

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, April 24, 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
Leavitt Howg	- Division 7 Councillor
Derrick Krizsan	- Municipal Administrator
Bryan Badura	- Director of Corporate Services
Jason Bullock	- Director of Agricultural Services
Ginger Rose	- Director of Hamlet & Utilities
Jeremy Wickson	- Director of Public Works
Jack Dunsmore	- Director of Planning & Infrastructure
Craig Pittman	- Public Works Superintendent
Candice Robison	- Administration Clerk
Cole Parkinson	- Taber Times

Resolution No.

Agenda
Item #

1. Call to Order

Reeve Brian Brewin called the meeting to order at 8:57 a.m.

2. Agenda

Council reviewed the agenda and additions to the agenda.

Resolution No.
C-2018-4758

MOVED by Councillor Murray Reynolds that the agenda be as accepted with the following additions:

6A – Accounts for Payment (Batch 21617)
7C – Letter from Henry Willms
7D – Letter from Claude Durupt
7E – Letter from Carin Jensen
7F – Letter from MLA Grant Hunter
7G – Letters from Town of Vauxhall – Council Committee Appointments
8E – Grassy Lake Waste Project
8F – Appreciation Event

CARRIED

3.A Minutes – April 10, 2018

Council reviewed the minutes from the April 10, 2018 meeting.

Resolution No.
C-2018-4759

MOVED by Councillor Merrill Harris that the minutes of the regular meeting of the Municipal Council held on April 10, 2018 be accepted as presented.

CARRIED

8.E Other Business – Grassy Lake Waste Project

Jason Bullock, Director of Agricultural Services and Ginger Rose, Director of Hamlets & Utilities were present to provide information gathered from residents about the Grassy Lake Waste Project at the Grassy Lake Community Garage Sale.

Resolution No.
C-2018-4760

MOVED by Councillor Tamara Miyanaga to table the Grassy Lake Waste Project to the May 1, 2018 Agricultural Service Board Meeting.

CARRIED

5.A CAO Report

Derrick Krizsan presented the CAO Annual General Meeting Report.

Resolution No.
C-2018-4761

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

Director of Public Works

Council reviewed the Public Works Annual General Meeting Report.

Resolution No.
C-2018-4762

MOVED by Councillor John Turcato that the reports of Jeremy Wickson, Director of Public Works, a copy of which is attached to and forms part of these minutes be accepted.

CARRIED

5.C Director of Planning & Infrastructure Report

Council reviewed the Planning & Infrastructure Annual General Meeting Report.

- Resolution No.
C-2018-4763
- MOVED by Councillor John Turcato that the report of Jack Dunsmore, Director of Planning and Infrastructure and Craig Pittman, Public Works Superintendent, a copy of which is attached to and forms part of these minutes be accepted.
CARRIED
- 5.D Director of Hamlets & Utilities Report
- Council reviewed the Hamlets & Utilities Annual General Meeting Report.
- Resolution No.
C-2018-4764
- 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
- 5.E Director of Agricultural Services Report
- Council reviewed the Agricultural Services Annual General Meeting Report.
- Resolution No.
C-2018-4765
- 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
- 5.F Director of Municipal Lands and Leases Report
- Council reviewed the Municipal Lands and Leases Annual General Meeting Report.
- Resolution No.
C-2018-4766
- 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
- 5.G Regional Fire Service Report
- Council reviewed the Regional Fire Service Annual General Meeting Report.
- Resolution No.
C-2018-4767
- 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
- 5.H Regional Enforcement Services/Economic Development Report
- Council reviewed the Regional Enforcement Services and Economic Development Annual General Meeting Report.
- Resolution No.
C-2018-4768
- 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
- 5.I IT & GIS Department Report
- Council reviewed the IT & GIS Department Annual General Meeting Report.
- Resolution No.
C-2018-4769
- MOVED by Councillor John Turcato that the report of Bryce Surina, Director of IT & GIS, a copy of which is attached to and forms part of these minutes be accepted.
CARRIED
- 6.A Finance – Accounts for Payment
- Council reviewed the Accounts for Payment.
- Resolution No.
C-2018-4770
- MOVED by Councillor Murray Reynolds that the accounts Batch 21574, 21576, 21580, 21588, 21609, 21613, 21617 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 March 2018.
- Resolution No.
C-2018-4771
- MOVED by Councillor Tamara Miyanaga that the Bank Reconciliation ending March 2018 be accepted as printed.
CARRIED
- 6.C Finance – Operating Financial Statement – March 2018
- Council reviewed the Operating Financial Statement ending March 2018.
- Resolution No.
C-2018-4772
- MOVED by Councillor Leavitt Howg that the Operating Financial Statement ending March 2018 be accepted for information.
CARRIED

