

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 Thursday, January 25, 2018.

Attendance

Those present were:

Brian Brewin	- Reeve
Merrill Harris	- Deputy Reeve
John Turcato	- Division 2 Councillor
Tamara Miyanaga	- Division 4 Councillor
Jennifer Crowson	- Division 5 Councillor
Murray Reynolds	- Division 6 Councillor
Derrick Krizsan	- Municipal Administrator
Bryan Badura	- Director of Corporate Services
Craig Pittman	- Public Works Superintendent
Jack Dunsmore	- Director of Planning & Infrastructure
Jason Bullock	- Director of Agricultural Services
Brian Peers	- Director of Municipal Lands & Leases
Brian Schafer	- Regional Fire Chief
Joe Bruyere	- Regional Deputy Fire Chief
Kirk Hughes	- Development & Community Safety Officer
Candice Robison	- Administration Clerk
Cole Parkinson	- Taber Times

Absent: Leavitt Howg, Jeremy Wickson, Ginger Rose

Also Present: Kevin Leahy & Matilda VanHuizen

Resolution No. Agenda
Item #

1. Call to Order

Reeve Brian Brewin called the meeting to order at 9:02 a.m.

2. Agenda

Resolution No.
C-2018-4522

MOVED by Councillor Jennifer Crowson that the agenda be as accepted with the following additions:

6A – Accounts for Payment – Batch 21447
6B – Bank Reconciliation – November & December
7G – Letter from Minister of Finance
8G – Rural Transportation Pilot Program
8H – Youth Employment Program Request
11A – Delegation – Kevin Leahy & Matilda Van Huizen – Taber Food Bank
Item B – Closed Session

CARRIED

3.A Minutes – January 10, 2018

Council reviewed the minutes from the January 10, 2018 meeting. A number of amendments including Councillor John Turcato being present via teleconference and inclusion of attendees who were also present were listed in the amended minutes.

Resolution No.
C-2018-4523

MOVED by Councillor John Turcato that the minutes of the regular meeting of the Municipal Council held on November 7, 2017 be accepted as amended.

CARRIED

4.A Business Arising – 2018 SAEWA Membership Fees

Council reviewed the 2018 SAEWA Membership fees of \$0.40 per capita for a total of \$2,869.20.

A representative from SAEWA will attend the February 26, 2018 Council Meeting to provide a presentation to Council.

5.C Director of Planning & Infrastructure Report

Jack Dunsmore presented the Planning & Infrastructure Report.

Resolution No.
C-2018-4524

MOVED by Councillor John Turcato that the report of Jack Dunsmore, Director of Planning and Infrastructure, a copy of which is attached to and forms part of these minutes be accepted.

CARRIED

Resolution No.
C-2018-4525

MOVED by Councillor Jennifer Crowson to invite Prairie Gold Produce to the February 5 Vauxhall & District Regional Water Services Commission meeting to discuss the memorandum of agreement and any other issues pertinent to the Prairie Gold Produce water project.

CARRIED

5.H Regional Enforcement Services Report

Kirk Hughes presented the Regional Enforcement Services Report.

Resolution No.
C-2018-4526

MOVED by Councillor John Turcato that the report of Kirk Hughes, Development and Community Safety Officer, a copy of which is attached to and forms part of these minutes be accepted.

CARRIED

	8.I	<u>Other Business – Plant Protein Alberta Alliance</u>
		Reeve Brian Brewin provided an update on the Plant Protein Alberta Alliance and the upcoming meeting on February 15.
Resolution No. C-2018-4527		MOVED by Councillor John Turcato to have Reeve Brian Brewin and Kirk Hughes attend the February 15 Plant Protein Alberta Alliance meeting. CARRIED
	5.A	<u>CAO Report</u>
		Derrick Krizsan presented the CAO Report.
Resolution No. C-2018-4528		MOVED by Councillor John Turcato that the report of Derrick Krizsan, CAO, a copy of which is attached to and forms part of these minutes be accepted. CARRIED
Resolution No. C-2018-4529		MOVED by Councillor Murray Reynolds to schedule a meeting with BRID for March 5 following the ASB Meeting. CARRIED
	5.B	<u>Director of Public Works Report</u>
		Craig Pittman presented the Public Works Report.
Resolution No. C-2018-4530		MOVED by Councillor John Turcato that the reports of Craig Pittman, Public Works Superintendent, a copy of which is attached to and forms part of these minutes be accepted. CARRIED
	5.D	<u>Director of Hamlets & Utilities Report</u>
		Derrick Krizsan presented the Hamlets & Utilities Report on behalf Ginger Rose, Director of Hamlets & Utilities.
Resolution No. C-2018-4531		MOVED by Councillor John Turcato that the report of Ginger Rose, Director of Hamlets & Utilities, a copy of which is attached to and forms part of these minutes be accepted. CARRIED
Resolution No. C-2018-4532		MOVED by Councillor Tamara Miyanaga to direct staff to review the back up power supply in Enchant, Grassy Lake and Hays particularly the operation of the transfer switch, the type and size of generator that is required for the hall and whether the current PTO generator in each hamlet could be used in the hall. CARRIED
	11.A	<u>Delegation – Taber Food Bank</u>
		Kevin Leahy and Matilda VanHuizen were present to provide an update on the Taber Food Bank and provided information regarding the upcoming Coldest Night of the Year Event on Saturday February 24 from 4:00 p.m. – 9:00 p.m.
Resolution No. C-2018-4533		MOVED by Councillor John Turcato to provide support to the Taber and Vauxhall Food Banks on the MD of Taber website, social media outlets and MD of Taber newsletter. CARRIED
	5.E	<u>Director of Agricultural Services Report</u>
		Jason Bullock presented the Agricultural Services Report.
Resolution No. C-2018-4534		MOVED by Councillor John Turcato 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-2018-4535		MOVED by Councillor Merrill Harris to distribute the Request for Quotes for chemical purchase to the retailers. CARRIED
	5.F	<u>Director of Municipal Lands and Leases Report</u>
		Brian Peers presented the Municipal Lands and Leases Report.
Resolution No. C-2018-4536		MOVED by Councillor John Turcato 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-2018-4537		MOVED by Councillor Tamara Miyanaga to direct administration to contact the Mistakiis institute regarding the cost to participate in the "Least conflict lands project" pertaining to the siting of renewable energy projects CARRIED

5.G Regional Fire Service Report

Brian Schafer presented the Regional Fire Service Report.

