

## AGENDA

REGULAR MEETING OF THE COUNCIL OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, APRIL 12, 2021 AT 3:30 PM, IMMEDIATELY FOLLOWING THE PUBLIC HEARINGS AT 3:30 PM.

	<u>MOTION</u>
<b>1. CALL TO ORDER</b>	
<b>2. ADOPTION OF THE AGENDA</b>	<b>X</b>
<b>3. ADOPTION OF THE MINUTES</b>	
ITEM No.3.1 Minutes of Regular Meeting of Council: March 22, 2021	<b>X</b>
<b>4. BUSINESS ARISING FROM THE MINUTES</b>	
ITEM No.4.1 Town of Raymond and Terralta Inc. Solar Energy Project Presentation	<b>X</b>
<b>5. BYLAWS</b>	
ITEM No.5.1 2nd & 3rd Reading Bylaw 9-2021 Northwest Area Structure Plan Amendment to Bylaw 21-2016	<b>X</b>
ITEM No.5.2 2nd & 3rd Reading Land Use Bylaw Amendment Direct Control-4 Bylaw No. 8-2021	<b>X</b>
ITEM No.5.3 Proposed Supplementary Assessment Bylaw 12-2021	<b>X</b>
ITEM No.5.4 Temporary Mandatory Face Coverings Bylaw 22-2020	<b>X</b>
<b>6. ACTION ITEMS</b>	
ITEM No.6.1 Declaration of Validity and Sufficiency of Petition	<b>X</b>
ITEM No.6.2 Capital Expenditure Console, End Points and Software	<b>X</b>
ITEM No.6.3 Public Participation: Proposed Dog Bylaw 2-2021	<b>X</b>
ITEM No.6.4 The Meadows of Taber Concept Plan	<b>X</b>
ITEM No.6.5 Communities in Bloom Week Proclamation	<b>X</b>
ITEM No.6.6 Council Remuneration Policy C-2	<b>X</b>
ITEM No.6.7 Standing Item - Council Requests	<b>X</b>
<b>7. DELEGATIONS</b>	
<b>8. MEDIA INQUIRIES</b>	



**9. CLOSED SESSION**

**X**

- ITEM No.9.1 Declaration of Validity and Sufficiency of Petition: Legal Opinion  
That Council takes this meeting in 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.
- ITEM No.9.2 Affordable Housing Project  
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
- ITEM No.9.3 Resignation  
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.
- ITEM No.9.4 Council Boards, Committees, and Commissions  
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.
- ITEM No.9.5 Board Resignation  
Closed Session to prevent disclosure of information that is evaluative or opinion material compiled for the purpose of determining the applicant's eligibility in accordance with Section 19(1) of the Freedom of Information and Protection of Privacy Act.
- ITEM No.9.6 Board Resignation  
Closed Session to prevent disclosure of information that is evaluative or opinion material compiled for the purpose of determining the applicant's eligibility in accordance with Section 19(1) of the Freedom of Information and Protection of Privacy Act.
- ITEM No.9.7 Discussion with Council  
Closed Session to prevent disclosure that could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1): Advice from officials, of the Freedom of Information and Protection of Privacy Act.

**10. OPEN SESSION**

**X**

**11. CLOSE OF MEETING**

**X**



## Council Request for Decision

**Meeting Date:** April 12, 2021

**Subject:**

Minutes of Regular Meeting of Council: March 22, 2021

**Recommendation:**

Council adopts the minutes of the Regular Meeting of Council held on March 22, 2021, as presented.

**Background:**

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.

**Legislation / Authority:**

Municipal Government Act, Section 208(1)(a)(c).

**Strategic Plan Alignment:**

N/A

**Financial Implication:**

N/A

**Service Level / Staff Resource Implication:**

N/A

**Justification:**

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.



**Alternative(s):**

Council adopts the minutes of the Regular Meeting of Council held on March 22, 2021, as amended.

**Attachment(s):** Minutes

**APPROVALS:**

**Originated By:**  
Raeanne Keer

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

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,  
MARCH 22, 2021, AT 3:30 PM.

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**Mayor**

Andrew Prokop

**Councillors**

Garth Bekkering

Jack Brewin

Carly Firth

Mark Garner

Joe Strojwas

Louie Tams

**Co-Chief Administrative Officers**

John Orwa

Gary Scherer

**Staff**

Alaa Abdel Khaliq

Amy Allred

Meghan Brennan

Lisa DeBona

Raeanne Keer (Via teleconference)

Phyllis Monks

Kory Ostrup

Kerry Van Ham

**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.

Council discussed if the Agenda should reflect if Honourable Minister Grant Hunter would be attending in person or virtually for Agenda Item 7.1) Delegation: Honourable Minister Grant Hunter, MLA Taber Warner.

K. Van Ham, Administrative Services Manager, stated that Delegations are invited to attend both virtually or in-person to allow for their personal preference, and the minutes will reflect accordingly.

RES. 115/2021      MOVED by Councillor Garner that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

## **ADOPTION OF THE MINUTES**

### **1) Minutes of Special Meeting of Council: March 3, 2021**

RES. 116/2021      MOVED by Councillor Firth that Council adopts the minutes of the Special Meeting of Council held on March 3, 2021, as presented.

CARRIED UNANIMOUSLY

### **2) Minutes of Regular Meeting of Council: March 8, 2021**

RES. 117/2021      MOVED by Councillor Strojwas that Council adopts the minutes of the Regular Meeting of Council held on March 8, 2021, as presented.

CARRIED UNANIMOUSLY

## **BUSINESS ARISING FROM THE MINUTES**

### **1) Proposed Automated Voting System Information**

K. Van Ham stated that Council has requested Administration to bring back information on automated voting system tabulators for the 2021 Municipal Election.

Council discussed Section 4 and Section 6.7.e) of the Council Procedural Bylaw 20-2018, and stated that a 2/3 majority recorded vote from Council in order to continue with the Agenda Item and the review of Proposed Automated Voting System Bylaw 10-2021 later in the meeting.

Mayor Prokop requested that the vote be recorded for the minutes.

RES. 118/2021      MOVED      by      Councillor      Strojwas      that notwithstanding Council's decision made at its February 22, 2021 meeting to defeat the proposed Automated Voting System Bylaw 6-2021, in accordance with Council's Procedural Bylaw 20-2018, Section 4, Council waives Section 6.7.e), and agrees to consider Proposed Automated Voting System Bylaw 10-2021, at this meeting.

**CARRIED UNANIMOUSLY**

**FOR:** Mayor Prokop, Councillor Bekkering, Councillor Brewin, Councillor Firth, Councillor Garner, Councillor Tams, and Councillor Strojwas.

**AGAINST:** None.

K. Van Ham presented information on automated voting system tabulators to Council.

Council discussed the number of automated voting machines that would be required, and the associated costs.

Council discussed the proposed process for advanced voting and institutional voting.

## **BUSINESS ARISING FROM THE MINUTES – CONT'D**

### **1) Proposed Automated Voting System Information – CONT'D**

MOVED by Councillor Tams that Council accepts the information presented in relation to the automated voting system tabulators, for information purposed; and,

Directs Administration to bring a proposed pricing for 4 tabulator machines to the second Regular Meeting of Council in April 2021.

Council discussed the funding included within the 2021 Operational Budget for the 2021 municipal election.

Councillor Tams withdrew his previous motion.

RES. 119/2021 MOVED by Councillor Tams that Council accepts the information presented in relation to the automated voting system tabulators, for information purposed; and,

Directs Administration to use 3 tabulator machines for the 2021 municipal election.

CARRIED UNANIMOUSLY

### **2) Trail User Groups**

K. Ostrup, Acting Director of Recreation, stated at the Regular Meeting of Council held on March 22, 2021 Council directed Administration and the trail user groups to provide more information from joint user groups from the parks, and to bring back information on insurance liability for the Town.

K. Ostrup presented information on other municipalities and parks regulations on trail users, joint user trail etiquette, and liability insurance for the Town.

Council discussed joint trail use and liability insurance for the Town and user groups.



## **BUSINESS ARISING FROM THE MINUTES – CONT'D**

### **2) Trail User Groups – CONT'D**

MOVED by Councillor Firth that Council directs Administration to update the Regulation of Parks, Boulevards, and Sidewalks Bylaw A-203 to include the trails, and the Trail 77 and Taber Riding Group user agreement.

Mayor Prokop suggested a friendly amendment that the motion include that user groups must provide verification of insurance.

Councillor Firth accepted the friendly amendment.

RES. 120/2021      MOVED by Councillor Firth that Council directs Administration to update the Regulation of Parks, Boulevards, and Sidewalks Bylaw A-203 to include the trails, and the Trail 77 and Taber Riding Group user agreement; and,

That the user groups are required to provide proof of insurance.

DEFEATED

## **BYLAWS**

### **1) Proposed Automated Voting System Bylaw 10-2021**

K. Van Ham presented proposed Automated Voting System Bylaw 10-2021 to Council.

RES. 121/2021      MOVED by Councillor Strojwas that Council gives First Reading to the proposed Automated Voting System Bylaw 10-2021, at this meeting.

CARRIED UNANIMOUSLY

**BYLAWS – CONT'D**

**1) Proposed Automated Voting System Bylaw 10-2021 – CONT'D**

RES. 122/2021      MOVED by Councillor Tams that Council gives Second Reading to the proposed Automated Voting System Bylaw 10-2021, at this meeting.

CARRIED UNANIMOUSLY

RES. 123/2021      MOVED by Councillor Garner that Council unanimously agrees to proceed to Third and Final Reading to the proposed Automated Voting System Bylaw 10-2021, at this meeting.

CARRIED UNANIMOUSLY

RES. 124/2021      MOVED by Councillor Firth that Council gives 3<sup>rd</sup> and Final Reading to the Automated Voting System Bylaw 10-2021, at this meeting.

CARRIED UNANIMOUSLY

**2) Proposed Land Use Bylaw Amendment Direct Control-4 Bylaw No. 8-2021**

P. Monks, Director of Planning and Economic Development, presented proposed Land Use Bylaw Direct Control-4 Amendment 8-2021 to Council.

RES. 125/2021      MOVED by Councillor Garner that Council gives First Reading to Land Use Amendment Bylaw 8-2021.

CARRIED UNANIMOUSLY

## BYLAWS – CONT'D

### 3) Proposed Bylaw 9-2021 Northwest Area Structure Plan Amendment to Bylaw 21-2016

P. Monks presented proposed Northwest Area Structure Plan Amendment Bylaw 9-2021 to Council.

RES. 126/2021      MOVED by Councillor Bekkering that Council gives First Reading to Bylaw 9-2021, as presented.

CARRIED UNANIMOUSLY

RES. 127/2021      MOVED by Councillor Tams that Council take a 5 minute recess.

CARRIED UNANIMOUSLY AT 4:37 PM

Mayor Prokop reconvened the Regular Meeting of Council at 4:44 PM.

### 4) Proposed Dog Control Bylaw 2-2021

Chief G. Abela, of the Taber Police Service, presented proposed Dog Control Bylaw 2-2021 to Council.

Council discussed concerns they received from residents regarding Section 10.0 Aggressive Dog within proposed Dog Control Bylaw 2-2021.

RES. 128/2021      MOVED by Councillor Strojwas that Council refers proposed Dog Control Bylaw 2-2021 back to Administration to decide upon a format for public consultation before proceeding with proposed Dog Control Bylaw 2-2021.

CARRIED UNANIMOUSLY

## **BYLAWS – CONT'D**

### **5) Proposed Fee Bylaw 11-2021**

L. DeBona, Engineering and Public Works Administrative Supervisor, presented proposed Fee Bylaw 11-2021 to Council.

RES. 129/2021      MOVED by Councillor Tams that Council gives First Reading to Fee Bylaw 11-2021, at this meeting.

CARRIED UNANIMOUSLY

RES. 130/2021      MOVED by Councillor Firth that Council gives Second Reading to Fee Bylaw 11-2021, at this meeting.

CARRIED UNANIMOUSLY

RES. 131/2021      MOVED by Councillor Bekkering that Council unanimously agrees to proceed to Third and Final Reading to Fee Bylaw 11-2021, at this meeting.

CARRIED UNANIMOUSLY

RES. 132/2021      MOVED by Councillor Garner that Council gives Third and Final Reading to Fee Bylaw 11-2021, at this meeting.

CARRIED UNANIMOUSLY

### **6) Proposed Atco Franchise Agreement Bylaw 16-2020**

J. Orwa, Interim Chief Administrative Officer, presented proposed Atco Franchise Agreement Bylaw 16-2020. He stated that Council gave First Reading to Bylaw 16-2020, and that Administration did not receive any written objections or concerns regarding the Bylaw.

RES. 133/2021      MOVED by Councillor Tams that Council gives Second Reading to Atco Franchise Agreement Bylaw 16-2020.

CARRIED UNANIMOUSLY

## BYLAWS – CONT'D

### 6) Proposed Atco Franchise Agreement Bylaw 16-2020

RES. 134/2021      MOVED by Councillor Firth that Council gives Third Reading to Atco Franchise Agreement Bylaw 16-2020.

CARRIED UNANIMOUSLY

### ACTION ITEMS

#### 1) Combined Heat and Power Project

K. Ostrup, and C. Best, representative from Atco Power (2010) Ltd., presented the Combined Heat and Power Project to Council.

Council discussed the proposed project and the anticipated future costs of electricity and natural gas.

MOVED by Councillor Firth that Council approves the single source justification for the Combined Heat and Power Project and directs the Mayor and CAO to sign the agreement with ATCO for the installation of the combined heat power system at the Aquafun Centre in the amount of \$556,000 with funds to come from the 2021 Capital Budget.

G. Scherer, Interim Chief Administrative Officer, stated that Administration is recommending that Council include an additional \$25,000.00 contingency for the project, to be funded from Capital Reserves.

Councillor Tams suggested a friendly amendment that the motion include a \$25,000.00 contingency for the project, to be funded from Capital Reserves.

Councillor Firth accepted the friendly amendment.

## **ACTION ITEMS – CONT'D**

### **1) Combined Heat and Power Project – CONT'D**

RES. 135/2021      MOVED by Councillor Firth that Council approves the single source justification for the Combined Heat and Power Project and directs the Mayor and Chief Administrative Officer to sign the agreement with ATCO for the installation of the combined heat power system at the Aquafun Centre in the amount of \$556,000 with funds to come from the 2021 Capital Budget; and,

To include a \$25,000.00 contingency for the project, to be funded from Capital Reserves.

CARRIED UNANIMOUSLY

RES. 136/2021      MOVED by Councillor Tams that Council moves to Delegation Agenda Item 7.1) Delegation: Honourable Minister Grant Hunter, MLA Taber Warner.

CARRIED UNANIMOUSLY

## **DELEGATIONS**

### **1) Delegation: Honourable Minister Grant Hunter, MLA Taber Warner**

Honourable Minister G. Hunter, MLA Taber Warner, presented information to Council on the Municipal Sustainability Initiative (MSI) funding, and the Government of Alberta 2021-2022 Budget via teleconference.

Council discussed the Government of Alberta 2021-2022 Budget and the funding projections for the Municipal Sustainability Initiative.

Council discussed the current Government of Alberta and Alberta Health Services COVID-19 pandemic health guidelines and restrictions.

## DELEGATIONS – CONT'D

### 1) Delegation: Honourable Minister Grant Hunter, MLA Taber Warner – CONT'D

RES. 137/2021      MOVED by Councillor Firth that Council accepts the information provided by Honourable Minister Grant Hunter MLA Taber Warner, for information purposes.

CARRIED UNANIMOUSLY

Council returned to Agenda Item 6.2) Economic Relief Consideration: Orban Holdings Ltd. at this time.

## ACTION ITEMS

### 2) Economic Relief Consideration: Orban Holdings Ltd.

K. Van Ham stated that Administration has received a request from Orban Holdings Ltd. asking that their lease payments for September 2020 and December 2020 be waived due to the current COVID-19 pandemic restrictions in place as directed by the Provincial Government and Alberta Health Services.

RES. 138/2021      MOVED by Councillor Bekkering that Council waives the Orban Holdings Ltd. lease payments for September 2020 and December 2020, due to the current COVID-19 pandemic restrictions in place as directed by the Provincial Government and Alberta Health Services, and the cumulative financial losses endured related to the continued and re-instated COVID-19 pandemic facility and activity closures.

CARRIED UNANIMOUSLY

## **ACTION ITEMS – CONT'D**

### **3) Busking Information**

A. Allred, Arts, Culture, and Events Coordinator, stated at the Regular Meeting of the Arts and Heritage Committee held on February 16, 2021, the Committee directed Administration to request support from Council to direct Administration to create a policy and procedure, and to update applicable Bylaws to allow for busking in the Town of Taber.

A. Allred stated that currently busking can fall under the category of a special event and can be approved by the Chief Administrative Officer. She stated that Administration would like to include busking and local entertainment in Confederation Park and for other special events to gauge the community and performers interest in 2021, and that Administration would bring back additional information for Council's consideration at the second meeting in March 2022.

Council discussed the information provided.

RES. 139/2021      MOVED by Councillor Garner that Council directs Administration to include busking at Town-run events for 2021, allowing Administration to gauge the community and performer interest, research applicable policies and procedures and review again at the second meeting in March 2022.

CARRIED UNANIMOUSLY

### **4) Department Reports**

J. Orwa presented to Department Reports to Council.

Council discussed the Department Reports.

RES. 140/2021      MOVED by Councillor Firth that Council accepts the Department Reports for information.

CARRIED UNANIMOUSLY



## **ACTION ITEMS – CONT'D**

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

Mayor and Council provided their verbal reports.

RES. 141/2021      MOVED by Councillor Tams that Council accepts the Mayor and Councillor Reports for information.

CARRIED UNANIMOUSLY

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

J. Orwa presented the Standing Item – Council Requests Action Item Listing to Council.

Council discussed the rental fees for the Cornfest Stage, and the Towns cost to maintain the rental space.

MOVED by Councilor Brewin that Council directs Administration to continue with the booking program for the Cornfest Stage, and discontinues the fees.

Councillor Firth suggested a friendly amendment to continue with the fees on a break-even basis for maintenance and electricity.

Councillor Brewin declined the friendly amendment.

Mayor Prokop suggested a friendly amendment that the Cornfest Stage be only rented at no-charge for non-profit bookings.

Councillor Brewin accepted the friendly amendment.

RES. 142/2021      MOVED by Councillor Brewin that Council directs Administration to continue with the booking program for the Cornfest Stage, and discontinue the fees for non-profit bookings.

DEFEATED

## MEDIA INQUIRIES

None.

RES. 143/2021      MOVED by Councillor Tams that Council takes a 10 minute recess and reconvenes into Closed Session to prevent the disclosure:

- That could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1): Advice from Officials; and,
- That could reasonably be expected to reveal information, including the proposed plans or projects of a public body, which could reasonably be expected to result in disclosure of a pending policy or budgetary decision, in accordance with Section 24: Advice from Officials of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY AT 5:37 PM

RES. 144/2021      MOVED by Councillor Tams that Council reconvenes into Closed Session.

CARRIED UNANIMOUSLY AT 5:50 PM

## CLOSED SESSION

### 1) Protocol

**Closed Session to prevent disclosure that could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1): Advice from officials, of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.1) Protocol: J. Orwa, Interim Chief Administrative Officer and Director of Finance, G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works, K. Van Ham, Administrative Services Manager, and M. Brennan, Communications and Project Coordinator.

### 2) STAR Theatre

**Closed Session to prevent disclosure that could reasonably be expected to reveal information, including the proposed plans or projects of a public body, which could reasonably be expected to result in disclosure of a pending policy or budgetary decision, 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*, there were the following members of Administration in attendance for Agenda Item 9.2) STAR Theatre: J. Orwa, Interim Chief Administrative Officer and Director of Finance, G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works, and R. Torrie, of STAR Theatre.

## CLOSED SESSION

- 3) Council Code of Conduct Bylaw 1-2018: Request for Review Closed Session to prevent disclosure that could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1): Advice from officials, of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.3) Council Code of Conduct Bylaw 1-2018: Request for Review: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.

- 4) Council Code of Conduct Bylaw 1-2018: Request for Review Closed Session to prevent disclosure that could reasonably be expected to reveal consultations or deliberations involving officers of a public body, in accordance with Section 24(1): Advice from officials, of the *Freedom of Information and Protection of Privacy Act*.**

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.4) Council Code of Conduct Bylaw 1-2018: Request for Review: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.

## OPEN SESSION

RES. 145/2021      MOVED by Councillor Tams that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 7:10 PM

**OPEN SESSION**

RES. 146/2021

MOVED by Councillor Tams that Council directs Administration to craft a letter of support with the STAR Theatre Group, the Town of Taber, and the Municipal District of Taber to support the STAR Theatre Group in their quest to secure a building for a future theatre.

CARRIED UNANIMOUSLY

**CLOSE OF MEETING**

RES. 147/2021

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

CARRIED UNANIMOUSLY AT 7:13 PM

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
INTERIM CHIEF ADMINISTRATIVE OFFICER

## Council Request for Decision

**Meeting Date: April 12, 2021**

**Subject:**

Town of Raymond and Terralta Inc. Solar Energy Project Presentation

**Recommendation:**

Council direction is requested.

**Background:**

At the Regular Meeting of Council held on February 22, 2021, Council passed the following resolution:

RES. 82/2021            MOVED by Councillor Strojwas that Council directs Administration to invite the Town of Raymond representatives and Terralta Inc. representatives to attend as a delegation to present information about the Town of Raymond's solar energy project at the Town of Taber Council meeting on March 22, 2021, if possible.

CARRIED UNANIMOUSLY

In follow-up to Council's resolution, the following representatives will in attendance, either virtually or in person, to present information on the solar energy project completed in the Town of Raymond in partnership with Terralta Inc.:

1. Marcus Campbell, Owner of Terralta Inc.
2. Jason Atkinson, Owner of Proactive Plant Solutions
3. Greg Robinson, Director of Community Development and Human Resources
4. Dean Kopperud, Master Electrician and Project Manager with Terralta Inc.
5. Scott Alexander, Business Development with Terralta Inc.

Mr. Campbell has provided the following videos pertaining to the solar project for Council's review:

- "Embarrassment of Riches" – StoryHive <https://youtu.be/a7cNYJJuV8U>
- "Town of Raymond Solar Project" - [https://drive.google.com/file/d/1kwZcjRndEqI9G\\_c34IzsW3H7SU8iGAT8/view](https://drive.google.com/file/d/1kwZcjRndEqI9G_c34IzsW3H7SU8iGAT8/view)



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**Legislation / Authority:**

*Municipal Government Act, Section 3*

**Strategic Plan Alignment:**

Define & Practice Good Governance  
Develop Community and Promote Growth

**Financial Implication:**

Financial Implication will vary on direction received from Council.

**Service Level / Staff Resource Implication:**

Service level/staff resource implication will vary on direction received from Council.

**Justification:**

Council requested the Town of Raymond and Terralta Inc. to present to Council on their solar energy project.

**Alternative(s):**

1. Being as this is not a policy decision, and within the operational purview of Administration, Council directs Administration to review the project information provided by the Town of Raymond and Terralta Inc.; and,  
That Council thanks the Town of Raymond and Terralta Inc. for their presentation, and accepts it for information purposes.
2. Council could request additional information from Administration, the Town of Raymond, or Terralta Inc.

**Attachment(s):** Town of Raymond - How They Became NetZero Presentation  
  
AMSP Case Study - Town of Raymond  
  
Presentation

**APPROVALS:**

**Originated By:**  
Raeanne Keer

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

**Kurtis Pratt**

CAO, Town of Raymond

**Jason Atkinson**

Director of Operations, ENMAX



**The Town of Raymond:  
How They Became “Net Zero Electrically”**





# 5 Step Process





# Summary



## Locations

- Fire Hall
- Town Shop
- Aquatic Center
- Arena
- Town Hall
- Victoria Park Roof Top Solar
- Victoria Park Carports
- Golf Course
- Ridgewater Treatment Plant



Financed or leased system includes a **15 Year limited warranty & production guarantee**



Victoria Park Carport will **off set the other Town Facilities & Street Lights**

System Size

**1098.1 kW(DC)**

Number of Modules

**2,826**

Estimated First Year Production

**1,252 MWh**

Percentage of Annual Consumption

**100%**





## Fire Hall

27.8 kW (DC)  
30.21 MWh first year production

- LG 370 Module (x75)



## Town Shop

30.0 kW (DC)  
31.48 MWh first year production

- LG 370W Module (x81)



## Ice Arena

188 kW (DC)  
202 MWh first year production

- LG 370W Module (x508)

**SolarEdge**  
Inverter and  
Optimizers

Financed or leased system includes  
a **15 Year** limited warranty and  
production guarantee

**Flush Mounted Roof**  
**Systems**  
- no penetrations

Connected to  
the services at  
the facility



## Aquatic Centre

42.9 kW (DC)

44.42 MWh first year production

- LG 370W Module (x119)
- Ballasted Mounted Roof Systems - no penetrations

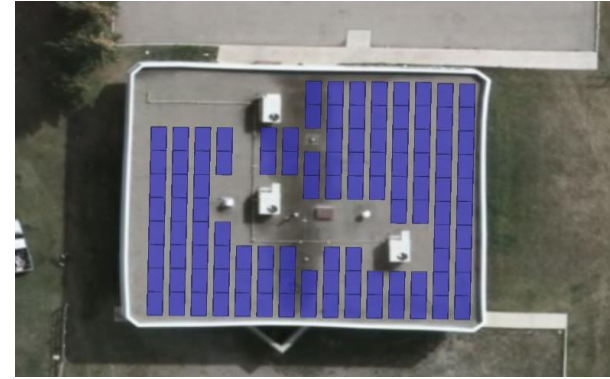


## Vic Park Rooftop

64 kW (DC)

69 MWh first year production

- LG 370W Module (x536)
- Flush Mounted Roof Systems - no penetrations



## Town Hall

43.2 kW (DC)

51.1 MWh first year production

- LG 400W Module (x108)
- Ballasted Mounted Roof Systems -no penetrations
- 30 year performance guarantee with LG

SolarEdge Inverter and Optimizers

Financed or leased system includes a 15 Year limited warranty and production guarantee

Connected to the services at the facility



## Vic Park Carport

383.8 kW (DC)

419 MWh first year production

- **LG 390W** Bi Facial Module (x984)
- Fronius String Inverters
- 2-Carport Structures
- System will offset street lighting and other town loads



## Golf Course: Net-Zero

35.5 kW (DC)

45.33 MWh first year production

- **LG 370W** Module (x96)
- SolarEdge Inverter and Optimizers
- Ground Mount System



## Ridge Water

288 kW (DC)

363 MWh first year production

- **LG 400W** Module (x720)
- Fronius Symo Inverters
- Ground Mounted System



# Overall Per Site Summary

Size:

**1098.1 KW's**

Production:

**1,252,000 KWhrs**

Modules:

**2,826**

Breakdown:

Location	Size KW's	Production KWhrs	#Of Modules
Fire hall	17	19,000	46
Town Shop	30	32,000	81
Aquatic Center	42.9	45,000	116
Arena	188	202,000	508
Town Hall	43.2	52,000	108
Victoria Park	64	69,000	160
Victoria Park CP	383.8	419,000	984
Golf Course	41.2	50,000	103
RWSC	288	364,000	720



## Pricing Summary Per Site

Location	Size (KW's)	Term: (Yrs)	APR	Funding	Funding (%)	Down Payment	Monthly Payment	Total Price	Price / Watt
Fire hall	17	15	3%	\$8,650	25%	\$8,650	\$188.17	\$34,600	\$1.53
Town Shop	30	15	3%	\$14,725	25%	\$14,725	\$320.33	\$58,902	\$1.47
Aquatic Center	42.9	15	3%	\$22,302	25%	\$22,302	\$485.15	\$89,210	\$1.56
Arena	188	15	3%	\$121,071	25%	\$121,071	\$2,633.71	\$484,286	\$1.93
Town Hall	43.2	15	3%	\$22,844	25%	\$22,844	\$504.83	\$91,376	\$1.59
Vic Park	64	15	3%	\$30,582	25%	\$30,582	\$671.15	\$123,411	\$1.45
Vic Park CP	383.8	15	3%	\$230,280	25%	\$230,280	\$6,863.67	\$1,165,882	\$2.44
Golf Course	41.2	15	3%	\$23,110	25%	\$23,110	\$502.73	\$92,442	\$1.68
RWSC	288	15	3%	\$160,453	25%	\$160,453	\$3,545.78	\$641,811	\$1.67
<b>Total</b>	<b>1098.1</b>	<b>15</b>	<b>3%</b>	<b>\$634,021</b>	<b>25%</b>	<b>\$634,021</b>	<b>\$15,715</b>	<b>\$2,781,922</b>	<b>\$1.96</b>



# Financial Analysis

Location	LCOE	Net Present Value 3%	IRR
Fire hall	.08	\$2,664	6.25%
Town Shop	.08	\$5,500	6.24%
Aquatic Center	.085	\$2,900	5.80%
Arena	.077	\$48,000	6.8%
Town Hall	.0852	\$35,143	11.31%
Victoria Park	.0841	\$13,398	6.2%
Victoria Park CP	.09	\$138,838	5.23%
Golf Course	.089	\$3,574	6.10%
RWSC	.0846	\$84,660	6.06%





# Environmental Attributes

Location	Estimated Production (KWh)	Avoided GHG Emissions (tonnes CO <sub>2e</sub> )	Equivalent Cars off the Road
Fire hall	19,000	12	3
Town Shop	32,000	20	4
Aquatic Center	45,000	29	6
Arena	202,000	129	27
Town Hall	52,000	33	7
Victoria Park	69,000	44	9
Victoria Park CP	419,000	268	57
Golf Course	50,000	32	7
RWSC	364,000	233	49
<b>Totals</b>	<b>1,252,000</b>	<b>800</b>	<b>169</b>

# Questions?

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# ALBERTA MUNICIPAL SOLAR PROGRAM

## CASE STUDY: TOWN OF RAYMOND

September, 2019

Since 2009, the Municipal Climate Change Action Centre has empowered Alberta's municipalities to be leaders in municipal climate change solutions through partnerships and innovation. Take action today to see real savings and real change.



