

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, APRIL 14, 2020, AT 3:31 PM, IMMEDIATELY FOLLOWING THE SUBDIVISION AUTHORITY MEETING AT 3:30 PM.

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

Phyllis Monks (Via teleconference)

Steve Munshaw (Via teleconference)

John Orwa (Via teleconference)

Louise Parsons (Via teleconference)

Dawn Phillips (Via teleconference)

Gary Scherer (Via teleconference)

Kerry Van Ham (Via teleconference)

CALL TO ORDER

Mayor Prokop called the meeting to Order at 3:31 PM.

ADOPTION OF THE AGENDA

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

RES. 153/2020 MOVED by Councillor Tams that Council adopts the Agenda as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

1) Minutes of Special Meeting of Council: March 16, 2020

RES. 154/2020 MOVED by Councillor Firth that Council adopts the minutes of the Special Meeting of Council held on March 23, 2020, as presented.

CARRIED UNANIMOUSLY

2) Minutes of Regular Meeting of Council: March 23, 2020

RES. 155/2020 MOVED by Councillor Brewin that Council adopts the minutes of the Regular Meeting of Council held on March 23, 2020, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

None.

BYLAWS

1) Proposed Supplementary Assessment Bylaw 6-2020

J. Orwa, Director of Finance, presented the proposed Supplementary Assessment Bylaw 6-2020 to Council.

RES. 156/2020 MOVED by Councillor Tams that Council gives First Reading to Bylaw 6-2020 being the Supplementary Assessment Bylaw for the Town of Taber, as presented.

CARRIED UNANIMOUSLY

RES. 157/2020 MOVED by Councillor Garner that Council gives Second Reading to Bylaw 6-2020 being the Supplementary Assessment Bylaw of the Town of Taber, as presented.

CARRIED UNANIMOUSLY

RES. 158/2020 MOVED by Councillor Firth that Council unanimously agrees to proceed with Third and Final reading to Bylaw 6-2020 being the Supplementary Assessment Bylaw of the Town of Taber, as presented.

CARRIED UNANIMOUSLY

RES. 159/2020 MOVED by Councillor Brewin that Council gives third and final reading to Bylaw 6-2020 being the Supplementary Assessment for the Town of Taber, as presented.

CARRIED UNANIMOUSLY

ACTION ITEMS

1) Business Continuity Plan

P. Monks, Director of Planning and Economic Development, stated that in accordance with Town's Emergency Management Plan, it is essential to have a Business Continuity Plan in order to ensure that municipal operations have been considered, and contingency plans are in place in the event that the COVID-19 pandemic impacts staffing levels.

P. Monks presented the proposed Business Continuity Plan to Council.

RES. 160/2020 MOVED by Councillor Tams that Council endorses the Town of Taber Business Continuity for Pandemic Plan, as presented.

CARRIED UNANIMOUSLY

2) 2020 Utility Upgrades Tender Award

G. Scherer, Director of Engineering and Public Works, and L. Parsons, Procurement Manager, presented the Utility Upgrades tender to Council, and recommended the tender be awarded to Ground Tech Enterprises Ltd.

RES. 161/2020 MOVED by Councillor Garner that Council awards the 2020 Utility Upgrades Tender to Ground Tech Enterprises Ltd. for the amount of \$1,500,499.05 inclusive of GST, with funds to come from the 2020 capital budget.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

3) Disposal of Municipal Documents

J. Orwa presented a listing of records retained by the Town that are scheduled to be destroyed in accordance with Schedule A of Retention of Municipal Documents Bylaw 10-99.

RES. 162/2020 MOVED by Councillor Firth that Council approves the destruction of the documents identified in the attached list per the retention period in years identified in Schedule A of the By-law No. 10-99 Retention of Municipal Documents.

CARRIED UNANIMOUSLY

4) MD of Taber Council Appointment: Arts and Heritage Committee

C. Armfelt stated that in relation to Section 3.1 of the Arts and Heritage Committee Bylaw 16-2019, Council of the Municipal District of Taber has advised that they have appointed Councillor T. Miyanaga to the Arts and Heritage Committee.

RES. 163/2020 MOVED by Councillor Firth that Council:

- 1) Recognizes the Municipal District of Taber's appointments to the Arts and Heritage Committee; and,
- 2) On the basis of the recommendation of the Municipal District of Taber Council, appoints Municipal District representative to the Town board as follows:
 - a) Town of Taber Arts and Heritage Committee -
Councillor Tamara Miyanaga

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

5) Whistleblower Hotline - Ethics Alert

C. Armfelt presented the Whistleblower Hotline-Ethics Alert statistical report for the period of January 1, 2020 – March 31, 2020 to Council.

RES. 164/2020 MOVED by Councillor Tams that Council accepts the statistical report from MNP LLP regarding the Whistleblower Hotline – Ethics Alert for the period of January 1, 2020 – March 31, 2020, for information purposes only.

