

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 14, 2020, AT 3:33 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

Meghan Brennan

Phyllis Monks

Steve Munshaw

Grace Noble

John Orwa

Dawn Phillips

Gary Scherer

Kerry Van Ham (Via teleconference)

**CALL TO ORDER**

Mayor Prokop called the meeting to Order at 3:33 PM.

## **ADOPTION OF THE AGENDA**

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

RES. 349/2020      MOVED by Councillor Bekkering that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

## **ADOPTION OF THE MINUTES**

### **1) Minutes of the Public Hearing Meeting of Council: August 17, 2020**

RES. 350/2020      MOVED by Councillor Tams that Council adopts the minutes of the Public Hearing Meeting of Council held on August 17, 2020, as presented.

CARRIED UNANIMOUSLY

### **2) Minutes of Regular Meeting of Council: August 17, 2020**

RES. 351/2020      MOVED by Councillor Garner that Council adopts the minutes of the Regular Meeting of Council held on August 17, 2020, as presented.

CARRIED UNANIMOUSLY

### **3) Minutes of Special Meeting of Council: August 24, 2020**

RES. 352/2020      MOVED by Councillor Bekkering that Council adopts the minutes of the Special Meeting of Council held on August 24, 2020, as presented.

CARRIED UNANIMOUSLY

## **BUSINESS ARISING FROM THE MINUTES**

None.

## **BYLAWS**

### **1) Bylaw 14-2020 - Long Term Borrowing - Chamber of Commerce: Building Project**

J. Orwa, Director of Finance, presented proposed Long Term Borrowing – Chamber of Commerce Building Project Bylaw 14-2020, and noted Administrations amendments to the Bylaw since First Reading to including definitions, formatting corrections and additional terminology.

RES. 353/2020      MOVED by Councillor Firth that Council gives Second Reading to Long Term Borrowing - Chamber of Commerce Building Project Bylaw 14-2020, as amended, at this meeting.

CARRIED UNANIMOUSLY

RES. 354/2020      MOVED by Councillor Garner that Council gives Third and Final reading to Long Term Borrowing - Chamber of Commerce Building Project Bylaw 14-2020 as presented, at this meeting.

CARRIED UNANIMOUSLY

### **2) Bylaw 15-2020 - Long Term Borrowing - 56th Avenue Road Extension Project**

J. Orwa presented proposed Long Term Borrowing – 56<sup>th</sup> Avenue Road Extension Project Bylaw 15-2020, and noted Administrations amendments to the Bylaw since First Reading to including definitions, formatting corrections and additional terminology.

RES. 355/2020      MOVED by Councillor Tams that Council gives 2<sup>nd</sup> reading to Long Term Borrowing – 56<sup>th</sup> Avenue Road Extension Project Bylaw 15-2020, as amended, at this meeting.

CARRIED UNANIMOUSLY

## **BYLAWS – CONT'D**

### **2) Bylaw 15-2020 - Long Term Borrowing - 56th Avenue Road Extension Project – CONT'D**

RES. 356/2020      MOVED by Councillor Brewin that Council gives 3<sup>rd</sup> and final reading to Long Term Borrowing – 56<sup>th</sup> Avenue Road Extension Project Bylaw 15-2020, at this meeting.

CARRIED UNANIMOUSLY

## **ACTION ITEMS**

### **1) Fourth Ball Diamond - Report**

D. Phillips, Director of Recreation, presented the Fourth Ball Diamond Final Report to Council.

RES. 357/2020      MOVED by Councillor Garner that Council accepts the Fourth Ball Diamond final report as information.

CARRIED UNANIMOUSLY

### **2) Storage Tank Systems for Flammable Liquids**

Fire Chief S. Munshaw and Fire Captain S. Swarbrick, stated that until June 8, 2020 the Petroleum Tank Management Association of Alberta (PTMAA) handled the permitting and inspections in the Province for unaccredited municipalities or municipalities choosing to use their services. They stated that as of August 31, 2020 the PTMAA ceased to exist, and that the Alberta Safety Codes Authority, a division of the Safety Codes Council, assumed the responsibilities, and are supportive of any municipality that wishes to become accredited in Storage Tank Management.