**Municipal  
Climate Change  
Action Centre**

**The Municipal Climate Change Action Centre provides funding, technical assistance, and education to support Alberta municipalities in addressing climate change.**

**The Municipal Climate Change Action Centre is a partnership between the Government of Alberta, the Alberta Urban Municipalities Association, and Rural Municipalities of Alberta.**



# The Town of Raymond in Alberta is no longer simply the home of Canada's first rodeo, but also a municipal leader in Alberta's energy transition.

**2,983**

SOLAR PV MODULES



**9**

MUNICIPAL SOLAR SITES

**\$643,481**

IN REBATES FROM THE ACTION CENTRE

**CASH NEUTRAL**

ANNUAL ELECTRICITY SAVINGS PAY FOR SYSTEM COSTS

EMISSIONS REDUCED EQUIVALENT TO

**177**

CARS OFF THE ROAD EACH YEAR



**1<sup>st</sup>**

ELECTRICALLY NET ZERO MUNICIPALITY IN ALBERTA

**\$130,186**

ANNUAL SAVINGS

**1,302**

**MWh**



SOLAR ELECTRICITY PRODUCED PER YEAR

**100%**

OF TOWN OPERATION'S ELECTRICITY IS SOLAR

**Located 35 km south-east of Lethbridge, and home to 4,252 residents, the Town of Raymond is primarily an agricultural town with strong Japanese and Mormon community roots.**

It also has some of the best solar resource in the province, if not the country, with an average annual solar irradiance of 4.85 kWh/m<sup>2</sup>, when facing south with a tilt angle of 34° C. This translates into a potential energy production from solar photovoltaics (PV) of 1,328 kWh/kW of installed panels (Natural Resources Canada, 2017).

Kurtis Pratt, Raymond's Chief Administrative Officer (CAO), and council are continually looking for ways to make Raymond stand out as an innovative community leader. Combined with concerns about the forecasted market increase in electricity prices, generating their own renewable electricity seemed like the perfect way to show leadership in environmental protection while also buffering the town from rising energy costs.

When council learned about rebates available through the [Alberta Municipal Solar Program](#) in 2018 they were spurred into action. They decided to install nine solar PV arrays on municipal facilities and land, accessing \$643,481 in funding from the Municipal Climate Change Action Centre (Action Centre). Before rebates, the system cost was \$2,781,923. The 2,983 modules installed have a

# REAL SAVINGS. REAL CHANGE.



**Raymond Public Works Shop, Town of Raymond**

total capacity of 1.16 Megawatts and are expected to produce 1,302 MWh of electricity per year. This will offset 100% of Raymond's operations' annual electricity use and provide an estimated annual savings of \$130,186.

# SOLAR SYSTEMS

**Raymond worked with a solar contractor on all nine systems coordinating projects with a variety of ground and roof surfaces, tilt angles, and azimuths, as seen in Table 1.**

The solar contractor visited all the municipally-owned facilities and recommended the sites best suited to

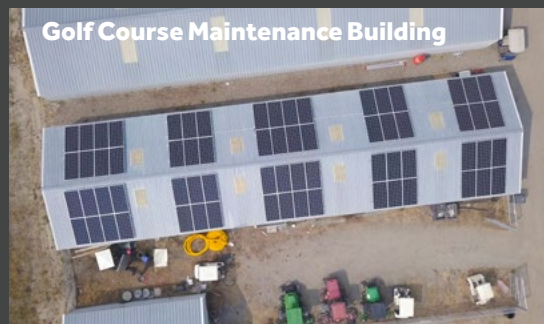
solar installations. The system components were selected, and each system was optimized to produce the most electricity within the parameters of the specific array locations. [LG NeON®2 modules](#) were used in all nine arrays with either [SolarEdge](#) or [Fronius](#) grid-connected 3-phase string inverters. SolarEdge DC optimizers were used in many of the roof mounted systems to reduce the impacts of shading, from clouds or nearby obstructions, and

optimize overall system production. [RoofTech](#) mounting brackets and [Kinetic](#) rails were used for the flush-mount roof installations. [Polar PRU-D](#) racking and helical piles were used for the wastewater treatment plant ground-mount system. A [SunAction](#) racking and mounting system was used for the Athletic Park Carport, and [Polar PRG](#) racking systems were used for the ballasted flat-roof systems.

**Table 1. Solar PV Installation details for Raymond, Alberta**

Location	Array Capacity	Mounting Type	Modules	Inverters	Optimizers	Racking	Tilt Angle	Azimuth
Aquatic Centre	42.92 kW	Flat Roof Ballasted	116 - 370W LG NeON®2	2 - 20 kW Solar Edge	58 - P800 Solar Edge	Polar PRG ballasted racking system	10°	224° (SW)
Fire Hall	17.02 kW	Roof Flush Mount	46 - 370W LG NeON®2	1 - 14.4 kW Solar Edge	23 - P800 Solar Edge	RoofTech mounting brackets & Kinetic rails	18°	90° (E)
Arena	246.05 kW	Roof Flush Mount	665 - 370W LG NeON®2	6 - 33.3 kW Solar Edge	334 - P800 Solar Edge	RoofTech mounting brackets & Kinetic rails	15°	90° (E) & 270° (W)
Town Hall	43.2 kW	Flat Roof Ballasted	108 - 400W LG NeON®2	1 - 33.3 kW Solar Edge	54 - P800 Solar Edge	Polar PRG ballasted racking system	10°	181° (S)
Golf Course	41.2 kW	Roof Flush Mount	103 - 400W LG NeON®2	4 - 10kW Solar Edge	103 - P505 Solar Edge	RoofTech mounting brackets & Kinetic rails	18°	202° (SSW), 90° (E) & 270° (W)
Wastewater Treatment Facility	288 kW	Ground Mount	720 - 400W LG NeON®2	9 - Fronius Symo 24 Lite 1 - Fronius Symo 24 Adv.	n/a	Polar PRU-D racking & helical piles	30°	180° (S)
Town Shop	29.97 kW	Roof Flush Mount	81 - 70W LG NeON®2	1 - 20 kW Solar Edge	41 - P800 Solar Edge	RoofTech mounting brackets & Kinetic rails	5°	180° (S)
Athletic Park Building	64 kW	Roof Flush Mount	160 - 400W LG NeON®2	1 - 33.3 kW Solar Edge 1 - 20 kW Solar Edge	80 - P800 Solar Edge	RoofTech mounting brackets & Kinetic rails	5°	90° (E)
Athletic Park Car Port	383.76 kW	Ground Mount	984 - 390W LG NeON®2 Bifacial	14 - 24.0-3 Fronius Symo	n/a	SunAction racking & mounting system - double wing	10°	90° (E), & 270° (W)

# RAYMOND SOLAR PV SYSTEMS





**“This decision by council to become one of the first municipalities in Alberta to become electrically net-zero was made with the future in mind. It provides us budgetary certainty regardless of the geopolitical and market factors outside of our control and allows us to stretch our limited resources further than we could before.”**  
- Kurtis Pratt, CAO, Town of Raymond.

The \$643,481 in funding contributed by the Action Centre covered about 23% of the \$2,781,923 total project expenses. The remaining expenses were covered through a 15-year financing agreement. With the financing option, the annual payments for the system are equal to the savings Raymond sees from their reduced electricity costs, making the systems cash-neutral for the financing term. The lifespan of the solar PV systems is also expected to be significantly longer than 15 years, so once the systems are paid off the annual electrical savings they produce will free up money Raymond can then direct towards other projects and services for residents.

An estimated electricity rate of \$0.10/kWh was used in all savings and payback calculations for this case study. This rate is based on the historical average electricity rate in Alberta and factors in an estimated increase in electricity rates, averaging across a 25-year period. This rate is a conservative estimate and does not include any savings from reduced energy-related distribution and transmission charges when solar electricity is used onsite and not purchased from the grid. Using this rate and the estimated annual electricity production from the solar system it is estimated that project will produce a savings of \$130,186 per year.

# REAL SAVINGS

## THE ECONOMICS.

MINIMUM OF **25 YEARS**  
EXPECTED SYSTEM LIFETIME

**\$643,481**  
IN REBATES FROM THE  
ACTION CENTRE

ANNUAL  
COST FOR  
RAYMOND



**\$0.00**

ANNUAL ENERGY  
SAVINGS OF

**\$130,186**

**16 YEARS**  
SIMPLE PAYBACK

PROJECT COST  
**\$2,781,923**

**“The estimated revenue we will generate from producing electricity should offset our lease payments so that there is no new net cost to the town.”**

**- Kurtis Pratt, CAO, Town of Raymond.**

The \$0.10/kWh rate also does not factor in that some of Raymond’s arrays will potentially receive larger credits due to their size. Within the [Alberta Micro-generation Regulation](#) there are two categories of micro-generation units, both with different ways of calculating how much the producer will be credited for the electricity their system puts back onto the grid.

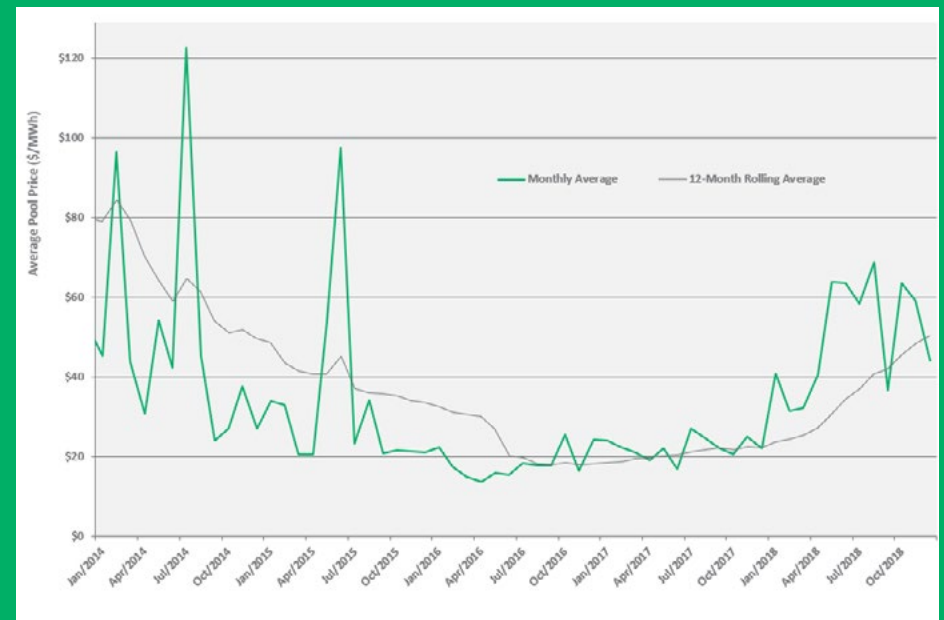
Most of Raymond’s arrays fit within the ‘small micro-generator’ category, which means that they are credited for electricity sent back to the grid on a monthly basis at their retail electricity rate. Three of the systems (the Arena, Wastewater Treatment Facility, and Athletic Park Car Port) are considered ‘large micro-generators’ (>150 kW) and the electricity they send back to the grid is credited at the Alberta Power Pool hourly rate, corresponding with the time that the electricity is put onto the grid. For solar, this often results in larger systems receiving a potentially higher credit rate than smaller systems as they are producing the most excess electricity at times when the pool price is typically higher. To provide some context around pool price fluctuations, Figure 1 shows the Alberta average pool price per month over a five-year period from January 2014 through October 2018 (Alberta Electric Systems Operator, 2018).

One of the most common questions asked when assessing whether a project is worth pursuing or not is “how long will it take for it to pay back?” This calculation is called the simple payback, or in other words the length of time it will take before the money seen from energy savings will equal the amount that was paid for the system in the first place.

To calculate this number, the total system costs are divided by the estimated total energy savings per year. When factoring in the Action Centre rebate, Raymond’s systems will see a simple payback of just under 16 years, which is 5 years shorter than without the rebate.

As all nine systems have not yet been online for a full year, there is not enough data available to calculate the annual energy they have produced or the actual savings Raymond has seen from the operational project. Raymond’s CAO reports that the systems appear to be producing as expected. The Action Centre will continue to monitor their progress and aim to provide an update to this case study with real values on system operations and savings in the years to come.

**Figure 1. Alberta Electric Systems Operator monthly average electrical pool price over five years (Alberta Electric Systems Operator, 2019).**



**Combined, the nine systems are expected to produce 1,302 MWh hours of electricity per year, which will offset 100% of the electricity used by Raymond's operations.**

This includes electricity for the facilities hosting solar PV systems in addition to Raymond's streetlights, Community Centre, the Family and Community and Support Services (FCSS) Building, Museum, RCMP detachment, Seniors Centre, Agricultural Society, and the Municipal Park and Campground. All solar electricity produced will be prioritized for use by Raymond's operations first. Excess power will be put onto to the Alberta electricity grid, with the town receiving a credit on their electrical bills for the exported amount. When electrical demand cannot be met by the solar PV systems (i.e. at night, during short winter days, or on a cloudy or stormy day), electricity from the grid will be imported and charged to Raymond's electricity bill as usual. Raymond will typically export excess solar electricity in the summer months and import grid electricity in the winter months, making operations electrically net-zero over the course of a year.

As of March 2019, electricity available from Alberta's grid was generated by coal-fired power plants (36%), natural gas co-generation, combined and simple cycle power plants (48%), wind turbine power generators (9%), hydroelectric facilities (5%), and other sources (3%) (Alberta Electric Systems Operator, 2019). The heavy reliance on combusting fossil fuels to generate electricity makes the Alberta grid one of the most emissions-intensive electricity grids in Canada. By committing to replace 100% of the electricity they use with a renewable generation source, Raymond will avoid producing the equivalent of 833 tonnes of CO<sub>2</sub> per year. This calculates to a greenhouse gas (GHG) emissions reduction of 20,830 tonnes over the course of

# REAL CHANGE

## ENERGY PRODUCTION AND AVOIDED EMISSIONS.

the systems' minimum 25-year expected lifetime. For each year the system is operating, it is equivalent to taking 177 cars off the road or the same as what 980 acres of established forest would absorb (US Environmental Protection Agency, n.d.).

**20,830**

**TONNES OF GREENHOUSE GAS EMISSIONS REDUCED OVER 25 YEARS**

**EQUIVALENT TO**

**180**



**ALBERTA HOUSEHOLDS POWERED FOR A YEAR**

**Much of the initial work putting the project proposal together was done by Raymond's CAO working closely with the solar contractor, who provided the technical, system, energy, and payback information, in addition to assisting with the presentation to council.**

Raymond's councillors were open to the idea from the beginning and recognized that installing solar systems on Raymond's facilities to offset operational consumption was the right choice for Raymond. The time elapsed from council hearing of the project and the rebates available from the Action Centre to the final system being completed and energized was 16 months. Within this timeframe, Raymond invested about 100 hours of staff time on the project.

This time was spread across the entire project timeline and was typically no more than an hour here or there for meetings and consultation with the solar contractor. The solar contractor carried out the bulk of the project management, system design, construction, and commissioning of the project. Raymond staff have also spent very little time on maintenance or operational duties related to the system in the first year of operation.

This is expected to be the case for the duration of the systems' lifetime as solar PV arrays are relatively maintenance free. Most solar PV systems recommend a basic visual and system performance inspection once per year, including cleaning the modules with water if they are dusty or dirty.

# PROCESS

## IMPLEMENTATION, OPERATION, AND MAINTENANCE.

**"Partnering with the MCCAC and the solar contractor has been a positive experience for our community. Both organizations were extremely professional and worked collaboratively to reduce the amount of time and staff resources we had to give to complete the project." - Kurtis Pratt, CAO, Town of Raymond.**

**100**

**HOURS OF STAFF  
TIME PUT TOWARDS  
THE PROJECT**

**16**

**MONTHS FROM START TO FINISH**

**RELATIVELY**

**MAINTENANCE  
FREE**

**The staff from Raymond involved in the projects have stated that overall the projects have been viewed as a success. The systems are up and running and the overall response from residents has been very positive.**

There is a real sense of pride in the systems and for the leadership and vision that Raymond has shown in reducing their environmental impact and planning for the future.

The solar contractor assisted in preparing the initial proposal and presentation to council and took care of the majority of the project management work during the installation and commissioning phases, requiring very little involvement from municipal staff. Aside from a few initial meetings and occasional project check-ins, the process was described as 'painless'.

As for lessons learned, Raymond staff indicated that if they had known what they know now at the beginning, they would have chosen to move forward with a full net zero project from the start, to save time.

Their initial intention was to offset as much electricity consumption as possible and after the first phase was complete they decided to implement more projects with the aim of being fully electrically net zero; a choice that they do not regret. According to Raymond, the multi-phase process added unnecessary time.

# PROCESS

---

# LESSONS LEARNED.

**"After the 15-year lease payments are complete, it is estimated that we will have approximately \$150,000/year in annual energy savings for at least the next 15 to 25 years. This 'new money' will give us increased flexibility in our annual operating budget and provide us with cost certainty for decades to come." - Kurtis Pratt, CAO, Town of Raymond.**

INCREASED FLEXIBILITY IN  
**ANNUAL  
OPERATING  
BUDGET**

# STAFF

VIEW THE PROJECT AS A SUCCESS

# RESIDENTS

HAVE GIVEN POSITIVE FEEDBACK  
ABOUT THE SOLAR PV SYSTEMS



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**Municipal  
Climate Change  
Action Centre**



**Jason Atkinson**

Owner/Operator  
Proactive Planet

**Marcus Campbell**

Owner/Operator  
Terralta



TOWN OF  
**TABER**

# Town of Taber: Solar Presentation



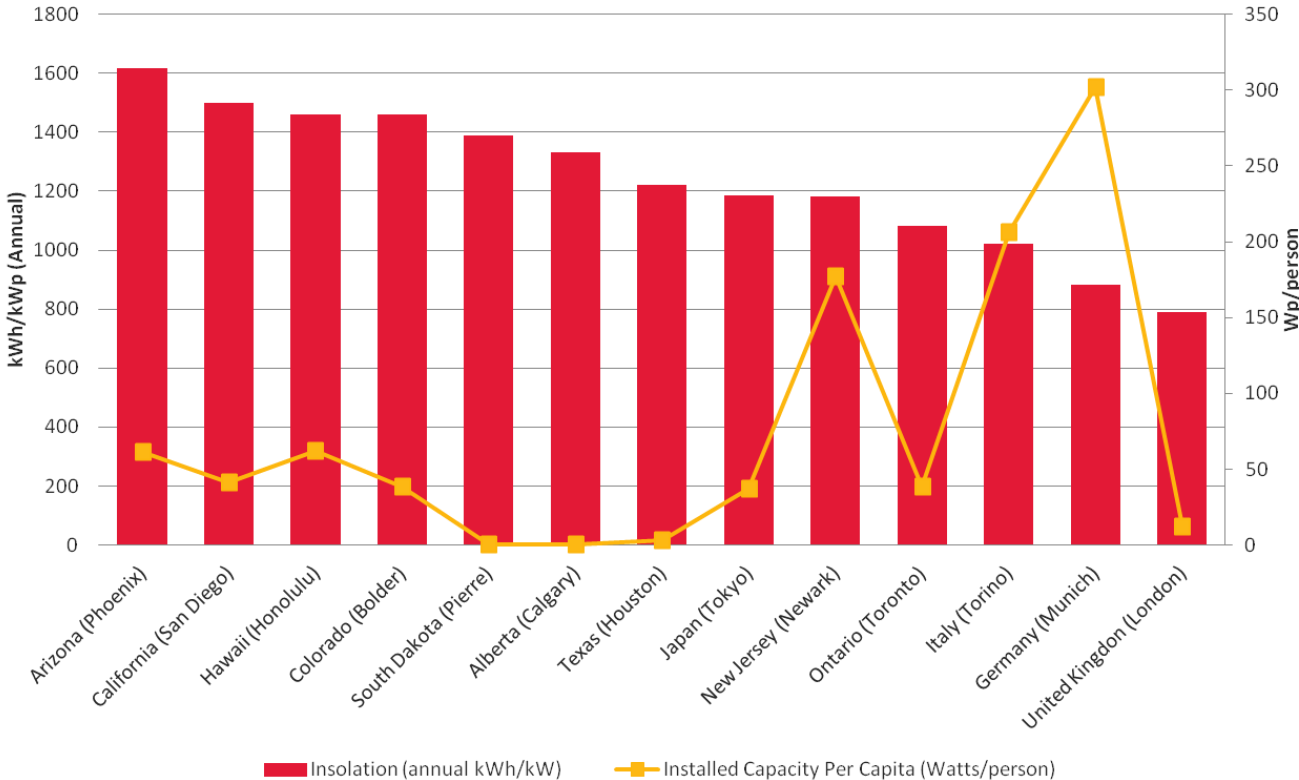
TOWN OF  
**TABER**





# Alberta's Great Solar Resource

### Solar Insolation and Market Size



Source: PVWATTS, NREL (Assumptions: 0.77 Derate factor, Array Azimuth = 180 deg., Tilt = Latitude)



## Proactive Plant & Terralta: Our Story

- Proactive Plant Solutions Inc (PPS) was founded in 2021. Founder, Jason Atkinson has been in the Solar industry for 16 years. Jason was hired by Enmax in 2005 as a contractor to launch essential services & start the research & development for renewable energy. In 2013, after a successful 8 years in launching various renewable programs at Enmax he became the “Director Of Operations for Distributed Generation” at Enmax.
- In his time as an employee Jason created the first ever Solar Dealer network and was responsible for sales, service & installation of renewables at Enmax. In total Jason has personally involved with the sales, service & installation of 40 MW’s of Solar in Alberta. In 2019 Enmax had dominant market share, with 60% of the installed micro-generation solar capacity in Alberta.
- Marcus Campbell, Owner/Operator of Terralta was one of the first 7 dealer partners created in 2008 and to this day is the longest standing dealer under the Enmax umbrella. Over time Terralta became the most efficient and trusted dealer delivering the Residential and Commercial installation created by Jason and his team. From 2017 to 2020 Terralta installed more solar than any of the other dealers and led the pack in efficiency and margin per install.





## How We Deliver:

- PPS and Terralta have long standing relationships with multiple Tier 1 global manufacturers and are able to access emerging technologies with exclusive industry pricing. We choose to source high efficiency solar modules, inverters and optimizers and actively work with our suppliers to optimize system production through innovative racking solutions. This enables us to maximize solar production per square foot of available space with minimal effect on cost.
- Together, Jason & Marcus have developed & delivered over 40 MW's of Solar across Alberta. PPS & Terralta combined forces to deliver the highest quality projects across Canada. Combined the two organizations can offer a full EPC solution and complete financial modeling for all renewable energy products.
- Our combined knowledge, installation skills, industry relationships and project development account for over 25+ years of solar industry experience making us one of the largest and most qualified teams in Alberta.





# PPS/Terralta Approved Manufactures

Proactive Planet & Terralta have installed various manufactures solar products. Below are the main manufactures we use to date. These manufactures have Global Industry Market share and are among the worlds leaders of installed solar capacity. We choose only the most reputable and bankable companies when delivering projects.

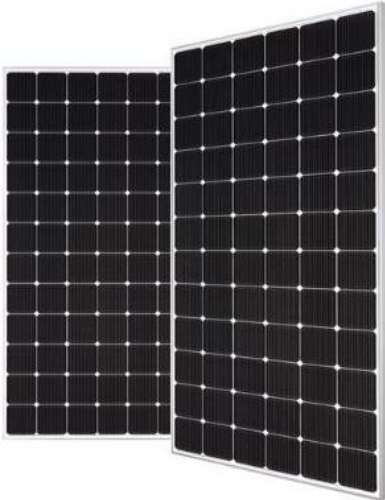
**LONGI Solar**

**Jinko Solar**

**flo**

**solar edge**

**FRONIUS**



**SMA**

**terralta**  
ENERGY RENEWED

  
**PROACTIVE PLANET**



# PPS & Terralta Solar Programs

## Turnkey system

- All permits, design, procurement, construction, commissioning and safety requirements included
- Covered by limited operation and maintenance warranty for full term of the lease

## Behind the meter

- Offsets delivery costs of energy (transmission and distribution)
- Greater value for solar energy than producing direct to grid
- Reduces monthly energy purchases from grid supply

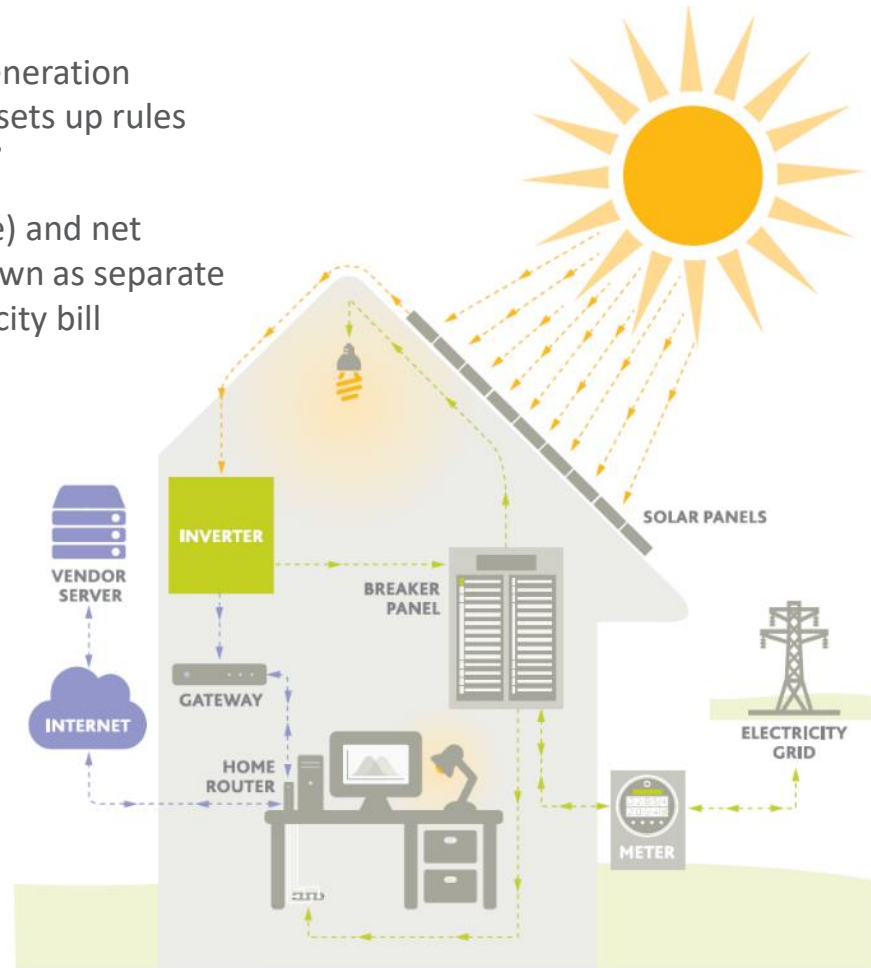
## Financing

- Deferred Payment Purchase options
- Reduced capital requirements vs. purchase
- 5 to 15 year term with price certainty
- Options for buyout or extension upon maturity



# Alberta Micro-Generation Regulation

- Alberta's Micro-Generation Regulation (MGR) sets up rules called "Net Billing"
- Net import (charge) and net export (credit) shown as separate sections on electricity bill



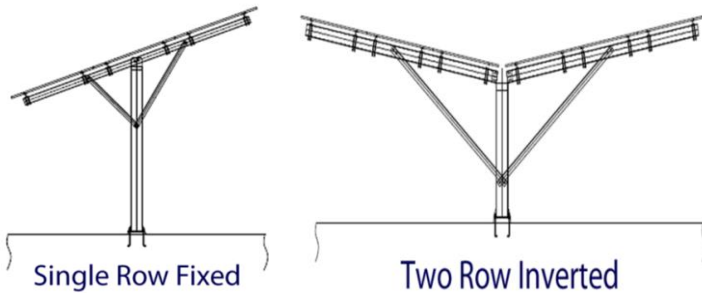


# Current Funding Available:

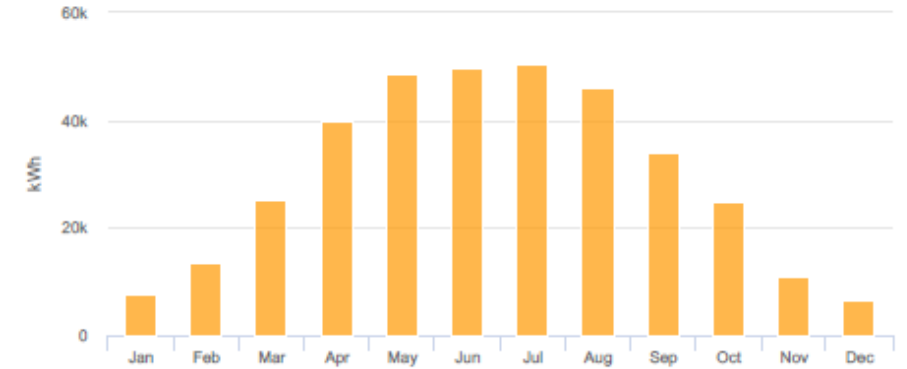
Program*	Rebate Breakdown
<p><b>Alberta Municipal Solar Program</b></p> <ul style="list-style-type: none"><li>• (AMSP)</li></ul> <p><b>Deliver by the MCCAC</b></p> <ul style="list-style-type: none"><li>• <b>Municipal Climate Change Action Center</b></li></ul>	<ul style="list-style-type: none"><li>• Eligible for municipalities installing grid-tied systems on municipally owned land</li><li>• Rebate amount depends on size of installed system<ul style="list-style-type: none"><li>• &lt;10 KW – \$0.90/W</li><li>• 10 KW to &lt;150KW – \$0.75/W</li><li>• 150 KW to &lt;2MW – \$0.60/W</li><li>• 2 MW to 5 MW – \$0.55/W</li></ul></li><li>• Rebate amount capped at 30% of eligible expenses</li><li>• Additional first time applicant bonus rebate of \$0.25/W to a maximum of \$250,000 for a single site</li><li>• Total funding for a single municipality capped at \$1,500,000</li></ul>