Resolution No. C-2018-4538
MOVED by Councillor John Turcato that the report of Brian Schafer, Regional Fire Chief, a copy of which is attached to and forms part of these minutes be accepted.
CARRIED

Resolution No. C-2018-4539
MOVED by Councillor Merrill Harris to appoint Chief Elected Official and Chief Administrative Officer to the Intermunicipal Emergency Management Committee.
CARRIED

8.H Other Business – Youth Employment Program Request

Council reviewed the Youth Employment Program Request.

Resolution No. C-2018-4540
MOVED by Councillor to authorize the MD of Taber Regional Fire Service to participate in the Youth Employment Program to host a student for 9 weeks beginning in February 2018 including the addition of \$2.00/hour payable by the municipality.
CARRIED

8.A Other Business – MD of Taber – County of Forty Mile Intermunicipal Development Plan

Council reviewed the MD of Taber & County of Forty Mile Intermunicipal Development Plan.

Resolution No. C-2018-4541
MOVED by Councillor Jennifer Crowson to authorize a public consultation in the form of an open house to be held in Grassy Lake in late February early March.
CARRIED

8.E Other Business – Regional Subdivision & Development Appeal Board

Council reviewed the information from the Oldman River Regional Services Commission regarding a Regional Subdivision & Development Appeal Board.

Resolution No. C-2018-4542
MOVED by Councillor to indicate to the Oldman River Regional Services Commission that the MD of Taber is interested in participating in a Regional Subdivision & Development Appeal Board process.
CARRIED

6.A Finance – Accounts for Payment

Council reviewed the Accounts for Payment.

Resolution No. C-2018-4543
MOVED by Councillor Murray Reynolds that the accounts Batch 21313, 21332, 21350, 21351, 21361, 21365, 21366, 21367, 21368, 21369, 21370, 21371, 21372, 21373, 21374, 21375, 21376, 21377, 21398, 21435, 21447 a copy of which is attached to and forms part of these minutes, be accepted as printed.
CARRIED

6.B Finance – Bank Reconciliation

Council reviewed the Bank Reconciliation ending November and December 2017.

Resolution No. C-2018-4544
MOVED by Councillor John Turcato that the Bank Reconciliation ending November 2017 be accepted as printed.
CARRIED

Resolution No. C-2018-4545
MOVED by Councillor Tamara Miyanaga that the Bank Reconciliation ending December 2017 be accepted as printed.
CARRIED

6.C Finance – Operating Financial Statement – November & December 2017

Council reviewed the Operating Financial Statement ending November & December 2017.

Resolution No. C-2018-4546
MOVED by Councillor Jennifer Crowson that the Operating Financial Statement ending November 2017 be accepted for information.
CARRIED

Resolution No. C-2018-4547
MOVED by Councillor Merrill Harris that the Operating Financial Statement ending December 2017 be accepted for information.
CARRIED

6.D Finance – Capital Transaction Report – November 2017

Council reviewed the Capital Transaction Report ending November 2017.

Resolution No. C-2018-4548
MOVED by Councillor John Turcato that the Capital Transaction Report ending November 2017 be accepted for information.
CARRIED

Recess for Lunch

The meeting recessed for lunch at 12:09 p.m.

Reconvene

The meeting reconvened at 1:02 p.m.

7.A Correspondence – Letter from Taber Gymnastics Fitness Club

Council reviewed the letter received from the Taber Gymnastics Fitness Club.

Resolution No.
C-2018-4549

MOVED by Councillor John Turcato to accept the correspondence from the Taber Gymnastics Fitness Club for information.
CARRIED

7.B Correspondence – Letter from Apex Youth Awards

Council reviewed the letter received from the Apex Youth Awards.

Resolution No.
C-2018-4550

MOVED by Councillor Tamara Miyanaga to direct staff to find a suitable nominee.
CARRIED

Resolution No.
C-2018-4551

MOVED by Councillor John Turcato to rsvp to the Apex Youth Awards that Council will be attending.
CARRIED

7.C Correspondence – Letter from Minister of Transportation

Council reviewed the letter received from the Minister of Transportation.

Resolution No.
C-2018-4552

MOVED by Councillor Jennifer Crowson to accept the letter received from the Minister of Transportation for information.
CARRIED

7.D Correspondence – Letter from Minister of Agriculture & Forestry

Council reviewed the letter received from the Minister of Agriculture & Forestry

Resolution No.
C-2018-4553

MOVED by Councillor Murray Reynolds to accept the correspondence from Minister of Agriculture & Forestry for information.
CARRIED

7.E Correspondence – Kiwanis Club of Taber & District

Council reviewed the letter from the Kiwanis Club of Taber & District.

Resolution No.
C-2018-4554

MOVED by Councillor Merrill Harris to accept the letter from Kiwanis Club of Taber & District for information.
CARRIED

7.F Correspondence – Letter from WR Myers Girls Rugby Team

Council reviewed the letter from the WR Myers Girls Rugby Team.

Resolution No.
C-2018-4555

MOVED by Councillor John Turcato to accept the letter from the WR Myers Girls Rugby Team for information.
CARRIED

7.G Correspondence – Letter from Minister of Finance

Council reviewed the letter from the Minister of Finance – federal tax policy changes response letter.

Resolution No.
C-2018-4556

MOVED by Councillor Merrill Harris to accept the letter from Minister of Finance for information and to forward it onto Martin Shields, Rachel Harder, Glen Motz and John Barlow.
CARRIED

8.B Other Business – Assessment Year Modifier

Council reviewed the Assessment Year Modifier information.

Resolution No.
C-2018-4557

MOVED by Councillor Tamara Miyanaga to accept the assessment year modifier information for information.
CARRIED

8.C Other Business – Meetings at AAMDC Spring Conference

Council reviewed meetings for the AAMDC Spring Conference.

