

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 8, 2021, AT 3:30 PM.

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

Meghan Brennan

Ramin Lahiji

Phyllis Monks

Steve Munshaw

Kerry Van Ham (Via teleconference)

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, and there were none.

ADOPTION OF THE AGENDA – CONT'D

RES. 97/2021 MOVED by Councillor Garner that Council adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

1) Minutes of Regular Meeting of Council: February 22, 2021

RES. 98/2021 MOVED by Councillor Tams that Council adopts the minutes of the Regular Meeting of Council held on February 22, 2021, as presented.

CARRIED UNANIMOUSLY

2) Minutes of Special Meeting of Council: February 23, 2021

RES. 99/2021 MOVED by Councillor Strojwas that Council adopts the minutes of the Special Meeting of Council held on February 23, 2021, as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

None.

BYLAWS

1) Proposed Bylaw 12-2020 Intermunicipal Development Plan - 2nd & 3rd Reading

P. Monks, Director of Planning and Economic Development, presented proposed Intermunicipal Development Plan Bylaw 12-2020. She stated that Council gave First Reading to proposed Bylaw 12-2020 at the Regular Meeting of Council held on June 22, 2020 and a joint Public Hearing with the Municipal District of Taber was held virtually on February 23, 2021.

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BYLAWS – CONT'D

1) Proposed Bylaw 12-2020 Intermunicipal Development Plan - 2nd & 3rd Reading – CONT'D

RES. 100/2021 MOVED by Councillor Garner that Council gives Second Reading to Intermunicipal Development Plan Bylaw 12-2020, as presented.

CARRIED UNANIMOUSLY

RES. 101/2021 MOVED by Councillor Bekkering that Council gives Third and Final Reading to Intermunicipal Development Plan Bylaw 12-2020, as presented.

CARRIED UNANIMOUSLY

ACTION ITEMS

1) Economic Relief Consideration: Taber Curling Club

K. Van Ham, Administrative Services Manager, presented correspondence received from the Taber Curling Club, which leases the Curling Club facility, requesting a waiver of their lease payments for February to September 2021 due to the current COVID-19 pandemic restrictions in place by the Government of Alberta and Alberta Health Services.

RES. 102/2021 MOVED by Councillor Brewin that Council waives the Taber Curling Club lease payments for February, March, April, May, June, July, August and September 2021, 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

2) 2021 Annual Asphalt Patching RFP Award

R. Lahiji, Manager of Engineering and Public Works, presented the 2021 Annual Asphalt Patching Request for Proposal to Council, and stated that Administration is requesting that the Request for Proposal be awarded to Fenco Contracting Ltd.

RES. 103/2021 MOVED by Councillor Firth that Council awards the 2021 Annual Asphalt Patching Request For Proposal to Fenco Contracting Ltd. for the combined amount of \$36.00 per meter square exclusive of GST, with expenses to be taken from the 2021 Operating budget.

CARRIED UNANIMOUSLY

3) Red Cross Agreement

Chief S. Munshaw, of the Taber Fire Department, presented the 2021-2023 Red Cross Support Agreement to Council. He stated that the Agreement was presented to the Municipal Emergency Management Committee at their Regular Meeting held on March 1, 2021, where the Committee passed a resolution supporting the Director of Emergency Management to sign the agreement, and for it to be brought forward to Council for consideration.

RES. 104/2021 MOVED by Councillor Garner that Council supports the Mayor and Director of Emergency Management to sign the 2021-2023 Red Cross Support Agreement.

CARRIED UNANIMOUSLY

ACTION ITEMS – CONT'D

4) Community Emergency Management Program (CEMP) Update

Chief S. Munshaw presented the Community Emergency Management Plan (CEMP) to Council. He stated that the Plan was presented to the Municipal Emergency Management Committee at their Regular Meeting held on March 1, 2021, where the Committee passed a resolution accepting the updated Community Emergency Management Plan for information.

RES. 105/2021 MOVED by Councillor Bekkering that Council accepts the Town of Taber's 2021 updated Community Emergency Management Program for information.

CARRIED UNANIMOUSLY

5) Dissemination of Information Materials Policy ADM-9 Renewal

M. Brennan, Communications and Project Coordinator, presented proposed Dissemination of Information Materials Policy ADM-9 to Council in accordance with its three year review. She stated at this time Administration is not recommending any changes to the policy.

Council discussed the policy, the opening of mail received by the Town, email security, email domains, and email accessibility.

Council further discussed the town@taber.ca generic email mailbox.

MOVED by Councillor Strojwas that Council directs Administration to revise Dissemination of Information Materials ADM-9 to not open mail addressed to individual Council members or the Mayor.

Councillor Tams suggested a friendly amendment that Council approves Dissemination of Information Materials Policy ADM-9, and revises Item 10 to state that all mail addressed to individual Councillors or the Mayor is opened by individual Councillors or the Mayor.

ACTION ITEMS – CONT'D

5) Dissemination of Information Materials Policy ADM-9 Renewal – CONT'D

Councillor Strojwas accepted the friendly amendment.

Council further discussed email security, email accessibility, and the town@taber.ca general email inbox.

RES. 106/2021 MOVED by Councillor Strojwas that Council approves Dissemination of Information Materials Policy ADM-9, and revises Item 10 to state that all mail addressed to individual Councillors or the Mayor are opened by individual Councillors or the Mayor.

