

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, NOVEMBER 12, 2019, AT 3:41 PM, IMMEDIATELY FOLLOWING THE PUBLIC HEARING 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

Phyllis Monks

Steve Munshaw

John Orwa

Louise Parsons

Dawn Phillips

Gary Scherer

Kerry Van Ham

CALL TO ORDER

Mayor Prokop called the meeting to Order at 3:41 PM.

ADOPTION OF THE AGENDA

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

RES. 635/2019 MOVED by Councillor Firth that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

1) Minutes of Organizational Meeting of Council: October 28, 2019

Councillor Bekkering noted that he was not in attendance for the Organizational Meeting of Council held on Monday, October 28, 2019, and requested that the minutes reflect his absence.

RES. 636/2019 MOVED by Councillor Firth that Council adopts the minutes of the Organizational Meeting of Council held on October 28, 2019, as amended.

CARRIED UNANIMOUSLY

2) Minutes of Regular Meeting of Council: October 28, 2019

RES. 637/2019 MOVED by Councillor Brewin that Council adopts the minutes of the Regular Meeting of Council held on October 28, 2019, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

1) Options for Section 15.01 of the Traffic Control Bylaw

L. DeBona, Public Works and Engineering Administrative Supervisor, stated at the Regular Meeting of Council held on October 28, 2019, Council requested Administration to research additional options regarding Section 15.01 of the proposed Traffic Bylaw 15-2019.

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BUSINESS ARISING FROM THE MINUTES – CONT'D

1) Options for Section 15.01 of the Traffic Control Bylaw – CONT'D

L. DeBona reviewed Administration's proposed options to Council for Section 15.01 in follow-up to their concerns. She stated that Option A is a new option brought forward by Administration after consulting with the Chief of Police and reviewing the additional municipal bylaws regarding bicycles on sidewalks.

L. DeBona stated that Option A would not allow a person over 14 to ride a bicycle on any Town sidewalks, but it would allow a person under the age of 14 to ride on Town sidewalks as long as their wheels are 40 centimetres or less, and follow the included safety stipulations.

Council discussed the proposed options from Administration.

RES. 638/2019 MOVED by Councillor Strojwas that Council chooses Option A regarding Section 15.01 for the proposed new Traffic Control Bylaw 15-2019.

CARRIED UNANIMOUSLY

BYLAWS

None.

ACTION ITEMS

1) RC Strategies - Recreation Master Plan

R. Schwartz and R. Parks, of RC Strategies, presented the draft Recreation Master Plan to Council.

Council discussed the survey responses and the draft Recreation Master Plan.

Council further discussed the recommendations for the small ice arena.

ACTION ITEMS – CONT'D

1) RC Strategies - Recreation Master Plan – CONT'D

RES. 639/2019 MOVED by Councillor Garner that Council accepts the Draft Recreation Master Plan as presented by RC Strategies as information.

CARRIED UNANIMOUSLY

C. Armfelt stated that there was currently no audio on the live stream, and inquired if Council would like to continue or take a recess.

Council determined to carry on with the meeting as is.

2) DP 19-066 Direct Control District (DC-2): Heide's Auto

R. Janzen, Development Officer, stated as presented at the Public Hearing held prior to this meeting, Administration received a development permit application to locate a used automotive sales business within a Direct Control District (D-2), located at 5508 46th Avenue.

Council discussed the addition of requiring dust control parameters at the proposed development site.

MOVED by Councillor Bekkering that Council approves the proposed used automotive sales development in the Direct Control District located at 5508 46th Avenue, Lot 23, Block 21, Plan 1410557 with the following conditions:

- 1) The development conforms to the district requirements of Direct Control District 2 (DC-2),
- 2) The applicant must obtain a Building Permit to ensure the development complies with the Alberta Fire Code and Alberta Building Code. It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical, and Gas permits,
- 3) A Fire Inspection must be conducted by the Town of Taber Fire Department,