Chief S. Munshaw stated that in preparation for this change, the Taber Fire Prevention Officer recently obtained the Group E Safety Code Officer designation in flammable liquid storage tanks, and therefore has the ability to administer related permitting and inspections for the Town of Taber.

208/2020

Meeting Date  
9/14/2020



## **ACTION ITEMS – CONT'D**

### **2) Storage Tank Systems for Flammable Liquids – CONT'D**

Council discussed the inspection process, revenue potential, and permitting requirements.

RES. 358/2020      MOVED by Councillor Brewin that Council supports the Taber Fire Department Inspection Program of Storage Tank Systems for Flammable Liquids.

CARRIED UNANIMOUSLY

### **3) Taber Police Service Focus Group Request**

C. Armfelt stated that Administration received a formal request from Police Chief Dr. G. Abela for Council to participate in a focus group analysis to gather data to determine Taber Police Service strengths, weaknesses, opportunities, and threats, and is proposed to be held in the evening on September 22, 2020.

RES. 359/2020      MOVED by Councillor Firth that Council authorizes available Council Members to attend the Taber Police Service Focus Group session to be held in 2020.

CARRIED UNANIMOUSLY

### **4) Ken McDonald Memorial Sports Complex - Tree Proposal**

D. Phillips presented a request on behalf of the Taber Kinsmen following the completion of the 4<sup>th</sup> ball diamond. The group is requesting to install 76 Assiniboine Poplar trees and irrigation along the fence lines between the diamonds at Ken McDonald Memorial Sports Complex with the remaining capital project funds.

**ACTION ITEMS – CONT'D**

**4) Ken McDonald Memorial Sports Complex - Tree Proposal –  
CONT'D**

RES. 360/2020      MOVED by Councillor Tams that Council approves the reallocation of the remaining capital funds from 4-72-80-645-0027 – 4<sup>th</sup> Ball Diamond to Ken McDonald Memorial Sports Complex Upgrades and directs Administration to use a portion of these funds to extend the existing irrigation lines to reach the fence lines between all four diamonds at the Ken McDonald Memorial Sports Complex.

CARRIED UNANIMOUSLY

RES. 361/2020      MOVED by Councillor Tams that Council approves the Kinsmen Club of Taber to utilize the remaining \$5,839.76 from the development of Fourth Ball Diamond, along with fundraising efforts, to install up to 76 Assiniboine Poplar, or an alternative, trees along the fence lines between the diamonds at the Ken McDonald Memorial Sports Complex with the planting to take place in consultation with the Town of Recreation Manager for exact locations and after the irrigation lines have been extended.

CARRIED UNANIMOUSLY

**5) Ken McDonald Memorial Sports Complex - Campground  
Enhancements**

D. Phillips stated that at the Regular Meeting of Council held on June 22, 2020 Council directed Administration to investigate the costs of installing 16 fire rings at Ken McDonald Memorial Sports Complex. She stated that the information was presented to the Recreation Board at the Regular Meeting held on September 3, 2020, which recommended to Council to complete further renovations to the Ken McDonald Sports Complex campground for a cost of approximately \$60,000.00.

Council discussed the Ken McDonald Sports Complex campground, potential future events, and the estimated costs of the project.

**ACTION ITEMS – CONT'D**

**5) Ken McDonald Memorial Sports Complex - Campground Enhancements – CONT'D**

MOVED by Councillor Garner that Council directs Administration to proceed forward with regards to the installation of 16 basic fire pits with gravel pads for \$14,500.00, with installation to be done by Town staff at their convenience.

Council and Administration discussed where the funding for the project would be allocated from.

Councillor Garner amended his motion to state that funding would come from Capital Reserves.

RES. 362/2020      MOVED by Councillor Garner that Council directs Administration to proceed forward with regards to the installation of 16 basic fire pits with gravel pads for \$14,500.00, with installation to be done by Town staff at their convenience, with funding to be allocated from Capital Reserves.

CARRIED

**6) Proposed 10 Year Capital Plan**

J. Orwa presented the proposed 10-year Capital Plan to Council, and reviewed each department's proposed projects.

Council discussed the details of the proposed 10-year Capital Plan.