CARRIED UNANIMOUSLY

6) Information to Council

C. Armfelt presented information to Council regarding the Town's application to host the provincial launch of Seniors' Week, and stated that although the Town was not successful the event has been put on hold due to the COVID-19 pandemic.

RES. 165/2020 MOVED by Councillor Firth that Council accepts the material received in this Agenda Item as information.

CARRIED UNANIMOUSLY

7) Standing Item - Council Requests

Councillor Strojwas inquired if the resolution in Agenda Item 6.2) Utility Upgrades Tender Award was to stated exclusive of GST, instead of inclusive of GST.

G. Scherer stated that the resolution was correct to stated inclusive of GST.

Council made no motions are this time.

DELEGATIONS

None.

MEDIA INQUIRIES

None.

RES. 166/2020

MOVED by Councillor Brewin that Council moves into Closed Session to prevent the disclosure of:

- Third party business information, in accordance with Section 16(1);
- Confidential Evaluations, for the purpose of determining the suitability, eligibility or qualifications for employment, in accordance with Section 19(1);
- Harmful to the relations between the municipality and another government agency in accordance with Section 21;
- Information related to criteria developed for the purpose of contractual or other negotiations, in accordance with Section 24 (c);
- Advice from officials in accordance with Section 24(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 3:51 PM

CLOSED SESSION

1) 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 9.1) Collaboration Discussion: C. Armfelt, Chief Administrative Officer, J. Orwa, Director of Finance, P. Monks, Director of Planning and Economic Development, and H. Prummel and B. Warkentin, representatives from the Taber and District Chamber of Commerce.

2) Ar. Tech Coating Ltd. Proposed Lease Renewal Closed Session, to prevent disclosure of information related to criteria developed for the purpose of contractual or other negotiations, in accordance with Section 24 (c) 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) Ar. Tech Coating Ltd. Proposed Lease Renewal: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

3) Engineering Contract

Council takes the meeting into 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 9.3) Engineering Contract: C. Armfelt, Chief Administrative Officer, and G. Scherer, Director of Engineering and Public Works.

CLOSED SESSION – CONT'D

4) Community Events

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) Community Events: C. Armfelt, Chief Administrative Officer, and D. Phillips, Director of Recreation.

5) Economic Relief Considerations

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 9.5) Economic Relief Considerations: C. Armfelt, Chief Administrative Officer, J. Orwa, Director of Finance, and P. Monks, Director of Planning and Economic Development.

6) Environmental Review

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 9.6) Environmental Review: C. Armfelt, Chief Administrative Officer, and P. Monks, Director of Planning and Economic Development.

CLOSED SESSION – CONT'D

7) ICF Draft

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) ICF Draft: C. Armfelt, Chief Administrative Officer, P. Monks, Director of Planning and Economic Development, and M. Brennan, Communications and Projects Coordinator.

8) CAO Performance Evaluation

Closed Session to prevent the disclosure of Confidential Evaluations, for the purpose of determining the suitability, eligibility or qualifications for employment, 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 member of Administration was in attendance in Closed Session for Agenda Item 9.8) CAO Performance Evaluation: C. Armfelt, Chief Administrative Officer.

OPEN SESSION

RES. 167/2020 MOVED by Councillor Brewin that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 6:08 PM

RES. 168/2020 MOVED by Councillor Garner that Council directs Administration to proceed with arrangements for a debenture agreement with the Chamber of Commerce for \$1,000,000.00 to be used towards a project that will include a landscaped accessible parking lot and ~~a functional sani-dump.~~

Amended by
RES. 122/2023 on
April 11, 2023.

CARRIED

101/2020

Meeting Date
4/14/2020

OPEN SESSION – CONT'D

RES. 169/2020 **MOVED** by Councillor Tams Council authorizes the lease of part of approximately 3.2 acres more or less of the property located at Pt. of Plan 2010204, Block 4, Lot 5; Civic address of 6901 56 Street, Taber, AB, to Ar. Tech Coating Ltd., for a 5 year term to expire December 31, 2024; and,

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

CARRIED UNANIMOUSLY

RES. 170/2020 **MOVED** by Councillor Strojwas that Council directs Administration to award MPE Engineering Ltd. a 3 year contract extension with a 2 year option to their current contract.

CARRIED UNANIMOUSLY

RES. 171/2020 **MOVED** by Councillor Bekkering that Council directs Administration to cancel all public events in or around Town owned property till May 31, 2020 with notification to be presented to those involved.

CARRIED UNANIMOUSLY

RES. 172/2020 **MOVED** by Councillor Tams that Council directs Administration to proceed with a cost-shared environmental report with the MD of Taber, with costs anticipated to be under \$1000.00 taken from Council's Professional Services line item.

CARRIED

RES. 173/2020 **MOVED** by Councillor Tams that Council accepts the Intermunicipal Collaboration Framework Agreement for information.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

RES. 174/2020

MOVED by Councillor Garner that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 6:14 PM



MAYOR



CHIEF ADMINISTRATIVE OFFICER

103/2020

Meeting Date
4/14/2020