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ACTION ITEMS – CONT'D

2) DP 19-066 Direct Control District (DC-2): Heide's Auto – CONT'D

- 4) The applicant must obtain a business license for the operation of a new business,
- 5) A maximum of 16 vehicles in good condition are permitted on the site for sale purposes. Unsightly vehicles will not be permitted,
- 6) All parking and site access must be developed in a manner that limits the potential that customers and employees will back their vehicles out onto Highway 3. To increase safety, it is recommended that the site is accessed from 55th Street,
- 7) Any further developments within Lot 23, Block 21, Plan 1410557, whether or not they are related to this proposed development, will require a new development permit application. During the review of any future development permit applications, the Town of Taber reserves the right to make changes to existing access points and other requirements,
- 8) The vehicles must be parked on the site and cannot be parked on the street or outside of the leased area,
- 9) All outstanding taxes, if any, are paid to the Town of Taber prior to proceeding with development; and,
- 10) To investigate the dust control that might precipitate from this location.

Councillor Brewin suggested a friendly amendment that the site be required to control dust, not to investigate the dust control.

Councillor Bekkering accepted the friendly amendment.

ACTION ITEMS – CONT'D

**2) DP 19-066 Direct Control District (DC-2): Heide's Auto –
CONT'D**

RES. 640/2019

MOVED by Councillor Bekkering that Council approves the proposed used automotive sales development in the Direct Control District located at 5508 46th Avenue, Lot 23, Block 21, Plan 1410557 with the following conditions:

- 1) The development conforms to the district requirements of Direct Control District 2 (DC-2),
- 2) The applicant must obtain a Building Permit to ensure the development complies with the Alberta Fire Code and Alberta Building Code. It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical, and Gas permits,
- 3) A Fire Inspection must be conducted by the Town of Taber Fire Department,
- 4) The applicant must obtain a business license for the operation of a new business,
- 5) A maximum of 16 vehicles in good condition are permitted on the site for sale purposes. Unsightly vehicles will not be permitted,
- 6) All parking and site access must be developed in a manner that limits the potential that customers and employees will back their vehicles out onto Highway 3. To increase safety, it is recommended that the site is accessed from 55th Street,

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ACTION ITEMS – CONT'D

2) DP 19-066 Direct Control District (DC-2): Heide's Auto – CONT'D

- 7) Any further developments within Lot 23, Block 21, Plan 1410557, whether or not they are related to this proposed development, will require a new development permit application. During the review of any future development permit applications, the Town of Taber reserves the right to make changes to existing access points and other requirements,
- 8) The vehicles must be parked on the site and cannot be parked on the street or outside of the leased area,
- 9) All outstanding taxes, if any, are paid to the Town of Taber prior to proceeding with development; and,
- 10) To control the dust that might precipitate from this location.

CARRIED UNANIMOUSLY

3) Taber Museum Board Representation

M. Brennan, Communications and Project Coordinator, stated that at the Regular Meeting of Council held on October 15, 2019, Council requested that Administration contact the Taber and District Irrigation Impact Museum to inquire as to their level of support for having a representative of Council on their Board.

M. Brennan stated that the Museum Board has stated that they have no concerns or objections to a member of Council being appointed to their Board, and therefore leaves it to Council to determine if they would like to participate.

Council discussed their interest and the potential benefits for having a member of Council to be appointed to the Museum Board.

ACTION ITEMS – CONT'D

3) Taber Museum Board Representation – CONT'D

RES. 641/2019 MOVED by Councillor Strojwas that Council appoints Councillor Brewin as a representative to the Taber and District Museum Society Board.

CARRIED

4) Procurement Policy CS-FIN-1 Review

L. Parsons, Procurement Manager, presented the proposed Procurement Policy CS-FIN-1 to Council.

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

RES. 642/2019 MOVED by Councillor Brewin that Council accepts the amendments and renews the Procurement Policy CS-FIN-1, as presented.

CARRIED

4) Disability Management Policy ADM-3

D. Duske, Human Resource Manager, presented the Disability Management Policy ADM-3 to Council, and stated that there were no changes to the policy, and that the procedure has been updated to reflect current forms and processes.

RES. 643/2019 MOVED by Councillor Bekkering that Council approves the Disability Management Policy ADM-3, as presented.