Resolution No.
C-2018-4558

MOVED by Councillor John Turcato to attempt to schedule meetings with the Ministers at the spring AAMDC conference.
CARRIED

8.D Other Business – FCSS Request for Support – Seniors Week Provincial Launch

Council reviewed the request from FCSS for support for the Seniors Week Provincial Launch.

- Resolution No.
C-2018-4559
- MOVED by Councillor Merrill Harris to support the FCSS Seniors Week Provincial Launch and to provide \$750.00 for the event.
CARRIED
- 8.F Other Business – Summer Games Logo
- Council reviewed the options for a logo for the 2018 Southern Alberta Summer Games.
- Resolution No.
C-2018-4560
- MOVED by Councillor John Turcato to notify the Town of Taber that 9A would be the MD of Taber's choice for the Southern Alberta Summer Games logo.
CARRIED
- 8.G Other Business – Rural Transportation Pilot Program
- Council reviewed the Rural Transportation Pilot Program.
- Resolution No.
C-2018-4561
- MOVED by Councillor Brian Brewin to have Councillor Miyanaga attend the upcoming Rural Transportation pilot program meeting.
CARRIED
- 9.A Bylaws – Bylaw No. 1918
- Council reviewed Bylaw No. 1918 being the MD of Taber Procedure Bylaw.
- Resolution No.
C-2018-4562
- MOVED by Councillor Merrill Harris that Bylaw No. 1919, being the MD of Taber Procedure Bylaw, be given 2nd Reading with the suggested amendments.
CARRIED
12. Closed Session
- This portion of the meeting is closed pursuant to Section 197 of the Municipal Government Act and Section 16 of the Freedom of Information and Protection of Privacy Act.
- Resolution No.
C-2018-4563
- MOVED by Councillor Jennifer Crowson to enter Closed Session at 1:52 p.m.
CARRIED
- Resolution No.
C-2018-4564
- MOVED by Councillor Jennifer Crowson to return to Regular Session of Council at 2:04 p.m.
CARRIED
- Council reviewed the Addition to the Provincial Education Requisition Credit (PERC) Application.
- Resolution No.
C-2018-4565
- MOVED by Councillor John Turcato to approve the following resolution:
WHEREAS the property taxes for certain oil and gas properties have been remained unpaid for the 2017 tax years.
Pursuant to Section 347 (1) of the Municipal Government Act, the Council of the Municipal District of Taber may cancel or reduce tax arrears.
AND WHEREAS Council makes a motion to cancel the taxes for properties identified on the attached appendix.
Further a motion to cancel or reduce tax arrears does not have any effect on the requirement to remit education property taxes to the Province of Alberta.
THEREFORE BE IT RESOLVED THAT Council cancel and write off the collection of property taxes as a bad debt, the 2017 property taxes for Manito Energy Inc's properties identified on the attached appendix and direct administration to apply to the Province of Alberta for the Provincial Education Requisition Credit for uncollected Education Property Taxes on Oil and Gas Properties identified in the attached appendix.
CARRIED
12. Adjourn
- Resolution No.
C-2018-4566
- MOVED by Councillor Merrill Harris that the meeting adjourn at 2:30 p.m.
CARRIED

Reeve

Municipal Administrator

Report for Council

CAO Report – January 25, 2018

December 12, 2017 Council Meeting

- Amended the minutes of the November 28, 2017 council meeting to reflect the Reeve leaving the council chambers and deputy reeve Merrill Harris assumed the chair during the C&B solar discussion
- notified Horizon School Division that 6 councillors will be in attendance at the Barnwell school opening
- Recommendations of finance committee and public works committee have been implemented.
- Capital equipment purchase orders issued
- letter to FCSS and indicate that the MD is interested and able to assist in any capacity has been sent
- Arrow point oil and gas ltd tax repayment agreement executed

Council Meeting Business – November 7, 2017

- 3rd reading of Bylaw 1915 – Tax installment payment plan bylaw
- 1st reading of Bylaw 1916 – MD / Newell IMDP
- Public Hearing for Bylaw 1916 – December 12 at 1:00 p.m.
- Council briefing notes for AAMDC conference including minister meeting, regional director meeting and RCMP meeting
 - priorities: 521 paving, local road bridge, highway 3 and 864 intersection lights, airport paving / extension
- Replied to MLA Hunter and MLA Schneider with capital project priority list:
 - airport runway extension
 - airport apron paving
 - highway 3 / 864 lights
 - 521 paving
 - local road bridges
 - repairs to existing and addition of new seniors housing facilities / social housing
 - Johnsons addition water
 - water treatment facilities for agricultural processing
 - access to affordable housing
 - rural potable water
- undertaking council resolution to write off Petro Viking property taxes in the amount of \$25,729.72
- undertaking council resolution to continue to monitor the receivership proceedings for Canadian Oil and Gas International Inc.
- CPO's directed to initiate a 'Range Patrol' program for the municipality
- CPO's directed to coordinate a meeting between the CPO program and all law enforcement agencies that operate in the MD of Taber to discuss joint activities and promotion of crime prevention activities.

Report for Council

-notified staff that council has passed a resolution to work with the Friends of Central School Community Association to construct a new playground and have committed to provide the following:

- road crush gravel
- assist removal of existing playground equipment
- \$15,000 in cash from the public reserve trust

-forwarded a letter to the Central School community association pertaining to the council decision to support the project

-Notified staff, the Town of Vauxhall and the Vauxhall and District Regional Water Services Commission that Council has passed a motion to authorize the VDRWSC to undertake up to a \$900,000 debenture to complete the Prairie Gold Potato water supply project.

