

Minutes of the regular meeting of the Council of the Municipal District of Taber held in the Council Chambers of the Administration Building at Taber, Alberta on Tuesday, February 28, 2017.

Attendance

Those present were:

Brian Brewin	- Reeve
Merrill Harris	- Division 1 Councillor
Tom Machacek	- Division 2 Councillor
Ben Elfring	- Division 4 Councillor
Bob Wallace	- Division 5 Councillor
Duff Dunsmore	- Division 6 Councillor
Derrick Krizsan	- Municipal Administrator
Bryan Badura	- Director of Corporate Services
Candice Robison	- Recording Secretary
Jeremy Wickson	- Director of Public Works
Jack Dunsmore	- Director of Planning & Infrastructure
Jason Bullock	- Director of Agricultural Services
Brian Peers	- Director of Municipal Lands & Leases
John Sinclair	- Director of Hamlets & Utilities
Nikki Jamison	- Taber Times

Absent: Dwight Tolton

Resolution No. Agenda
Item #

1. Call to Order

Reeve Brian Brewin called the meeting to order at 8:59 a.m.

2. Agenda

Resolution No. MOVED by Councillor Merrill Harris that the agenda be as accepted with the following
C-2017-3796 additions:

5C – Jack’s Report – Additional Information
6A – Accounts for Payment (Batch 20748)
7G – CCI Wireless – Letter of Support Request
8H – Appointments
8I – MD Grazing Lease Assignment Request

CARRIED

3.A Minutes – February 14, 2017

Resolution No. MOVED by Councillor Duff Dunsmore that the minutes of the regular meeting of the Municipal
C-2017-3797 Council held on February 14, 2017 be accepted as presented.
CARRIED

4.A Business Arising

Resolution No. MOVED by Councillor Bob Wallace to table the Vauxhall Grazing Association / Vauxhall
C-2017-3798 Agricultural Society Leases.
CARRIED

5.A CAO Report

Resolution No. MOVED by Councillor Merrill Harris that the report of Derrick Krizsan, CAO, a copy of which is
C-2017-3799 attached to and forms part of these minutes be accepted.
CARRIED

5.B Jeremy Wickson – Director of Public Works

Resolution No. MOVED by Councillor Merrill Harris that the reports of Jeremy Wickson, Director of Public
C-2017-3800 Works, a copy of which is attached to and forms part of these minutes be accepted.
CARRIED

Resolution No. MOVED by Councillor Bob Wallace to tender the surplus 1983 Ford fire truck for sale on a “as
C-2017-3801 is where is” basis.
CARRIED

Resolution No. MOVED by Councillor Merrill Harris to provide the surplus bobcat to the Taber Shooting
C-2017-3802 Foundation on a “as is where is” basis at a nominal cost of \$1.00.
CARRIED

Resolution No. MOVED by Councillor Ben Elfring to advertise the surplus rock box for sale by tender.
C-2017-3803 CARRIED

5.C Jack Dunsmore – Director of Planning & Infrastructure

Resolution No. MOVED by Councillor Merrill Harris that the report of Jack Dunsmore, Director of Planning
C-2017-3804 and Infrastructure, a copy of which is attached to and forms part of these minutes be
accepted.
CARRIED