CARRIED UNANIMOUSLY

5) Request Processing Policy

A. Abdel Khaliq, Information Technology Manager, presented Request Processing Policy ADM-2 to Council, and stated that there were no changes to the policy, and that the procedure has been updated to reflect current processes and the new website.

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ACTION ITEMS – CONT'D

5) Request Processing Policy – CONT'D

RES. 644/2019 MOVED by Councillor Garner that Council approves the Request Processing Policy ADM-2, as presented.

CARRIED UNANIMOUSLY

6) Off Street Parking Policy

P. Monks, Director of Planning and Economic Development, stated that in conjunction with the ongoing review of Town policies and procedures, Administration is recommending the repeal of Off-Street Parking Policy 14C-159/83 as it is currently not utilized or enforced.

RES. 645/2019 MOVED by Councillor Firth that Council repeals Off-Street Parking Policy 14C-159/83.

CARRIED UNANIMOUSLY

7) Policies Proposed for Repeal - Finance

E. Dam, Financial Officer Intern, stated that in conjunction with the ongoing review of Town policies and procedures, Administration is recommending the repeal of a number of policies as they are no longer utilized by the Town, or are stated in enforced legislation.

RES. 646/2019 MOVED by Councillor Bekkering that Council Repeals Municipal Government Act Fees & Other Charges Policy NO. 1M-7383.

CARRIED UNANIMOUSLY

RES. 647/2019 MOVED by Councillor Firth that Council Repeals New Water Meter Record Policy NO.11S-791228.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

7) Policies Proposed for Repeal – Finance – CONT'D

RES. 648/2019 MOVED by Councillor Strojwas that Council Repeals Manufactured/Mobile Home Tax Reimbursement Policy NO. 69C/09/25/00.

CARRIED UNANIMOUSLY

RES. 649/2019 MOVED by Councillor Brewin that Council Repeals Taber Housing Authority Policy NO. 19C-459/81.

CARRIED UNANIMOUSLY

RES. 650/2019 MOVED by Councillor Garner that Council Repeals Use of Postage Meter Policy NO. 16S-8066.

CARRIED UNANIMOUSLY

RES. 651/2019 MOVED by Councillor Firth that Council Repeals Utility Refunds (Forms) Policy NO. 13S-8011.

CARRIED UNANIMOUSLY

RES. 652/2019 MOVED by Councillor Bekkering that Council Repeals Purchase Materials Alberta Association of M.D.'s and Counties Policy NO. 30M-8134

CARRIED UNANIMOUSLY

8) Information for Council

C. Armfelt presented the minutes from the Traffic Committee Meeting held on October 16, 2019 to Council for information purposes.

RES. 653/2019 MOVED by Councillor Garner that Council accepts the material received in this Agenda Item as information.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

9) Standing Item - Council Requests

C. Armfelt reviewed the Standing Item – Council Request activity listing.

Council discussed the remedies for the potential slipping hazard in the auditorium inside the second set of doors, and at the bottom of the stairs when the floor is wet.

RES. 654/2019 MOVED by Councillor Brewin that Council requests that Administration address the wet surfaces at the auditorium by putting carpet in the spots when it's wet, and to purchase them from the Council Discretionary Fund.

CARRIED UNANIMOUSLY

DELEGATIONS

None.

MEDIA INQUIRIES

None.

RES. 655/2019 MOVED by Councillor Garner that Council takes a 30-minute break, and reconvenes into Closed Session to prevent the disclosure of:

- Third party business information, in accordance with Section 16(1); and,
- 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*.

CARRIED UNANIMOUSLY AT 4:47 PM

MEDIA INQUIRIES – CONT'D

Council returned from their 30-minute break, and reconvened into Closed Session at 5:17 PM.

CLOSED SESSION

1) GLTC Update

Closed Session to discuss the contents of agendas of the governing body, in accordance with Section 24: Advice from Officials, 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) GLTC Update: C. Armfelt, Chief Administrative Officer, P. Monks, Director of Planning and Economic Development, and M. Brennan, Communications and Projects Coordinator.