-Sent a letter to Prairie Gold Potatoes and VDRWSC commission pertaining to the resolution by council to support up to a \$900,000 debenture by the VDRWSC to complete the Prairie Gold Potato water supply project

Staffing as of December 31, 2017

A total of 60 full time, 24 seasonal 4 laid off and 6 contractors, 1 LTD, 1 WCB
11 District grader operators (9 full time 2 seasonal) 1 full time off on sick leave
5 Gravel crew (1 full time –4 seasonal)
4 Crusher crew (1 full time. 3 seasonal) 1 laid off
14 Construction crew (7 full time – 7 seasonal) 1 laid off
5 Shop (5 full time)
2 Oiling Crew (1 full time 1 seasonal) 1 laid off
3 Special projects (3 full time)
8 Ag Service Board (5 full time –3 seasonal) 1 off WCB 1 laid off
2 Park (2 contracted)
6 Hamlet and Landfill (2 full time – 1 seasonal, 3 contracted)
3 Vauxhall Regional Water Treatment Plant Operators (3 full time)
3 Highway 3 Regional Water Treatment Plant Operators (3 full time)
6 Administration clerical (5 full time, – 1-part time)
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 seasonal
3 GIS (2 full time – 1 contract)
1 Regional Fire Chief
1 Deputy Regional Fire Chief
1 Development / Economic Development / Community safety Officer
2 Community Peace Officer

Other

- Meeting date changes and scheduled meetings:
 - January 23 council meeting moved to January 25
 - Council Policy Committee – February 22 at 9 a.m.
 - MD of Taber / Village of Barnwell joint council meeting – proposed dates: Thursday, January 23 – 6 p.m. in Barnwell
 - Council Fire Committee - February 20 @ 1:00 p.m.
 - Strategic Planning – January 29 and 30 – location TBD
 - Taber Irrigation District – Wednesday February 14 – 11:00 a.m.
 - Bow River Irrigation District - March 13 or 27 Council meetings – offer one date or the other to BRID
 - SDA orientation – February 20 @ 10:30 p.m.

Report for Council

- SDA meeting from March 19 to March 16
- January 29 VDRWSC Meeting to February 5
- February 27 council meeting to Monday February 26

Other upcoming meetings:

- Foothills Little Bow Association meeting January 26, 2018
 - Highway 3 Regional Water Services Commission – next meeting February 23, 2018
 - Vauxhall and District Regional Fire Authority – meeting February 5, 2018
 - Barnwell Fire Partnership Committee – meeting TBD
 - Vauxhall Regional Fire Authority – February 28, 2018
-
- Work initiated on the 6 intermunicipal development plans with the County of Lethbridge, Vulcan County, Newell County, Cypress county, County of 40 Mile and Warner County was approved and that work may begin on the project. The County of Newell / MD of Taber IMDP open house to be scheduled for Hays.
 - Work on Intermunicipal Collaboration Framework agreement with Newell county initiated
 - Addressed ongoing legal and regulatory matters pertaining to municipal business
 - Reviewing municipal policy and procedures relating to operational matters
 - West Township 8 Range 16 storm water project
 - Negotiated water conveyance agreement with Taber Irrigation District for West Township 8 Range 16 project.
 - Review of news and correspondence relating to Modernized Municipal Government Act and Regulations
 - Prairie gold produce water project continuing
 - Municipal Operations and Maintenance Facility construction business
 - Development and Economic Development issues
 - 2018 operational budget development
 - As volunteer member of MD of Taber Regional Fire Service – Station 4 – I attended 11 fire / rescue calls in December (1 during business hours)
 - Management team and staff meetings
 - Monthly municipal meetings
 - Numerous other projects

Report for Council

Director of Public Works – January 2018

Construction

- Gravel Pit Reclamation (Reti and Snake) **January-February**
- MD Campus Site Preparation **May-June**
- RR 13-1 from Hwy 3 to TWPR 10-0 (3 miles) **June-August**
- RR 16-0 from TWPR 11-4 to 11-2 (2 miles) **TBD (August-Nov)**
- RR 19-0 from TWPR 10-2 to 10-4 (2 miles) **TBD (August-Nov)**

Forecast

- Capital Project Construction Schedule **May-November**
- Design/survey work for construction projects **Ongoing**
- Pit reclamation (Snake) **Winter**

Projects Crew

- Bridge inspections **Ongoing**
- Bridge Files #80259 and 79921 Replacement (grant funding) **March-April**
- Culvert installations – construction projects **Est. Start: April**
- Culvert maintenance and replacements (inventory list) **Est. Start : April**

Forecast

- Construction projects and culvert maintenance

Gravel Crew

2017 Gravel schedule for March through December

Completed 415 of 400 miles

- South MD Gravel Haul from Reti Pit (Start date: Nov) **Completed 25 of 35 miles**
- South MD Gravel Haul from Forks Pit (Start date: Sept 18) **Completed 55 of 45 miles**
- South MD Gravel Haul from Owens Pit (Start date: March 27) **Completed 75 of 75 miles**
- South MD Gravel Haul from Barnwell Pit (Start date: July 4) **Completed 50 of 50 miles**
- North MD Gravel Haul from Copperfield Pit (Start date: June 26) **Completed 95 of 105 miles**
- North MD Gravel Haul from Speaker Pit (Start date: Sept.13) **Completed 70 of 65 miles**
- North MD Gravel Haul from Snake Pit (Start date: April) **Completed 45 of 55 miles**

