that Council accepts the \$15,152.40 increase to the Commercial recycling contract with funds to come from the 2019 operating budget.

CARRIED UNANIMOUSLY

**CLOSE OF MEETING**

RES. 612/2019      MOVED by Councillor Garner that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 6:21 PM



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MAYOR



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CHIEF ADMINISTRATIVE OFFICER