# Aqua Fun Center Parking Lot: 168kw DC (188.4 MWh first year production)

- 372 – bifacial Jinko 450w solar modules
- Fixed tilt carports structures: Sun Action Tractors
- 1 - double wing & 2 - single wing
- SMA high peak 600V inverters
- Connected to building services



Preliminary layout for discussion – subject to change

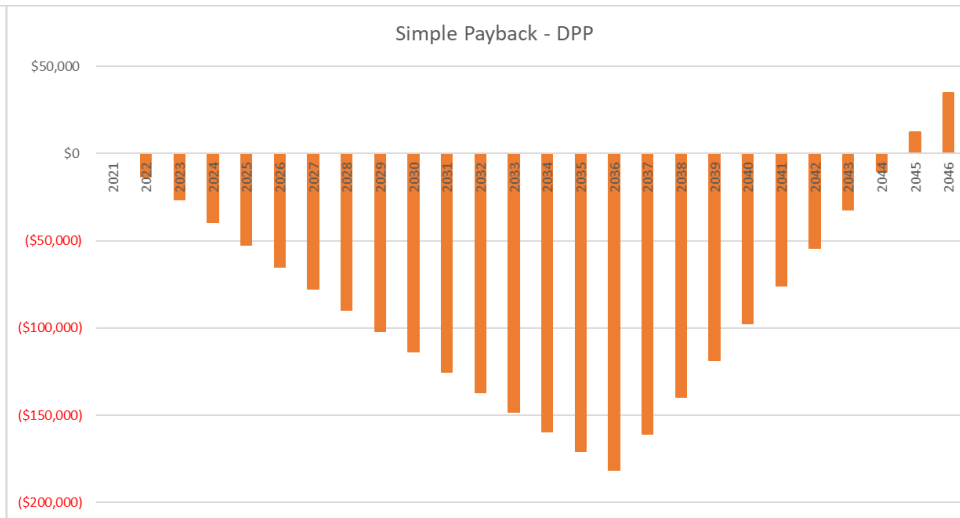
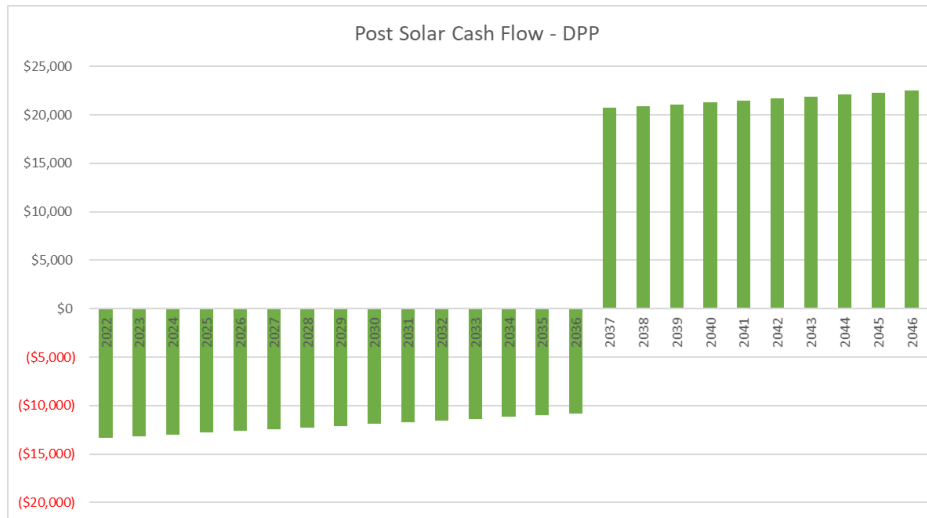


Month	GHI (kWh/m <sup>2</sup> )	POA (kWh/m <sup>2</sup> )	Shaded (kWh/m <sup>2</sup> )	Nameplate (kWh)	Grid (kWh)
January	40.4	62.1	62.1	8,030.3	7,670.6
February	64.8	88.7	88.6	14,143.8	13,621.5
March	115.4	139.2	139.0	26,396.2	25,040.9
April	150.1	165.3	165.2	43,589.5	39,647.0
May	187.2	192.6	192.5	55,354.9	48,439.8
June	200.1	201.7	201.6	57,967.4	49,736.2
July	211.2	214.9	214.8	61,760.1	50,689.8
August	178.5	192.3	192.1	55,233.6	46,215.8
September	119.6	137.5	137.3	39,285.5	33,963.3
October	80.3	104.0	103.8	27,099.2	24,746.2
November	43.2	62.0	62.0	11,593.9	10,915.5
December	32.6	52.9	52.8	6,797.1	6,443.9



# Aqua Fun Center Parking Lot: Cost and Financial Analysis

PURCHASE:		FINANCE – 15 Year Term: ATB	
Total Price of Installed Solar PV System + GST	\$479,562.13	Upfront Payment + GST	\$100,440.00
Total Price per Watt Installed (\$/W)	\$2.86	<ul style="list-style-type: none"> <li>Government Funding Contribution</li> </ul>	\$100,440.00
Estimated Government Funding – ASMP	\$100,440.00	<ul style="list-style-type: none"> <li>Town of Taber Contribution (GST Only)</li> </ul>	\$23,978.00
Total Cost After Funding + GST	\$379,562.13	Average Monthly Payment + GST	\$2618.15
Price per Watt Installed After Funding (\$/W)	\$2.26	APR – estimated	3%
		15 Year Limited Warranty	Included

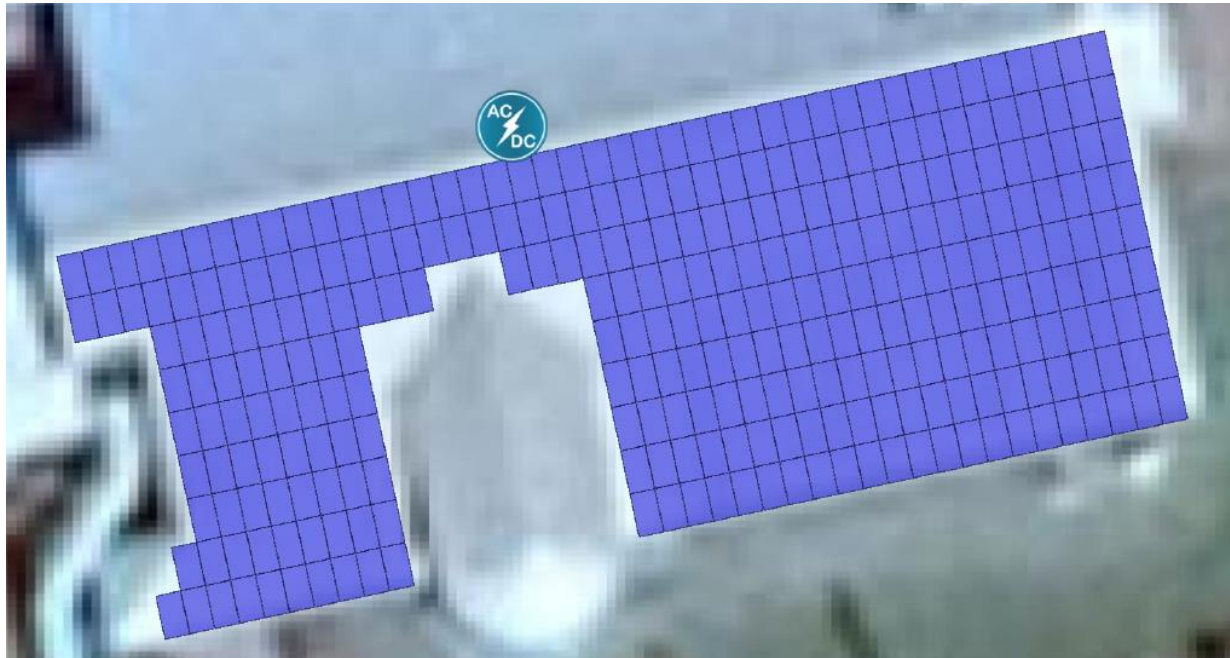


IRR: 1.36%  
 NPV: \$26,658.00  
 LCOE: \$0.1303

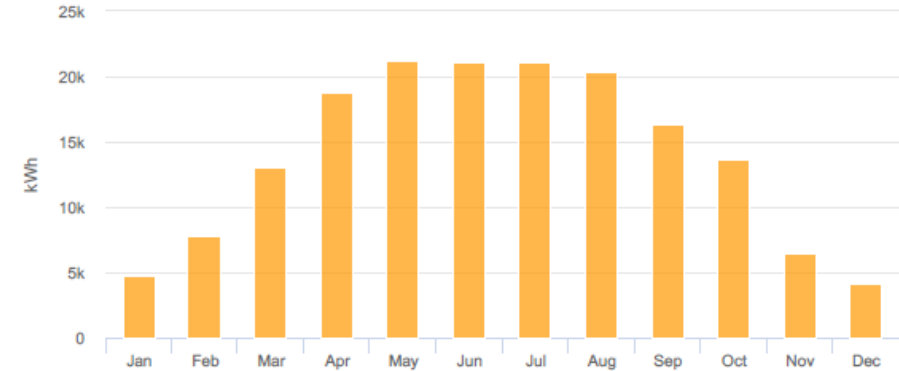
# Aqua Fun Center: Rooftop Solar Array

## 136kW DC (168MWh First Year Production)

- 303 - Jinko 450w solar modules
- SMA high peak 600V inverters
- Flush mounted racking system: non-penetrating standing seam
- Connected to building services



Preliminary layout for discussion – subject to change

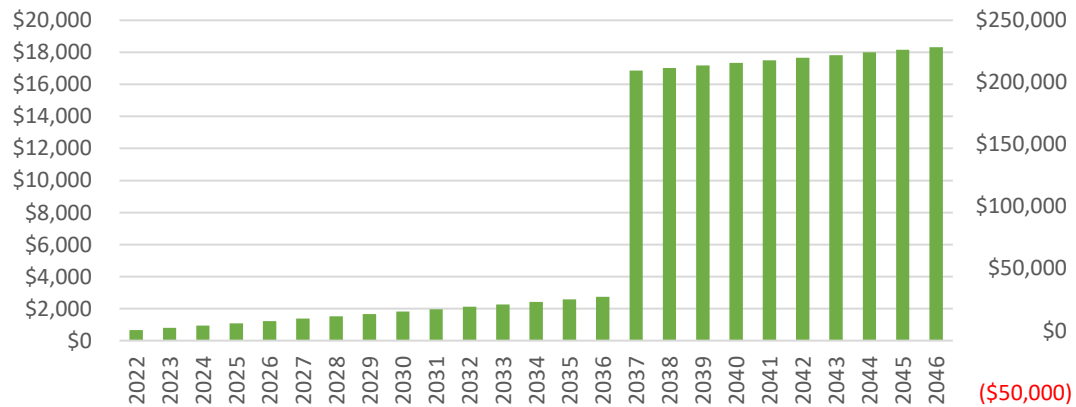


Month	GHI (kWh/m <sup>2</sup> )	POA (kWh/m <sup>2</sup> )	Shaded (kWh/m <sup>2</sup> )	Nameplate (kWh)	Grid (kWh)
January	40.4	83.2	83.2	4,946.9	4,812.3
February	64.8	111.7	111.7	8,143.2	7,889.8
March	115.4	161.7	161.7	13,928.0	13,141.3
April	150.1	178.6	178.6	21,288.5	18,750.8
May	187.2	196.7	196.7	25,468.8	21,176.5
June	200.1	201.5	201.5	26,049.3	21,083.1
July	211.2	216.9	216.9	28,059.0	21,076.4
August	178.5	203.7	203.7	26,406.7	20,480.6
September	119.6	154.4	154.4	19,996.2	16,465.7
October	80.3	127.4	127.4	15,153.6	13,678.6
November	43.2	80.4	80.4	6,897.1	6,549.9
December	32.6	72.8	72.7	4,315.3	4,181.1

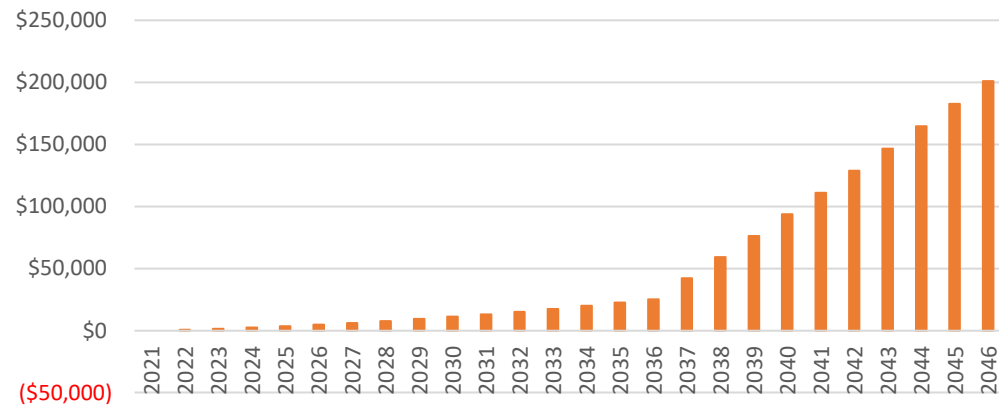
# Aqua Fun Center Rooftop Solar Array: Cost and Financial Analysis

PURCHASE:		FINANCE – 15 Year Term: ATB	
Total Price of Installed Solar PV System + GST	\$242,526.00	Upfront Payment + GST	\$84,884.00
Total Price per Watt Installed (\$/W)	\$1.78	<ul style="list-style-type: none"> <li>Government Funding Contribution</li> </ul>	\$72,758.00
Estimated Government Funding – ASMP	\$72,758.00	<ul style="list-style-type: none"> <li>Town of Taber Contribution (GST Only)</li> </ul>	\$12,126.00
Total Cost After Funding + GST	\$169,768.00	Average Monthly Payment + GST	\$1,172.39
Price per Watt Installed After Funding (\$/W)	\$1.25	APR – estimated	3%
		15 Year Limited Warranty	Included

Post Solar Cash Flow - DPP



Simple Payback - DPP



IRR: 13.90%  
 NPV: \$304,922.00  
 LCOE: \$0.0645

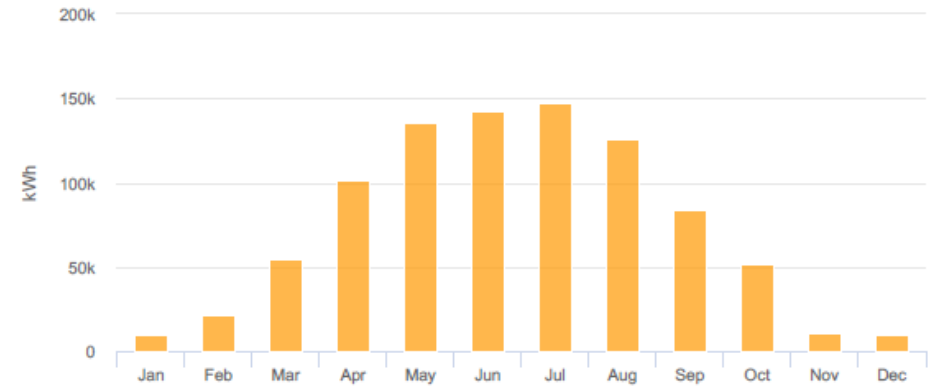
# Taber Arena, Curling Club and Heath Center: Rooftop Solar Array

873kW DC (897 MWh first year production) **\*\*NETZERO FACILITY\*\***

- 1939 – mono Jinko 450w solar modules
- SMA high peak 600V inverters
- Ballast mounted racking system – non penetrating
- Connected to building services



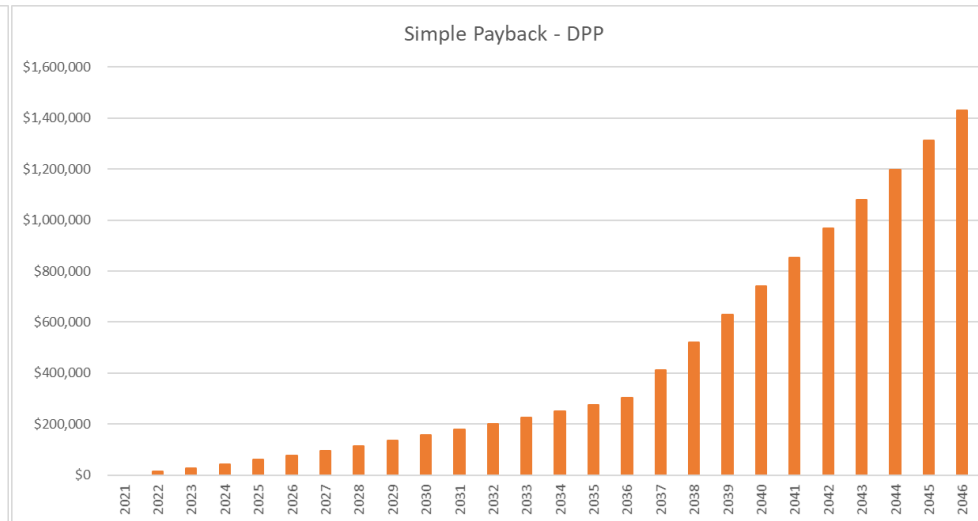
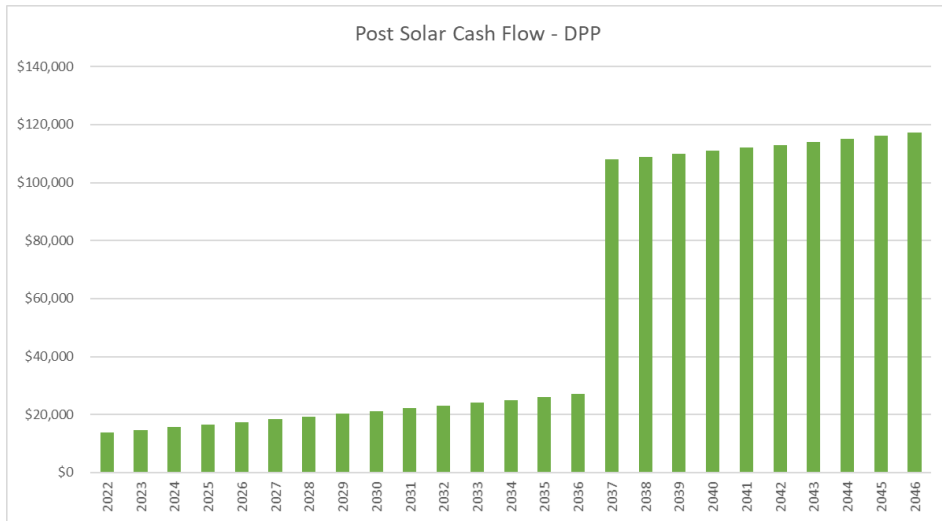
Preliminary layout for discussion – subject to change



Month	GHI (kWh/m <sup>2</sup> )	POA (kWh/m <sup>2</sup> )	Shaded (kWh/m <sup>2</sup> )	Nameplate (kWh)	Grid (kWh)
January	40.4	45.1	39.4	10,988.2	9,783.9
February	64.8	70.2	61.2	22,432.5	20,936.3
March	115.4	121.3	108.4	58,424.0	55,468.8
April	150.1	154.4	144.5	108,797.0	102,012.7
May	187.2	189.7	179.8	147,972.8	135,777.3
June	200.1	201.9	191.7	157,908.4	143,118.2
July	211.2	213.5	202.0	166,301.8	147,626.7
August	178.5	182.7	171.4	140,785.6	126,003.1
September	119.6	124.2	113.7	92,547.7	84,157.0
October	80.3	85.8	75.8	55,705.8	51,660.8
November	43.2	28.7	25.4	11,226.1	10,301.7
December	32.6	36.7	31.8	11,264.3	10,098.7

# Taber Arena Rooftop Solar Array: Cost and Financial Analysis

PURCHASE:		FINANCE – 15 Year Term: ATB	
Total Price of Installed Solar PV System + GST	\$1,387,928.00	Upfront Payment + GST	\$416,378.00
Total Price per Watt Installed (\$/W)	\$1.59	<ul style="list-style-type: none"> <li>Government Funding Contribution</li> </ul>	\$416,378.00
Estimated Government Funding – ASMP	\$416,378.00	<ul style="list-style-type: none"> <li>Town of Taber Contribution (GST Only)</li> </ul>	\$69,397.00
Total Cost After Funding + GST	\$971,549.00	Average Monthly Payment + GST	\$6,709.34
Price per Watt Installed After Funding (\$/W)	\$1.11	APR – estimated	3%
		15 Year Limited Warranty	Included



IRR: 100%  
 NPV: \$825,924.00  
 LCOE: \$0.064



# System Pricing and Viability is Subject To:

- Structural Engineering approvals (if required)
- Municipal permitting approvals
- Electrical Engineering design and approvals
- Micro Generation application and interconnection approvals
- Funding terms & conditions
- Other items, including but not limited to, foreign exchange rates, potential changes in law, equipment availability, etc.

# Next Steps: PPS/Terralta Solar Process

- Review project models and assumptions
- Refine solar designs and confirm suitability
  - Are there design criteria or other items we should be aware of?
  - Initial site visit typically undertaken to confirm assumptions
- Terralta Solar Agreement
  - Identifies details of solar systems and general terms and conditions of agreements
  - Templates can be provided for review
- Turn-Key Solar Installation
  - PPS & Terralta facilitates all permitting and funding applications to provide a turn-key project



# Completed Solar Projects

Proactive Solutions Founder & Terralta have been installing solar PV systems on homes, schools, commercial and municipal buildings since 2007. To date, PPS & Terralta have installed over 1000 PV systems representing over 40 MW of solar PV capacity in Alberta, making us one of the largest micro-generation solar provider in Alberta.



**Mosaic Centre**  
212 kW (NET-ZERO)



**Devon Community Centre**  
100 kW



**Town of Cardston**  
49kW (Arena 146kW)



# Completed Solar Projects

Proactive Solutions Founder & Terralta have been installing solar PV systems on homes, schools, commercial and municipal buildings since 2007. To date, PPS & Terralta have installed over 1000 PV systems representing over 40 MW of solar PV capacity in Alberta, making us one of the largest micro-generation solar provider in Alberta.



**Leduc Recreation Centre**  
1,111 kW



**Brazeau County Office**  
225 kW



**Camrose Encana Arena**  
1,053 kW

# Questions?

**Jason Atkinson**

[jason@proactiveplanet.ca](mailto:jason@proactiveplanet.ca)

Owner/Operator

403-689-7218



**Marcus Campbell**

[marcus@terralta.ca](mailto:marcus@terralta.ca)

Owner/Operator

403-878-3513





## Council Request for Decision

**Meeting Date: April 12, 2021**

**Subject:**

2nd & 3rd Reading Bylaw 9-2021 Northwest Area Structure Plan Amendment to Bylaw 21-2016

**Recommendation:**

Council gives second reading to Bylaw 9-2021 Northwest Area Structure Plan Amendment to Bylaw 21-2016, as presented.

Council gives third reading to Bylaw 9-2021 Northwest Area Structure Plan Amendment to Bylaw 21-2016, as presented.

**Background:**

As the development of the 60 acres that the Town has purchased for affordable housing development progresses, there is a requirement to provide a map amendment to the Northwest Area Structure Plan in order to allow residential uses, rather than the institutional/recreation previously identified on the map. The Municipal Development Plan maps have already been amended to allow for it. The Northwest Area Structure Plan does not encompass the lands on the east side of 50<sup>th</sup> street that the school site is being moved to, however, the Eureka Area Structure Plan has already identified them as Institutional Recreation and will allow for the development to proceed.

Administration has amended the required map included with the plan and attached to Bylaw 9-2021.

At the March 22, 2021 regular meeting of Council, first reading of Bylaw 9-2021 was given. Advertisements were placed in the March 24 & 31 Taber Times. The Bylaw was placed on the Planning Public Consultation website, and circulated to internal and external stakeholders, as well as landowners in properties adjacent to the 60-acres. A public hearing was held earlier in this meeting.

If Council is prepared to approve the Bylaw and give 2<sup>nd</sup> and 3<sup>rd</sup> reading to Bylaw 9-2021, the development of the comprehensively designed manufactured housing project will be able to proceed as per Council's vision.

**Legislation / Authority:**

MGA Division 4, Section 633



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**Strategic Plan Alignment:**

Develop Community & Promote Growth – Review Town policies and regulations that pertain to development.

**Financial Implication:**

Mapping was updated by internal resources. Advertising costs were required.

**Service Level / Staff Resource Implication:**

This work falls under the Planning and Economic Development department duties.

**Justification:**

To meet regulatory requirements.

**Alternative(s):**

Council gives second reading to Bylaw 9-2021 Northwest Area Structure Plan Amendment to Bylaw 21-2016 with amendments.

Council gives third reading to Bylaw 9-2021 Northwest Area Structure Plan Amendment to Bylaw 21-2016 with amendments.

Council does not give second reading to Bylaw 9-2021 Northwest Area Structure Plan Amendment to Bylaw 21-2016 with reasons.

**Attachment(s):** Bylaw 9-2021 NWASP Amendment  
Eureka ASP Concept

**APPROVALS:**

**Originated By:**  
Phyllis Monks

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

TOWN OF TABER  
BYLAW NO. 9-2021

**BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING BYLAW 21-2016, BEING THE TOWN OF TABER'S NORTHWEST AREA STRUCTURE PLAN WITHIN THE TOWN OF TABER.**

---

WHEREAS section 633 of the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) allows a Council to adopt an Area Structure Plan to provide a framework for subsequent subdivision and development of an area of land within a municipality;

AND WHEREAS Section 633 of the *Municipal Government Act* requires that an area structure plan must be consistent with any municipal development plan;

AND WHEREAS notice of intention to pass this bylaw has been given and a public hearing has been held in accordance with the Act;

AND WHEREAS the Council of the Town of Taber has deemed it necessary to amend the Northwest Area Structure Plan;

NOW THEREFORE the Council of the Town of Taber in the Province of Alberta, duly assembled, hereby enacts as follows:

**1.0 NAME OF BYLAW**

This Bylaw may be cited as the "Northwest Area Structure Plan Amendment"

**2.0 DEFINITIONS**

In this Bylaw:

**Act** means the *Municipal Development Act*, R.S.A. 2000, Chapter M-26, as amended;

**Bylaw** means the Northwest Area Structure Plan Bylaw 21-2016 bylaw established by the Municipality;

**Chief Administrative Officer** means the Chief Administrative Officer for the Town, regardless of the specific title that may be conferred on the Officer by Council from time to time;

**Council** means the Council for the Town of Taber;

**Municipality** means the Town of Taber;

TOWN OF TABER  
BYLAW NO. 9-2021

**3.0 GENERAL**

- 3.1 That Schedule A of Bylaw 21-2016, Town of Taber Northwest Area Structure Plan is amended as follows:
  - 3.1.1 Figure 3 – Land Use Concept Plan, page 29 is deleted and replaced by the Map contained in Schedule A and forming part of this Bylaw.

**4.0 INTENTION OF TOWN COUNCIL**

It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is further the intention of the Town Council that if any provision of the Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

**5.0 RESCINDED OR AMENDED BYLAWS**

- 5.1 Schedule A of Bylaw No. 21-2016 is hereby amended.
- 5.2 The remainder of Bylaw 21-2016 is not amended by Bylaw 9-2021 and remains in full force and effect.

**6.0 EFFECTIVE DATE**

This Bylaw shall take effect on the day of the final passing and the signatures of the chief elected official and duly authorized designated officer thereof.