Forecast

- Winter maintenance and staging of materials for Spring

Maintenance Crew

- Bridge deck cleaning
- Sign installations

Forecast

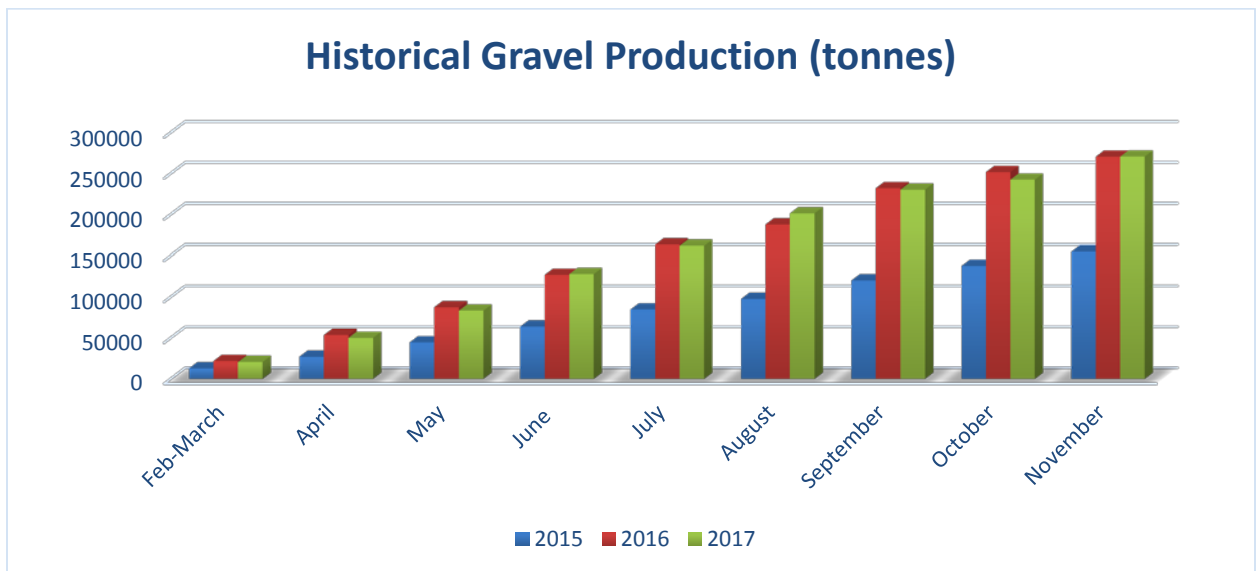
Report for Council

Grader Districts

- Major snow event – 3 multiple day events in 2017/18
- Gravel road maintenance – extra hours to address snow melt and additional grading
- Ongoing review of map for district gravelling for 2018 schedule

Crusher Crew

- 2017 TOTAL gravel production – 270,688 tonnes of 1 inch
(Estimated from crusher, survey totals will verify final quantities)
- Winter maintenance repairs to crusher, stackers and loader
- Snake Pit - 2018 gravel production
Gravel stockpiling: 0 tonnes of 1 inch as of March 1
(Production forecast 80,000 tonnes of 1 inch) **March - June**
- Forks Pit - 2018 gravel production
Gravel stockpiling: 0 tonnes of 1 inch
(Production forecast 50,000 tonnes of 1 inch) **July - August**
- Copperfield Pit - 2018 gravel production
Gravel stockpiling: 0 tonnes of 1 inch
(Production forecast 70,000 tonnes of 1 inch) **Sept - Dec**
- Two shift rotation starting first week of April



Maintenance - Shop

- Major equipment repairs, graders, scrapers, tractors, crusher, etc.
- CVIP inspections ongoing
- Hays firehall - all equipment serviced and inspected, scheduled in January
- Winter maintenance – plows and grader wings

Report for Council

Manpower

- Employee evaluations completed in November/December for all PW staff (43)
- Supervisor meetings to review operational and capital planning and production schedules
- Staff Winter Safety Meeting on December 14th
- Training courses being scheduled for staff:
 - First Aid
 - Formal Workplace Inspections
 - Accident/Incident Investigations
 - Hazard Identification, Assessment and Control
 - Supervisor Role in Health and Safety
 - Asbestos Awareness
 - Confined Space
 - Joint Health and Safety Committee
 - Ground Disturbance Trenching and Excavating
- Toolbox meeting and general staff meeting to review employee incidents

Capital Purchases

- | | |
|---|----------------------|
| • 2018 CAT 160M graders | ETA: February |
| • 2015 CAT 14M (purchased from Ponoka County) | ETA: February |
| • 2017 CASE CX2500 Excavator | ETA: February |
| • Miller Big Blue 400 Pipepro Welder | Delivered |
| • Hays Wildland Units | ETA: March |
| • PW 1 Ton, ¾ and ½ ton trucks | ETA: March |
| • Regional Fire Supervisor truck | ETA: March |
| • Bobcat S770 skid steer | ETA: April |
| • Equipment pricing information being gathered for future years | |

Other

- Preparation of 2018 gravel application map, review of 2017
- Barricades for pilot shops
- Shop maintenance and painting – Enchant and Grassy Lake
- 2018 Capital Equipment – awarding and correspondence
- Ongoing data collection for roadway sections to determine potential future maintenance projects, preparing survey data for design and evaluation
- 2018 Grading and gravelling review for evaluation of ongoing programs
- Capital Project and equipment meetings
- Management meetings

Report for Council

Director of Planning and Infrastructure – Jan. 25th, 2018

- Construction of the new shop started in Jan. 2017 and is on-going with the full completion date being May 2018. Shop on schedule. Office portion nearing completion, overhead cranes in place, scissor lift installed and electrical and mechanical (heating and ventilation) on-going in shop area. Pump shack at reservoirs for fire protection and yard landscape sprinkling installed but roof hatch not situated properly (by precast building supplier) to allow for pumps to be installed. Dawson Wallace working on remedying situation. MPE Engineering is the consultant for this project
- Engineering for West Township 8 Range 16 Storm-water Drainage project is on-going. Have had couple of discussions with landowners and Alberta Environment and Parks regarding project. Water Act Approval is key to project and will take co-operation of landowners and Irrigation Districts to accomplish. Will work with TID on Wetland component for Water Act approval portion of project. Stantec Consulting is consultant for project.
- Continue sitting on committee with Ab. Transportation and Stantec Consulting regarding Twinning of Highway 3 from east of Grassy Lake to Taber area. Attended meeting on Jan. 18th in Lethbridge to go over result of Open House held in Taber and general feedback from the two Councils and public participation. Next step is to rank the options as proposed from results of Open House.
- Work has commenced on creating 3 Industrial lots in the Hamlet of Enchant. A sub-division of the lots has been approved and ISL Engineering is providing engineering services for the project. Water / sewer lines will be required to provide services to the 3 lots as well as providing 2 existing Industrial properties the ability to tie sewer into the existing infrastructure.
- Development activity is staying strong in MD of Taber. In discussions with several solar energy firms as well as potential wind farm companies looking at coming in to M.D. Continue working with Bonnie and M.D. staff on Inter-municipal Development Plans and will keep Council informed on progress. Have met with most at least once and will keep meeting as we go along. No real issues to date.
- Working with Amec engineering on paving projects for Grassy Lake and Hays. Waiting for cost estimate at this point but plans are to tender in late winter / early spring.
- Continue working with Ab. Transportation and Stantec with regards to Vauxhall Truck Stop/Rest Area. Will need information put together prior to spring convention. Still requires partnership agreement negotiations with Province.
- Working with M.D. staff and Planner with regards to Vauxhall Industrial Lot Development project. Preparing Request for Proposal (RFP) for Engineering services for project.
- Work continues on Prairie Gold Produce/Vauxhall Regional Water Commission project. Had initial technical meeting Jan.12th and are getting project scope and engineering servicing fee proposal together. MPE is consultant for project.