- Resolution No. C-2017-3805
 MOVED by Councillor Bob Wallace to remove the coin operated showers at the MD Park and replace with timed spring operated showers in the new shower bathroom facility planned for the MD of Taber Park.
 CARRIED
- Resolution No. C-2017-3806
 MOVED by Councillor Ben Elfring to install stainless steel fixtures in the new shower facility at the MD Park.
 CARRIED
- Resolution No. C-2017-3807
 MOVED by Councillor Tom Machacek to accept for information the Village of Barnwell to MD Campus waterline information.
 CARRIED
 Councillor Merrill Harris declared conflict and abstained from voting
- 5.D John Sinclair – Director of Hamlets & Utilities
- Resolution No. C-2017-3808
 MOVED by Councillor Merrill Harris that the report of John Sinclair, Director of Hamlets & Utilities, a copy of which is attached to and forms part of these minutes be accepted.
 CARRIED
- 8.E Land Swap Proposal with BRID
- Resolution No. C-2017-3809
 MOVED by Councillor Bob Wallace to proceed with the land swap with BRID for the construction of additional water storage at the Vauxhall Regional Water Services Commission facility and to assume responsibility for a drainage right of way near the Hamlet of Enchant. Property description: BRID parcel – 14 acres at SE 15-13-16-W4 & MD parcel – 14 acres at NE 13-13-16-W4.
 CARRIED
- 5.E Jason Bullock – Director of Agricultural Services
- Resolution No. C-2017-3810
 MOVED by Councillor Merrill Harris that the report of Jason Bullock, Director of Agricultural Services, a copy of which is attached to and forms part of these minutes be accepted.
 CARRIED
- Resolution No. C-2017-3811
 MOVED by Councillor Bob Wallace to salvage the parts from the old shower house at the MD of Taber Park and provide the old shower house building to the regional fire service for fire training purposes.
 CARRIED
- 5.F Brian Peers – Director of Municipal Lands and Leases
- Resolution No. C-2017-3812
 MOVED by Councillor Merrill Harris that the report of Brian Peers, Director of Municipal Lands and Leases, a copy of which is attached to and forms part of these minutes be accepted.
 CARRIED
- Resolution No. C-2017-3813
 MOVED by Councillor Bob Wallace to name the Grassy Lake subdivision underway at Grassy Lake the “Turnbull Industrial Park” in recognition of the contributions to Grassy Lake area by the Turnbull family.
 CARRIED
 Reeve Brian Brewin abstained from voting
- 8.G Other Business – MD of Taber Grazing Lease Renewal
- Resolution No. C-2017-3814
 MOVED by Councillor Merrill Harris to authorize administration to renew the MD of Taber Grazing Lease with current leaseholders at the current lease rental rate.
 CARRIED
- 8.I Other Business – MD Grazing Lease Assignment Request
- Resolution No. C-2017-3815
 MOVED by Councillor Tom Machacek to approve the assignment of MD Grazing Lease for NE 26-9-15-W4, NW 26-9-15-W4 and NW 25-9-15-W4 from Maureen Paterson to Tom Paterson.
 CARRIED
- 9.B Delegation – Regional Fire Chief & Deputy Regional Fire Chief
- Regional Fire Chief Brian Schafer and Deputy Regional Fire Chief Joe Bruyere were present to discuss and provide an update on the Regional Fire Initiative.
- Resolution No. C-2017-3816
 MOVED by Councillor Bob Wallace to take a full page out in the Taber Time and Vauxhall Advance for the regional fire initiative to ensure all citizens in the MD of Taber are aware of the Council report to the citizens of the MD of Taber on this issue.
 CARRIED
- 8.B Other Business – Volunteer Firefighter Compensation for Extended Training Courses
- Resolution No. C-2017-3817
 MOVED by Councillor Ben Elfring to provide “council per diem” compensation for volunteer firefighters engaged in training which takes volunteers out of the communities for extended periods and to provide medical insurance costs and expenses if they are out of the Country for training.
 CARRIED