- RES. Read a first time this \_\_\_ day of \_\_\_\_\_, 20\_\_
- RES. Read a second time this \_\_\_ day of \_\_\_\_\_, 20\_\_
- RES. Read a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 20\_\_

**TOWN OF TABER**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER (C.A.O)**

TOWN OF TABER  
 BYLAW NO. 9-2021

Schedule 'A'

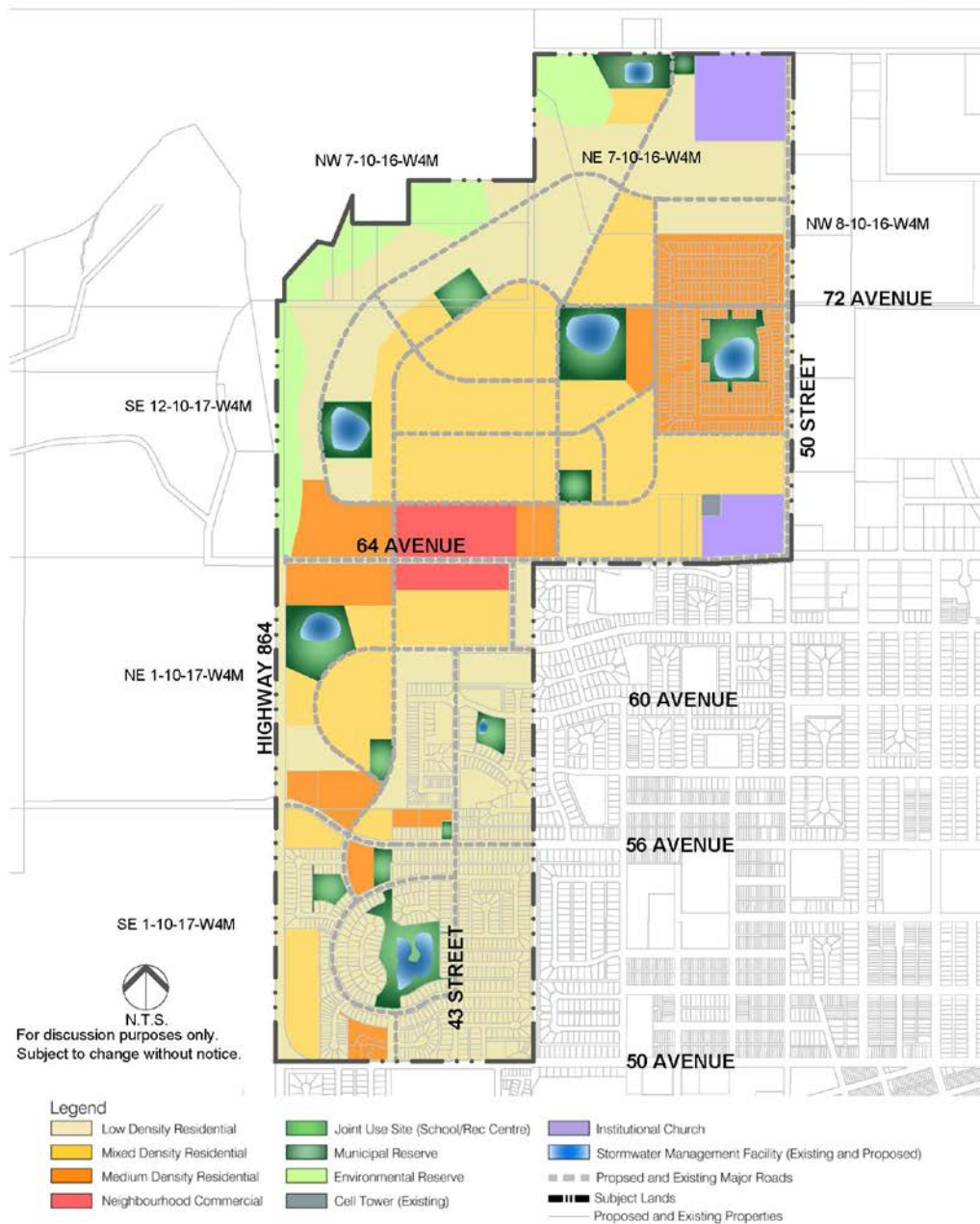


FIGURE 3 - LAND USE CONCEPT PLAN



**Legend**

- ABP Boundary
- Existing Road
- Proposed Road
- Potential Rail Spur
- Existing Stormwater Management
- Proposed Stormwater Management
- Urban Reserve (Possible Future Outline Plan)
- Light Industrial
- Medium Industrial
- Potential Institutional Recreation
- Municipal Solid Waste Handling
- Institutional Reserve
- Institutional Reserve





## Council Request for Decision

**Meeting Date: April 12, 2021**

**Subject:**

2nd & 3rd Reading Land Use Bylaw Amendment Direct Control-4 Bylaw No. 8-2021

**Recommendation:**

Council gives second reading to Bylaw 8-2021 amending Land Use Bylaw 13-2020, as presented.

Council gives third reading to Bylaw 8-2021 amending Land Use Bylaw 13-2020, as presented.

**Background:**

As the development of the 60 acres that the Town has purchased for affordable housing development progresses, there is a requirement to create a Direct Control District to provide for a comprehensively designed manufacture housing development within the Land Use Bylaw districts. This Bylaw includes a map amendment to the current Land Use Bylaw in order to amend the land use from the current Urban Reserve (UR) district to the proposed Direct Control-4 (DC-4) residential district.

This Direct Control district has been reviewed in conjunction with the design elements that Council is looking for in the development. The developer has provided input to ensure that setbacks and lot sizes will meet the requirements as designed. The District is assigned directly to the 60 acre parcel.

At the March 22, 2021 regular meeting of Council, first reading of Bylaw 8-2021 was given. At a special meeting of the Municipal Planning Commission on March 31, 2021, the development authority passed a resolution recommending that Council proceed with 3<sup>rd</sup> reading of the Bylaw as presented.

Bylaw 8-2021 has been advertised in the Taber Times March 24 and 31<sup>st</sup>. The Bylaw has been circulated to internal and external stakeholders, as well as landowners within 100m of the site. No concerns with this Bylaw have been submitted. A public hearing for the Bylaw was held earlier in this meeting.

If Council wishes to proceed to 2<sup>nd</sup> and 3<sup>rd</sup> reading, this will allow the development to proceed, as per Council's vision.

**Legislation / Authority:**

Section 692 of the MGA allows for amendments to the Land-Use Bylaw.



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**Strategic Plan Alignment:**

Develop Community & Promote Growth – Review Town Policies and regulations that pertain to development.

**Financial Implication:**

Costs of advertising.

**Service Level / Staff Resource Implication:**

Land use bylaw amendments fall under the regular duties of the Planning Department.

**Justification:**

This will allow the affordable housing project that has long been Council's goal to proceed on the lands purchased.

**Alternative(s):**

Council gives second reading to Bylaw 8-2021 amending Land Use Bylaw 13-2020, with amendments.

Council gives third reading to Bylaw 8-2021 amending Land Use Bylaw 13-2020, with amendments.

Council does not give second reading to Bylaw 8-2021 amending Land Use Bylaw 13-2020, with reasons.

**Attachment(s):** Bylaw 8-2021 LUB DC-4 Amendment

**APPROVALS:**

**Originated By:**

Phyllis Monks

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

TOWN OF TABER  
BYLAW NO. 8-2021

**BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE  
PURPOSE OF AMENDING LAND USE BYLAW 13-2020 WITHIN THE TOWN OF TABER.**

---

WHEREAS the Town of Taber adopted Land Use Bylaw No. 13-2020;

AND WHEREAS Council wishes to amend Land Use Bylaw No. 13-2020 to provide for the addition of a new Direct Control District-4;

AND WHEREAS Council wishes to re-designate a portion of NE 7-10-16W4M and SE 7-10-16W4M containing 24.3 Hectares (60.0 acres) more or less, from Urban Reserve District (UR) to Direct Control 4 (DC-4) in order to facilitate residential development.

NOW THEREFORE, the Council of the Town of Taber in the Province of Alberta, duly assembled in Council, hereby enacts as follows:

**1.0 NAME OF BYLAW**

This Bylaw may be cited as the “Land Use Bylaw DC-4 Amendment”

**2.0 DEFINITIONS**

In this Bylaw:

**Act** means the Municipal Development Act, R.S.A. 2000, Chapter M-26, as amended;

**Bylaw** means the Town of Taber Land Use Bylaw 13-2020 established by the Municipality;

**Chief Administrative Officer** means the Chief Administrative Officer for the Town, regardless of the specific title that may be conferred on the Officer by Council from time to time;

**Council** means the Council for the Town of Taber;

**Municipality** means the Town of Taber;

**3.0 GENERAL**

3.1 That attached “Schedule A” of Bylaw 13-2020, as Part 3.22, provides for Direct Control (DC-4) designation.

3.2 That the Land Use Map contained in Land Use Bylaw No. 13-2020 is amended, as reflected in Schedule ‘B’, by the re-districting of:

MERIDIAN 4 RANGE 16 TOWNSHIP 10

TOWN OF TABER  
BYLAW NO. 8-2021

SECTION 7

THE SOUTH 1980 FEET OF THE NORTH 3960 FEET  
OF THE EAST 1320 FEET OF THE EAST HALF  
CONTAINING 24.3 HECTARES (60.0 ACRES) MORE OR LESS

EXCEPTING THEREOUT:

PLAN	NUMBER	HECTARES	ACRES (MORE OR LESS)
ROAD WIDENING	789JK	0.304	0.75

**4.0 INTENTION OF TOWN COUNCIL**

It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is further the intention of the Town Council that if any provision of the Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

**5.0 RESCINDED OR AMENDED BYLAWS**

5.1 Schedule A of Bylaw 13-2020 is hereby amended.

5.2 Schedule B of Bylaw 13-2020 is hereby amended.

5.3 The remainder of Bylaw 13-2020 is not amended by Bylaw 8-2021 and remains in full force and effect.

**6.0 EFFECTIVE DATE**

This Bylaw shall take effect on the day of the final passing and the signatures of the chief elected official and duly authorized designated officer thereof.

RES. Read a first time this \_\_\_ day of \_\_\_\_\_, 20\_\_

RES. Read a second time this \_\_\_ day of \_\_\_\_\_, 20\_\_

RES. Read a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 20\_\_

**TOWN OF TABER**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER (C.A.O)**

TOWN OF TABER  
BYLAW NO. 8-2021

**Schedule 'A'**

**DIRECT CONTROL DISTRICT 4 (DC-4)**

**Purpose**

- (1) The purpose of this District is to permit and regulate a comprehensively designed Manufactured Housing Community under a Condominium Plan specific to the 60 acre parcel at 7000 50<sup>th</sup> Street in the NE/SE 7-10-16-W4M.

**Uses**

1) Permitted Uses	2) Discretionary Uses
<ul style="list-style-type: none"> <li>a) Manufactured Home</li> <li>b) Park</li> <li>c) Sign – Class A</li> <li>d) Utilities</li> </ul>	<ul style="list-style-type: none"> <li>a) Accessory Structure (also see Section 2.11)</li> <li>b) Accessory Use (also see Section 2.12)</li> <li>c) Child Care - Limited</li> <li>d) Community Entrance Feature</li> <li>e) Group Care - Limited</li> <li>f) Home Occupation – Class 2 (also see Section 2.19)</li> <li>g) Neighbourhood Commercial</li> <li>h) Sign – Class B</li> </ul>

**Standards**

1) Subdivision Standards	
a) Minimum Parcel Area:	350.0 m <sup>2</sup>
b) Minimum Parcel Width:	13.0 m
(a) Development Standards	
c) Minimum Front Yard:	3.0 m
d) Minimum Rear Yard:	6.0 m
e) Minimum Interior Side Yard:	
i) Interior Parcel without attached garage:	3.0 m on one side and 1.2 m on the other
ii) Interior Parcel with attached garage:	1.2 m on both sides
iii) Corner Parcel:	3.0 m on street side and 1.2 m on the other
f) Maximum Building Height:	9.0 m
g) Maximum Coverage	45%
h) Minimum Separation Between Buildings:	2.4 m

TOWN OF TABER  
BYLAW NO. 8-2021

**Special Requirements**

(1) Landscaping Requirements:

- (a) All areas not covered by buildings and parking shall be landscaped.
- (b) All dwelling units must plant and maintain at least one (1) tree in the front yard and one (1) tree in the rear or side yard. Where feasible, the front yard tree may be placed on the boulevard with approval from the Development Authority.
- (c) All landscaping shall be identified on the site plan.

(2) Accessory Structures:

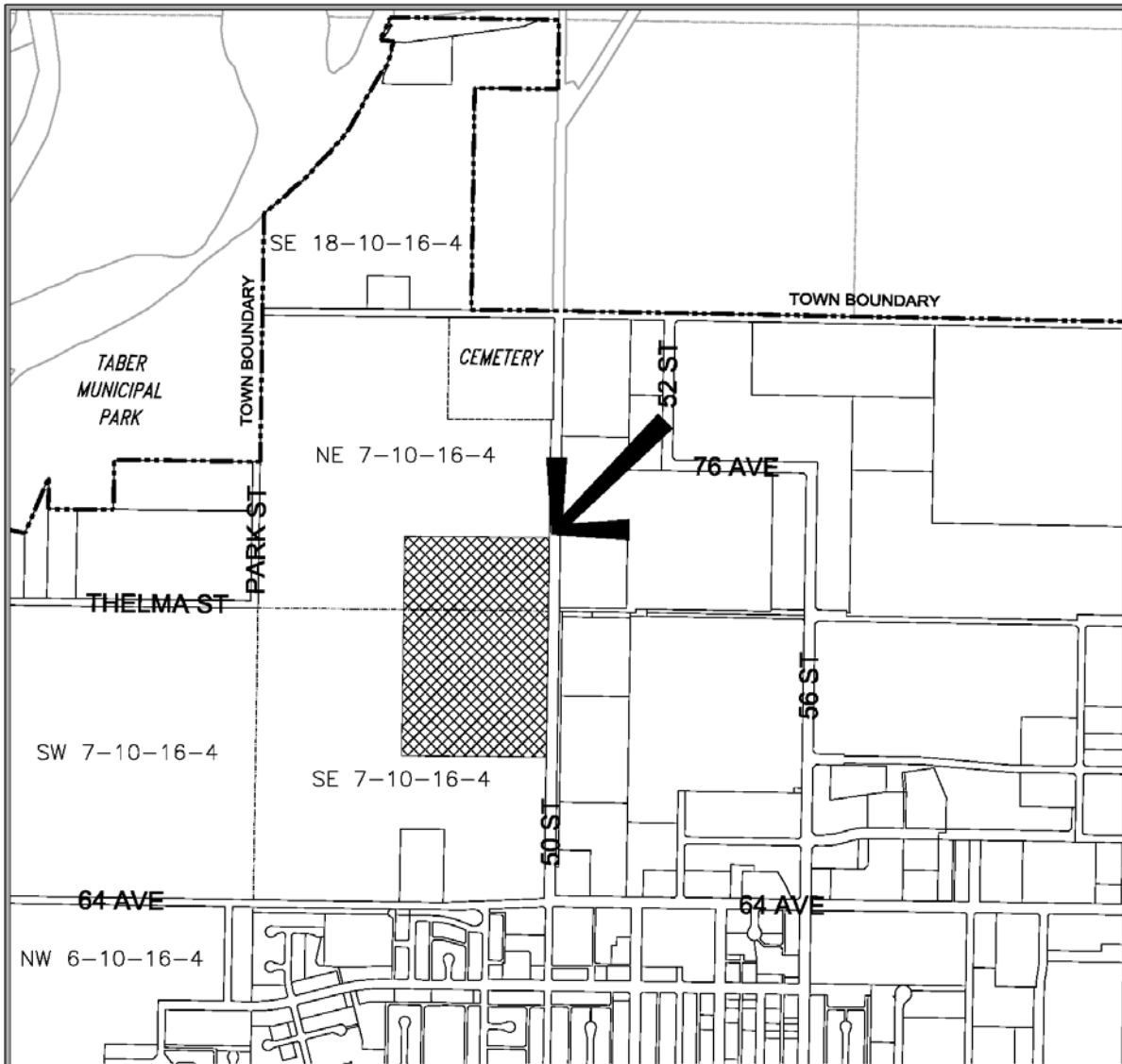
- (a) Unless otherwise noted, the following requirements pertain to all Accessory Structures, including structures under 10.0 m<sup>2</sup>.
- (b) An Accessory Structure must not be used or maintained as a Dwelling Unit or Home Occupation, unless otherwise permitted in this Bylaw.
- (c) A maximum of two (2) Accessory Structures, excluding decks and patios, may exist on a lot at any given time.
- (d) The total floor area of all Accessory Structures, excluding decks and patios, must not exceed 75.0 m<sup>2</sup>.
- (e) The maximum height of an accessory structure is 4.0 metres.
- (f) All Accessory Structures must have an exterior finish that is complimentary to the Principal Building, to the satisfaction of the Development Authority.
- (g) Accessory Structures, including decks, shall be located:
  - (i) No closer to the front property line than the front line of the Principal Building, and must not be located within the front yard setback;
  - (ii) A minimum of 3.0 m from a side or rear property line shared with a street;
  - (iii) A minimum of 1.2 m from a side or rear property line not shared with a street;
  - (iv) A minimum of 2.4 m from the Principal Building.

(3) Parking

- (a) All parking areas, including areas for Recreational Vehicles, shall be paved with a hard, durable weather resistant surface.
- (b) A minimum of two (2) parking stalls must be located on-site for each dwelling unit.

TOWN OF TABER  
BYLAW NO. 8-2021

Schedule 'B'



**LAND USE DISTRICT REDESIGNATION  
SCHEDULE 'B'**



FROM: URBAN RESERVE DISTRICT UR  
TO: DIRECT CONTROL DISTRICT 4 DC-4

MERIDIAN 4 RANGE 16 TOWNSHIP 10 SECTION 7  
THE SOUTH 1980 FEET OF THE NORTH 3960 FEET OF THE EAST 1320 FEET OF THE EAST HALF  
CONTAINING 24.3 HECTARES (60.0 ACRES) MORE OR LESS

MUNICIPALITY: TOWN OF TABER  
DATE: MARCH 15, 2021

Bylaw #: \_\_\_\_\_  
Date: \_\_\_\_\_

## Council Request for Decision

**Meeting Date: April 12, 2021**

**Subject:**

Proposed Supplementary Assessment Bylaw 12-2021

**Recommendation:**

1. That Council gives First Reading to Bylaw 12-2021 being the Supplementary Assessment Bylaw for the Town of Taber, as presented.
2. That Council gives Second Reading to Bylaw 12-2021 being the Supplementary Assessment Bylaw of the Town of Taber, as presented.
3. That Council unanimously agrees to proceed with Third and Final reading to Bylaw 12-2021 being the Supplementary Assessment Bylaw of the Town of Taber, as presented.
4. That Council gives third and final reading to Bylaw 12-2021 being the Supplementary Assessment Bylaw for the Town of Taber, as presented.

**Background:**

Section 313 of The *Municipal Government Act* requires Council to annually consider a Supplementary Assessment Bylaw authorizing the Town's Assessor to assess improvements that have not been previously assessed or increased value of an improvement since it was last assessed. Such assessments must be pro-rated by the number of months during which the improvement is complete; occupied; located in the Town of Taber; or in operation.

Therefore, if so desired it is in order for Council to give first, second, third and final reading to Bylaw 12-2021 being the Supplementary Assessment Bylaw.

**Legislation / Authority:**

MGA Section 313





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**Strategic Plan Alignment:**

Define and Practice Good Governance

**Financial Implication:**

The financial implication is dependent on the Supplementary assessment value.

**Service Level / Staff Resource Implication:**

N/A

**Justification:**

A supplementary assessment bylaw must be passed annually in order to impose a supplementary tax.

**Alternative(s):**

That Council does not give third and final reading to Bylaw 12-2021 being the Supplementary Assessment Bylaw and instructs administration to not apply supplementary tax levies.

**Attachment(s):** Proposed Supplementary Assessment Bylaw

**APPROVALS:**

**Originated By:** John Orwa

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

TOWN OF TABER  
BYLAW NO.12 – 2021

**BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AUTHORIZE SUPPLEMENTARY ASSESSMENTS WITHIN THE TOWN OF TABER.**

---

WHEREAS section 313 (1) of the *Municipal Government Act* (Alberta, R.S.A. 2000, Chapter M-26, and amendments thereto) permits a Council to pass a Bylaw authorizing supplementary assessments to be prepared for the purpose of imposing a tax under Part 10 of the Act in the same year;

AND WHEREAS Section 314 of the Act authorizes the Assessor of the Town of Taber to prepare supplementary assessments during the taxation year of 2021 for all improvements that are:

1. completed or begin to operate in the year;
2. occupied during all or any part of the year; or
3. moved into the Town of Taber during the year and not taxed in that year by another municipality;

AND WHEREAS supplementary assessments must reflect;

1. the value of an improvement that has not been previously assessed; or
2. the increase in the value of an improvement since it was last assessed;

AND WHEREAS the supplementary assessments must be prepared in the same manner as assessments are prepared under Part 10, Division 1 of the Act, but must be pro-rated to reflect only the number of months during which improvements is;

1. complete;
2. occupied;
3. located in the Town of Taber; or
4. in operation;

AND WHEREAS Council wishes to pass a Bylaw whereby supplementary assessment may be made;

NOW THEREFORE the Council of the Town of Taber in the Province of Alberta, duly assembled, hereby enacts as follows:

**1.0 NAME OF BYLAW**

This Bylaw may be cited as the “2021 Supplementary Assessment Bylaw”.

TOWN OF TABER  
BYLAW NO.12 – 2021

**2.0 DEFINITIONS**

In this Bylaw:

<b>Act</b>	means the Municipal Government Act;
<b>Bylaw</b>	means the “2021 Supplementary Assessment bylaw established by the Town of Taber”;
<b>Chief Administrative Officer</b>	means the Chief Administrative Officer for the Town, regardless of the specific title that may be conferred on the Officer by Council from time to time;
<b>Council</b>	means the Council for the Town of Taber;
<b>Municipality</b>	means the Town of Taber;

**3.0 GENERAL**

- 3.1 The Assessor of the Town of Taber is hereby authorized to make supplementary assessments for all improvements pursuant to the provisions of the Act.
- 3.2 The Town of Taber shall provide the preparation and maintenance of supplementary assessment roll for the taxation year of 2021.

**4.0 INTENTION OF TOWN COUNCIL**

It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is further the intention of the Town Council that if any provision of the Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

**5.0 RESCINDED OR AMENDED BYLAWS**

None.

TOWN OF TABER  
BYLAW NO.12 – 2021

**6.0 EFFECTIVE DATE**

This Bylaw shall take effect on the day of the final passing and the signatures of the chief elected official and duly authorized designated officer thereof.

RES. Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

RES. Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

RES. Read a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

**TOWN OF TABER**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER (C.A.O.)**

## Council Request for Decision

**Meeting Date:** April 12, 2021

**Subject:**

Temporary Mandatory Face Coverings Bylaw 22-2020

**Recommendation:**

Council discussion has been requested on this matter.

**Background:**

At Council's November 30, 2020 meeting, Council passed the Temporary Mandatory Face Coverings Bylaw 22-2020.

At that time, Council considered this Bylaw along with the municipal neighbours, the Municipal District of Taber, which also enacted a version of this Bylaw.

Mayor Prokop has requested that Council revisit this Bylaw.

**Legislation / Authority:**

MGA, Section 7: General jurisdiction to pass bylaws.

**Strategic Plan Alignment:**

Develop partnerships with other regional governments and organizations.

**Financial Implication:**

Dependent on operational variables.

**Service Level / Staff Resource Implication:**

Dependent on operational variables.

**Justification:**

Mayor Prokop has requested that this Bylaw be brought forth to Council.

**Alternative(s):**

1. As there was a regional component to this bylaw when enacted, Council reaches out to the MD of Taber to determine the direction in their municipality, to have the regional component remain consistent.
2. Other directives as Council chooses.



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**Attachment(s):** Temporary Mandatory Face Coverings Bylaw 22-2020

**APPROVALS:**

**Originated By:**  
Kerry Van Ham

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

TOWN OF TABER  
BYLAW NO.22-2020

**BEING A BYLAW OF THE TOWN OF TABER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE TO ESTABLISH THE TEMPORARY REGULATIONS REQUIRING THE WEARING OF MASKS OR OTHER FACE COVERINGS WITHIN PUBLIC SPACES AND PUBLIC VEHICLES IN THE TOWN OF TABER.**

---

WHEREAS, the *Municipal Government Act* (Alberta, R.S.A. 2000 Chapter M-26 and amendments thereto) authorizes that a Council may pass bylaws for municipal purposes respecting;

- a) the safety, health and welfare of people and the protection of people and property;
- b) people, activities and things in, on or near a public place or place that is open to the public; and,
- c) businesses, business activities and persons engaged in business.

AND WHEREAS, Novel Coronavirus is present in the Town of Taber, and it causes the disease COVID-19 that is readily communicable from person to person and carries a risk of serious health complications;

AND WHEREAS, physical distancing may not be possible in indoor public premises and in public vehicles;

NOW THEREFORE, the Council of the Town of Taber, in the Province of Alberta, duly assembled, hereby enacts as follows:

**1.0 NAME OF BYLAW**

This Bylaw may be cited as the "Temporary Mandatory Face Coverings Bylaw."

**2.0 DEFINITIONS**

In this Bylaw:

**Face Covering** means a medical or non-medical mask or other face covering that fully covers the nose, mouth, and chin;

**Public Place** means any property or portion of a property, whether publicly or privately owned, to which members of the public have access as of right or by express or implied invitation, whether on payment of any fee or not;

TOWN OF TABER  
BYLAW NO.22-2020

<b>Public Vehicle</b>	means a motor vehicle used or offered for the transportation of at least one passenger in return for a fee, and includes but is not limited to motor vehicles typically referred to as buses, taxis, shuttles, transportation network vehicles, and limousines; and,
<b>Violation Ticket</b>	has the same meaning as defined in the <i>Provincial Offences Procedures Act</i> , RSA 2000, C P34.

**3.0 REFERENCES**

All references to any policy, procedure, bylaw, protocol, practice standard, guideline, legislation, or enactment includes any and all amendments thereto.

**4.0 IN EFFECT**

Sections 5 to 9 of this bylaw come into effect when the total number of active COVID-19 cases within the region of Taber (as determined by the Government of Alberta) is reported by Alberta Health Services to be 50 cases or more per 100,000 in population and will remain in effect until the repeal of this bylaw.

**5.0 FACE COVERINGS MANDATORY**

A person must wear a face covering at all times while in an indoor, enclosed, or substantially enclosed public place or in a public vehicle.

**6.0 EXCEPTIONS**

6.1 Section 5 does not apply to the following persons:

- a) persons under the age of 10;
- b) persons who are unable to place, use, or remove a face covering without assistance;
- c) persons unable to wear a face covering due to a mental or physical concern or limitation, or a protected ground under the *Alberta Human Rights Act*, RSA 2000, c A25.5, as may be amended;
- d) persons consuming food or drink in designated seating areas or as part of a religious or spiritual ceremony;
- e) persons engaged in physical activities, water activities or the paid supervision of water activities, or attending within a sauna or steam room;



TOWN OF TABER  
BYLAW NO.22-2020

- f) persons providing care or assistance to a person with a disability where a face covering would hinder that caregiving or assistance;
- g) persons engaging in services that require the temporary removal of a face covering;
- h) persons participating in a dance, theatrical or musical public performance, if all participants in the performance are able to maintain at least two metres of physical distance from each other and do not enter the areas where the public is viewing the performance;
- i) persons providing or receiving a service that requires personal consultation if that activity occurs in a closed office or meeting room and all participants in the personal consultation are able to maintain physical separation of at least two metres from each other; and,
- j) persons separated from others by physical barriers or shields such as Plexiglas.

6.2 Section 5 does not apply to the following places:

- a) schools and other educational facilities;
- b) hospitals and health-care facilities;
- c) child care facilities; and,
- d) areas exclusively accessed or used by the public place's employees or a public vehicle operator, or platform and stage areas in places of worship during worship services, provided that physical barriers or physical distancing practices are implemented between any person not required to wear a face covering by operation of this exception and any other person.

**7.0 OFFENCE**

A person who contravenes this bylaw is guilty of an offence.

**8.0 FINES**

A person found guilty of an offence under this bylaw is liable for a fine in an amount not less than \$100.

**9.0 VIOLATION TICKET**

9.1 If a violation ticket is issued for an offence under this bylaw, the violation ticket may:

- a) specify the fine amount established by this bylaw for the offence; or

TOWN OF TABER  
BYLAW NO.22-2020

b) require a person to appear in court without the alternative of making a voluntary payment.

9.2 A person who commits an offence may, if the violation ticket is issued specifying the fine amount established by this bylaw for the offence, make a voluntary payment equal to the specified fine amount.

**10.0 INTENTION OF TOWN COUNCIL**

It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is further the intention of the Town Council that if any provision of the Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

**11.0 RESCINDED OR AMENDED BYLAWS**

None.

**12.0 EFFECTIVE DATE**

This Bylaw shall take effect on the day of the final passing and the signatures of the chief elected official and duly authorized designated officer thereof.

RES. 418/2020      Read a first time this 30<sup>th</sup> day of November, 2020.

RES. 419/2020      Read a second time this 30<sup>th</sup> day of November, 2020.

RES. 421/2020      Read a third time and finally passed this 30<sup>th</sup> day of November, 2020.

**TOWN OF TABER**

  
\_\_\_\_\_  
**MAYOR**

  
\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER (C.A.O)**



## Council Request for Decision

**Meeting Date: April 12, 2021**

**Subject:**

Declaration of Validity and Sufficiency of Petition

**Recommendation:**

Council accepts the CAO declaration to the Town of Taber Council that the Petition stating “The removal of Tabers [sic] Mandatory Mask Bylaw (22-2020)” is not sufficient to meet the requirements of the *Municipal Government Act* as it was not submitted within the 60 day limitation period provided under Section 233(2) of the *Municipal Government Act*. Additionally, even if the Petition had been received within the time period required by Section 233(2) of the *Municipal Government Act*, the Petition does not have a sufficient number of signatures to satisfy Section 223(2)(a) of the *Municipal Government Act*.

**Background:**

This agenda item is in relation to Closed Session Item 9.1: Declaration of Validity and Sufficiency of Petition: Legal Opinion.