RES. 363/2020      MOVED by Councillor Tams that Council accepts the 10 Year Capital Budget plan as presented, for information purposes.

CARRIED UNANIMOUSLY



## **ACTION ITEMS – CONT'D**

### **7) Assessment Review Board Clerk Appointment**

J. Orwa stated that the Town has two non-residential assessment appeals, and is in need of a new Assessment Review Board Clerk, as the previously appointed Clerk has retired. He stated that Administration is recommending the appointment of Wendy Smith as the Assessment Review Board Clerk for the Town of Taber, for a three year term in accordance with the Assessment Review Board Bylaw 20-2019.

RES. 364/2020      MOVED by Councillor Firth that Council accepts the resignation of Ms. Taylor Sosick as the Assessment Review Board Clerk, with regret; and,

Council thanks Ms. Taylor Sosick for her contribution during her tenure as the Assessment Review Board Clerk for the Town of Taber.

**CARRIED UNANIMOUSLY**

RES. 365/2020      MOVED by Councillor Tams that Council appoints Wendy Smith as the Assessment Review Board Clerk for the Town of Taber, for a three year period.

**CARRIED UNANIMOUSLY**

### **8) 2nd Quarter Financial Statements**

J. Orwa presented the 2<sup>nd</sup> Quarter Financial Statements and the Grant Success Summary to Council.

RES. 366/2020      MOVED by Councillor Tams that Council accepts the Grant Success Summary for information.

**CARRIED UNANIMOUSLY**

RES. 367/2020      MOVED by Councillor Firth that Council accepts the unaudited financial statements for the six months ending June 30, 2020 for information purposes.

**CARRIED UNANIMOUSLY**



## **ACTION ITEMS – CONT'D**

### **9) Pandemic Impact - Procedures**

D. Phillips stated that the Ice Surfaces Allocation Procedure PS-REC-8 indicates that ice for the season must be booked by October 15<sup>th</sup>, and all user groups will be charged for all bookings requests from October 31<sup>st</sup> to February 28<sup>th</sup> each ice season. She stated that due to the COVID-19 pandemic, there are concerns from user groups who may need to cancel due to active COVID-19 cases within their team, and that the groups are requesting the Town to approve refunds for user group fees due to positive COVID-19 cases.

D. Phillips stated that the COVID-19 pandemic also impacted the Aquafun Centre, and that with the closure, all passes were put on hold, and with the re-opening of the Aquafun Centre passes were left on hold until the pass holder felt comfortable returning. She stated that Administration is requesting that all passes be re-activated with the option to contact the Aquafun Centre for a pro-rated refund if they choose not to return due to safety concerns.

RES. 368/2020      MOVED by Councillor Firth that Council approves the request for an exception to the Ice Surfaces Allocation Policy, to allow ice user fees to be refunded in the event that the team needs to cancel practices or the season due to COVID cases in the club, team or organization for the 2020/2021 ice season.

CARRIED UNANIMOUSLY

RES. 369/2020      MOVED by Councillor Firth that Council directs Administration to reactivate all Aquafun passes effective October 1, 2020, with the option to request a pro-rated refund due to safety concerns.

CARRIED UNANIMOUSLY

**ACTION ITEMS – CONT'D**

**10)Senior Managers Residency Requirement C-8**

G. Noble, Human Resources Coordinator, presented the proposed Senior Managers Residency Requirement Policy C-8 to Council.

RES. 370/2020      MOVED by Councillor Firth that Council accepts the Senior Managers Residency Requirement Policy C-8 as presented.

CARRIED UNANIMOUSLY

**11)Memorial Tree Program Policy**

D. Phillips presented the proposed Memorial Tree and Bench Policy PS-REC-12 to Council.

Council discussed the previous memorial tree program.

RES. 371/2020      MOVED by Councillor Brewin that Council approves the Memorial Tree and Bench Policy PS-REC-12 as presented.

CARRIED UNANIMOUSLY

**12)Information to Council**

C. Armfelt presented information to Council on correspondence received by Administration from Grasslands Taber Collaborative, and noted that they would not be moving ahead with their project at this time.