Report for Council

- Assisting Craig with emergency generators for Hays and Grassy Lake water plant operations and well as walking path down to M.D. Park.

Report for Council

Director of Hamlets & Utilities – Nov-Dec 2017

- Attended 1 fire calls 0 during work hours and 1 in the evening.

Enchant

- All Online Monitoring and bench testing equipment was serviced and calibrated.
- Bi-weekly Bacteriological samples have been sent to the provincial lab.
- Performed the weekly and monthly monitoring of generator system.
- Performed One Call requests.
- Snow Removal as needed.

Nothing to report for November

Dec 22: Turned of services to the Enchant Park.

Grassy Lake

- All Online Monitoring and bench testing equipment was serviced and calibrated.
- Bi-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.
- Fixed water meters thru out the month.
- Performed One Call requests.
- Snow Removal as needed.

Nov 3: Turned off services to the campground and 326 3rd St South.

Nov 6-8: RBC finished the main line extension and had to flush; super chlorinate to maintain 50 ppm for 24 hour period; then reflush the super-chlorinated water to system chlorine level. Sent away bac-t sample. This extension line is now in service.

Nov 15: Turned of services to 310 2nd Ave North.

Nov 24: Turned off services and removed the meter at 412 3rd St North.

Dec 05: The contractor from the Taber Seed Plant installed a new sewer connection. They had to bore thru the existing manhole.

Hays

- Serviced and calibrated all online monitoring & bench testing equipment.
- Bi-weekly bacteriological samples have been sent to the provincial lab.
- Performed One Call Requests
- Snow removal as needed.

Nothing to report for November

Dec 04: Installed new meter at 228A Central Ave.

Dec 18-19: Performed an emergency service turn off due to a leak before the water meter.

Report for Council

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 lab.

Nov 13: Ed Veldman with MPE was onsite to reprogram the power switch sequencing on the distribution generator.

Nov 20-21: Had chlorine gas leaks. Had to replace chlorine regulator.

Dec 12-13: Performed a recovery clean on filter train #1.

Vauxhall Water Plant

- Operations staff performed calibration checks on all online and bench testing equipment.
- Weekly bacteriological samples have been sent to provincial lab.

Nov 07: Integrity pump was out and removed pump to be rebuilt.

Nov 23-24: Two (2) operators attended DAF training in Calgary.

Dec 19-21: Performed CIPs on all three (3) filter skids.

Johnsons Addition

- Nothing to report pertaining to the project.

Report for Council

Director of Agricultural Services – January 2018

Hamlet Maintenance

- 8 days spent moving snow out of hamlets
- Snow plowing and sanding

Landfills

- Burned all landfill wood pits out while the snow covered the area
- Enchant main roll up door is in the process of being replaced
- Lining a company to come and pickup the metals

Miscellaneous

- Progressive Waste proposal for placing dumpsters in Grassy Lake – pricing does include hauling to Lethbridge to tip it there. Lethbridge district goes to Bow Island, Medicine Hat area comes west up to Bow Island. Lethbridge has trucks in Grassy Lake area regularly through the week. They will place dumpsters any where we like and how many we like.
- 2018 Chemical Request For Quote ready to go out to local companies.

Report for Council

Director of Municipal Lands and Leases – January 2018

Tax Recovery Land

- Patty Lund TR lease assignment complete
- TR Leaseholder oil and gas compensation sent out in December

MD Leases

- SE 18-12-18 W4 cultivation lease tender to run January 24th and 31st, tender to close on February 9th, tender results review by council February 13th.
- Council request to determine rental rates for next cultivation lease term at February 22nd policy meeting.
- Council request to determine future management of NW 17-15-18 for February 22nd policy meeting, MD grazing surrendered grazing lease.
- MD leaseholder oil and gas compensation sent out in December.

Oil and Gas:

- Ongoing administration of oil and gas surface rentals and lease reviews.
- Rental review project underway to ensure all lease rentals on MD owned lands are consistent with rates for the area and all leases are receiving their legislated 5 years rental review.
- Field visits of lease reclamation sites
- Surface lease payment reconciliation for 2017. No outstanding lease payments outside of SRB rental recovery applications.
- Ongoing Surface Rights Board rental recovery applications. Payments taking approximately one year after submission of application.
- Aggressive CNRL pipeline and well abandonment program underway
- Large pipeline project proposed in Twp 12- Range 16.
- Signed new well with Ascensun Oil and Gas south of Grassy Lake

Gravel:

- Hays Grazing Surface Material Lease (SML):
 - Received last of bio-physical reports, proceeding with Conservation and Reclamation Business Plan for AEP

Airports:

- Vauxhall airport lot development completed
- Taxiway Extension at Vauxhall airport submitted for STIP application funding (Craig).
- Hanger construction continuing at Vauxhall airport.

Report for Council

Other:

- Lot sale finalized with Taber Seed Cleaning in Grassy Lake
- Barnwell subdivision sub-division completed, sale proceeding
- Enchant subdivision approved, survey completed
- Vauxhall subdivision and consolidation for Vauxhall and District Regional Water Services Commission awaiting registration.
- Twp 8 – Range 16 drainage project
- Caveat agreement with Rocky Ridge Farms for MD drainage registered with land titles.
- Prairie Conservation Forum Annual General Meeting
- Research on renewable energy for MD policy development (February 22nd Policy Meeting)
- Prairie Gold Produce water supply project involvement