In accordance with the Municipal Government Act, the municipality is required to declare the validity and sufficiency of a petition received.

**Legislation / Authority:**

MGA, S 233(2)

MGA S. 233(2)(a)

**Strategic Plan Alignment:**

Define and Practice Good Governance.

**Financial Implication:**

Dependent on operational variables.

**Service Level / Staff Resource Implication:**

Dependent on operational variables.

**Justification:**

There are requirements under the MGA related to petitions.



**Alternative(s):**  
None.

**Attachment(s):** Declaration

**APPROVALS:**

**Originated By:**  
Kerry Van Ham

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

## CHIEF ADMINISTRATIVE OFFICER'S REPORT

### DECLARATION ON SUFFICIENCY OF PETITION RE: TEMPORARY MANDATORY MASK BYLAW NO. 22-2020

#### *Municipal Government Act, R.S.A. 2000 c. M-26*

I, GARY SCHERER, Interim Chief Administrative Officer of the Town of Taber, am authorized under the provisions of the *Municipal Government Act* to determine all matters pertaining to petitions received by the Town of Taber.

Under the provisions of the *Municipal Government Act*, I am responsible for determining and declaring whether or not any petition received by the Town of Taber is sufficient or not sufficient in accordance with the legislative criteria.

#### THE PETITION

On March 2, 2020, Rhett Anderson filed with the Town of Taber a petition which contained 528 signatures (the "Petition"). The purpose statement on each page of the Petition states the following:

*The removal of Tabers [sic] Mandatory Mask Bylaw (22-2020)*

The Petition has now been reviewed by my Office as required by the provisions of the *Municipal Government Act* and my findings regarding sufficiency are stated below.

#### DECLARATION

I declare to the Town of Taber Council that the Petition is **not sufficient**.

#### REASONS

In order for a petition to be sufficient it must meet all of the statutory requirements in the *Municipal Government Act* including technical and substantive requirements. *Technical sufficiency* focusses on the form of the petition and whether the requirements of s. 222-226 of the *Municipal Government Act* are satisfied. *Substantive sufficiency* considers whether the subject matter and wording of the petition satisfies the requirements for the types of petitions that can be brought under the provisions of the *Municipal Government Act*.

##### **A. Limitation Period for Submitting the Petition – Substantive Sufficiency**

Section 233(2) of the *Municipal Government Act* expressly states that if a petition demands an amendment or repeal of a bylaw of Council, it must be filed with the Chief Administrative Officer within 60 days after the day on which the bylaw was passed.

Therefore, with respect to Bylaw No. 22-2020 passed by Council on November 30, 2020, a petition to repeal that Bylaw was required to be submitted to the Chief Administrative Officer by no later than January 29, 2021 to be sufficient.

As the Petition was not filed until March 2, 2020, the Petition is out of time and therefore is insufficient.

#### **A. Technical Sufficiency Requirements**

The Petition was also reviewed with respect to the technical requirements for a sufficient petition as provided in Sections 222 to 225 of the *Municipal Government Act*. The following deficiencies were noted:

- a) Number of electors signing the petition – The *Municipal Government Act* requires that to be sufficient, a petition must bear the signatures of enough electors to equal at least 10% of the population of the Town of Taber. Section 1(1)(i) of the *Municipal Government Act* defines an elector as a person who is eligible to vote in the election for a councillor under the *Local Authorities Election Act*. Section 47 of the *Local Authorities Election Act* establishes those eligible to vote in the Town must be at least 18 years old, a Canadian citizen and their place of residence must be the Town of Taber.

The population of the Town of Taber is 8,428 according to the 2019 Alberta Municipal Affairs Statistics Profile and according to a Government of Alberta population estimate, the Town's population in 2020 was estimated to be 9,105; therefore, to be technically sufficient, the Petition must be signed by at least 843 petitioners.

The Petition was signed by only 528 petitioners.

- b) Signatures must be witnessed - The *Municipal Government Act* requires that to be sufficient, each signature must be witnessed by an adult person who must sign opposite the signature of the petitioner and take an affidavit that to the best of the person's knowledge, the signatures witnessed are those of person entitled to sign the petition.

None of the signatures were properly witnessed and the required affidavits were not provided.

- c) Date for signature is required – The *Municipal Government Act* requires that to be sufficient, the date on which a petitioner signs the Petition must be stated. In total, 27 signatures do not include the date on which the petitioner signed the Petition.
- d) Address of petitioner is required – To confirm residency, the *Municipal Government Act* requires that to be sufficient, the street address or legal description of the lands on which the petitioner lives must be stated. Only 259 of the petitioners provided an address which is clearly within the Town of Taber.
- e) Signed statement of representative is required – The *Municipal Government Act* requires a signed statement from the personal representative of the petitioners stating that the Town may direct all inquiries about the Petition to the representative. This statement was not provided with the Petition as required by the *Act*.

As a result of the above, the Petition does not have a sufficient number of signatures to satisfy Section 223(2)(a) of the *Municipal Government Act*.

## **CONCLUSION**

As a result of my review, I find that the Petition is not sufficient to meet the requirements of the *Municipal Government Act* as it was not submitted within the 60 day limitation period provided under Section 233(2) of the *Municipal Government Act*. Even if the Petition had been received within the time period required by Section 233(2) of the *Municipal Government Act*, the Petition does not have a sufficient number of signatures to satisfy Section 223(2)(a) of the *Municipal Government Act*.

For these reasons, I declare the Petition insufficient.

Signed at the Town of Taber, in the Province of Alberta, on the \_\_\_\_, day of \_\_\_\_\_, 2020.

---

**GARY SCHERER, Chief Administrative Officer**



## Council Request for Decision

**Meeting Date: April 12, 2021**

**Subject:**

Capital Expenditure Console, End Points and Software

**Recommendation:**

That Council approves the capital purchase of the console upgrade, licensing, and the expansion of end points and the required hardware, software, and labor not to exceed \$40,000.00 from the capital reserves.

**Background:**

One of the Taber Police Services core function is Communications and Dispatch. Since the departure of the AHS dispatch contract, the Chief of Police was tasked by Commission to try and recoup the lost revenues associated with that departure. For the past 3 years, the Taber Police Service has been engaging with Community Peace Officer Programs to provide dispatch and monitoring services within the continuum of law enforcement to these programs. There is no doubt that our efforts have improved officer safety and interoperability within these partnerships.

Our efforts have been quick to materialize and successful. We currently are working with 5 - CPO programs and have the potential of bringing on 2 more. As a result, our current radio console is at capacity, and to expand its capacity we need to purchase end points (connections to the AFRRCS system through the internet for each talk group) and upgrade the software. We also need to have two entrance points to the radio system to allow two dispatchers to operate in the environment at the same time. Currently we are using a portable radio, but as our reach expands to other areas of the province, we need to access the radio system through the internet and not through a base station or portable (AFRRCS requirement).

Our partner, the MD of Taber, has assured us that when they come on board with AFRRCS, their share of the costs associated to end point upgrade (half of \$22,327) will be reimbursed to the TOT. I would assess this at approximately half of the capital costs for the end points and software license.

As a result, I am requesting a capital investment to allow the Taber Police Service to continue and expand these services.

For your information, the current revenue generated from our work with Lions Gate and the CPO Programs on an annual basis is: \$65,000.00. We currently have quotes out for a further \$22,500.

The Costs for end point and software licensing from 10 to 30 end points is \$22,327.56 with an estimated 8 hours of programming etc at \$105.00 per hour \$840.00 = \$23,167.56



The Cost for the second Avteck Enterprise Console, software, licensing is \$27,345.12 with an estimated 8 hours of programming etc at \$105.00 per hour \$840.00 = \$28,185.12

As a result, the total capital cost requested = \$51, 352.68 - \$12,000 previously approved.

*Final Request = \$39,352.68*

\*The MD will cover \$12,150 at a later date, reducing the overall impact to this capital investment. Meaning \$27,202 is the ultimate costs associated to this request.

At the special meeting of the Commission held on March 29, 2021, the Commission unanimously approved a motion to bring this matter before Council for their consideration and support.

**Legislation / Authority:**

MGA S.3, Capital Budget 2021

Procurement Policy and Procedure CS-FIN-1

**Strategic Plan Alignment:**

Define and practice good governance.

Enhance Sense of Community – Continue the growth of Taber as a healthy and safe community.

**Financial Implication:**

The upgrade was included in the 2020 Capital Budget and approved at \$12,000. It was moved to 2021, and the new ask will bring the total capital cost of the project including the money already approved to \$51,352.68.

**Service Level / Staff Resource Implication:**

No impact to service level / staff / resources.

**Justification:**

This request is being brought forward to the Council after a unanimous recommendation and motion from Commission. The capital costs are required to move forward with the expansion of CPO monitoring to a larger geographic area in the Province.

**Alternative(s):**

Council requests the Chief of Police to provide additional information.



**Attachment(s):** Quote for Avteck End Points and License  
Quote for Avteck Console, licensing etc

**APPROVALS:**

**Originated By:**  
Graham Abela

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_



400 3rd Avenue SW, Suite 3700  
Calgary, AB, T2P 4H2

Quote Number 00011186  
Created Date 12/03/2021  
Expiration Date 26/03/2021  
Prepared By Eric Desplanque  
Email eric.desplanque@rocknetworks.com

Contact Name Graham Abela  
Phone 403-223-8991  
Email gabela@taber.ca

Bill To Name Taber Police Service  
Bill To 5700 – 50th Avenue  
Taber AB T1G 2H7  
Canada

Product	Line Item Description	Quantity	Sales Price	Total Price
Field VPGate Upgrade from L0 to L1, Software Key, Updates DSSFWVPGLOSK TO DSSFWVPG L1SK	Avtec L0 to L1 Upgrade	1.00	\$11,111.28	\$11,111.28
Upgrade for P25 Supplemental License from 10 to 30 Endpoints. Software Key	Upgrade for P25 Supplemental license from 10 to 30 endpoints. Software Key.	1.00	\$11,111.28	\$11,111.28
Service Senior Outside	Programming billed at \$105.00 per Hour TBD	1.00	\$105.00	\$105.00

Comments

Description AVTEC Upgrade 30 end points P 25

Subtotal	\$22,327.56
Discount	0.00%
Total Price	\$22,327.56
Shipping and Handling	\$0.00
Grand Total	\$22,327.56

Prices shown above do not include any taxes that may apply. Appropriate taxes will be charged on final invoice.

**Payment terms:** all sales below \$20,000 are Net 30, for purchases \$20,000 - \$99,999, term is 20/80, and all sales \$100,000 and over, term is 30/30/30/10.

For radios requiring Industry Canada Frequency Licences, Nova Communications a Division of ROCK Networks can provide a frequency for temporary use only. The customer is responsible to file with Industry Canada to obtain any required Licences, the customer is also responsible for any fees associated with the licence and subsequent renewal fees. Nova Communications can assist with the preparation of the Industry Canada Licence application upon request for an additional cost.

Phone: 709-682-1022  
Website: www.rocknetworks.com



Get rewarded with AIR MILES® Reward Miles on two-way radio purchases. Some conditions apply. Contact us for more details.



400 3rd Avenue SW, Suite 3700  
Calgary, AB, T2P 4H2

Quote Number 00011230  
Created Date 19/03/2021  
Expiration Date 02/04/2021  
Prepared By Eric Desplanque  
Email eric.desplanque@rocknetworks.com

Contact Name Graham Abela  
Phone 403-223-8991  
Email gabela@taber.ca

Bill To Name Taber Police Service  
Bill To 4900A 50 Street  
Taber AB T1G 1T1  
Canada

Product	Quantity	Sales Price	Total Price
Scout Enterprise console; includes a license for a Scout Enterprise Console with Software Audio Package that enables access to Conventional and Trunked radios. Includes IRR. Software Key	1.00	\$20,686.92	\$20,686.92
23 inch touch screen	1.00	\$2,688.40	\$2,688.40
PC for Scout Console Packages, Dual NICs, MS Windows 10 Professional 64 bit OS	1.00	\$2,372.50	\$2,372.50
Avtec USB single speaker kit for software console	2.00	\$565.50	\$1,131.00
USB PTT Footswitch Accessory Software Media Workstation	1.00	\$391.30	\$391.30

Comments

Description AVTEC Additional Console/Work Station

Subtotal	\$27,270.12
Discount	0.00%
Total Price	\$27,270.12
Shipping and Handling	\$75.00
Grand Total	\$27,345.12

Prices shown above do not include any taxes that may apply. Appropriate taxes will be charged on final invoice.

**Payment terms:** all sales below \$20,000 are Net 30, for purchases \$20,000 - \$99,999, term is 20/80, and all sales \$100,000 and over, term is 30/30/30/10.

For radios requiring Industry Canada Frequency Licences, Nova Communications a Division of ROCK Networks can provide a frequency for temporary use only. The customer is responsible to file with Industry Canada to obtain any required Licences, the customer is also responsible for any fees associated with the licence and subsequent renewal fees. Nova Communications can assist with the preparation of the Industry Canada Licence application upon request for an additional cost.

Phone: 709-682-1022  
Website: www.rocknetworks.com



Get rewarded with AIR MILES® Reward Miles on two-way radio purchases. Some conditions apply. Contact us for more details.

## Council Request for Decision

**Meeting Date:** April 12, 2021

**Subject:**

Public Participation: Proposed Dog Bylaw 2-2021

**Recommendation:**

That Council approves the Public Participation Plan for the new Dog Control Bylaw.

**Background:**

The Dog Control Bylaw is under review and at the previous Regular Meeting of Council, Council requested Administration to create a plan for public participation. In keeping with the Town of Taber policy on Public Participation, attached is the plan for your review.

Due to COVID-19, we are unable to host a Town Hall or other face-to-face consultative process. As a result, we will create an E-survey that will allow for public input and for written submissions.

There are no costs associated to this process other than the time needed to create, tabulate and re-draft the bylaw.

Administration and the Taber Police Chief is seeking your approval to move forward with the plan as presented, and or with amendments.

**Legislation / Authority:**

Public Participation Policy C-10

**Strategic Plan Alignment:**

Define and practice good governance.

Enhance Sense of Community – Continue the growth of Taber as a healthy and safe community.

**Financial Implication:**

None



**Service Level / Staff Resource Implication:**

No impact to service level / staff / resources.

**Justification:**

This Request for Decision is being brought forward to provide direction and support to administration in keeping with the Public Participation Policy C-10.

**Alternative(s):**

Council could request administration to provide additional information.

**Attachment(s):** Proposed Dog Bylaw 2-2021 Public Participation Plan

**APPROVALS:**

**Originated By:**  
Graham Abela

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_



**Public Participation Plan for  
Revisions to the Town of Taber Dog Bylaw**

**2021/03/24**

**Appendix A to Public Participation Policy C-10**

A - 4900 50 Street, Taber, AB      Ph: 403-223-5500

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## 1.0 Overview

### 1.1 Background

The Town of Taber Dog Bylaw requires updating to meet the need of the new animal control facility, the Lost Paws Society and to modernize the law, fees and fines that are associated to dog control issues and dog ownership in the Town of Taber.

## Purpose

### 1.2 Issue Statement

Dogs are important to the citizens of Taber, and the Dog Control bylaw helps create a safe environment for the Town of Taber. Taberites needs have changed since the Dog Bylaw of 14 years ago. An update to the Dog Control Bylaw will ensure that the Town of Taber is reaching as many responsible dog owners as possible and is creating effective compliance and education by recognizing new trends that will impact our community. The bylaw is being reviewed as suggested by the Town of Taber Council.

### 1.3 Participation goals

To guide and assist with the Bylaw revisions required to be educational, enforceable, and to protect dog owners, non-dog owners and dogs in our community.

### 1.4 Expected Outcomes

It is expected that we will receive feedback that can be considered in the Dog Bylaw revisions.

## 2.0 Gather Info

### 2.1 Phase of Project and Timeline

We anticipate receiving written submission on behalf of the residents of the Town of Taber within 15 days of the notice for submission being issued. It would be preferable if this happened in the month of April 2021.

### 2.2 Identifying Stakeholders

<b>Position</b>	<b>Yes / No</b>	<b>Interest</b>	<b>Values</b>
<b>Lost Paws Society</b>	Yes	<i>Partners with the TOT and TPS</i>	
<b>Dog Owners</b>	Yes	<i>They are subject to the provisions of the Bylaw</i>	
<b>Non – Dog Owners</b>	Yes	<i>Want Taber to be a place where dog owners respect the law and are protected from aggressive dogs and the nuisances that can accompany dog ownership.</i>	

**Table 3.2.1 Project Stakeholders (assessment)**

## 2.3 Internal Expectations

Assessment Questions	Very Low	Low	Moderate	High	Very High
What is the legally required level of public participation?	X				
To what extent do internal staff members believe the public could help improve the outcome of the project?			x		
At what level do internal staff members perceive public interest in this project?			x		
What is the potential for the public to influence the decision – making process?		x			
What level of media interest do you anticipate?			x		
What is the likelihood that decision-makers will fully consider public input?				x	
What resources are likely to be able to support public participation?	x				
What is the anticipated level of political controversy?			x		
Scoring Total for each check in the column?	2	1	4	1	0
Multiply the total of checks in each column by the weighting in each column	X1	X2	X3	X4	X5
Enter the result for each column	2	2	12	4	0
Add the column scores together and enter in the next column	20				
Divide the total score by the number of questions (8)	2.5				
Enter the Result in this column. This is the average score.	2.5 Consult				

**Table 3.3.1 Internal Expectations Chart (assessment)**

### Scale:

- 1 – 2 indicates very low to low; spectrum recommendation: at least inform
- 2 – 3 indicates low to moderate; spectrum recommendation: at least consult
- 3 – 4 indicates moderate to high; spectrum recommendation: probably involve
- 4 – 5 indicates high to very high; spectrum recommendation: minimum involve, consider opportunities for collaborate or empower

## 2.4 External Expectations

Assessment Questions	Very Low	Low	Moderate	High	Very High
What is the probable level of difficulty in addressing the problem / opportunity? (what is the complexity?)	x				
What is the potential for public outrage related to the project?		x			
How important are the potential impacts to the public?			x		

How much do stakeholders care about the problem/ opportunity to be addressed and the decision to be made?				x	
What degree of participation does the public appear to want?			x		
Scoring Total for each check in the column	1	1	2	1	
Multiply the total of checks in each column by the weighting in each column	X1	X2	X3	X4	X5
Enter the result for each column	1	2	6	4	0
Add the column scores together and enter in the next column	13				
Divide the total score by the number of questions (5)	2.6				
Enter the Result in this column. This is the average score.	2.6 Consult				

**Table 3.4.1 External Expectations Chart (assessment)**

**Scale:**

- 1 – 2 indicates very low to low; spectrum recommendation: at least inform
- 2 – 3 indicates low to moderate; spectrum recommendation: at least consult
- 3 – 4 indicates moderate to high; spectrum recommendation: probably involve
- 4 – 5 indicates high to very high; spectrum recommendation: minimum involve, consider opportunities for collaborate or empower

**2.5 Summarize Assessment**

Expectations of the Key Participants	Inform	Consult	Involve	Collaborate	Empower
What level of public participation was discussed prior to the project getting “green lit”?	x		x		
What level is appropriate based on <b>external</b> expectations?		x			
What level is appropriate based on <b>internal</b> expectations?		x			
What level would you recommend as a public participation specialist?		x			

**Table 3.5.1 Summarize Assessment (Assessment)**

**2.6 Public Participation Techniques**

The Taber Police Service will provide the public with a series of questions specific to certain expected concerns in the Bylaw. Written submissions will be received. Those that are respectful and contribute to the discussion will be accepted for analyses.

## Establish Decision Criteria

### 2.7 Phase of Project and Timeline

### 2.8 Identify Stakeholders

Position	Yes / No	Interest	Values
<b>Taber Police Service</b>	y	Enforce the Bylaw and partner with the Lost Paws Society	
<b>Town of Taber Finance</b>	y	Receive funds and interact with people at counter.	
<b>Admin</b>	Y	Have a lease with Lost Paws Society and responsible through MOU	

**Table 4.2.1 Project Stakeholders (Establish Decision Criteria)**

### 2.9 Internal Expectations

Assessment Questions	Very Low	Low	Moderate	High	Very High
What is the legally required level of public participation?	x				
To what extent do internal staff members believe the public could help improve the outcome of the project?			x		
At what level do internal staff members perceive public interest in this project?			x		
What is the potential for the public to influence the decision – making process?			x		
What level of media interest do you anticipate?			x		
What is the likelihood that decision-makers will fully consider public input?			x		
What resources are likely to be able to support public participation?	x				
What is the anticipated level of political controversy?		x			
Scoring Total for each check in the column?	2	1	5		
Multiply the total of checks in each column by the weighting in each column	X1	X2	X3	X4	X5
Enter the result for each column	2	1	15		
Add the column scores together and enter in the next column	18				

Divide the total score by the number of questions (8)	2.25
Enter the Result in this column. This is the average score.	Consult

**Table 4.3.1 Internal Expectations Chart (Establish Decision Criteria)**

**Scale:**

- 1 – 2 indicates very low to low; spectrum recommendation: at least inform
- 2 – 3 indicates low to moderate; spectrum recommendation: at least consult
- 3 – 4 indicates moderate to high; spectrum recommendation: probably involve
- 4 – 5 indicates high to very high; spectrum recommendation: minimum involve, consider opportunities for collaborate or empower

*2.10 External Expectations*

Assessment Questions	Very Low	Low	Moderate	High	Very High
What is the probable level of difficulty in addressing the problem / opportunity? (what is the complexity?)		x			
What is the potential for public outrage related to the project?			x		
How important are the potential impacts to the public?			x		
How much do stakeholders care about the problem/ opportunity to be addressed and the decision to be made?			x		
What degree of participation does the public appear to want?			x		
Scoring Total for each check in the column		1	4		
Multiply the total of checks in each column by the weighting in each column	X1	X2	X3	X4	X5
Enter the result for each column		2	16		
Add the column scores together and enter in the next column	18				
Divide the total score by the number of questions (5)	3.6				
Enter the Result in this column. This is the average score.	Involve				

**Table 4.4.1 External Expectations Chart (Establish Decision Criteria)**

**Scale:**

- 1 – 2 indicates very low to low; spectrum recommendation: at least inform
- 2 – 3 indicates low to moderate; spectrum recommendation: at least consult
- 3 – 4 indicates moderate to high; spectrum recommendation: probably involve
- 4 – 5 indicates high to very high; spectrum recommendation: minimum involve, consider opportunities for collaborate or empower

### 2.11 Summarize Assessment

Expectations of the Key Participants	Inform	Consult	Involve	Collaborate	Empower
What level of public participation was discussed prior to the project getting “green lit”?		x	x		
What level is appropriate based on <b>external</b> expectations?			x		
What level is appropriate based on <b>internal</b> expectations?		x			
What level would you recommend as a public participation specialist?			x		

**Table 4.5.1 Summarize Assessment (Establish Decision Criteria)**

### 2.12 Public Participation Techniques

Discussion have been had with the Lost Paws Society executive around the Bylaw and the policies of the TPS and the Lost Paws facility were previously agreed upon.

Moving forward, at the request of Council for public participation, we will send out a request for respectful written submissions from the public on a series of questions along with an open ended request for any section on the current Bylaw with suggested revisions.

## 3.0 Develop Alternatives *(Not applicable at this time, a Bylaw is required.)*

## 4.0 Evaluate Alternatives *(Not applicable at this time, a Bylaw is required)*

## 5.0 Logistic Considerations and requirements

The Taber Police Service and Town of Taber will share the request for submission on our websites and through social media using a survey software. The submissions will be tabulated in a submission to Council later. Once the considerations are given to the participation results, a draft bylaw will be first circulated within the Directors of the TOT for feedback, and then brought to Council for first reading.

Draft questions for public participation:



We will gauge the public's opinion on the nuisances associated with dogs.

We will gauge the public's opinion on what is responsible dog ownership.

We will gauge the public's opinion on the aggressive dog sections of the draft bylaw.

We will gauge the public's opinion on multi dog ownership.

We will gauge the public's opinion on lifetime licensing.

Ask the public for feedback on any other provision of the draft bylaw.

### *5.1 Resources and costs*

The costs associated with this request are soft costs for employees' wages applied to this project. These include 20 hours of Chief of Police Wages, 2 hours of Council meeting time, TOT administration time at 10 hours. This includes a review by senior TOT staff for input into the Bylaw revisions.

## 6.0 Decision

Mr. Orwa has asked the item to come before Council for their approval of the participation plan.

## 7.0 Next Steps

### *7.1 Review and Report to Council*

The CAO will decide on how this is provided to Council for their consideration and Council will decide whether a motion of Council is required.

#### *7.1.1 When and How*

I would ask that this be moved ahead ASAP. We are currently working under the old Bylaw with new systems in place. We are absorbing unneeded costs and therefore at risk. We also have provisions in the current Bylaw that are outdated and put the Town at risk.

Respectfully submitted:

Dr. Graham Abela  
Chief of Police

## 8.0 What We Learned

## Council Request for Decision

**Meeting Date:** April 12, 2021

**Subject:**

The Meadows of Taber Concept Plan

**Recommendation:**

Council approves The Meadows of Taber Concept Plan, as presented.

**Background:**

In 2018, the Town of Taber partnered with the MD of Taber and Taber & District Housing Foundation to complete a housing needs and demand assessment utilizing the services of Alberta Rural Development Network. The final study results indicated that 18% of Taber residents (homeowners and renters) are spending more than 30% of their income on housing, demonstrating the need for more affordable housing options in Town.

Also in 2018 the Town partnered with its Joint Economic Development Committee partners (MD of Taber, Town of Vauxhall, Taber Chamber, and Vauxhall Chamber) to produce a regional economic development strategy. Through community and business consultation the need for affordable housing for employees was identified as a concern and hindrance to business growth as employees were leaving jobs or rejecting job offers, when they were not able to find affordable housing in Taber. One of the identified action items for the Town was to continue to advance affordable housing initiatives.

As those projects were ongoing and discussion regarding affordable housing were being had, and the need for housing was identified, an opportunity for the Town to purchase 60 acres of land north of 64<sup>th</sup> Avenue and west of 50<sup>th</sup> Street, with the intention of developing affordable housing arose.

In October 2018, Council held a visioning workshop with B&A Planning to develop a working vision and guiding principles for a concept plan for the lands. As Administration worked through the potential for housing on the site, it was determined that the water table on the lands was very high and not suitable for the development of basements. While basements could be added as an option it would be quite costly, and not conducive to an affordable housing development. It was determined that a comprehensively designed manufactured housing development, using a condominium style ownership model would meet the demands while allowing for a measure of control over the area that ensured it was maintained as an attractive and desirable neighborhood for our citizens.



Administration has been working with Bergen Associates who is the developer of two manufactured housing developments in the Town of Coaldale, and well versed in the type of development that Council would like to see in our own community.

At the August 17, 2020 regular meeting of Council, RES 341/2020 Moved by Councillor Tams that Council authorizes Administration to execute the letter of intent for Land Development at 7000 50 Street and proceed with preliminary design and scope of work, was carried unanimously.

The Meadows of Taber Concept Plan has been prepared, and allows for the development of 302 manufactured housing lots in a neighborhood that is designed with parks, storm pond and neighborhood pathway connections. It also covers the Town owned land on the east side of 50<sup>th</sup> Street and provides for a school site and Recreational complex with potential neighborhood commercial at the south end. The Concept Plan is attached for review and comment and is currently available on the Planning Public Consultation page of our website. It has been advertised in the Taber Times for two weeks. The Municipal Development Committee held a special meeting on March 31, 2021 and passed a resolution recommending that Council approve the Concept Plan as presented.

Administration requests that Council adopt The Meadows of Taber Concept Plan by resolution, as presented.

**Legislation / Authority:**

Municipal Government Act, Section 3: Municipal purposes

**Strategic Plan Alignment:**

Develop Community & Promote Growth – Promote expansion of the variety of housing options in Taber. Explore a variety of options for the 60-acre development.

**Financial Implication:**

Costs for provision of mapping and initial concept plan layout. With change of direction to the manufactured housing, the Concept Plan was completed in house with staff time.

**Service Level / Staff Resource Implication:**

The preparation of Concept Plans fall within the duties of the Planning Department. This project is a department priority.

**Justification:**

To meet the objectives set by Council and provide for affordable housing development in Taber.



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**Alternative(s):**

Council approves The Meadows of Taber Concept Plan, with amendments.

Council does not approve The Meadows of Taber Concept Plan, with reasons.

**Attachment(s):** Meadows of Taber Concept Plan  
Taber Times Ad - March 24  
Taber tmes Ads - March 31

**APPROVALS:**

**Originated By:**  
Phyllis Monks

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_



# *The Meadows of Taber Concept Plan*



**March 2021**



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# 1 INTRODUCTION

The Meadows of Taber community is comprised of 33.2 hectares of undeveloped land at the north end of the Town of Taber. The area encompassed by the Meadows of Taber Concept Plan (CP) overlays portions of the Northwest and Eureka Area Structure Plans (ASPs), and gains direction from the Town of Taber's Municipal Development Plan (MDP).

In 2017 Council of the Town of Taber recognized a need within the community for affordable and attractive housing for its citizens. With a desire to attract and retain industry, this need had to be met in order for the community to provide an alternative for residents to live and work in the community and to allow for responsible and attractive growth.

The Meadows of Taber community will offer a manufactured housing neighborhood that will cater to a diverse population. From childhood parks and affordable starter homes, to retirement homes overlooking the park and pond, residents will have the opportunity to call the area home through all stages of their lives. The Concept Plan encourages an active and interconnected style of living that provides local pathways and linear parks with close proximity to the regional pathway, and easy access to the rest of town along 50th Street.

