

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, DECEMBER 16, 2019, AT 3:37 PM, IMMEDIATELY FOLLOWING THE SUBDIVISION AUTHORITY MEETING AT 3:30 PM.

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**Mayor**

Andrew Prokop

**Councillors**

Garth Bekkering

Jack Brewin

Carly Firth

Mark Garner

Louie Tams

**Absent**

Joe Strojwas

**Chief Administrative Officer**

Cory Armfelt

**Staff**

Alaa Abdel Khaliq

Meghan Brennan

Erica Dam

Dave Duske

Rob Janzen

Ramin Lahiji

Phyllis Monks

Steve Munshaw

John Orwa

Dawn Phillips

Kerry Van Ham

Donna Weiss

**CALL TO ORDER**

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

## **ADOPTION OF THE AGENDA**

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

RES. 702/2019      MOVED by Councillor Garner that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

## **ADOPTION OF THE MINUTES**

### **1) Minutes of Regular Meeting of Council: November 25, 2019**

RES. 703/2019      MOVED by Councillor Bekkering that Council adopts the minutes of the Regular Meeting of Council held on November 25, 2019, as presented.

CARRIED UNANIMOUSLY

## **BUSINESS ARISING FROM THE MINUTES**

None.

## **BYLAWS**

### **1) Taber Municipal Police Commission Bylaw Amendment 21-2019**

C. Armfelt presented proposed Taber Municipal Police Commission Bylaw 21-2019 to Council.

C. Armfelt stated that at the Regular Meeting of the Taber Municipal Police Commission held on November 20, 2019, the Commission passed a resolution recommending that Council amend the Taber Municipal Police Commission Bylaw 2-2015 to permit temporary term extensions in extenuating circumstances provided the extension is not in conflict with the *Police Act*.

Council discussed the proposed Bylaw.

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**BYLAWS – CONT'D**

**1) Taber Municipal Police Commission Bylaw Amendment 21-2019 – CONT'D**

RES. 704/2019      MOVED by Councillor Tams that Council gives First Reading to Taber Municipal Police Commission Bylaw 21-2019, at this meeting.

CARRIED UNANIMOUSLY

RES. 705/2019      MOVED by Councillor Tams that Council gives Second Reading to Taber Municipal Police Commission Bylaw 21-2019, at this meeting.

CARRIED UNANIMOUSLY

RES. 706/2019      MOVED by Councillor Garner that Council unanimously agrees to proceed to Third and Final Reading to the Taber Municipal Police Commission Bylaw 21-2019.

CARRIED

C. Armfelt stated that Council cannot move forward to with proposed Taber Municipal Police Commission Bylaw 21-2019, as it did not recieved unanimous consent to move to Third and Final Reading.

**2) 2nd & 3rd Reading Road Closure Bylaw 14-2019**

P. Monks, Director of Planning and Economic Development, presented Road Closure Bylaw 14-2019, and stated that Council gave First Reading at the Regular Meeting of Council held on June 24, 2019.

RES. 707/2019      MOVED by Councillor Brewin that Council gives Second Reading to Road Closure Bylaw 14-2019.

CARRIED UNANIMOUSLY

RES. 708/2019      MOVED by Councillor Firth that Council gives Third Reading to Road Closure Bylaw 14-2019

CARRIED UNANIMOUSLY

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## **ACTION ITEMS**

### **1) 2020 Amended Capital Budget**

C. Armfelt presented the 2020 Amended Capital Budget to Council.

RES. 709/2019      MOVED by Councillor Brewin that Council amends the 2020 Capital Budget to include \$120,000 for the Concession Renovation and moves the Intoxilyzer for \$15,000 from 2020 to 2022.

CARRIED UNANIMOUSLY

### **2) Public Auction Reserve Bid and Conditions of Sale**

D. Weiss, Finance Manager, stated that due to delinquent property taxes there are a number of tax accounts scheduled to proceed to a tax sale by public auction in accordance with Section 418(1) of the *Municipal Government Act*.

RES. 710/2019      MOVED by Councillor Tams that Council approves the following conditions pertaining to the March 9, 2020 tax sale of property tax accounts 4152250, 5249380, 5450030 and 5749200:

- 1) Attached values for each roll number to be set as the reserve bid (these being the assessed values as provided by the Town's Assessors); and,
- 2) Terms of the sale are 10% cash deposit, balance within forty-five (45) working days.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **3) Encroachment Agreement - 5108 44 Avenue**

R. Janzen, Development Officer, presented an Encroachment Agreement for 5108 44 Avenue to allow a fence that encroaches into the laneway.