Report for Council

Regional Fire Service – December 31, 2017

Regional Fire Service Calls for Service – November 15, 2017 to December 31, 2017

Department	Fire (Month/YTD)	MVC (Month/YTD)	EMS Assist (Month/YTD)	False Alarm (Month/YTD)	Inspections	M/A Calls
Enchant	1/10	1/4	0/0	1/1	0/0	1/5
Grassy Lake	1/17	2/8	0/0	0/3	0/0	1/7
Hays	1/10	1/4	0/0	0/1	0/0	0/0
M.D. Regional	7/73	10/47	0/3	0/7	0/7	1/20
VFRD	7/19	2/17	0/3	0/3	1/8	1/10
Total Regional Fire Service	17/129	16/80	0/6	1/15	1/15	4/42

Total Month – 37 / YTD – 272 (Not including Inspections/Investigations)

Recruitment and Training

- Vauxhall 4 new junior members starting January 8.
- NFPA 1001 level 1 almost complete, 21 members throughout the region going through the training.
- NFPA 1001 level 2 class finishing in mid-January capping it off with our hands on portion and live burn at the Brooks fire training facility.
- Enchant Chief Rose attended a free Farm Medic course held at the Brooks Fire hall. It was a course on how to deal with farm equipment extrication. We held one here in Vauxhall in 2015.
- Water rescue. 10 Regional members from 4 of the 5 locations will be taking part January 19 & 20.

Equipment and Facilities

- Grassy Lake power inverter is fixed and back up and running. The power outage also surged the refrigerator in the unit, the fridge is off warranty.

Inspections and Public Education

- Mutual aid agreements executed to date: County of 40 Mile, Warner County, Town of Bow Island, Vulcan County, Town of Taber, Town of Vauxhall, Cypress County, Town of Coaldale (pending council approval), County of Newell and the Town of Picture Butte.

- Mutual Aid Agreements pending execution: Lethbridge County. As of Jan 2018 8 municipalities have signed onto the Fire Resource Sharing Agreement.

Report for Council

Community Events participated in

-Vauxhall held its annual candy cane / food bank drive. Will be suggesting to all Chiefs to look at hosting one in their own community in 2018 including Barnwell.

Other

-Implementing an Emergency management committee to fulfill our requirements for AEMA for our joint Tri-party emergency plan. Information was sent to all 3 CAO's.

-RFC participated in the IDC meeting with MD and Town of Taber as well as a Regional Fire meeting with the Village of Barnwell.

-RFC attended a meeting with Alberta Transportation and DRFC attended the winter start up meeting with Volker Stevin.

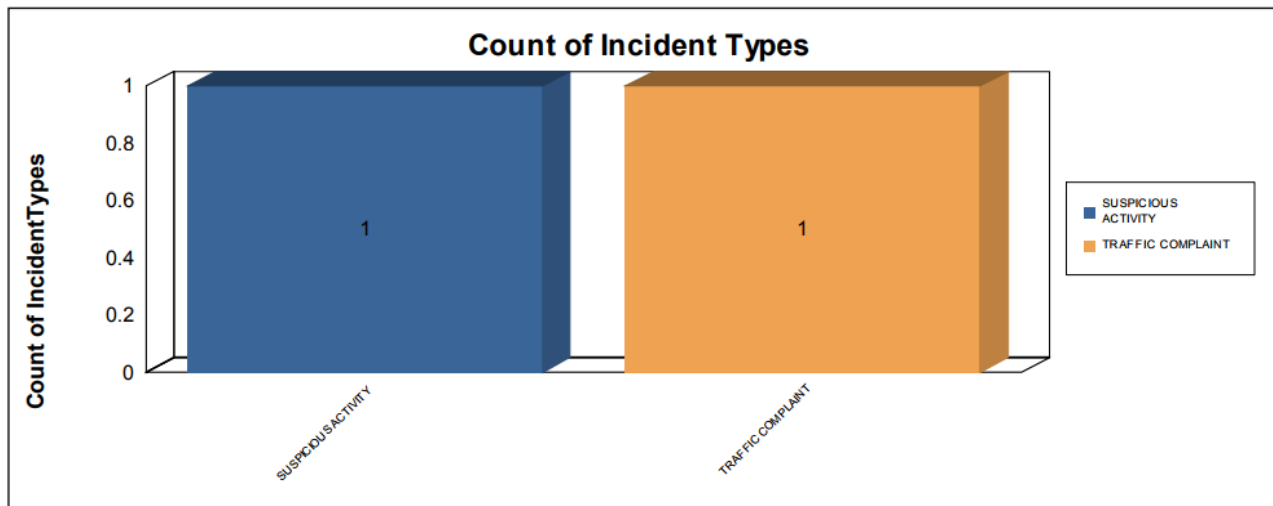
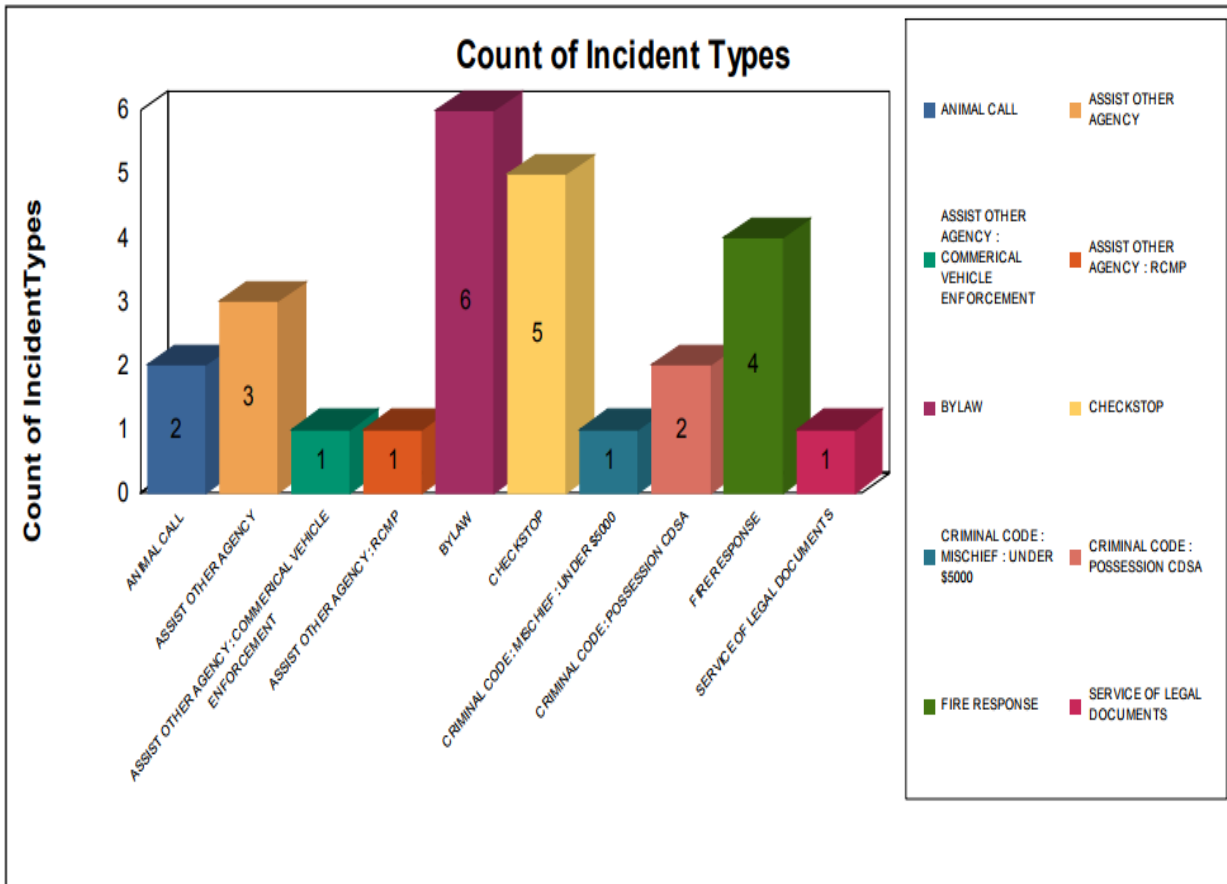
-MD Taber hosting the AEMA Elected Officials Course January 10, 2018.