The community is located west of the Town's thriving industrial park, buffered by extensive recreational facilities and a proposed school site. A transportation connection, in close proximity to employment opportunities that will allow you to live in the community you work in, while owning your own home. The Meadows of Taber Concept Plan provides an integrated blueprint for the development of an enduring, attractive community.

## 1.1 PURPOSE

The purpose of the Taber North CP is to establish a concept for the development of lands within NE ¼ Section 7-10-16-4, SE ¼ Section 7-10-16-4, Block 1 of Plan 041 4376, and Block X of Plan 5440AQ, as shown in **Figure 1.0 - Location Plan**. This will offer direction for the build out of the area with a developer experienced with this form of development, to provide attainable housing for our citizens.

## 1.2 LOCATION & AREA CONTEXT

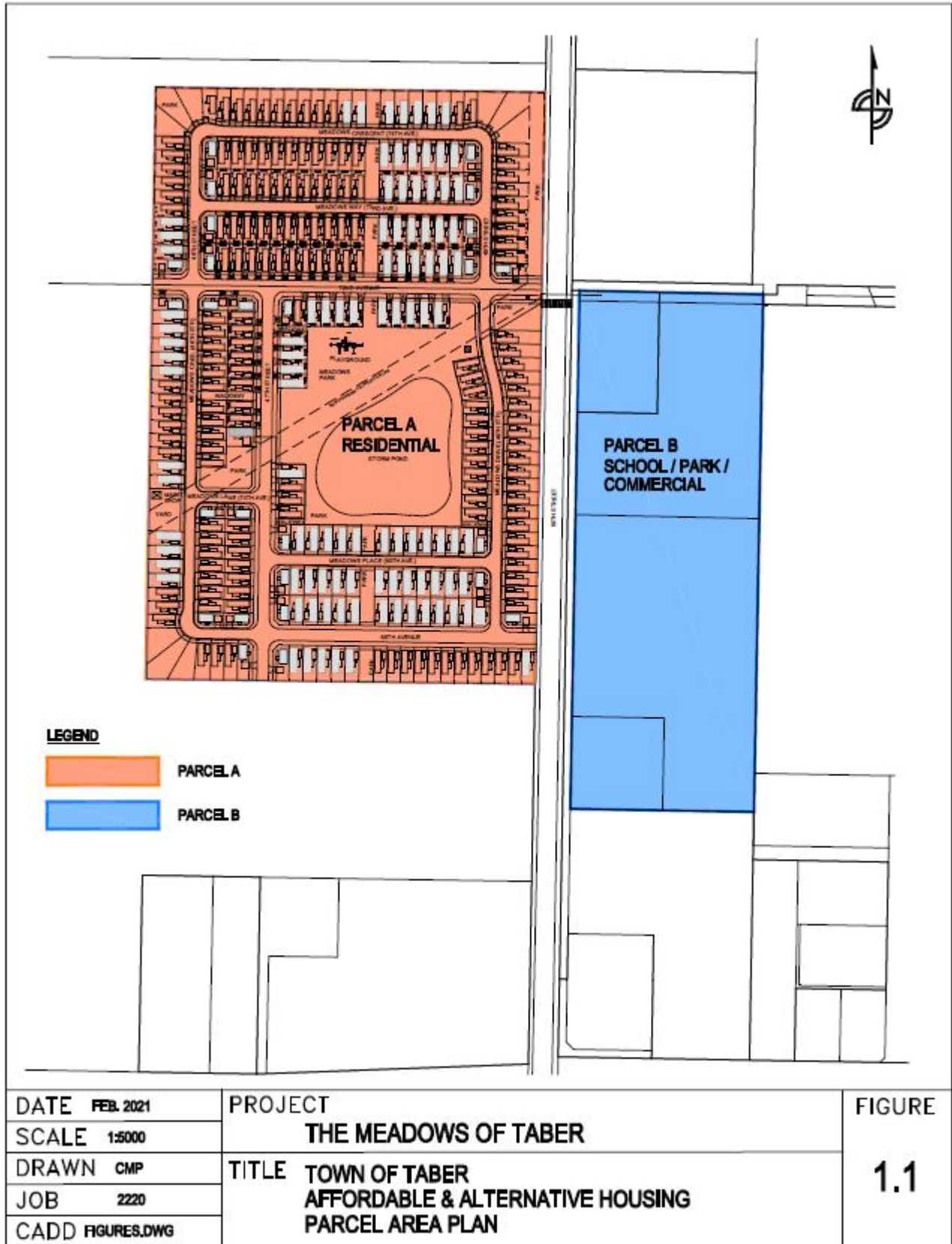
The area addressed by this Concept Plan is located a short distance north of 64<sup>th</sup> Avenue and lies astride of 50<sup>th</sup> Street as shown in **Figure 1.1 – Parcel Plan**. The Concept plan addresses two separate existing parcels divided by 50<sup>th</sup> Street.

- **Parcel 'A'** (23.95 ha): former agricultural land that is bordered by existing agricultural land on the north, west, and south edges, and by 50th Street on the east side.
- **Parcel 'B'** (9.54 ha): former industrial lands bordered by the Taber Exhibition Grounds on the east side, Taber Legion Campground to the north, light industrial to the south and 50th Street on the west side. These parcels are intended to be used for the development of a school, recreational area, and potential commercial spaces.

Figure 1.0: Location Plan



Figure 1.1: Parcel Area Plan



## 2 OPPORTUNITIES AND CONSTRAINTS

### 2.1 LAND OWNERSHIP

There are four land titles contained within the boundary of this Concept Plan, three of which are owned by the Town of Taber, as per the Certificates of Titles found in **Appendix A – Certificates of Title**. The privately owned parcel is also attached.

### 2.2 EXISTING LAND USE AND ZONING

Current zoning within the portion of the site to the west of 50<sup>th</sup> street is Urban Reserve. This parcel is referred to as **Parcel 'A' (Figure 1.1)**. The portion of the site east of 50<sup>th</sup> street is currently zoned as Institutional and Recreation (IR) District and is referred to as **Parcel 'B' (Figure 1.1)**.

Development is restricted by an existing irrigation line that bisects Parcel 'A' of the proposed site. Development of underground infrastructure or surface work requiring significant earth work will need to be avoided over the irrigation line.

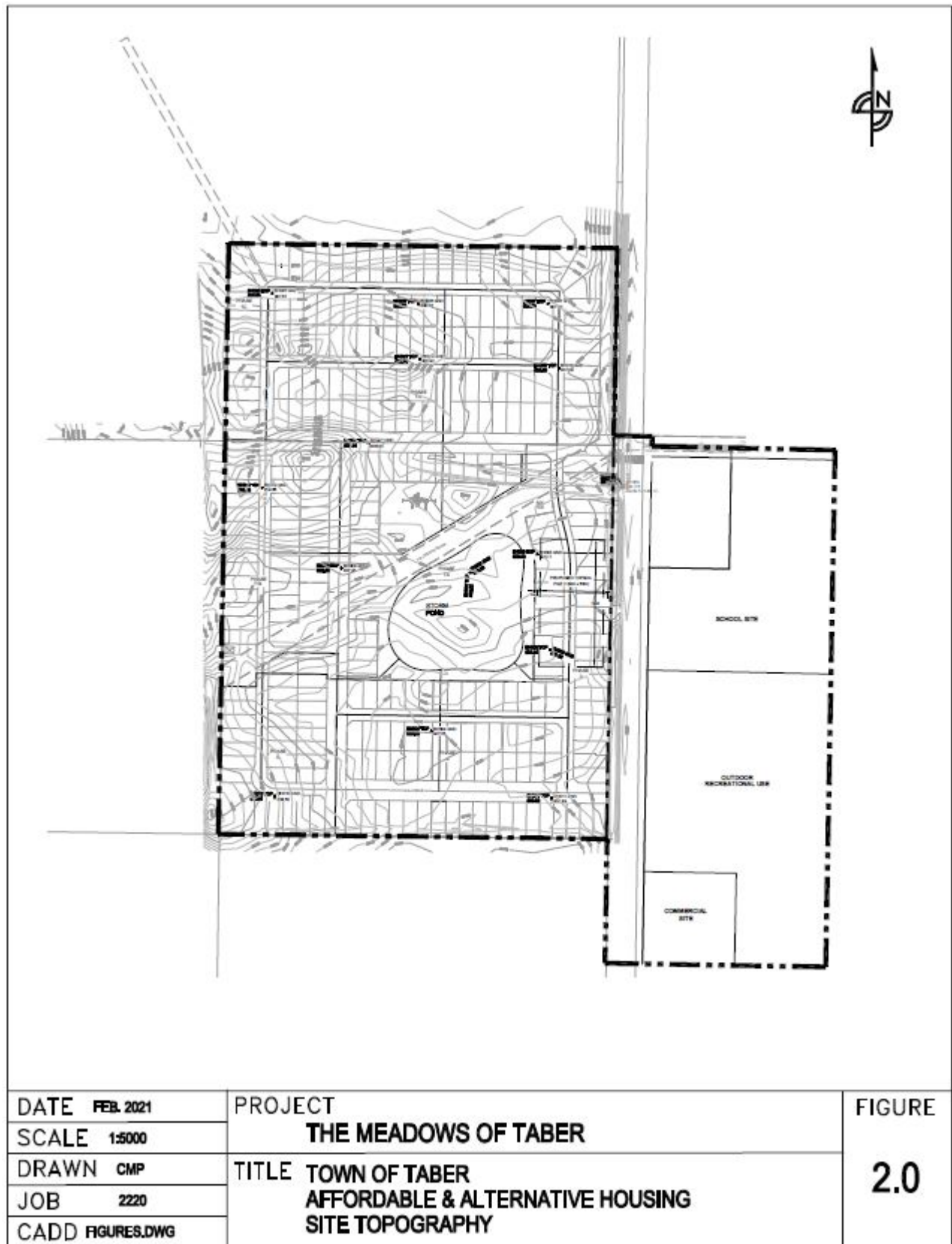
### 2.3 TOPOGRAPHY

The topographic characteristics of the area contained within this Concept plan are summarized in **Figure 2.0 – Site Topography**.

### 2.4 BACKGROUND STUDIES

Parcel 'A' has had a Phase 1 Environmental Assessment completed, prior to purchase of the lands. Parcel 'B' has had a Phase 1 and 2 Environmental Assessment and reclamation work has been completed to restore the lands to a standard which allows for residential development. A geotechnical study was completed in 2020 identifying a high water table and the requirement for de-watering during construction, increasing the costs of development.

Figure 2.0: Site Topography



## 3 POLICY CONTEXT

The framework for the development of the Meadows of Taber CP was based on the Town of Taber's hierarchy of land use planning documents, including (in descending order):

- South Saskatchewan Regional Plan (SSRP)
- Municipal Development Plan (MDP)
- Area Structure Plan (ASP)
  - Northwest Area Structure Plan
  - Eureka Area Structure Plan
- Meadows of Taber Concept Plan

### 3.1 SOUTH SASKATCHEWAN REGIONAL PLAN

The Town of Taber is fully encompassed by the South Saskatchewan Regional Plan (SSRP) which provides a long term vision for growth within the South Saskatchewan and Milk River Basins, and the Alberta portion of Cypress Hills. The plan provides an integrated directive for the effective and efficient management of land through considering the combined effects of all activities in the region, and forming Strategic Directions, Outcomes, and Visions. The Meadows of Taber CP is directed by the SSRP strategies, including the goals of using innovative housing designs, minimizing building footprints, reducing the environmental impact of communities, and the development of facilities to meet the needs of local populations.

### 3.2 MUNICIPAL DEVELOPMENT PLAN

The Taber Municipal Development Plan provides direction for long term community development within the Town of Taber, while addressing the shorter term service and infrastructure needs. In addition, it provides goals and guidelines for Urban Design, and environmentally sustainable development. The Meadows of Taber CP reflects the vision of the MDP, most notably with respect to the following goals:

- Goal 5 "Promote a Variety of Housing Types": The Meadows of Taber CP addresses the need to provide appropriate housing for a diverse and growing population. Providing the option of a comprehensively designed manufactured housing development will provide opportunities that meet the diverse needs of Taber's current and future residents.
- Goal 7 "Urban Design" & Goal 8 "Parks and Pathways": The Meadows of Taber CP proposes a unique system with maximized access from dwellings to adjacent, interconnected pathways that lead to and from community nodes, greenspaces, recreational facilities, and other amenities.

### 3.3 NORTHWEST AREA STRUCTURE PLAN

The Northwest ASP overlaps the western half (**Parcel 'A' - Figure 1.1**) of the Meadows of Taber CP, and suggests that the majority of the area be developed as a Joint Use Site for a school and recreation centre. The Meadows of Taber CP relocates this Joint Use Site to the east side of 50th Street, and replaces it with Direct Control Residential that reflects the framework provided within the Northwest ASP.

### 3.4 EUREKA AREA STRUCTURE PLAN

The Eureka Area Structure Plan applies to the Meadows of Taber CP area east of 50th Street (**Parcel 'B' - Figure 1.1**). The concepts provided by both plans align with one another as they propose that the overlapping area be used for Institutional and Recreational uses. One key aspect that the Eureka ASP does not address is the underground servicing, however, servicing for the subject property can be achieved utilizing the concept as outlined in the Northwest ASP.

### 3.5 MEADOWS OF TABER VISIONING AND GUIDING PRINCIPLES WORKSHOP SUMMARY REPORT

In October of 2018, a Visioning Workshop was held with Council to review options for affordable housing and general design ideas for the area. Council has determined that a comprehensively designed manufactured housing development will allow for affordable housing utilizing a condominium association structure that ensures upkeep and architectural standards, providing for an attractive development now and into the future.

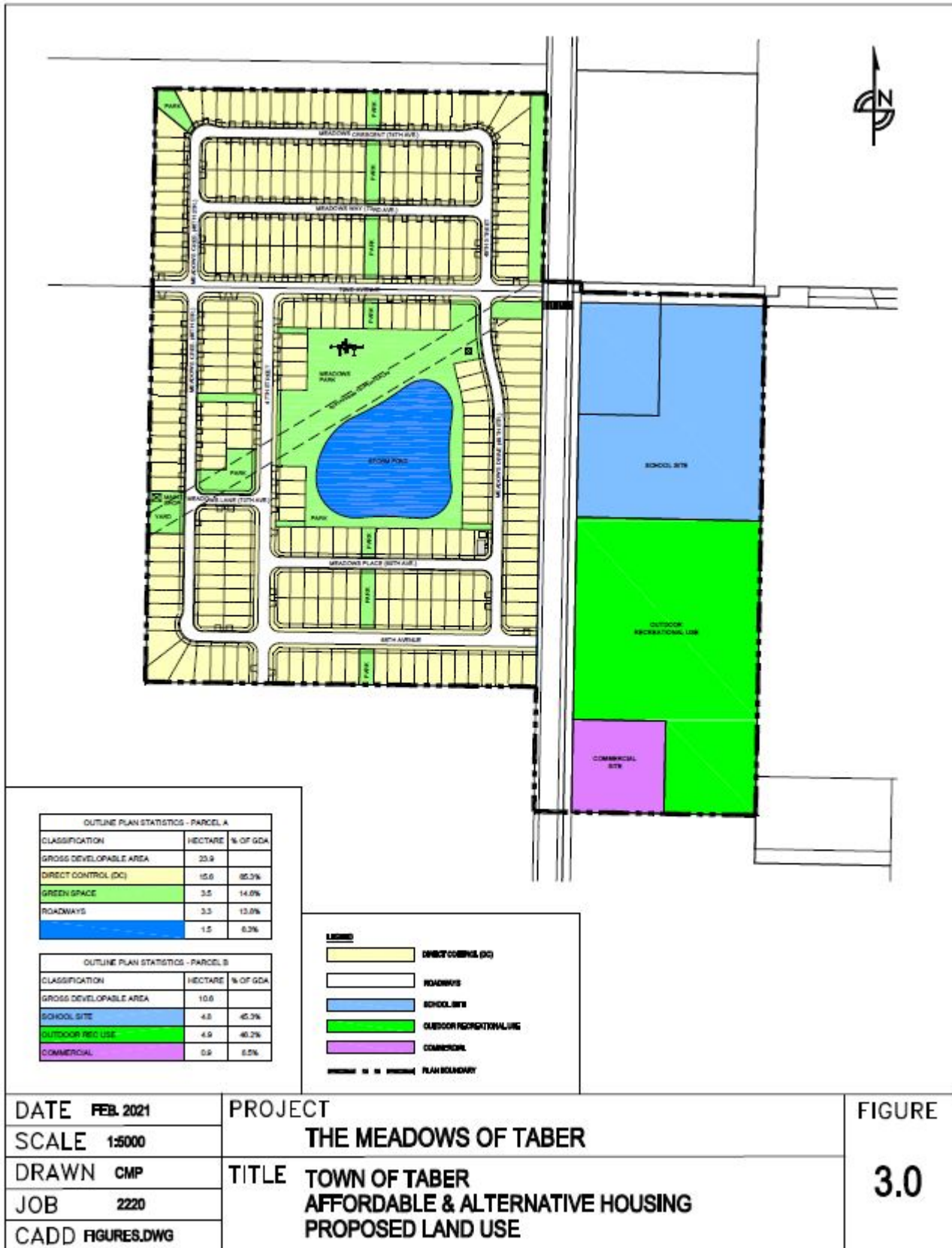
### 3.6 INFRASTRUCTURE MASTER PLANS

The Town of Taber has developed a number of infrastructure master plans. In development of this Concept plan the following documents were reviewed:

- Potable Water Distribution Master Plan, March 2016
- Sanitary Collection System Master Plan, May 2017
- Stormwater Master Plan, August 2015



Figure 3.0: Proposed Land Use



## 4 DEVELOPMENT CONCEPT

### 4.1 COMMUNITY VISION

The community vision for the Concept plan area identifies a number of key concepts based on the future needs of Taber community members. The key elements of the Meadows of Taber area are the development of affordable and alternative sustainable housing, the fostering of community through distributed pathway networks and easy access to common areas, and the provision of nearby amenities in the form of a school, common recreational areas, and commercial developments.

The stormwater pond is centrally located within the development area and is designed to act as a community hub and public amenity feature. A large park surrounds the pond and is linked to the surrounding homes and amenities by an extensive pathway, additional greenspaces are scattered throughout the community in order to provide for a range of outdoor activities.

### 4.2 ARCHITECTURAL STANDARDS

The built form of the development will be subject to architectural standards and design guidelines. These guidelines will be initiated and implemented by the condominium association and will include design guidelines such as:

- Maximum/Minimum building footprints
- Optional attached/detached garages
- Fencing design and materials
- Diversity of building design
- Front driveway access
- Exterior finish
- Landscaping requirements

The detailed design guidelines will be established by the developer with approval by the Planning department, and enforced at the building stage by the developer and condo association, and throughout the life of the development in order to provide for a pleasing built environment for residents.

### 4.3 LAND USE STATISTICS & POPULATION PROJECTIONS

The Land Use Concept breaks down into public land use and developable areas. The gross area (GA) of the Plan is 34.5 hectares, which includes all lands within the planning area. The gross developable area (GDA) is 11.9 hectares. The following tables summarize the land use concept.

Table 4.1: Developable Area and Population Estimates Parcel A

Developable Area	Area (Ha)	% of GDA	Units Per Hectare	Total Units	Population
<b>Residential Land Use</b>					
Direct Control 4 (DC-4)	19.1	80	15.8	302	831
Green Space (Municipal Reserve)	3.3	13.7			
Storm Pond (Public Utility)	1.5	6.3			
<b>Residential Land Use Totals</b>				<b>302</b>	<b>831</b>

Table 4.2: Land Use Areas Parcel B

Developable Area	Area (Ha)	Percent of GDA (%)
<b>Gross Area (GDA)</b>	<b>9.54</b>	<b>100</b>
<b>Public Land Use</b>		
School Space	4.05	42.5
Recreational	3.29	34.5
Potential Commercial	2.2	23.1

Areas and percentages presented above have changed from the ASP areas based on more accurate information and more detailed calculations of the plan area.

## 4.4 LAND USES

### 4.4.1 Residential Land Use

The Meadows of Taber is a community that has something for everyone, this comprehensively designed manufactured housing development will allow for starter homes, rental units and senior citizens who do not want the responsibility of maintenance. The residential block develops a sense of community through the orientation of houses that front onto local roads instead of busy commuter streets, and block lengths and pathway connections to give the community a pedestrian friendly feel.

**Figure 3.0 Proposed Land Use**, shows the layout and proposed land uses within the Meadows of Taber Concept plan area.

#### 4.4.1.1 DIRECT CONTROL 4 (DC-4) MEDIUM DENSITY RESIDENTIAL

The Direct Control 4 (DC-4) Residential zoning within the development located in parcel 'A' and surrounds the storm pond which features park space and a playground development. Linear parks run through the space providing connectivity. Lots are sized to provide for three options of manufactured homes with space for a garage and shed development, deck, and trees in front and back yards.

### 4.4.2 Institutional and Commercial Land Use

#### 4.4.2.1 SCHOOL SITE

The Meadows of Taber provides for the opportunity to develop a school site east of 50<sup>th</sup> Street. The site has adequate room to provide for recreational facilities, while being in close proximity to the extensive amenities provided at the Legion Campground and Ken MacDonald Park, located east of 50<sup>th</sup> Street and north of the school site.

The school site will be zoned as an Institutional and Recreational District. The site is located along the north edge of Parcel 'B', and has an area of approximately 4.05 ha (10acres).

#### 4.4.2.2 RECREATIONAL SITE

A recreational site, zoned Institutional Recreation District is immediately south of the school site and provides for an option for additional facilities such as soccer fields, baseball diamonds, play equipment etc., and camping located within close proximity to the school will allow for a design that will be cooperative within the community.

#### 4.4.2.3 COMMERCIAL SITE

A potential commercial site, zoned Neighborhood Commercial District, is designated along the south edge of the eastern parcel, and has an area of approximately 0.89ha (2.2acres). This will allow for the provision of neighborhood commercial services for north Taber. Providing an opportunity for this amenity will allow residents to be able to shop within their immediate proximity.

---

Alternatively, the site may also provide an additional opportunity for another school to be developed and provide for an educational/recreational campus.

#### **4.4.3 Municipal Reserve Land Use**

The dedication of municipal reserve and school reserve which provides public parks, open space and the school yard within the development represents approximately 32 % of the Concept Plan area. This satisfies the municipal reserve requirement under the Municipal Government Act, while allowing for an attractive and comprehensively designed development in close proximity to an industrial area providing employment generation. The Meadows of Taber truly provides a Live, Work, Play development that will allow its residents a quality affordable lifestyle.

## 5 OPEN SPACE CONCEPT

### 5.1 GREEN SPACE AND PATHWAY NETWORK

The extensive green space area within the proposed development features an interconnected pathway network as shown on Figure 6 – Pathway Network. Additionally, a large stormpond is provided as part of the stormwater management network and will be surrounded by amenity green space. Several linear and pocket parks are provided through the residential neighbourhood to provide families with abundant green space within their neighborhood.

Wherever possible, and throughout the majority of the subdivision, the pathway network runs adjacent to the proposed lots providing easy foot access and provides a connection across 50<sup>th</sup> and into the school and park site in parcel 'B'.

Detailed landscaping and parks plans will be required as development of those areas proceeds.

### 5.2 OUTDOOR RECREATIONAL USE

A recreational site, zoned as an Institutional and Recreational District, is designated midway in Parcel 'B', and has an area of approximately 3.29 ha (8 acres).

### 5.3 RESERVE DEDICATION

The dedication of municipal reserve and school reserve which provides public parks, open space and the school yard within the development represents approximately 32% of the Concept Plan area. This satisfies the municipal reserve requirement under the Municipal Government Act.

### 5.4 STORMWATER MANAGEMENT FACILITIES

A large storm pond will be located within the municipal reserve areas. The facility will be designed to incorporate the existing low areas and rolling topography where possible. The storm pond facility will be utilized as aesthetic amenities and function to enhance the visual park experiences as well as ensuring adequate storm water capacities.

## 6 TRANSPORTATION NETWORK

### 6.1 ACCESS AND EXTERNAL ROAD SYSTEMS

The development within the bounds of the Meadows of Taber Concept Plan are serviced by 50<sup>th</sup> Street, designated by the Municipal Development Plan as Major Community Corridor. Currently 50<sup>th</sup> Street serves as a collector providing both traffic movement and land access. In future however, reclassification of this road to arterial status will prioritize major traffic movement. As such, access management on 50<sup>th</sup> Street should be considered for the development within the bounds of the Meadows of Taber Concept Plan.

### 6.2 ROAD CLASSIFICATION

There are multiple functional road classifications within the development area. **Figure 6.0** provides a visual overview of the road network classifications.

### 6.2.1 Road Functions

The following functions are associated with the selected road classifications:

- Minor Collector / Urban Collector Undivided (UCU 50)
  - To collect and distribute traffic within the residential community
  - To provide access to adjacent residential lots within the subdivision
  - To serve secondary traffic generators such as recreational facilities and schools
  - To serve as a transit route
- Local / Urban Local Undivided (ULU-50)
  - To provide access to adjacent residential lots
  - To convey local residential traffic to Collector roadways
  - To serve as part of the Fire and Emergency Services access route.

### 6.2.2 Road Cross Sections

The cross section geometrics were reviewed and the recommended road cross sections are as follows:

- 10.0m Paved Local Road
- 11.8m Paved Minor Collector Road

## 6.3 ACTIVE TRANSPORTATION MODES

The Meadows of Taber Concept Plan proposed an extensive, integrated pathway network providing for non-vehicular traffic throughout the CP area as outlined in Section 5.1 – Greenspace and Pathway Network.

## 6.4 TRANSIT

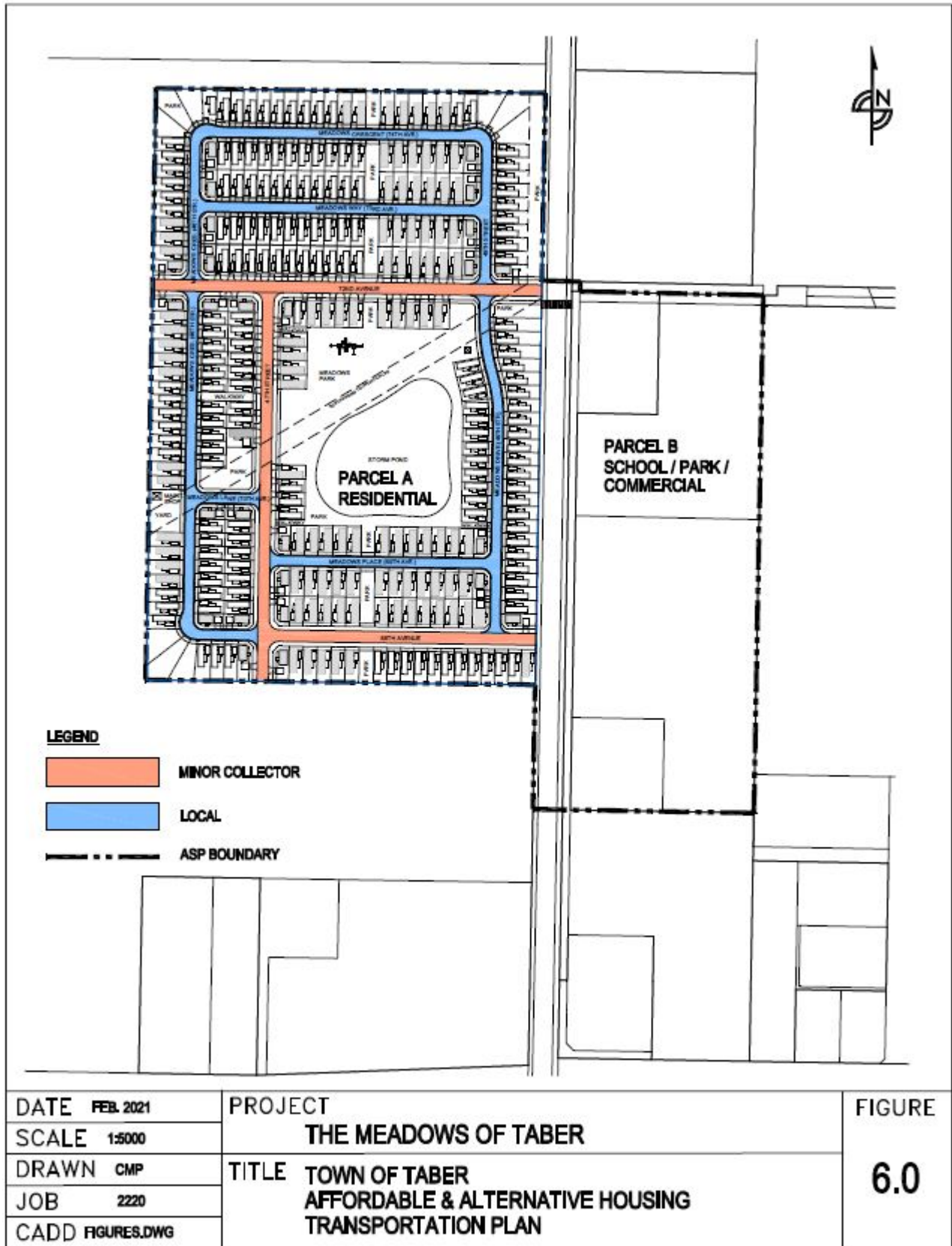
The Town of Taber does not currently operate a public transit system.