RES. 372/2020      MOVED by Councillor Bekkering that Council accepts the material received in this Agenda Item as information.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

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

Council discussed an inquiry received by Councillor Firth from the Southern Alberta Trail Riders Association requesting the opportunity to park their truck and trailers in the old rodeo grounds for trail rides in the Taber Trout Pond area.

MOVED by Councillor Firth that Council directs Administration to engage with the Southern Alberta Trail Riders Association to explore the feasibility of parking in the old pro rodeo grounds area.

Council further discussed the allowance of horse riding in the Trout Pond area, alternative locations for them to use as a staging area, and potential hazards of driving on the natural grasses in the area.

Councillor Strojwas requested a friendly amendment that Administration also investigate the use of a piece of Town land north of the Cemetery on White Ash Road.

Councillor Firth accepted the friendly amendment.

Councillor Bekkering called for a point-of-order and noted that the requested friendly amendment is changing the motion.

Councillor Strojwas withdrew his friendly amendment.

RES. 373/2020      MOVED by Councillor Firth that Council directs Administration to engage with the Southern Alberta Trail Riders Association to explore the feasibility of parking in the old pro rodeo grounds area.

DEFEATED

Council discussed a concern brought forward to Councillor Brewin from a local business owner who was shut down due to COVID-19 pandemic but was still required to pay for garbage pick-up through that time.

Council discussed the concern and similar past concerns that have been brought forward to Council.

215/2020

Meeting Date  
9/14/2020



## **ACTION ITEMS – CONT'D**

### **13) Standing Item - Council Requests – CONT'D**

C. Armfelt reviewed the remaining items on the Action Item Listing.

Council discussed the future Alberta/Japan Twinned Municipalities Association conference.

RES. 374/2020      MOVED by Councillor Tams that Council adjourns until 5:00 PM, and reconvenes with Delegations.

CARRIED UNANIMOUSLY AT 4:43 PM

Council reconvened the Regular Meeting at 5:00 PM.

## **DELEGATIONS**

### **1) Delegation: Community Mailbox**

F. Smolnicky, resident of the Town of Taber, presented his concerns regarding the Community Mailbox located on 54<sup>th</sup> Street near 42<sup>nd</sup> Avenue. He stated that he has had multiple conversations with Canada Post and Mayor Prokop regarding determining a solution to the noted difficulties of its current location.

Council discussed the information provided by Mr. Smolnicky.

RES. 375/2020      MOVED by Councillor Bekkering that Council accepts the presentation from Mr. Smolnicky related to the relocation of the Community Mailbox for T1G 1C1, for information purposes; and,

Directs Administration to engage with Canada Post to review of the current location of the Community Mailbox for T1G 1C1, and to bring forward the review findings to a future Council meeting.

CARRIED UNANIMOUSLY

## DELEGATIONS – CONT'D

### **2) Delegation: Taber and District Community Adult Learning Newcomers Services Request for Funding**

J. Brenner, Executive Director of the Taber and District Community Adult Learning Association presented information related to the request for the shared costs of one year of financial support for the Taber and District Community Adult Learning Association Newcomers Services Office.

Council discussed the requested funds, the services provided through the Newcomers Services Office, and services offered by Family and Community Social Services.

RES. 376/2020      MOVED by Councillor Tams that Council accepts the information provided by Taber and District Community Adult Learning regarding the Newcomers Services financial support request, for information purposes, and thanks the Delegation for the presentation.

CARRIED UNANIMOUSLY

Council further discussed the funding request from Taber and District Community Adult Learning Association and provincial and federal funding opportunities.

Council made no further motions at this time.

Councillor Strojwas left the meeting at 5:45 PM.

Councillor Strojwas returned to the meeting at 5:46 PM.

## DELEGATIONS – CONT'D

### 3) Delegation: Westview Playground Funding Request

T. Pickerell and B. Warkentin, residents of the Town of Taber, stated that in partnership with the Taber Kinsmen, residents of Westview Estates have fundraised for an accessible playground on Westview Boulevard. They stated that the Westview Playground Project has secured approximately \$65,000.00 in funding and is requesting Council to consider including up to \$75,000.00 in the 2021 Capital Projects to ensure the playground is completed in 2021, as a precaution to the possibility that they are unsuccessful in future grant application.