- 8.C Other Business – Vauxhall Regional Fire Department Chief Report – January
- Resolution No. C-2017-3818
 MOVED by Councillor Bob Wallace to accept the Vauxhall Regional Fire Department Chief Report for information.
 CARRIED
- 8.H Other Business – Appointments
- Resolution No. C-2017-3819
 MOVED by Councillor Tom Machack to approve the appointments of Fire Chiefs and Deputy Fire Chiefs as follows:
 Enchant Fire Department: Fire Chief Terry Rose, Deputy Chief Kurtis McLeod
 Hays Fire Department: Fire Chief Jim Yaroslowsky, Deputy Chief Kelly Meier
 Grassy Lake Fire Department: Fire Chief Steve Yarich, Deputy Chief Rudy Unger
 MD Regional Fire Department (Taber): Fire Chief Joe Bruyere, Deputy Chief Kirk Hughes
 Vauxhall Regional Fire Department: Fire Chief Brian Schafer
 CARRIED
- 9.A Delegation – Darren Davidson – Alberta Transportation
- Darren Davidson from Alberta Transportation to discuss and provide information and an update including 864 & HW3 corner traffic light, STIP funding, 521, slide sloping and 524.
- Adjourn for Lunch
- The meeting adjourned for lunch at 11:58 a.m.
- Reconvene
- The meeting reconvened at 1:04 p.m.
- 6.A Finance – Accounts for Payment
- Resolution No. C-2017-3820
 MOVED by Councillor Ben Elfring that the accounts Batch 20662, 20681, 20683, 20684, 20689, 20696, 20729, 20748 a copy of which is attached to and forms part of these minutes, be accepted as printed.
 CARRIED
- 6.B Finance – Bank Reconciliation
- Resolution No. C-2017-3821
 MOVED by Councillor Duff Dunsmore that the Bank Reconciliation ending December 2016 be accepted as printed.
 CARRIED
- 6.C Finance – Operating Financial Statement – January 2017
- Resolution No. C-2017-3822
 MOVED by Councillor Tom Machacek that the Operating Financial Statement ending January 2017 be accepted for information.
 CARRIED
- 6.D Finance – Capital Transaction Report – January 2017
- Resolution No. C-2017-3823
 MOVED by Councillor Merrill Harris that the Capital Transaction Report ending January 2017 be accepted for information.
 CARRIED
- 7.F Correspondence – Letter from Town of Taber – Intermunicipal Discussion
- Resolution No. C-2017-3824
 MOVED by Councillor Ben Elfring to appoint the current IMDP committee to the IDP Preparation Committee.
 CARRIED
- Councillor Bob Wallace opposed
- 7.A Correspondence – Apex Youth Awards
- Resolution No. C-2017-3825
 MOVED by Councillor Ben Elfring to purchase four tickets for the APEX Youth Awards.
 CARRIED
- 7.B Correspondence – Letter from Carol Zelenka
- Resolution No. C-2017-3826
 MOVED by Councillor Tom Machacek to provide Carol Zelenka a \$250.00 budget for a package for the EDA Conference.
 CARRIED
- 7.C Correspondence – Letter to Darren Davidson – Alberta Transportation
- Resolution No. C-2017-3827
 MOVED by Councillor Bob Wallace to send the letter to Darren Davidson, Regional Director – Alberta Transportation which has been prepared by the Town of Vauxhall and MD of Taber.
 CARRIED

- 7.D Correspondence – Letter from Dean Parker – Street Wheelers Car Club
- Resolution No. C-2017-3828
 MOVED by Councillor Tom Machacek to consult with the Airport Committee for use of the Vauxhall Airport by the Street Wheelers Car Club on September 23 or 30 and that conditional approval be granted based upon feedback, insurance and other relevant issues that arise.
 CARRIED
- 7.E Correspondence – Letter to Mr. Shields – Youth Employment Program
- Resolution No. C-2017-3829
 MOVED by Councillor Merrill Harris to write a letter of support for the Youth Employment Program addressed to Mr. Martin Shields – Member of Parliament – Bow River Constituency.
 CARRIED
- 7.G Correspondence – CCI Wireless – Letter of Support Request
- Resolution No. C-2017-3830
 MOVED by Councillor Bob Wallace to provide a letter of support to CCI Wireless for their grant application for the Connect to Innovate Grant.
 CARRIED
- 8.A Other Business – AAMDC Spring 2017 Resolutions
- Resolution No. C-2017-3831
 MOVED by Councillor Ben Elfring to accept the AAMDC Spring 2017 resolutions for information.
 CARRIED
- 8.D Other Business – Taber Emergency Services Report – January
- Resolution No. C-2017-3832
 MOVED by Councillor Merrill Harris to accept the Taber Emergency Services January 2017 report for information.
 CARRIED
- 8.F Other Business – Annual Meeting Date
- Resolution No. C-2017-3833
 MOVED by Councillor Ben Elfring to conduct the Annual General Meeting of the Municipal District of Taber on April 25, 2017 at 7:00 p.m. in the MD of Taber Council Chambers.
 CARRIED
12. Adjourn
- Resolution No. C-2017-3834
 MOVED by Councillor Ben Elfring that the meeting adjourn at 2:52 p.m.
 CARRIED