## 6.5 ROAD NAMES

The Town of Taber will provide naming of the roadways for the development. To aid in the development of the naming the following suffixes may be considered:

- Avenue: Generally numerical east-west roadways.
- Bay: A cul-de-sac of relatively short length.
- Circle: A minor roadway that completes a loop upon itself.
- Court: A cul-de-sac.
- Crescent: A 'u'-shaped minor roadway accessible at either end from the same roadway with no other intersections with through streets.
- Drive: A collector roadway.
- Link: A minor roadway joining two cells of a subdivision, or joining two points of one roadway.
- Manor: A minor roadway.
- Mews: A cul-de-sac.
- Place: A cul-de-sac or 'p'-shaped roadway.
- Road: A roadway that may change direction.
- Street: Generally numerical north-south roadways.
- Walk/Walkway: A pedestrian walkway within a comprehensive development.

Figure 6.0: Transportation Plan





## 7 UTILITY SERVICING

### 7.1 POTABLE WATER SERVICING

Potable water distribution to the Meadows of Taber development will be provided via connection to the existing town system at two points as shown in Figure 7 – Offsite Potable Water Servicing. In addition, provision will be made to allow for future connection at the west end of the Residential Parcel 'A'.

Design criteria for the potable water distribution system will conform to Alberta Environment and City of Lethbridge standards and include the following assumptions

- Maximum delivered pressure no greater than 620kPa
- Minimum delivered pressure at maximum daily demand no less than 345kPa
- Minimum delivered pressure at peak hourly demand no less than 310kPa

#### 7.1.1 Offsite Servicing Requirements

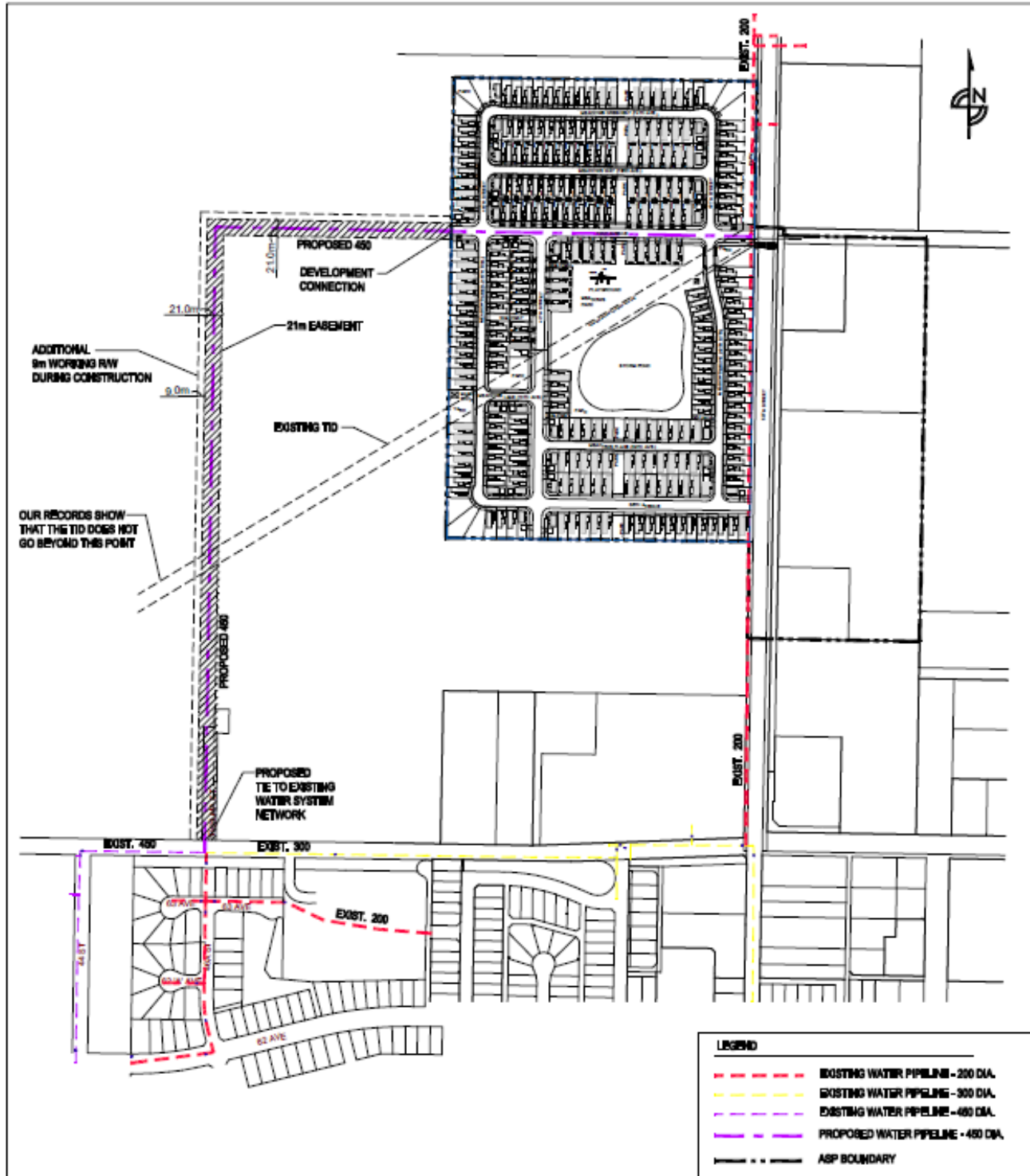
The Town's water distribution system has adequate supply to provide service for the development. In order to provide servicing to the development site, offsite service extensions will be required as shown in **Figure 7.0 – Offsite Potable Water Servicing**.

#### 7.1.2 Site Servicing

The internal potable water distribution system will provide servicing and fire protection for the development. The proposed layout and pipe sizing is included in **Figure 7.1 – Potable Water Servicing**.

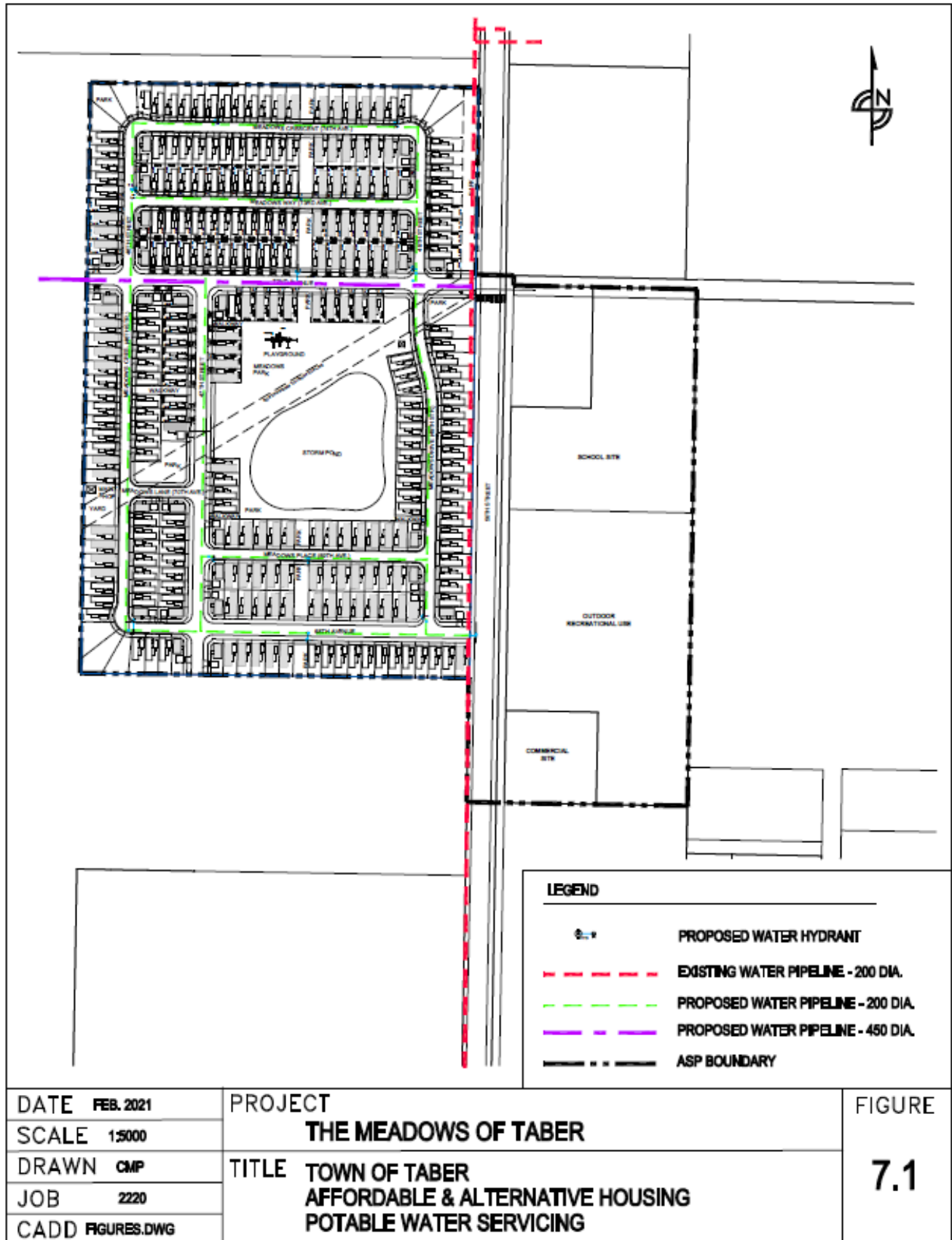
Upgrading of the east-west water main is included as part of the work. This provision is in accordance with the recommendations from the Potable Water System Master Plan.

Figure 7.0 - Offsite Potable Water Servicing



DATE	FEB. 2021	PROJECT	FIGURE
SCALE	1:7000		
DRAWN	CMP	TITLE	
JOB	2220	TOWN OF TABER	
CADD	FIGURES.DWG	AFFORDABLE & ALTERNATIVE HOUSING	
		OFFSITE POTABLE WATER SERVICES	

Figure 7.1 - Potable Water Servicing



### 7.1.3 Sanitary Servicing

The proposed sanitary sewer collection system will have one connection to the existing Town of Taber network on the NW sewage trunk. The connection will take place at the transition of the existing 300mm diameter sanitary forcemain to the 675mm gravity trunk to the WWTP. Local topography should permit gravity discharge to the existing sanitary collection network.

The proposed sanitary collection network will be generally sized assuming a sewage generation rate of 400L/capita/day and will achieve general service requirements including provision for the sewage collection mains adequate to the dry weather sewage generation with allowance for wet weather inflows and infiltration as per the City of Lethbridge Design Standards (2016).

Table 7.1: Proposed Sewage Generation

Site	Site Area (ha)	Estimated Population	Dry Sewage Generation (m <sup>3</sup> /day)	Infiltration Allowance (m <sup>3</sup> /day)	Totals
Residential Parcel 'A'	24.3	607	350	550	40.2
Institutional Site	3.89	200	55	30	3.9
Commercial Site	0.89		18	7	0.3
<b>Total</b>					<b>44.3</b>

### 7.1.4 Offsite Servicing Requirements

In order to provide servicing to the subdivision offsite servicing will be required. The offsite servicing is shown in **Figure 7.2 – Offsite Sanitary Servicing**.

The Town's sanitary collection and treatment system have adequate capacity to provide service for the development. In order to provide servicing to the development site, offsite service extensions will be required.

### 7.1.5 Site Servicing

The internal sanitary collection system will provide servicing for the development. The proposed layout and pipe sizing is included in **Figure 7.3 – Sanitary Servicing**. No upgrades to the sanitary pipe network are anticipated to accommodate future growth.

Figure 7.2 – Offsite Sanitary Servicing

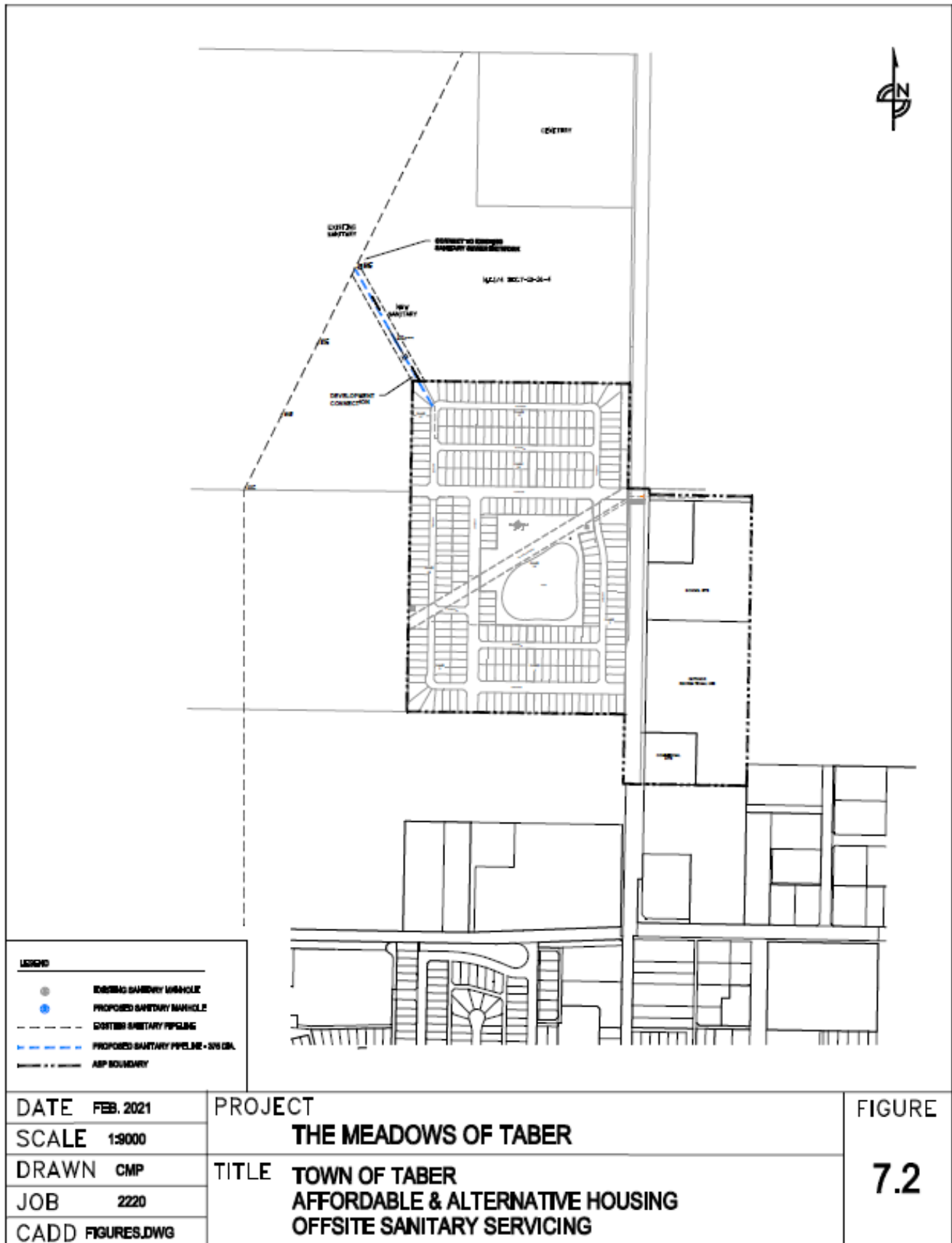


Figure 7.3 – Sanitary Servicing



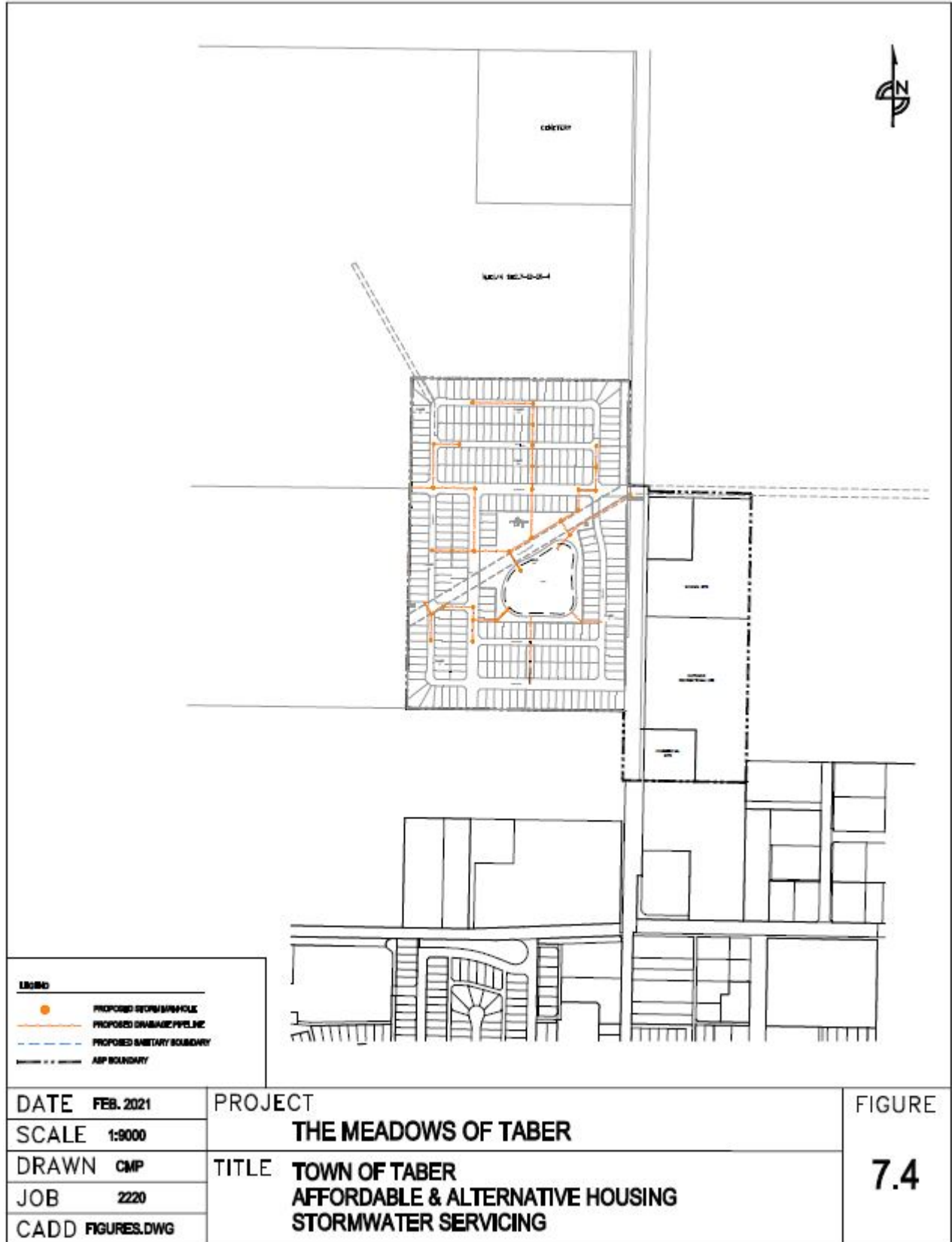
## 7.2 STORMWATER MANAGEMENT AND SERVICING

As the existing land use within the Meadows of Taber boundary is largely agricultural, the stormwater runoff volume within this proposed Concept Plan Boundary will significantly increase when compared with the existing conditions. The increased volume will be addressed via both major (overland) and minor (piped) stormwater systems in combination with a stormwater storage facility as indicated on **Figure 7.4 – Stormwater Servicing**.

Design criteria for the stormwater management system will conform with Alberta Environment and City of Lethbridge standards and include the following assumptions

- Emergency overland flow and stormwater pond level control will be accomplished via outlet to the road ditch along the west side of 50<sup>th</sup> Avenue.
- 1000m<sup>3</sup> of detention storage per hectare of developable area
- 200 L/s/ha for Major System Flows
- 90 L/s/ha for Minor System Flows

Figure 7.4 – Storm Servicing





### **7.3 SHALLOW UTILITIES**

Shallow utility easements will be provided for the shallow utilities. An allowance for 3.0m and 3.5m utility easements are included in the plans. There are often additional easements required for transformers that extend beyond the 3.0m/3.5m easement lines that will require coordination prior to finalization of the survey plans.

#### **7.3.1 Power Servicing**

It is anticipated that the power facilities (Fortis) will be relocated and integrated into the community at the subdivision detailed design stage. Power facilities include both lot services and street lighting.

#### **7.3.2 Natural Gas Servicing**

It is anticipated that the existing ATCO gas facilities will be relocated and integrated into the community at the subdivision detailed design stage.

#### **7.3.3 Telecommunication Servicing**

It is anticipated that the telecommunications facilities (Telus and Shaw) will be relocated and integrated into the community at the subdivision detailed design stage.

## 8 COMMUNITY SERVICES

The Town of Taber provides a number of community services. The following services are anticipated within the development area.

### 8.1 EMERGENCY SERVICES

Town of Taber emergency services will provide service to the community. As development occurs plans will be circulated to the Taber Fire Department for comment in the detailed design.

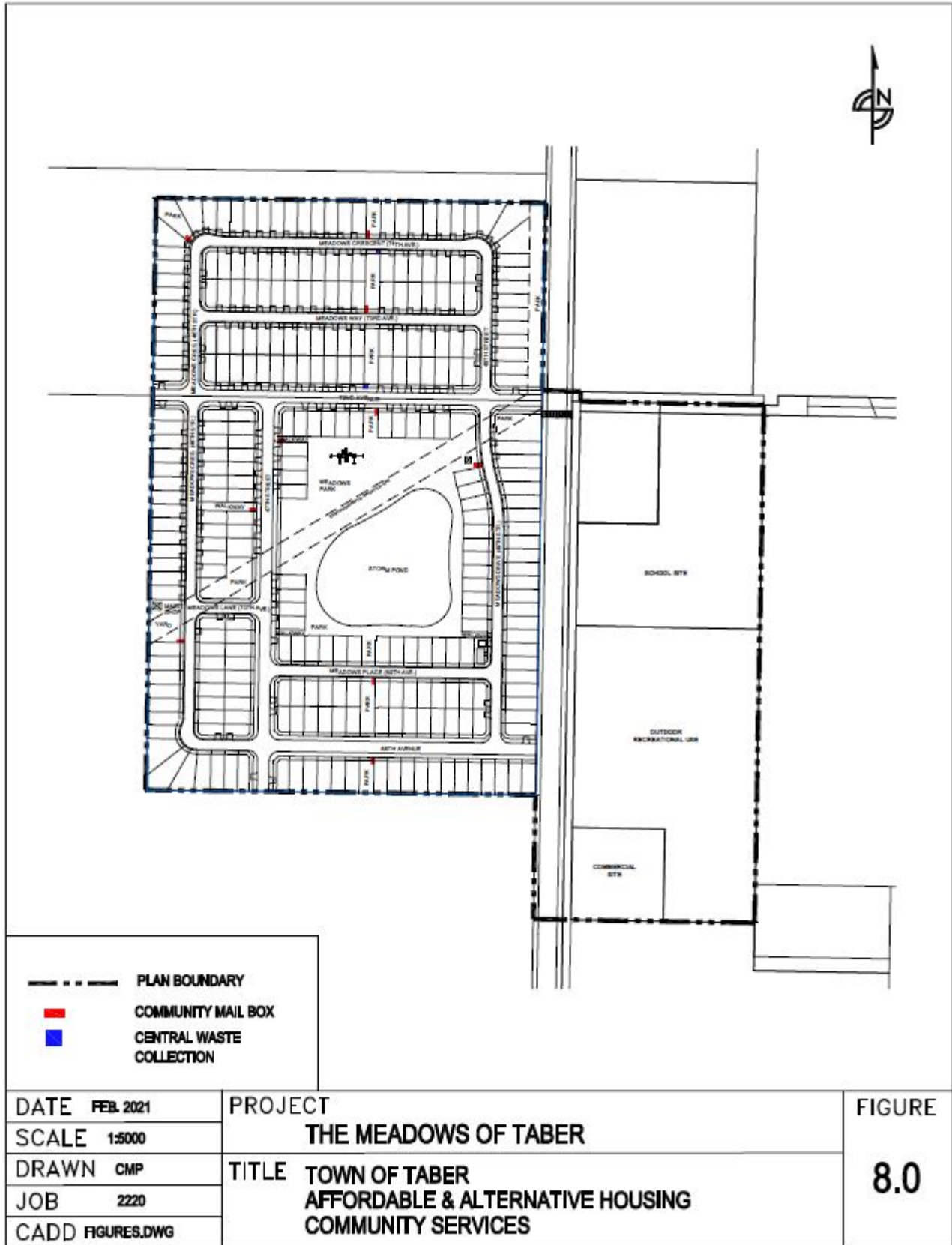
### 8.2 POSTAL SERVICES

Canada post provides postal services within the Town of Taber. Community mail boxes will be provided in the area. While specific locations of the boxes will be determined in the detailed subdivision design, conceptual locations are shown in **Figure 8.0 – Community Services**.

### 8.3 WASTE AND RECYCLING SERVICES

Town of Taber waste and recycling services will review the subdivision plans to provide input as final development occurs. Centralized collection locations are proposed and are shown in **Figure 8.0 – Community Services**. As the development is private, these services will be private, or coordinate directly through Public Works.

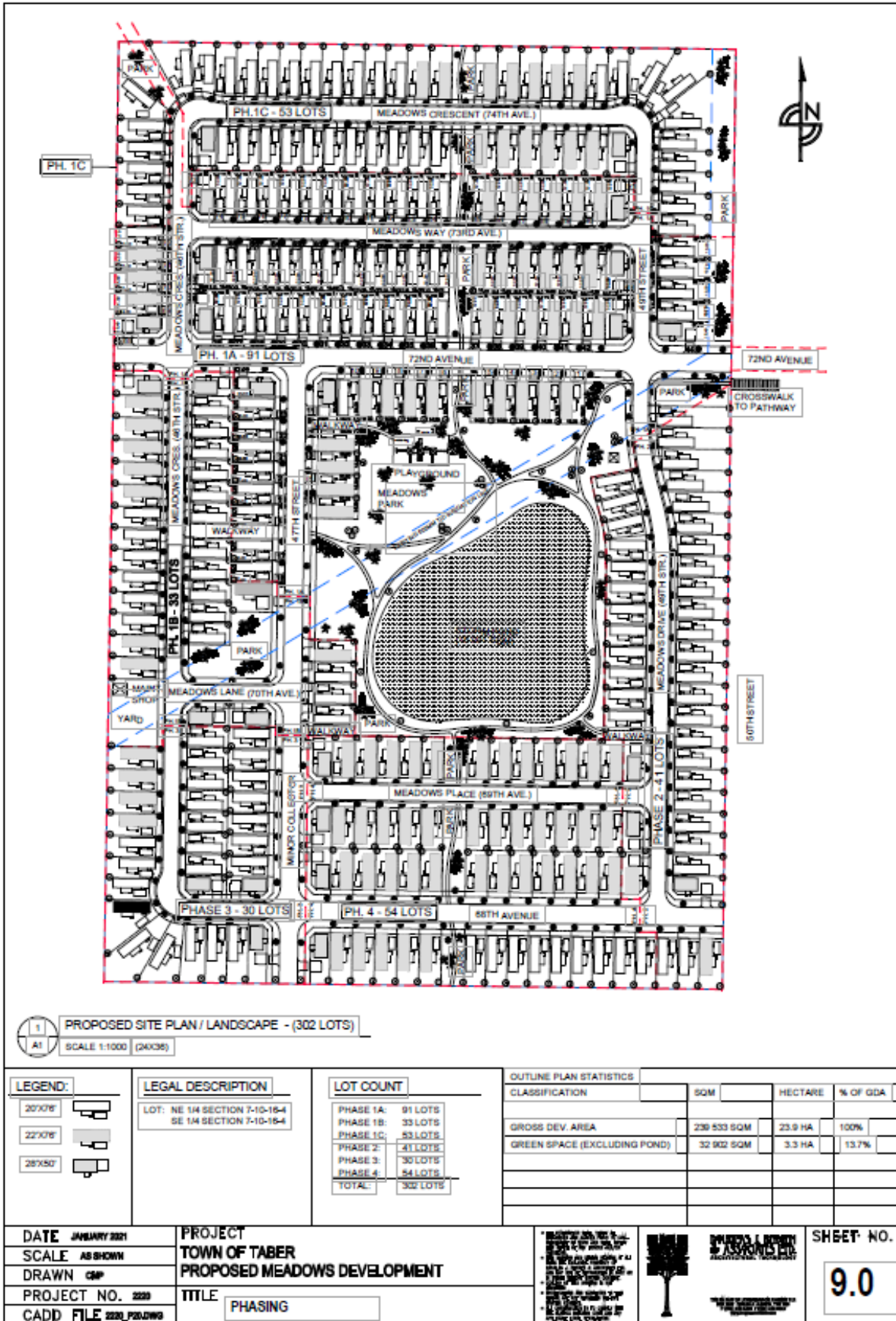
Figure 8.0 – Community Services



## 9 PHASING

The recommended phasing is shown in **Figure 9.0 – Phasing**. The main servicing and grading of the site make the northeast portion of Parcel 'A' a suitable place to begin development. Upon completion of phase one many of the stormwater and underground utilities required for the development as a whole will be in place, allowing for some flexibility in the order of future phases to meet the requirements of the Town of Taber. Development will generally begin in the north and move south throughout the phasing.