RES. 711/2019      MOVED by Councillor Bekkering that Council authorizes the Mayor and CAO to endorse the Encroachment Agreement for 5108 44 Avenue, Lots 3-5, Block 29, Plan 6390L.

CARRIED UNANIMOUSLY

### **4) Encroachment Agreement - 5404 - 45 Avenue**

R. Janzen, Development Officer, presented an Encroachment Agreement for 5404 45 Avenue to allow a fence and shed eave that encroaches into the laneway.

RES. 712/2019      MOVED by Councillor Firth that Council authorizes the Mayor and CAO to endorse the Encroachment Agreement for 5404 45 Avenue, Lots 1-3, Block 23, Plan 6390L.

CARRIED UNANIMOUSLY

### **5) Municipal District of Taber Council Appointments**

C. Armfelt presented correspondence received from the Municipal District of Taber regarding their Council appointments to external and joint boards, committees, and commissions.

**ACTION ITEMS – CONT'D**

**5) Municipal District of Taber Council Appointments – CONT'D**

RES. 713/2019

MOVED by Councillor Bekkering that Council:

- 1) Recognizes the Municipal District of Taber's appointments to the Joint Economic Development Committee, the Taber & District Solid Waste Management Committee, and the Intermunicipal Development Committee; and,
- 2) On the basis of the recommendation of the Municipal District of Taber Council, appoints Municipal District representatives to Town boards as follows:
  - a. Town of Taber Recreation Board – Merrill Harris, and
  - b. Taber Municipal Library Board – Jennifer Crowson, and Merrill Harris as alternate.

CARRIED UNANIMOUSLY

**6) Media Relations Policy**

M. Brennan, Communications and Projects Coordinator, presented proposed Media Relations Policy ADM-11 to Council.

RES. 714/2019

MOVED by Councillor Tams that Council adopts the Media Relations Policy ADM-11 as presented.

CARRIED UNANIMOUSLY

**ACTION ITEMS – CONT'D**

**7) Amended Payments, Refunds and Cash Legal Tender Policy  
CS-FIN-5**

E. Dam, Financial Officer Intern, presented proposed amendments to the Payments, Refunds and Cash Legal Tender Policy CS-FIN-5 to Council.

RES. 715/2019      MOVED by Councillor Garner that Council approves the Payments, Refunds and Cash Legal Tender Policy NO. CS-FIN-5, as presented.

CARRIED UNANIMOUSLY

**8) Fee Assistance Policy**

D. Phillips, Director of Recreation, presented proposed Fee Assistance Policy PS-REC-13 to Council.

RES. 716/2019      MOVED by Councillor Garner that Council approves the proposed Fee Assistance Program PS-REC-13, as presented.

CARRIED UNANIMOUSLY

**9) Community and Recreation Volunteerism Policy**

D. Phillips presented proposed Community and Recreation Volunteerism Policy PS-REC-7 to Council.

D. Phillips stated that Communities in Bloom is a society that contributes a significant amount of volunteer hours within the Community, and Administration is recommending that Council support their request for the Town to cover the costs of their liability insurance. D. Phillips stated that the cost of liability insurance for Communities in Bloom is approximately \$800.00 annually.

RES. 717/2019      MOVED by Councillor Brewin that Council approves the Community and Recreation Facilities Volunteer Policy PS-REC-7, as presented.

CARRIED UNANIMOUSLY

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**ACTION ITEMS – CONT'D**

**9) Community and Recreation Volunteerism Policy – CONT'D**

MOVED by Councillor Tams that Council approves the financial support to Communities in Bloom to acquire liability insurance.

Mayor Prokop suggested a friendly amendment to include a funding source in the proposed resolution, such as the Council Discretionary Fund.

Councillor Tams accepted the friendly amendment.

Council discussed including a maximum amount, and an effective date.

Mayor Prokop suggested a friendly amendment to include that this would be on a go-forward basis in 2020.

Councillor Tams accepted the friendly amendment.

RES. 718/2019      MOVED by Councillor Tams that Council approves the financial support to Communities in Bloom to acquire liability insurance, for a maximum of \$1,600.00 from the Council Discretionary Fund to start in 2020.