Reeve

Municipal Administrator

Report for Council

CAO Report – February 28, 2017

February 14, 2017 Council Business

- letter of support to TID – wrpp program
- letter of thanks to Rosanne Horrocks
- letter to MD library board indicating that Deb Brewin has been accepted as a member of the MD library board representing Grassy Lake library
- letter to Deb Brewin indicating that she has been appointed to the MD library board. Cc: MD library board
- letter to Minister of Municipal Affairs advocating for ORRSC funding
- letter of support for Taber and district chamber of commerce for government of Alberta visitor services innovation fund
- suspended the planned linear assessment appeal.
- notified foothills little bow association members of the suspension of the planned linear assessment appeal
- RSVP ben, bob and tom to attend the Vauxhall academy of baseball fundraiser – purchase a table for 8
- Undertaking sale process for council approved sales of the following properties:
 - Lot 47, Block 16, Plan 0810493 in Hays to David and Bernhard Giesbrecht
 - Lot 10, Block 14, Plan 0814255 in Enchant to Isaak Fehr
 - Lot 47, Block 44, Plan 1510055 in grassy lake to panther homes and contracting
- staff investigating establishing a truck park in Hays west of the Co-op fuel depot.
- Staff reviewing the availability of lots in the hamlets for future development.
- notified Taber and district chamber of commerce that the MD is available on April 4 for a joint meeting
- Taber seed cleaning association notified of council offer to provide property in Grassy Lake for a seed cleaning plant. Subdivision process to begin soon.
- Staff met with Westco construction on park shower / washroom facility
- Public works notified Copperfield of decision to sell grader
- notified MD library board that the council has accepted the resolution of the library board to appoint auditor
- letter to municipal affairs requesting a review of the disallowed disaster recovery program applications for road gravelling
- Sale of NW/SE 34-13-17-W4 and SW 34-13-17-W4 underway
- letter of support for regional stormwater management plan
- ASB and Public Works notified to coordinate the MD of Taber assistance to the annual Cornfest including the supply and removal of 850 feet of snow fence (orange high visibility plastic fencing) and steel posts (town to install)
- letter to chamber of commerce providing letter of commitment for council.

- Lands to provide council requested information on the lease agreement for MD owned property east of Vauxhall (Vauxhall grazing) as well as the Vauxhall ag society and to add this information to the next council agenda.
- joint council meeting with Vauxhall February 21 at 4:30 p.m.

February 28, 2017 Council Business

- St. Pats Committee established - final recommendations for MD contributions to come forward for review by MD council at a future date.
- Letter to the Minister of Municipal Affairs congratulating him on his appointment
- RSVP Ben, Bob, Tom, Merrill to FCSS all councils meeting
- Executed and return the AFRRACS access agreement
- Application for bridge funding made to the Strategic Transportation Infrastructure Program for the bridge files as outlined in the January 23, 2017 council agenda.
- In the process of implementing critical illness caregiver program – planning introduction of the program to staff at spring safety meeting in April
- signed and returned the OWC Southern Alberta Water Charter 2017 with the Oldman river boat dock on the north side of the river as the project to be outlined in the charger document.

Staffing as of December 31, 2016

A total of 57 full time 1 – Mat leave, 22 seasonal and 6 contractors , 1 RCMP contractor
12 District grader operators (9 full time 3 seasonal) 2 full time off on sick leave
5 Gravel crew (1 full time –4 seasonal)

Report for Council

4 Crusher crew (1 full time. 3 seasonal) 2 laid off
13 Construction crew (7 full time –6 seasonal) 2 laid off, 1 off sick
6 Shop (6 full time)
3 Oiling Crew (1 full time (2 seasonal) 1 laid off
8 ASB (5 full time –3 seasonal) 1 laid off
2 Park (2 contracted)
12 Hamlet and Utilities and Landfill (9 full time – 3 contracted) 1 supervisor– 1 hamlet foremen full time –3
Vauxhall Regional Water Treatment Plant Operator – 3 Highway 3 Regional Water operator 1 – hamlet assistant– 3
contracted landfill operators) 1 full time off on sick leave
2 By law Enforcement (contracted)
6 Administration clerical (3 full time , 1 seasonal term – 1 part time 1 – on Mat leave)
1 Director of Corporate Services
1 Director of Public Works
1 Director of Planning and Infrastructure
1 Director of Municipal Lands and Leases
1 Administrator
3 Assessment - 2 Full time 1 part time student
3 GIS (2 full time – 1 contract)
4 Special projects (3 full time 1 seasonal)
1 Regional Fire Chief
1 Deputy Regional Fire Chief