CARRIED

6) Standing Item - Council Requests

J. Orwa, Interim Chief Administrative Officer, presented the Standing Item – Council Requests Action Item Listing.

Council requested an update on RES. 420/2020, regarding lighting on the west and south side of the walking path around the Golf Course, and the partnership with the Kiwanis Club of Taber.

G. Scherer, Interim Chief Administrative Officer, stated that Administration has received pricing from Fortis and installation costs from a contractor, but are waiting for additional information from the Kiwanis Club of Taber.

MOVED by Councillor Strojwas that Council directs Administration to hire a Human Resources employee.

Council discussed the Human Resource position, and Administration's future plans for the position.

Council further discussed the operational budget in regards to staff, and the responsibility of the Chief Administrative Officer to hire staff.

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ACTION ITEMS – CONT'D

6) Standing Item - Council Requests – CONT'D

Councillor Strojwas withdrew his previous motion.

Council discussed the need for a full-time Health and Safety Manager or Coordinator.

Council further discussed deferring the conversation regarding a Human Resource position and a Health and Safety position to Administration, and allowing Administration to bring information back to a future Council meeting.

Council inquired if any residents have requested an additional garbage bin.

Mr. Scherer advised that the Town has received one inquiry at this time.

Council discussed Temporary Mandatory Face Coverings Bylaw 22-2020, and the Government of Alberta Public Health Order 04-2021, which makes masks mandatory in indoor public places Province-wide.

RES. 107/2021 MOVED by Councillor Bekkering that Council takes a recess, and reconvenes at 5:00 PM for Delegations.

CARRIED UNANIMOUSLY AT 4:15 PM

Mayor Prokop reconvened the meeting at 5:00 PM.

Councillor Strojwas noted that he is an active board member of the Taber Golf Club, and stated that he did not believe that Section 173 Effect of Pecuniary Interest on Agreements of the *Municipal Government Act* applied to Agenda Item 7.1) Delegation: Taber Golf Club and Communities in Bloom.

DELEGATIONS

1) Taber Golf Club and Communities in Bloom

B. Gladys, of the Taber Golf Club, and J. Holman, M. Rombough, and S. Tams, of Communities in Bloom, presented a request to Council for funding for a beautification project at and around the maintenance areas at the Taber Golf Club for a total of \$30,000.00.

Council discussed the proposed beautification project and the requested funding.

RES. 108/2021 MOVED by Councillor Tams that Council thanks the delegation for their presentation; and,

Council directs Administration to place this request in the 2021 budget, and be funded through Operating Reserves for \$30,000.00.

CARRIED UNANIMOUSLY

2) Delegation: Oldman Watershed Council

S. Frank, Executive Director of the Oldman Watershed Council, presented the Oldman Watershed Council 2020-2021 Projects and Activities Report to Council.

Council discussed the presented report.

RES. 109/2021 MOVED by Councillor Firth that Council extends a thank you to the Oldman Watershed Council for their Delegation presentation; and,

That Council accepts the presentation from the Oldman Watershed Council for information purposes.

CARRIED UNANIMOUSLY

MEDIA INQUIRIES

None.

RES. 110/2021 MOVED by Councillor Tams that Council takes a 5 minute recess, and moves into Closed Session to prevent the disclosure:

- Of applicant personal information that is evaluative for the purpose of determining the applicant's suitability, in accordance with Section 19(1);
- Of recommendations developed for a public body, in accordance with Section 24(1): Advice from officials; and,
- 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*.

CARRIED UNANIMOUSLY AT 5:40 PM

CLOSED SESSION

- 1) **Proposed Arena Concession Lease Renewal Closed Session to prevent the disclosure of recommendations developed for 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) Proposed Arena Concession Lease Renewal: J. Orwa, Interim Chief Administrative Officer and Director of Finance, G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works, and K. Van Ham, Administrative Services Manager.

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CLOSED SESSION – CONT'D

2) Board Appointment – Subdivision and Development Appeal Board

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

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.2) Board Appointment – Subdivision and Development Appeal Board: J. Orwa, Interim Chief Administrative Officer and Director of Finance, G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works, and K. Van Ham, Administrative Services Manager.

3) Council Code of Conduct

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: J. Orwa, Interim Chief Administrative Officer and Director of Finance, and G. Scherer, Interim Chief Administrative Officer and Director of Engineering and Public Works.

CLOSED SESSION – CONT'D

4) 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*.

Pursuant to Section 197(6) of the *Municipal Government Act*, there were the following members of Administration in attendance for Agenda Item 9.4) Discussion with Council: 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. 111/2021 MOVED by Councillor Tams that Council reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 7:07 PM

RES. 112/2021 MOVED by Councillor Garner that Council authorizes the Ice Arena Concession Operator lease for the property located at Community Centre, Block C, Plan 7282JK, 4712 50 Street to Maggie's Place, for a term to expire August 31, 2024; and,

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

CARRIED UNANIMOUSLY

RES. 113/2021 MOVED by Councillor Firth that Council appoints Celina Newberry to the Subdivision & Development Appeal Board for a two (2) year term to expire December 31, 2022.

CARRIED UNANIMOUSLY

CLOSE OF MEETING

RES. 114/2021 MOVED by Councillor Tams that this Regular Meeting of Council is hereby Closed.

CARRIED UNANIMOUSLY AT 7:011 PM



MAYOR



INTERIM CHIEF ADMINISTRATIVE OFFICER