Figure 9.0 – Phasing



**APPENDIX A:**  
**CERTIFICATES OF TITLE**



LAND TITLE CERTIFICATE

S  
 LINC                      SHORT LEGAL                      TITLE NUMBER  
 0038 750 592              5440AQ;X                      201 211 224 +1

LEGAL DESCRIPTION

PLAN TABER 5440AQ  
 BLOCK X  
 EXCEPTING THEREOUT:  

PLAN	NUMBER	HECTARES	ACRES
ROADWAY	789JK	0.405	1.00
ROADWAY	4445JK	0.433	1.07
SUBDIVISION	8810937	0.757	1.87
SUBDIVISION	0414376	5.62	13.89
SUBDIVISION	2011931	3.160	7.81

 EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 4;16;10;8;SW  
 ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF TABER

REFERENCE NUMBER: 181 204 778

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
201 211 224	16/11/2020	SUBDIVISION PLAN		

OWNERS  
 THE TOWN OF TABER.  
 OF A-4900 50 STREET  
 TABER  
 ALBERTA

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	DATE (D/M/Y)	PARTICULARS
041 463 396	07/12/2004	CAVEAT RE : DEFERRED RESERVE

( CONTINUED )

-----  
 ENCUMBRANCES, LIENS & INTERESTS

PAGE 2  
 # 201 211 224 +1

REGISTRATION  
 NUMBER      DATE (D/M/Y)      PARTICULARS

CAVEATOR - THE TOWN OF TABER.  
 4900A-50 ST  
 TABER  
 ALBERTA T1G1T1

041 463 398      07/12/2004 CAVEAT  
 RE : DEVELOPMENT AGREEMENT PURSUANT TO MUNICIPAL  
 GOVERNMENT ACT  
 CAVEATOR - THE TOWN OF TABER.  
 4900A-50 ST  
 TABER  
 ALBERTA T1G1T1

TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
 ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
 TITLE REPRESENTED HEREIN THIS 15 DAY OF MARCH,  
 2021 AT 05:09 P.M.

ORDER NUMBER:    41225596

CUSTOMER FILE NUMBER:



\*END OF CERTIFICATE\*

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED  
 FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,  
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 PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING  
 OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).





LAND TITLE CERTIFICATE

S		
LINC	SHORT LEGAL	TITLE NUMBER
0036 939 767	4;16;10;7;NE,SE	181 090 891

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 16 TOWNSHIP 10  
 SECTION 7  
 THE SOUTH 1980 FEET OF THE NORTH 3960 FEET  
 OF THE EAST 1320 FEET OF THE EAST HALF  
 CONTAINING 24.3 HECTARES (60.0 ACRES) MORE OR LESS  
 EXCEPTING THEREOUT:

PLAN	NUMBER	HECTARES	ACRES (MORE OR LESS)
ROAD WIDENING	789JK	0.304	0.75

EXCEPTING THEREOUT ALL MINES AND MINERALS  
 AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF TABER

REFERENCE NUMBER: 151 288 718

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
181 090 891	04/05/2018	TRANSFER OF LAND	\$1,200,000	\$1,200,000

OWNERS

THE TOWN OF TABER.  
 OF A4900 50 ST  
 TABER  
 ALBERTA T1G 1T1

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION		
NUMBER	DATE (D/M/Y)	PARTICULARS
8025LI	16/10/1972	IRRIGATION ORDER/NOTICE THIS PROPERTY IS INCLUDED IN THE TABER IRRIGATION DISTRICT

( CONTINUED )

-----  
 ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

# 181 090 891

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
731 020 489	06/06/1973	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED. "PORTION DESCRIBED"
771 013 238	03/02/1977	CAVEAT CAVEATOR - THE OLDMAN RIVER REGIONAL PLANNING COMMISSION. DEFERRED RESERVE CAVEAT
971 279 287	19/09/1997	CAVEAT RE : EASEMENT CAVEATOR - BOARD OF DIRECTORS OF THE TABER IRRIGATION DISTRICT. ADMIN BLDG, 4900D-50 ST TABER ALBERTA

TOTAL INSTRUMENTS: 004

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 15 DAY OF MARCH, 2021 AT 05:09 P.M.

ORDER NUMBER: 41225596

CUSTOMER FILE NUMBER:



\*END OF CERTIFICATE\*

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LAND TITLE CERTIFICATE

S  
 LINC                                      SHORT LEGAL                                      TITLE NUMBER  
 0038 750 618                                      2011931;1;23                                      211 002 448

LEGAL DESCRIPTION  
 PLAN 2011931  
 BLOCK 1  
 LOT 23  
 EXCEPTING THEREOUT ALL MINES AND MINERALS  
 AREA: 4.046 HECTARES (10 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE  
 ATS REFERENCE: 4;16;10;8;SW

MUNICIPALITY: TOWN OF TABER

REFERENCE NUMBER: 201 211 224

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
211 002 448	06/01/2021	TRANSFER OF LAND	\$250,000	\$250,000

OWNERS  
 TABER SOCIETY FOR CHRISTIAN EDUCATION LTD.  
 OF 4809 - 60 AVENUE  
 TABER  
 ALBERTA T1G 1E9

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
041 463 396	07/12/2004	CAVEAT RE : DEFERRED RESERVE CAVEATOR - THE TOWN OF TABER. 4900A-50 ST TABER ALBERTA T1G1T1 " AFFECTS PART OF THIS TITLE "

( CONTINUED )

-----  
 ENCUMBRANCES, LIENS & INTERESTS

PAGE 2  
 # 211 002 448

REGISTRATION  
 NUMBER      DATE (D/M/Y)      PARTICULARS

-----

041 463 398      07/12/2004 CAVEAT  
 RE : DEVELOPMENT AGREEMENT PURSUANT TO MUNICIPAL  
 GOVERNMENT ACT  
 CAVEATOR - THE TOWN OF TABER.  
 4900A-50 ST  
 TABER  
 ALBERTA T1G1T1

TOTAL INSTRUMENTS: 002

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 2021 AT 05:09 P.M.

ORDER NUMBER:    41225596

CUSTOMER FILE NUMBER:



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 PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING  
 OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S  
 LINC                      SHORT LEGAL                      TITLE NUMBER  
 0030 826 275              0414376;1;18MR                      041 463 395 +2

LEGAL DESCRIPTION  
 PLAN 0414376  
 BLOCK 1  
 LOT 18MR (MUNICIPAL RESERVE)  
 EXCEPTING THEREOUT ALL MINES AND MINERALS  
 AREA: 0.562 HECTARES (1.39 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE  
 ATS REFERENCE: 4;16;10;8;SW

MUNICIPALITY: TOWN OF TABER

REFERENCE NUMBER: 941 039 723

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
041 463 395	07/12/2004	SUBDIVISION PLAN		

OWNERS

THE TOWN OF TABER.  
 OF 4900A-50 ST  
 TABER  
 ALBERTA T1G 1T1

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	DATE (D/M/Y)	PARTICULARS
NUMBER		
NO REGISTRATIONS		

TOTAL INSTRUMENTS: 000

PAGE 2  
# 041 463 395 +2

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 15 DAY OF MARCH,  
2021 AT 05:09 P.M.

ORDER NUMBER: 41225596

CUSTOMER FILE NUMBER:



\*END OF CERTIFICATE\*

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PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING  
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



## Town of Taber

ALL PERSONS WISHING TO ATTEND AS A DELEGATION OR A MEMBER OF THE PUBLIC FOR A COUNCIL MEETING ARE TO UTILIZE THE MAIN ENTRANCE DOORS ON 50TH STREET TO GAIN ACCESS TO THE COUNCIL CHAMBER AREA.

ALL AGENDAS AND MINUTES CAN BE FOUND AT [WWW.TABER.CA](http://WWW.TABER.CA) UNDER YOUR GOVERNMENT COUNCIL MEETINGS ARE NOW LIVESTREAM. VISIT [WWW.TABER.CA/LIVESTREAM](http://WWW.TABER.CA/LIVESTREAM)

### REGULAR/SPECIAL COUNCIL MEETING

REGULAR MEETING OF COUNCIL TO BE HELD MONDAY, APRIL 12, 2021  
AT 3:30 PM IN THE TOWN COUNCIL CHAMBERS

REGULAR MEETING OF COUNCIL TO BE HELD MONDAY, APRIL 26, 2021  
AT 3:30 PM IN THE TOWN COUNCIL CHAMBERS

### BOARD/COMMITTEE/COMMISSION MEETING

RECREATION BOARD MEETING TO BE HELD THURSDAY, APRIL 1, 2021  
AT 5:30 PM IN THE TOWN COUNCIL CHAMBERS

TABER LIBRARY BOARD MEETING TO BE HELD TUESDAY, APRIL 13, 2021  
AT 5:15 PM IN THE LIBRARY BOARD ROOM

MUNICIPAL PLANNING COMMISSION MEETING TO BE HELD MONDAY, APRIL 19, 2021  
AT 1:30 PM IN THE TOWN COUNCIL CHAMBERS

ARTS & HERITAGE COMMITTEE MEETING TO BE HELD TUESDAY, APRIL 20, 2021  
AT 5:30 PM IN THE TOWN COUNCIL CHAMBERS

## Town of Taber Public Consultation Proposed Taber Meadows Concept Plan

Take notice that the Town of Taber is proposing to adopt by resolution, the Taber Meadows Concept Plan. The purpose of the Taber Meadows Concept Plan is to provide for the development of a comprehensively planned manufactured housing community on lands owned by the Town and located at 7000 50 Street.

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## Town of Taber Public Hearing: Proposed Bylaw 9-2021 – Northwest Area Structure Plan Amendment

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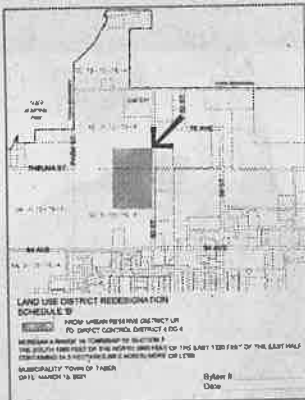
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### TAKE NOTICE THAT THE FOLLOWING APPLICATIONS FOR DEVELOPMENT HAVE BEEN CONDITIONALLY APPROVED BY THE MUNICIPAL PLANNING COMMISSION SUBJECT TO AN APPEAL PERIOD

**PS 21-003:** 5817 64 Street, Lot 10, Block 6, Plan 9911451: Portable Sign Renewal. Discretionary Use, Light Industrial District (M-1).

**DP 21-012:** 5314 49 Avenue, Lots 7-8, Block 9, Plan 5638L: Cannabis Retail Sales. Downtown District (DT).

**DP 21-016:** 5015 47 Avenue, Lots 11-14, Block 1, Plan 5638L: Freestanding Sign (Drive-thru Menu). Downtown District (DT).

**DP 21-022:** 28 Sage Brush Avenue, Lot 46, Block 5, Plan 2110220: Semi-detached Dwelling with Secondary Suite. Discretionary Use, Residential Single and Two Dwelling District (R-2).

**DP 21-023:** 34 Sage Brush Avenue, Lot 47, Block 5, Plan 2110220: Semi-detached Dwelling with Secondary Suite. Discretionary Use, Residential Single and Two Dwelling District (R-2).

**DP 21-024:** 5312 49 Avenue, Lot 6, Block 9, Plan 5638L: Cannabis Retail Sales. Downtown District (DT).

**DP 21-025:** 4837 56 Avenue, Lots 38-40, Block 32, Plan 4348R: Maximum Exterior Garage Height variance of 0.22 metres, to a maximum height of 5.22 metres, Residential Single and Two Dwelling District (R-2).

Any person affected by the above decisions may appeal the issuance of a permit to the applicant by submitting a written notice of appeal along with payment of \$350.00 to the office of the Planning Officer no later than 1:00pm on April 10th, 2021.



A - 4900 50 St. Taber, T1G 1T1  
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email: [town@taber.ca](mailto:town@taber.ca) • website: [www.taber.ca](http://www.taber.ca)  
Keeping Our Community Informed



Call  
opink  
a



### REGULAR/SPECIAL COUNCIL MEETING

REGULAR MEETING OF COUNCIL TO BE HELD MONDAY, APRIL 12, 2021  
AT 3:30 PM IN THE TOWN COUNCIL CHAMBERS

REGULAR MEETING OF COUNCIL TO BE HELD MONDAY, APRIL 26, 2021  
AT 3:30 PM IN THE TOWN COUNCIL CHAMBERS

### BOARD/COMMITTEE/COMMISSION MEETING

RECREATION BOARD MEETING TO BE HELD THURSDAY, APRIL 1, 2021  
AT 5:30 PM IN THE TOWN COUNCIL CHAMBERS

TABER LIBRARY BOARD MEETING TO BE HELD TUESDAY, APRIL 13, 2021  
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### VOLUNTEER BOARD/COMMITTEE/COMMISSION VACANCIES

The Town of Taber is looking for the public to help fill this vacancy:

#### Municipal Planning Commission

1 resident of the Town of Taber

Applications for the above may be picked up at the Town Administration Office,  
or apply easily online at [www.taber.ca/volunteer](http://www.taber.ca/volunteer)

Further information may be obtained by contacting

Kerry Van Ham, Administrative Services Manager at 403-223-5519.

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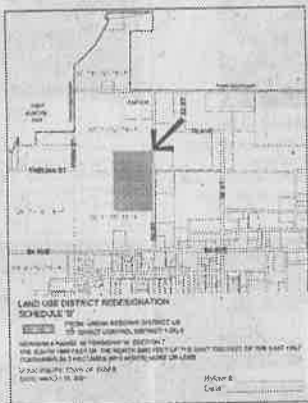
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Keeping Our Community Informed



## Council Request for Decision

**Meeting Date:** April 12, 2021

**Subject:**

Communities in Bloom Week Proclamation

**Recommendation:**

That Council proclaims the week of May 3<sup>rd</sup>, 2021 as Communities in Bloom Week in the Town of Taber, and authorizes the Mayor to sign the proclamation form.

**Background:**

Taber Communities in Bloom has requested Council proclaim the week of May 3<sup>rd</sup> as Communities in Bloom Week in Taber.

Municipalities across Alberta and Canada are encouraged to proclaim this week as a gesture to honour the volunteer groups dedicated to fostering civic pride, environmental responsibility, and beautification.

The Proclamation Form is attached for Council information.

**Legislation / Authority:**

MGA Section 3

**Strategic Plan Alignment:**

Enhance sense of community

**Financial Implication:**

None.

**Service Level / Staff Resource Implication:**

Levels will remain status quo.



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**Justification:**

This is an opportunity to recognize a local volunteer group who have won numerous awards for their work and have helped beautify our community year-round. Their work is recognized locally and provincially, and proclaiming this week will honour them for their service.

**Alternative(s):**

1. Council may request a different week to Proclaim.
2. Council may request further information from representatives of Taber Communities in Bloom.

**Attachment(s):** Proclamation Form

**APPROVALS:**

**Originated By:**  
Meghan Brennan

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

# Communities in Bloom

## Communities in Bloom Week



### Proclamation

Whereas, in Canada, we are fortunate to have a multitude of communities committed to fostering civic pride, environmental responsibility and beautification; and

Whereas, communities are committed to ensuring sustainable development for future generations; and

Whereas, participation in Communities in Bloom builds communities, strengthens volunteer and community development, enhances social interaction, and creates community pride; and

Whereas, the benefits provided by Communities in Bloom may boost the economy, create sustainability, enhance property values, attract new business, and increase tourism; and

Whereas, our parks, open spaces, green spaces and trails ensure sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

Whereas, all community levels: municipal, residential, commercial and institutional work together to ensure the voluntary sector and private enterprise throughout the Country participate in the planning, development and operation of recreation and parks programs, services and facilities.

Now, Therefore be it Resolved, that Communities in Bloom does hereby proclaim that the week of May 3 through May 7, has been designated as Communities in Bloom Week which will annually recognize and celebrate the benefits derived from Communities in Bloom and the countless volunteers and individuals that make our communities great places to live.

Therefore, \_\_\_\_\_ (name of municipality/ organization), in recognition of the benefits and values that Communities in Bloom does provide, do hereby designate the week of May 3, 2021 (or any other week in May 2021 more suitable for the community) as Communities in Bloom Week.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021 by:

\_\_\_\_\_ (printed name and title)

\_\_\_\_\_ (signature)





## Council Request for Decision

**Meeting Date: April 12, 2021**

**Subject:**

Council Remuneration Policy C-2

**Recommendation:**

Council direction is requested.

**Background:**

As per the Council Remuneration Procedure C-2 Section 2:

“In the fourth year of a Council term, Administration will prepare a request for decision prior to May of that year to seek Council’s approval to establish a 3 person member-at-large committee to review Council remuneration.”

And:

Section 3: “If Council passes a resolution to establish a remuneration committee, Administration shall advertise for volunteers for a minimum of 3 weeks.”

Therefore, Administration is bringing forth the Policy and Procedure to determine Council’s direction on how they would like to handle the renewal of the Remuneration Policy and whether they would like to establish the committee. Resolution options are provided in the Alternatives Section for Council’s review.

Should Council choose Alternative Resolution #1, no changes to pay will be made and Administration will bring back the Policy for Council’s approval at the next Regular Meeting.

Should Council choose Alternative Resolution #2, Administration will advertise for 3 members of the public to investigate remuneration for Council and bring their findings back to a future meeting of Council.

The Policy and Procedure are also attached for Council’s consideration.

**Legislation / Authority:**

MGA Section 3

**Strategic Plan Alignment:**

Define and practice good governance.

**Financial Implication:**

Dependent on Council's direction. Should Council decide on a committee, there would be costs for advertising for volunteers.

**Service Level / Staff Resource Implication:**

Dependent on Council direction. Administration would be tasked with advertising a committee and bringing forth the volunteer applications for Council's consideration. Administration would also assist the committee in their research. Should Council choose not to move forward with a committee and keep the remuneration as is, service levels would remain status quo. As per Section 10 of the Procedure, if Council chooses not to move forward with a 3-person committee, Administration will still bring comparable municipalities' remuneration to a meeting prior to Council's annual budget meeting for their information.

**Justification:**

This is set forth in a Council policy and procedure.

**Alternative(s):**

1. Council directs Administration to bring forth the Council Remuneration Policy C-2 to the next regular Council meeting for review without changes to Council's remuneration.
2. That Council establishes a 3 person member-at-large committee to investigate Council remuneration, and for Administration to advertise for volunteers.
3. Council may request further information.



**Attachment(s):** Council Remuneration Policy  
Council Remuneration Procedure

**APPROVALS:**

**Originated By:**  
Meghan Brennan

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_



## Council Remuneration

<b>Policy No.:</b> C-2	<b>Council Resolution No.:</b> 220/10, 167/13, 195/13, 111/17, RES. 191/2017
<b>Department:</b> Administrative	<b>Authority:</b> Council
<b>Effective Date:</b> October 23, 2017	<b>Revision Date:</b> June 10/13, May 8, 2017
<b>Review Date:</b> April 2021	<b>Repealed Date:</b>
<b>Supersedes:</b> Policy 08/01/28, 03/11/23 and 30C-10/29/96, 47C 8011	
<b>Related Procedure No.:</b> C-2	
<b>Related Procedure Name:</b> Council Remuneration	

### Purpose

The Town of Taber provides a fair and reasonable level of remuneration for elected officials.


### Policy Statement


- 1) Mayor and Councillors will receive a monthly salary with a travel and subsistence allowance for the required attendance at Council and Committee meetings and various community events.
- 2) Mayor and Councillors will receive remuneration for the required attendance at out of town functions as an official representative of the Town of Taber.
- 3) Claims for meal and travel subsistence that occur from conducting out of Town business may be made in accordance with the Travel and Subsistence Policy.
- 4) Council will set the remuneration for the Mayor and Councillors in the fourth year of a Council term by resolution of Council at a regular scheduled meeting prior to the annual budget meeting.
- 5) Council may establish a 3 person member-at-large committee to review remuneration in the fourth year of a Council term to provide a recommendation for remuneration to Council for consideration prior to the annual budget meeting.
- 6) Administration shall establish procedures for this policy and shall be responsible to ensure the spirit and intent of the policy is adhered to.



**Additional References**

Travel and Subsistence Policy.

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
DATE

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER  
*Acting*

  
\_\_\_\_\_  
DATE





## Council Remuneration

<b>Procedure No.:</b> C-2	<b>Council Resolution No.:</b> N/A
<b>Department:</b> Administrative	<b>Authority:</b> Council
<b>Effective Date:</b> October 23, 2017	<b>Revision Date:</b> June 10/13, May 8/17, April 8/19, November 25, 2019
<b>Review Date:</b> April 2022	<b>Repealed Date:</b>
<b>Supersedes:</b> Policy 08/01/28, 03/11/23, 30C-10/29/96, 47C 8011	
<b>Related Policy No.:</b> C-2	
<b>Related Policy Name:</b> Council Remuneration	

### Purpose

The purpose is to develop operating guidelines for the Council remuneration policy.

### Remuneration Establishment

- 1) Annually Administration shall provide Council with the AAMDC/AMSC Wage and Salary Survey for information.
- 2) In the fourth year of a Council term, Administration will prepare a request for decision prior to May of that year to seek Council's approval to establish a 3 person member-at-large committee to review Council remuneration.
- 3) If Council passes a resolution to establish a remuneration committee, Administration shall advertise for volunteers for a minimum of 3 weeks.
- 4) Administration shall present to Council in closed session all potential members-at-large with their letter of expression for Council's consideration.
- 5) Upon Council establishing the committee, Administration shall meet with the committee to determine the criteria they will utilize to determine their recommendation.
- 6) Administration shall prepare a customized report using Municipal Affairs financial indicators municipalities, outlining monthly salaries, per diem remuneration, meal and travel expenses, and benefits for use by the remuneration committee.



- 7) Administration will also prepare a customized report using the following southern municipalities;
  - a. Cities of Brooks, Lethbridge and Medicine Hat
  - b. Counties of Lethbridge, Cypress and Newell
  - c. Municipal District of Taber
  - d. Towns of Coaldale and Redcliff.
- 8) The remuneration committee will meet as required with Administration to provide advisory and administrative support.
- 9) The committee shall present their report with their recommendation to Council for consolidation prior to the annual budget meeting of Council.
- 10) If in the fourth year of a Council term, Council chooses not to establish a remuneration committee; Administration will prepare a request for decision prior to the annual budget meeting providing a report on comparable municipalities' remuneration.
- 11) Establishment of remuneration will be by resolution of Council.

### **Administration Process**

- 1) Federal Legislation passed in 2017 eliminated tax exemption for elected officials effective January 1, 2019. **Total** allowance and remuneration of elected officials is therefore subject to income taxation and considered as earnings.
- 2) Upon Council establishing their remuneration, the finance department shall set up the appropriate deductions and remit all payroll deductions in accordance with Revenue Canada requirements.
- 3) Council members shall be paid on a monthly basis by direct deposit.
- 4) When Council members claim a per diem for attending Town business, they shall submit an expense claim indicating the purpose of the trip.
- 5) Council members, who travel on Town business, shall submit their expenses on an expense claim form within 30 days upon returning.
- 6) The Mayor will review and sign all Councillor expense claim forms. The Deputy Mayor will review and sign the Mayor's expense claim forms.




## Councillor Remuneration

- 1) **Base Salary:** An all-inclusive amount provided to Council Members for their time and service with respect to attending to Municipal matters, including all meetings regardless of duration. Rates as set out in Schedule "A".
- 2) **Travel Allowance (Non-accountable):** Provided to Council Members as an allowance to offset costs (fuel, insurance, vehicle repairs and maintenance and other expenses) incurred to travel to and from meetings (excluding regularly scheduled Council, Recreation Board, Taber Municipal Police Commission, Development Authority (Municipal Planning Commission), Subdivision and Development Appeal Board, Municipal Emergency Management Committee, Audit Committee and Library Board meetings) as elected representatives of the Municipality. This allowance covers travel expenses incurred to meet with individual residents and with representatives of community organizations. It also covers travel costs incurred while representing the Municipality at community meetings and other community events. In addition, it covers travel costs incurred by Council Members to attend to municipal business matters in their capacities as elected officials of the Municipality. Rates as set out in Schedule "A".
- 3) **Expense Allowance (Non-accountable):** Provided to Council Members as an allowance for various costs including those for phone lines, fax equipment and supplies, copying, computer equipment and supplies, hospitality expenses, provision towards fund raising community ventures, and other related expenses. These allowances are provided to offset costs, incurred by Councillors, which are not reimbursed through the Municipality's Expense Claims process as detailed in the Travel and Subsistence Policy and Procedure. Rates as set out in Schedule "A".
- 4) **Per Diem Remuneration:** Provided to Council Members for their time and service attending to Council business of a municipal nature and for the betterment of the Community, to a maximum of ten (10) days per annum, as long as the Council Member is delegated to attend by Council. Rates as set out in Schedule "A".

Any personal expenses related to the per diem remuneration are to be reimbursed through the Municipality's Expense Claims process as detailed in the Travel and Subsistence Policy and Procedure.

- 5) **Insurance Coverage:** Provided to Council Members. Please refer to the actual policy for details.

  
CHIEF ADMINISTRATIVE OFFICER

  
DATE



**Schedule "A"****Remuneration and Allowances for Elected Officials**  
Effective January 1, 2020

	Monthly Base Salary	Percentage Decrease	Decrease in Dollars	Monthly Base Salary	Total Yearly Remuneration
Mayor	\$3,972.50	5%	\$198.63	\$3,773.88	\$45,286.50
Deputy Mayor	\$2,360.88	5%	\$118.04	\$2,242.84	\$26,914.03
Councillor	\$2,222.00	5%	\$111.10	\$2,110.90	\$25,330.80

**Per Diem Remuneration:** \$125.00 per day (100% taxable)



## Council Request for Decision

**Meeting Date:** April 12, 2021

**Subject:**

Standing Item - Council Requests

**Recommendation:**

That Council uses this standing agenda item opportunity to address administration about their concerns, ask questions and direct municipal resources.

**Background:**

The Municipal Government Act only allows Mayor and Council to act by resolution or bylaw, not separately through individual direction to administration. If one member wishes to see action on a certain item that requires the deployment or diversion of municipal resources, that does not mean all or even a majority of the other six members want Town resources used in that manner. Also, it is likely that all of Council and the public want to know about issues of concern and interest in Taber, so this conversation should be shared for better governance.

To assist in this information sharing and ensure agreement on the relative importance of activities, and to facilitate a common understanding, Council established a standing item on Council agendas that would allow the Mayor and Councilors to raise issues of individual concern. This allows discussion amongst Council and with administration on how best to deal with these concerns. It is an opportunity for Council to provide suggestions or direction to administration as to how best to proceed.

The intention of this RFD is for items to be brought forward from the floor at the meeting.

**Legislation / Authority:**

*Municipal Government Act*, Section 153, Section 154, Section 180, and Section 249.

**Strategic Plan Alignment:**

Improve Internal & External Communications

Establish appropriate communication protocols between Council and Administration.



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**Financial Implication:**

The financial implication will vary depending on the discussion outcomes but should consider the alignment of Town facility and service provision with the approved budget.

**Service Level / Staff Resource Implication:**

Having a regular Council discussion about service levels will improve the ability of administration to meet the expectations of Council rather than dealing with the requests of individuals on an ad hoc basis.

**Justification:**

This will bring administration efficiencies and the better alignment of services and expenditures with the budget. It will also help improve communication protocols and adherence to the *Municipal Government Act*.

**Alternative(s):**

Alternatives will vary based on the discussion.

**Attachment(s):** Action Item Listing

**APPROVALS:**

**Originated By:**  
Raeanne Keer

**Chief Administrative Officer (CAO) or Designate:** \_\_\_\_\_

<b>Council Date</b>	<b>Resolution #</b>	<b>Resolution</b>	<b>Assigned To</b>	<b>Completed?</b>	<b>Request Return To Council by?</b>
June 11/18	292/2018	MOVED by Councillor Strojwas that Council directs Administration to start the budgetary process, and investigate a celebration for the 40 <sup>th</sup> anniversary of the twinning relationship between the Town of Taber and Higashiomi for 2021.	Admin Services	<i>In Progress</i>	Not Stated
June 25/18	311/2018	MOVED by Councillor Strojwas that Council directs Administration to commit up to \$5,000.00 in sponsorship for the Alberta/Japan Twinning Municipalities Association (AJTMA) Conference and Annual General Meeting in 2021 in conjunction with the Notogawa Friendship Society from the Council Discretionary Fund.	Admin Services	<i>In Progress</i>	Not Stated
Oct 13/20	420/2020	MOVED by Councillor Garner that Council asks Administration to look into the lighting on the west-side of the walking path around the Golf Course, and south-side, coming back with recommendation and costs, and have the Kiwanis join in.	Public Works	<i>In Progress</i>	Not Stated
Feb 22/2021	82/2021	MOVED by Councillor Strojwas that Council directs Administration to invite the Town of Raymond representatives and Terralta Inc. representatives to attend as a delegation to present information about the Town of Raymond's solar energy project at the Town of Taber Council meeting on March 22, 2021, if possible.	Admin Services	<i>In Progress</i> – Administration has been in touch with Terralta Inc, and are anticipating their attendance for the Regular Meeting on April 12, 2021, pending confirmation from the Town of Raymond.	March 22, 2021



Feb 22, 2021	83/2021	<p>MOVED by Councillor Tams that Council directs Administration to assist Council in finding a template for a Chief Administrative Officer review, and for it to return to Council at the first meeting in May 2021; and,</p> <p>That the Audit Committee forward the information it had previously collected to Administration to include in the process.</p>	Admin Services	<i>In Progress</i>	May 10, 2021
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*\* Once items have been designated completed, they will be removed from this listed at the next Council meeting*