Other

- Fire initiative newsletter being distributed week of February 28
- Coordinated with Regional and Deputy Regional Fire Chiefs on Regional Fire Initiative
- Addressed ongoing legal and regulatory matters pertaining to municipal business
- Reviewing municipal policy and procedures relating to operational matters
- Executing succession plan. Job ads for deputy director hamlets and utilities and development officer / economic development offer placed and resumes being received
- Ongoing review of news and correspondence relating to Modernized Municipal Government Act and Regulations
- Taber shooting foundation meetings
- Vauxhall and District regional water services commission business – next meeting March 30
- Highway 3 Regional Water Services Commission - meeting held February 24
- Municipal Operations and Maintenance Facility business
- Foothills Little Bow Association business and planning for September 2017 meeting
- Development and Economic Development issues
- 2017 Budget
- Management team and staff meetings
- Monthly municipal meetings
- Numerous other projects

Report for Council

Director of Public Works – February 2017

Construction

- MD Campus Site Preparation Jan.23-May 31
- TWPR 8-4 from RR 17-4 to 17-2 (2 miles) Summer 2017
- TWPR 8-2 from RR 17-4 to 17-2 (2 miles) Summer 2017
- RR 17-2 from TWPR 8-2 to 8-4 (2 miles) Summer 2017
- RR 13-1 from Hwy 3 to TWPR 10-0 (3 miles) Fall 2017
- Clay capping (Division 6 and 7) TBD

Forecast

- Capital Project Construction Schedule May-November
- Design/survey work for construction projects Ongoing
- Pit reclamation (Barrany and South Hays) TBD

Projects Crew

- Bridge inspections
- Winter maintenance
- Oldman River - Boat launch August 2017
- Victoria and Ottawa Square – base preparation Summer 2017
- Culvert installations – construction projects **Ongoing**
- Culvert maintenance and replacements (inventory list) **Ongoing**
- Gravel Pit testing **Completed**

Forecast

- Construction projects and culvert maintenance

Gravel Crew

- Winter maintenance
- Gravel totals for 2016 were in excess of 125,000 yards and over 400 miles
- Gravel staging on MD campus
- Gravel staging for Barnwell school
- 2017 Gravel schedule for March through November **Completed 0 of 400 miles**

Forecast

- South MD Gravel Haul from Owens Pit (Start date: TBD)
- North MD Gravel Haul Copperfield Pit (Start date: TBD)
- Construction projects

Report for Council

Maintenance Crew

- Winter bridge maintenance
- Firehall and shop line painting
- Spray patching and cold mix patch repairs
- Hwy 3 Service Road – MD Campus MG30 project Spring 2017
- Vauxhall airport runway crackfilling

Forecast

- Cold mix patching, spray patching hard surface roads

Grader Districts

- Snow maintenance
- Gravel road maintenance
- Review of map for district gravelling for 2017 schedule

Crusher Crew

- Winter maintenance on crushing equipment **Completed**
- Gravel stockpiling, crushing 1 and 1 ½ inch in Barnwell pit starting March, will run till end of May (Production forecast 50,000 tonnes of 1 inch, 10,000 tonnes of ¾ inch, 5,000 tonnes of 5/8 inch)
- Two shift rotation will start in April, will run till end of September
- TOTAL gravel production – 0 tonnes of 1 inch, 0 tonnes of 1 ½ inch, 0 tonnes of 5/8 inch, as of end of February production

Forecast

- Speaker production gravel forecast - 60,000 yards of 1 inch
- Reti production gravel forecast - 50,000 yards of 1 inch, 10,000 yards of 1 ½ inch
- Maintenance logging and production schedule preparation