CARRIED UNANIMOUSLY

**10) Sidewalks, Curb and Gutter Management Policy**

R. Lahiji, Public Works and Engineering Manager, presented proposed Sidewalks, Curb, and Gutter Management Policy PS-PW-6 to Council.

RES. 719/2019      MOVED by Councillor Firth that Council approves the Sidewalks, Curb and Gutter Management Policy PS-PW-6, as presented.

CARRIED UNANIMOUSLY



## **ACTION ITEMS – CONT'D**

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

D. Duske, Human Resources Manager, stated that in conjunction with the ongoing review of Town policies and procedures Administration recommends that Council repeal the Travel Rates Policy No. 68S-83819 and Travel Expenses Reimbursement Policy Manual Policy No. 1, as the Town no longer utilizes these policies as they are both encompassed in other policies and legislation.

RES. 720/2019      MOVED by Councillor Firth that Council repeals  
Travel Rates Policy No: 68-83819.

CARRIED UNANIMOUSLY

RES. 721/2019      MOVED by Councillor Firth that Council repeals  
Travel Expense Reimbursement Policy Manual  
Policy No. 1.

CARRIED UNANIMOUSLY

### **12)Taber Municipal Police Commission Report to Council**

C. Armfelt presented the Taber Municipal Police Commission Report to Council.

RES. 722/2019      MOVED by Tams that Council accepts the Taber  
Municipal Police Commission Report for  
information.

CARRIED UNANIMOUSLY

### **13)Department Reports**

C. Armfelt presented the Department Reports to Council.

RES. 723/2019      MOVED by Councillor Garner that Council accepts  
the Department Reports for information.

CARRIED UNANIMOUSLY

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## **ACTION ITEMS – CONT'D**

### **14) Mayor and Councillor Reports (Verbal)**

Mayor and Council provided their verbal reports.

RES. 724/2019      MOVED by Councillor Firth that Council accepts the Mayor and Councillor Reports for information.

CARRIED UNANIMOUSLY

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

Council discussed concerns brought forward regarding school buses traveling on 62 Avenue, and inquired if they should be using 64 Avenue instead.

Council discussed the possibility of clearing snow on the trail around the Trout Pond and the potential financial implications.

C. Armfelt stated that Administration will investigate and will bring forward information regarding both items to Council in January 2020.

Council made no motion at this time.

## **DELEGATIONS**

None.

## **MEDIA INQUIRIES**

None.

RES. 725/2019      MOVED by Councillor Bekkering that Council breaks until 5:00 PM, and reconvenes into Closed Session.

CARRIED UNANIMOUSLY AT 4:21 PM

## **MEDIA INQUIRIES – CONT'D**

RES. 726/2019      MOVED by Councillor Brewin that Council reconvenes into Open Session, and moves into Closed Session to prevent the disclosure of:

- 3)      Applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1); and,
- 4)      Positions or instructions developed for the purpose of other negotiations by a public body, in accordance with Section 24(1) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY AT 5:00 PM

## **CLOSED SESSION**

### **1) Grant Funding Allocation**

**Closed Session to prevent disclosure of positions or instructions developed for the purpose of other negotiations by a public body, in accordance with Section 24(1) of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in Closed Session for Agenda Item 9.1) Grant Funding Allocation: C. Armfelt, Chief Administrative Officer, D. Phillips, Director of Recreation, K. Van Ham, Administrative Services Manager, and E. Dam, Financial Officer Intern.

## CLOSED SESSION – CONT'D

- 2) **Board Appointment – Taber Municipal Police Commission Closed Session to prevent disclosure of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1) of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in Closed Session for Agenda Item 9.2) Board Appointment – Taber Municipal Police Commission: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

- 3) **Board Appointment – Subdivision and Development Appeal Board Closed Session to prevent disclosure of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1) of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in Closed Session for Agenda Item 9.3) Board Appointment – Subdivision and Development Appeal Board: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

- 4) **Board Appointment – Municipal Library Board Closed Session to prevent disclosure of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1) of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in Closed Session for Agenda Item 9.4) Board Appointment – Municipal Library Board: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

## CLOSED SESSION – CONT'D

- 5) Board Appointment – Municipal Planning Commission Closed Session to prevent disclosure of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1) of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in Closed Session for Agenda Item 9.5) Board Appointment – Municipal Planning Commission: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