-MD Regional Fire Service Awards and Banquet set for Jan 12, 2018.

Report for Council

Regional Enforcement Services – December 2017

Regional Enforcement Services (RES) – December 1st to December 31st, 2017



Total Calls For Service	28
Total Community Patrols	97
Total	105

Report for Council

COMMUNITY PEACE OFFICER PROGRAM

Notable Calls For Service

1. Mischief to M.D. of Taber Park. The female washroom sustained some damage to the inside portion of the stalls due to graffiti and a wooden picnic table being placed on the top of the stalls. This created a dangerous situation for anyone who would have used that bathroom stall without observing the picnic table above them. Videotape was retrieved by the Peace Officers, photos taken and statements obtained. Information forwarded to the RCMP for further investigation and charges.

Public Educational Activities

1. Members spent a considerable amount of time during the holiday season performing check stops in conjunction with the Royal Canadian Mounted Police. 5 sets of check stops occurred throughout the M.D. of Taber, some sets included more than one location or time for the stop. Officers report a very successful check stop season.

Fire Response

1. Officers responded to 4 fire calls while on-duty; 1 grass fire and 3 motor vehicle collisions. Minor calls for service. Officers assisted in their roles as firefighters.

Community Events/Patrols

1. Due to the very cold weather conditions throughout the month of December, officers were very busy conducting patrols along rural roads looking for stranded motorist. These types of patrols increase visibility, deter crime and promote safety on the roadways. Officers report helping several stranded motorist during the month – either by assisting them out of snowbanks or taking them into town to make arrangements for a tow.
2. Officers continue to visit schools in the district. December saw officers visit and met students in the non-traditional schools, such as Oak Lane Colony (Hutterite) and Mennonite Schools. The program has received great feedback in this initiative!
3. Officers attended holiday themed parties and events throughout their regular patrol visits.

Report for Council

Training

1. Officers Hughes and Butler completed re-certification in defensive baton and pepper spray which was held at the Taber Police Service and taught by S/Cst. Tim JOHNSON. Continual example of our relationship with the Taber Police Service.
2. Officers Peters and Butler attended Calgary to complete certification in the use of the shotgun.
3. Officers completed training in the administration of NARCAN, an anti-dote for overdoses due to the opioid crisis. NARCAN has been placed in the Echo Trucks with the medical trauma bags.

BYLAW

1. Bylaw officers performed 6 investigations this month. The vast majority of those calls involved animals. Officers seized 4 dogs with 2 going out for adoption and 2 being returned to their owners.
2. Officers made patrols of Grassy Lake in response to violations of the bylaw concerning all-terrain vehicles being driven in the village.
3. Bylaw Officers also dealt with a stray bull and complaints about fire permits. All were resolved successfully.
4. Officers also issued dog tags to M.D. dog owners – a practice that will continue in 2018.

VOLUNTEERS

1. Range Patrols. On December 13th, 2017 we announced the appointment of Tiana Straga as the volunteer coordinator for the program. Straga is a member of our MD Fire Department but she was also looking for some community justice hours to complete her degree.
2. Tiana Straga set up information meetings for each of the high-risk communities [see attached flyer].
3. Officers attended those communities and have met up with interested persons that are expected to spearhead the program. These people are known to Officer Butler from his time as an RCMP Officer.
4. Tiana Straga has begun the process of forming the Range Patrol into an association. This allows them, like any volunteer teams, to apply for funding and grants.
5. Sgt. Hughes spoke with members of the Lethbridge Search & Rescue Team with hopes of growing the program to include the M.D. of Taber.
6. Sgt. Hughes spoke with Mike Cook, the provincial representative for Search & Rescue about improving some response ideas within Alberta, especially as it pertains to wildfire season.
7. Sgt. Hughes sent a letter to Alf Rudd, Victim Services Coordinator, regarding our programs ability to utilize their agency if the situation presents itself.

Report for Council

UP COMING EVENTS

1. Update: Council Direction Memo of November 9th, 2017 - Law Enforcement Meeting is set for January 24th, 2018 at 10 am with all law enforcement agencies within the M.D. of Taber.
2. Update: Council Direction Memo of November 9th, 2017 – Range Patrols have been initiated and development (recruiting, activation and communication/safety protocols) are being discussed.

Submitted by:

Kirk Hughes
Supervisor
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Municipal District of Taber