Maintenance - Shop

- Engine (Cummins ISX) rebuild 2004 Peterbilt tandem
- Major equipment repairs, graders, scrapers, tractors, crusher, etc.
- CVIP inspections ongoing (8 completed in January)
- Taber firehall - all equipment serviced and inspected
- Maintenance, servicing and equipment repairs ongoing

Manpower

- Supervisor meetings to review operational and capital planning and production schedules
- Training sessions – TDG, Workplace Inspections, Accident/Incident Investigation, Flagger Safety
- Seasonal staff returning in March for construction and crushing operations

Report for Council

Capital Purchases

- John Deere graders to be delivered in March
- 2014 CAT D6N LGP dozer delivered beginning of January
- Rotary Mobile Equipment Lifts delivered mid-January, orientation completed with Keller
- Trimble Survey equipment delivered mid-January
- Track skid steer to be delivered in February, orientation completed with EVCON

Other

- Road ban evaluation for spring
- Surplus equipment sales, graders, dozers, trucks
- 2017 Capital Project schedule preparation – Mapping
- 2017 Gravel Schedule preparation – Mapping and Scheduling
- 2017 equipment correspondence for RFP and RFQ
- Ongoing data collection for roadway sections to determine potential future maintenance projects, preparing survey data for design and evaluation
- Grading and gravelling review for evaluation of ongoing programs

Report for Council

Director of Planning and Infrastructure – Feb. 28, 2017

- Working with MPE along with John and Craig regarding some work at the Bow Island / Highway 3 Regional water plant with regards to work platform project as well as working with Engineers on the feasibility of adding a section to the treatment process at the Bow Island water plant. Request for quotes for the working platform were sent out to 9 business's within the Regional Commission area (4 from Bow Island, 4 from Taber and 1 from Foremost). Had only 2 company's quote on project, both from Taber. Water Commission to review quotes on Feb. 24th.
- Starting on water-line design from Barnwell to New Campus site. B. Peers has the two landowner easements signed up that were required so we are now able to get working on the final design. As part of water-line design, we will have to include a meter vault building at the location of the connection to the Barnwell main line. This was not included in the original quote but have attached an up-dated cost estimate with this report for the project and will go over this with Council.
- Engineering started on Intersection improvement required for new site on Highway 3 and Range Road 17-1. Hope to have tender together for awarding in early April. Part of intersection improvement will also include lighting at the intersection for safety purposes.
- Engineering/design started on Hays street pavement overlay project that will include some drainage work. Tender to be out in March with closing by end of March first part of April.
- Met with Jason / Craig and contractor with regards to bathroom / shower facility at M.D. Park. Finalizing design and have been told can be built and ready for use by May 1st.
- Working on sub-division for two Industrial lots in Grassy Lake. Lot purchaser is now wanting to look at water /sewer to site so will be looking at that as well.
- Working with Craig on new shop site construction. Dawson Wallace has had a bit of slow down with the cold/wet weather that we had in late January / early Feb. but are getting back on schedule. Footing and foundation walls are coming along well and should be completed within next 10 days or so and after curing will be ready for back-fill. Contractor is still having to heat and hoard all footings to keep the frost out until back-fill can be completed. Contractor is still estimating to be setting pre-cast walls by end of March.
- Public Works doing good job on site doing the portion of the project that the M.D. is responsible for. Craig will give up-date on this.
- Craig and I met with MPE and Fortis on-site to discuss where the best location for the electrical connection would be for the site. Have identified the best location now and it is our intention to have all electrical lines within the site boundaries under-ground and have no area where trucks and equipment will need to travel under over-head power lines.
- Continue working with MPE and Alberta Transportation on a Storm-water Management Plan for new Campus Site as per Alberta Environment and Parks requirements.

Report for Council

Director of Hamlets & Utilities – January 2017

Enchant

- All Online Monitoring and bench testing equipment was serviced and calibrated.
- Weekly Bacteriological samples have been sent to the provincial lab.
- Hamlet Foreman has been involved with the operation of the Vauxhall Regional Water Plant.
- Jan. 1st, - Working on snow removal in the Hamlet.
- Jan. 9th, - Working on snow removal in the Hamlet.
- Jan.9th, - Sent in Hamlet annual operations report to Alberta Environment.
- Jan. 18th, - Attended Hamlet Foreman meeting.