2) Collaboration Discussion

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 9.2) Collaboration Discussion: C. Armfelt, Chief Administrative Officer, P. Monks, Director of Planning and Economic Development, and H. Prummel, Board Member of the Taber and District Chamber of Commerce.

CLOSED SESSION – CONT'D

3) Combative Sports Commission

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*.

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) Combative Sports Commission: C. Armfelt, Chief Administrative Officer, and D. Phillips, Director of Recreation.

4) 2020 - 2024 Capital Budget with Provincial Budget Impacts

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*.

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) 2020-2024 Capital Budget with Provincial Budget Impacts: C. Armfelt, Chief Administrative Officer, J. Orwa, Director of Finance, G. Scherer, Director of Engineering and Public Works, P. Monks, Director of Planning and Economic Development, D. Phillips, Director of Recreation, Chief S. Munshaw, Chief of the Taber Fire Department, and K. Van Ham, Administrative Services Manager.

5) 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*.

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) Facility Naming Request: C. Armfelt, Chief Administrative Officer, and D. Phillips, Director of Recreation.

CLOSED SESSION – CONT'D

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

- 7) 2020 Amended Operating Budget with Provincial Budget Impacts**
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*.

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) 2020 Amending Operating Budget with Provincial Budget Impacts: C. Armfelt, Chief Administrative Officer, and J. Orwa, Director of Finance.

OPEN SESSION

RES. 656/2019 MOVED by Councillor Brewin that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 7:38 PM

RES. 657/2019 MOVED by Councillor Brewin that Council extends the meeting to 9:00 PM.

CARRIED UNANIMOUSLY

CLOSED SESSION

RES. 658/2019 MOVED by Councillor Bekkering that Council reconvenes into Closed Session.

CARRIED UNANIMOUSLY AT 7:38 PM

OPEN SESSION

RES. 659/2019 MOVED by Councillor Firth that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 8:36 PM

RES. 660/2019 MOVED by Councillor Bekkering that Council gives First Reading to Repeal of Combative Sports Commission Bylaw 22-2019, at this meeting; and,

Council thanks the existing Combative Sports Commission Members for their service and contributions during their tenure.

CARRIED UNANIMOUSLY

RES. 661/2019 MOVED by Councillor Firth that Council gives Second Reading to Repeal of Combative Sports Commission Bylaw 22-2019, at this meeting.

CARRIED UNANIMOUSLY

RES. 662/2019 MOVED by Councillor Strojwas that Council unanimously agrees to proceed to Third and Final Reading to Repeal of Combative Sports Commission Bylaw 22-2019, at this meeting.

CARRIED UNANIMOUSLY

OPEN SESSION – CONT'D

RES. 663/2019 MOVED by Councillor Bekkering that Council gives Third and Final Reading to Repeal of Combative Sports Commission Bylaw 22-2019, at this meeting.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

RES. 664/2019 MOVED by Councillor Firth that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 8:37 PM



MAYOR



CHIEF ADMINISTRATIVE OFFICER



U.S. DEPARTMENT OF JUSTICE

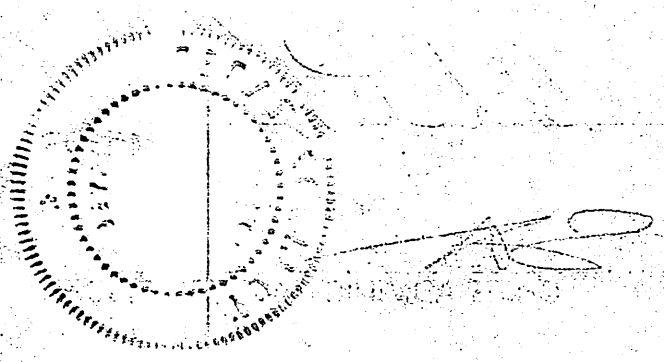
MEMORANDUM FOR THE ATTORNEY GENERAL
SUBJECT: [Illegible]

DATE: [Illegible]

BY: [Illegible]

RE: [Illegible]

1. [Illegible]



U.S. DEPARTMENT OF JUSTICE

U.S. DEPARTMENT OF JUSTICE