Mr. Pickerell indicated that if they are successful with future grant applications, they would not utilize the Town's contribution to the project. Council discussed the developer plans and phases for the area, and the funding request.

MOVED by Councillor Tams that Council accepts the presentation as information; and,

Directs Administration to put \$50,000.00 to the 2021 Capital Budget for conclusion of the Westview Estates Playground.

Council discussed the proposed motion on the table.

Councillor Tams withdrew his previous motion.

MOVED by Councillor Tams that Council accepts the presentation for information purposes; and,

Directs Administration to add Westview Estates Playground to the future 2021 Capital Budget.

Councillor Bekkering suggested a friendly amendment to remove the word "future" from the motion.

Councillor Tams accepted the friendly amendment.



## DELEGATIONS – CONT'D

### 3) Delegation: Westview Playground Funding Request – CONT'D

RES. 377/2020      MOVED by Councillor Tams that Council accepts the presentation for information purposes; and,  
  
Directs Administration to add Westview Estates Playground to the 2021 Capital Budget.

CARRIED UNANIMOUSLY

## MEDIA INQUIRIES

None.

RES. 378/2020      MOVED by Councillor Brewin that Council takes a 10 minutes break, and moves into Closed Session to prevent the disclosure of:

- Applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1);
- Criteria developed for the purpose of contractual negotiations on behalf of a public body, and considerations that relate to those negotiations in accordance with Section 24; and,
- Advice from officials, in accordance with Section 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY AT 6:04 PM

Council reconvened into Closed Session at 6:14 PM

## CLOSED SESSION

### **1) Proposed Lease Agreement Renewal Taber Arts and Crafts Society**

**Closed Session to prevent disclosure of criteria developed for the purpose of contractual negotiations on behalf of a public body, and considerations that relate to those 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 9.1) Proposed Lease Renewal: Taber Arts and Crafts Society: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

### **2) Proposed Lease Agreement Renewal: Royal Canadian Legion**

**Closed Session to prevent disclosure of criteria developed for the purpose of contractual negotiations on behalf of a public body, and considerations that relate to those 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 9.2) Proposed Lease Renewal: Royal Canadian Legion: C. Armfelt, Chief Administrative Officer, and K. Van Ham, Administrative Services Manager.

It was noted at this time, Council chose to proceed to Closed Session Agenda Item 9.4) Board Appointment: Municipal Library Board, and then return to Agenda Item 9.3) Lagoons Irrigated Land Proposal.

## CLOSED SESSION – CONT'D

- 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.

Councillor Bekkering declared a familial bias in Closed Session Agenda Item 9.3) Lagoons Irrigated Lands Proposal, and left the meeting for the Agenda Item at 6:26 PM.

- 3) Lagoons Irrigated Lands Proposal Closed Session to prevent the disclosure of advice from officials, 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 member of Administration was in attendance in Closed Session for Agenda Item 9.3) Lagoons Irrigated Lands Proposal: C. Armfelt, Chief Administrative Officer.

## OPEN SESSION

Councillor Bekkering returned to the meeting at 6:33 PM.

RES. 379/2020 MOVED by Councillor Garner that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 6:34 PM



**OPEN SESSION – CONT'D**

RES. 380/2020      MOVED by Councillor Tams that Council authorizes the lease renewal, as presented, to the Taber Arts and Crafts Society for a portion of Lot 2, Block S, Plan 4193JK, civic address of 4830B 50 Avenue Taber, AB, for a term to expire December 31, 2030.

CARRIED UNANIMOUSLY

RES. 381/2020      MOVED by Councillor Strojwas that Council directs Administration to continue the lease renewal process with the Royal Canadian Legion for the property commonly referred to as the Legion Park and Legion Youth Centre, located at 7201 50 Street Taber, AB, containing a total of 9.81 acres.

CARRIED UNANIMOUSLY

**CLOSE OF MEETING**

RES. 382/2020      MOVED by Councillor Firth that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 6:36 PM



MAYOR



CHIEF ADMINISTRATIVE OFFICER