Grassy Lake

- All Online Monitoring and bench testing equipment was serviced and calibrated.
- Weekly Bacteriological samples have been sent to the provincial lab.
- Garbage collected on the scheduled days.
- Performed monthly & weekly gen set test runs at both sewage lift stations.
- Jan. 3rd, – Installed new water meter at 513 1st.North. Truck fill issues reset breaker in control box in order to establish the communication link. Landfill operator sick hamlet staff filled in during absence.
- Jan. 4th, - Worked on snow removal in hamlet.
- Jan. 5th, - Working on water meters that were not sending data. Replaced water meter @ 829-3rd street south. Turned water on at 513-1st, Street North.
- Jan. 6th, - Cleaned CL 17 monitors & calibrated. MPE staff at water plant reviewing wiring layout in PLC cabinet. Performed snow removal around school & high school parking lot.
- Jan. 9th, Worked on snow removal in hamlet & assisted with garbage pickup.
- Jan. 10th, - Installed water meters at new residences 127- 2nd Street North & 128 – 3rd, Street North. Cleaned & calibrated the 1720 E online turbidity analyzers, flushed all Prv control valves in water plant.
- Jan. 13th, -Turned water on at 127- 2nd, Street North & 128-3rd, Street North. Cleaning in water plant.
- Jan. 16th, - Public works staff in hamlet painting lines on the floors in the Fire Hall & MD shop.
- Jan .18th, -Added 5 litres of Shac-tivate to sewer system. Attended Hamlet Forman meeting & Joint Health & Safety meeting.
- Jan. 23rd, - Sent off 1st,quarter THM's & lead water samples to Exova Labs. Took gas detection monitor to Kost for servicing. MPE staff at water plant working radio communication system due to communication problems.
- Jan.25th, - Assisted landfill operator with burn pit fire.
- Jan.31st, - Performed water meter reading in the Hamlet for office utility clerk.

Hays

- Serviced and calibrated all online monitoring & bench testing equipment.
- Sent bacteriological samples away to lab for analysis.

Report for Council

- Attended Hamlet foreman meeting.
- Fortis power out working on street light repairs in hamlet.
- At Vauxhall Water plant taking some refresher training on system operations.
- Did snow removal as needed.
- Installed yield sign at 2nd Ave & 3rd street.
- Continued with refresher training at Vauxhall WTP.
- Started construction of new training room/office at Vauxhall WTP.
- Sent in 1st, quarter THM's & lead water samples to Exova Labs.
- Took gas detection monitors into Kost for service & calibration.
- Sent Hamlet annual operations report to Alberta Environment.

Bow Island Water Plant

- Operations staff performed calibration checks on all online and bench testing equipment.
- Weekly Bacteriological samples have been sent to the provincial.
- Jan. 1st. - Communication link from Burdett to Bow Island & Grassy Lake & Taber down. Membrane train 2 down due to flow control valve issues, running only one membrane train.
- Jan 3rd, -Communication still down between Burdett and Bow Island, Grassy Lake. County of Forty Mile staff did system reboot but didn't correct the problem. MPE technicians are checking into problem.
- Jan. 5th, -Sent repeat bacteriological sample to lab as previous sample could not be tested due to time restraint.
- Jan. 8th, - Dawson in Grassy Lake working on Hamlet annual report.
- Jan. 13th, - Serviced vacuum system & flow control valves on floc tanks.
- Jan. 16th, - Performed maintenance & calibrations of all online analyzers in transfer room.
- Jan. 17th, - Serviced all online chlorine analyzers & purged all air lines. Worked on water plant annual report for environment.
- Jan .22nd, - Continued compiling annual report data for Alberta Environment.
- Jan. 31st, - Floc tank fill valve actuator Fv-301 failed made repairs to unit.