- 6) Board Appointment – Recreation Board Closed Session to prevent disclosure of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1) of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in Closed Session for Agenda Item 9.6) Board Appointment – Recreation Board: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

- 7) Board Appointment – Arts and Heritage Committee Closed Session to prevent disclosure of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1) of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance in Closed Session for Agenda Item 9.7) Board Appointment – Arts & Heritage Committee: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

**CLOSED SESSION – CONT'D**

**8) Joint Meeting**

**Closed Session to prevent disclosure of positions or instructions developed for the purpose of other negotiations 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 9.8) Joint Meeting: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

**OPEN SESSION**

RES. 727/2019      MOVED by Councillor Bekkering that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 6:03 PM

RES. 728/2019      MOVED by Councillor Brewin that Council approves the transfer of the Wheelchair Accessible Playground funds totaling \$40,777.50, \$21,000 from deferred revenue and \$19,777.50 from the Alberta Recycle grant agreement, to the Westview Estates Playground project.

CARRIED UNANIMOUSLY

RES. 729/2019      MOVED by Councillor Tams that Council appoints Daniel Remfert to the Taber Municipal Police Commission for a two (2) year term to expire December 31, 2021; and,

Council appoints Terry Zucht to the Taber Municipal Police Commission for a two (2) year term to expire December 31, 2021.

CARRIED UNANIMOUSLY

**OPEN SESSION – CONT'D**

RES. 730/2019      MOVED by Councillor Firth that Council appoints Ben Koersen to the Subdivision & Development Appeal Board for a two (2) year term to expire December 31, 2021,

Council appoints Debbie Sargeant to the Subdivision & Development Appeal Board for a two (2) year term to expire December 31, 2021; and,

Council appoints Joanne Sorensen to the Subdivision & Development Appeal Board for a two (2) year term to expire December 31, 2021.

CARRIED UNANIMOUSLY

RES. 731/2019      MOVED by Councillor Bekkering that Council appoints Erica Hughes to the Municipal Library Board for a three (3) year term to expire December 31, 2022.

CARRIED UNANIMOUSLY

RES. 732/2019      MOVED by Councillor Garner that Council appoints Ron Hadden to the Municipal Planning Commission (Development Authority) for a two (2) year term to expire December 31, 2021,

Council appoints Ron Levagood to the Municipal Planning Commission (Development Authority) for a two (2) year term to expire December 31, 2021; and,

Council appoints Roger Miles to the Municipal Planning Commission (Development Authority) for a two (2) year term to expire December 31, 2021.

CARRIED UNANIMOUSLY

**OPEN SESSION – CONT'D**

RES. 733/2019      MOVED by Councillor Tams that Council appoints Jeff Bronsch to the Recreation Board for a three (3) year term to expire December 31, 2022; and,

Council appoints Danielle Hansen to the Recreation Board for a three (3) year term to expire December 31, 2022.

CARRIED UNANIMOUSLY

RES. 734/2019      MOVED by Councillor Brewin that Council appoints Jeff Bronsch to the Arts & Heritage Committee for a three (3) year term to expire December 31, 2022,

Council appoints Joshua Beebe to the Arts & Heritage Committee for a three (3) year term to expire December 31, 2022,

Council appoints Shayla Farough to the Arts & Heritage Committee for a three (3) year term to expire December 31, 2022; and,

Council appoints Natasha Tams to the Arts & Heritage Committee for a three (3) year term to expire December 31, 2022.

CARRIED UNANIMOUSLY



**CLOSE OF MEETING**

RES. 735/2019      MOVED by Councillor Tams that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 6:07 PM



MAYOR



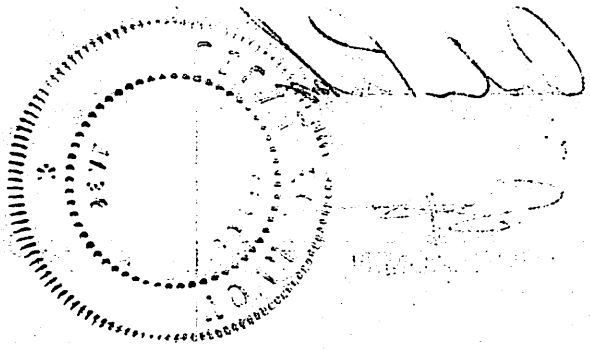
CHIEF ADMINISTRATIVE OFFICER

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THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF CHEMISTRY

PHYSICAL CHEMISTRY



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