Vauxhall Regional Water Plant

- Operations staff performed calibration checks on all online and bench testing equipment. Sent away Bacteriological samples to lab.
- Jan. 1st, - Initiated CIP on Membrane Skid "A".
- Jan. 2nd, - Initiated CIP on Membrane Skid "B".
- Jan. 3rd, - Initiated CIP on Membrane Skid "C".
- Jan. 5th, - Notified MPE tech that we have lost plant data on pages 3&4 of XL reporter.
- Jan. 6th, - Raw Water PH probe failed replaced with new probe.
- Jan. 9th, - MPE technician recovered the lost data for us. Sent in annual operations reports to Alberta Environment.
- Jan. 10th, - DMT onsite making repairs to boiler units.
- Jan. 12th, - DMT completed all the repairs to the Boiler Heating units. Returned standby heater unit to Prime Equipment Rentals.
- Jan. 17th, - New water plant staff member started today.

Report for Council

- Jan. 18th, Started construction upstairs for new staff training room/office
- Jan. 20th, - Air Liquide delivered Bulk Load of Co2 to plant.
- Jan. 21st, - Worked on repairs to discharge connection fittings on Hypochlorite chemical feed lines.
- Jan. 23rd, - Sent in Biannual water sample to Exova labs. (Winter)
- Jan. 28th, - Coagulant chemical feed suction lines beginning to plug off, removed all lines and flushed system with hot water.
- Jan. 29, 30, 31st, - Initiating CIP on all membrane skids.

Johnsons Addition

- Nothing to report at this time.

Report for Council

Director of Agricultural Services – Feb. 2017

Hamlet Maintenance

- Have been out many days removing snow from Enchant and Hays.
- Keeping the hamlet machinery serviced, repaired and operational through these snow events
- Hamlet cleanup dates set for April 24-28, 2017

Landfills

- Grassy Lake landfill concrete is all crushed with an ending total of 2680 tonnes crushed and sitting on the ground

Miscellaneous

- Moved some more old cars around for the fire departments.
- Have advertised the MD of Taber highway cleanup program for this May
- Park shower house

Report for Council

Director of Municipal Lands and Leases – February 2017

Tax Recovery Land

- Last transfer to take place May-July 2017
- Compiling information from grazing Stock Return Forms from 2016

MD Leases

- Section 34-13-17 land sale tender complete and bids accepted by council, purchase agreements being drafted by Baldry Sugden LLP. Letters sent to successful and unsuccessful bidders returning deposit cheques.
- MD grazing leases expiring end of February 2017, draft new leases after review by council
- Three year cultivation lease tendered for NE 25-7-13-W4 (Closing March 3rd), letters with tender information sent to adjacent MD of Taber landowners.
- Release letter to leaseholder in Grassy Lake to surrender grazing lease
- Compiling information from grazing Stock Return Forms from 2016

Oil and Gas:

- Ongoing administration of oil and gas surface rentals and lease reviews
- Spyglass provided outstanding back rent for leases during transition to SanLing Energy (3 less Surface Rights Board rental recovery applications)
- New well proposed on Fincastle Grazing Association lease before spring.

Gravel:

- Surface Material Lease Annual Operating Reports, Annual Returns and Accrual Reports completed for Copperfield gravel pit.
- Hays Grazing SML:
 - Survey completed
 - Working with AMEC on Conservation and Reclamation Business Plan
 - Having contractors quote on pre-disturbance biophysical assessment for SML amendment.

Airports:

- Airport committee meeting held February 1st.
- Few housekeeping / landscaping projects for 2017.

Report for Council

Meetings and Other:

- Barnwell Grazing Association AGM February 16th
- Vauxhall Grazing Association AGM February 27th
- Utility Right of Way agreements for Barnwell waterline completed.
- Presented MD of Taber land management protocol at the Alberta Soil Science Workshop in Lethbridge February 16th.
- Renewable Energy Workshop in Airdrie February 2nd.
- Meetings with InterPipeline, CNRL, City of Medicine Hat Gas
- Working with the Oldman Watershed Council on Water Charter
- Coordinating with the Alberta Conservation Association on the March 24th information session to be held at the MD of Taber administration office
- Request for information from another wind company in the Hays area