- 6.D Finance – Capital Transaction Report – March 2018
- Council reviewed the Capital Transaction Report ending March 2018.
- Resolution No. C-2018-4773
 MOVED by Councillor John Turcato that the Capital Transaction Report ending March 2018 be accepted for information.
 CARRIED
- 8.D Other Business – Overland Flooding – Infrastructure Restoration Plan
- Craig Pittman - Public Works Superintendent, Jeremy Wickson – Director of Public Works and Jack Dunsmore – Director of Planning & Infrastructure were present to discuss and provide information with respect to the overland flooding infrastructure restoration plan. At this time 724 logged locations needing repairs.
- Resolution No. C-2018-4774
 MOVED by Councillor John Turcato to set a Public Works meeting for Thursday, May 3, 2018 at 1:00 p.m.
 CARRIED
- 10.A Public Hearing
- Resolution No. C-2018-4775
 MOVED by Councillor Jennifer Crowson that Council recess the regular meeting of Council and call to order the Public Hearing to consider Bylaw No. 1920, being the Re-designate Land – Lot 6 & 7, Block 8, Plan 7910775 from Hamlet Residential to Direct Control Bylaw at 10:05 a.m.
 CARRIED
- Resolution No. C-2018-4776
 MOVED by Councillor Murray Reynolds that Council reconvene the regular meeting of Council at 10:09 a.m.
 CARRIED
- 7.C Correspondence - Letter from Henry Willms
- Craig Pittman - Public Works Superintendent, Jeremy Wickson – Director of Public Works and Jack Dunsmore – Director of Planning & Infrastructure were present to discuss and provide information with respect to the letter received from Henry Willms.
- Resolution No. C-2018-4777
 MOVED by Councillor Merrill Harris to uphold the Enforcement Order issued to Henry Willms and that all work must be completed by an MD of Taber approved contractor.
 CARRIED
- 7.D Correspondence – Letter from Claude Durupt
- Craig Pittman - Public Works Superintendent, Jeremy Wickson – Director of Public Works and Jack Dunsmore – Director of Planning & Infrastructure were present to discuss and provide information with respect to the letter from Claude Durupt regarding a change of public utilities use for domestic water at parcels 303B – NE 12-13-14-W4 and 302 – SE 12-13-14-W4.
- Resolution No. C-2018-4778
 MOVED by Councillor John Turcato to table the letter from Claude Durupt to the May 8, 2018 Council meeting.
 CARRIED
- 7.E Correspondence – Letter from Carin Jensen
- Craig Pittman - Public Works Superintendent, Jeremy Wickson – Director of Public Works and Jack Dunsmore – Director of Planning & Infrastructure were present to discuss and provide information with respect to the letter from Carin Jensen regarding Township Road 10-2.
- Resolution No. C-2018-4779
 MOVED by Councillor Tamara Miyanaga to accept the letter from Carin Jensen for information.
 CARRIED
- 7.A Correspondence – 8th Annual Taber Pheasant Festival
- Council reviewed the correspondence regarding the 8th Annual Taber Pheasant Festival.
- Resolution No. C-2018-4780
 MOVED by Councillor John Turcato to accept the correspondence regarding the 8th Annual Taber Pheasant Festival for information.
 CARRIED
- 7.B Correspondence – Royal Canadian Mounted Police
- Council reviewed the letter received from the Royal Canadian Mounted Police regarding the Rural Municipalities of Alberta meeting and discussion on Rural Crime.
- Resolution No. C-2018-4781
 MOVED by Councillor Merrill Harris to accept the correspondence from the Royal Canadian Mounted Police for information.
 CARRIED

Resolution No. C-2018-4782	<p>7.F <u>Correspondence – Letter from MLA Grant Hunter</u></p> <p>Council reviewed the correspondence from MLA Grant Hunter regarding a Rural Crime meeting in Edmonton on April 30, 2018.</p> <p>MOVED by Councillor Merrill Harris to accept the letter from MLA Grant Hunter for information. CARRIED</p>
Resolution No. C-2018-4783	<p>7.G <u>Correspondence – Letters from Town of Vauxhall – Council Committee Appointments</u></p> <p>Council reviewed the letters from the Town of Vauxhall regarding their Council committee appointments.</p> <p>MOVED by Councillor Jennifer Crowson to accept the letters from the Town of Vauxhall for information. CARRIED</p>
Resolution No. C-2018-4784	<p>8.A <u>Other Business – Joint Meeting with Chamber of Commerce & Town of Taber</u></p> <p>Council reviewed items for the annual joint meeting with Chamber of Commerce, MD of Taber and Town of Taber.</p> <p>MOVED by Councillor Merrill Harris to provide the Taber Chamber of Commerce the following items for the upcoming joint meeting:</p> <ul style="list-style-type: none"> - Highway 3 / Highway 864 Traffic Lights Update - Cannabis - Walking Path - State of Local Emergency/Flood Update <p>CARRIED</p>
Resolution No. C-2018-4785	<p>8.B <u>Other Business – Restricting Access on Public Road Allowances</u></p> <p>Council reviewed Restricting Access on Public Road Allowances.</p> <p>MOVED by Councillor Tamara Miyanaga to add restricting access on public road allowances to an upcoming Policy Committee meeting. CARRIED</p>
Resolution No. C-2018-4786	<p>MOVED by Councillor Murray Reynolds to schedule a Policy Committee meeting on June 4, 2018 at 1:00 p.m. CARRIED</p>
Resolution No. C-2018-4787	<p>8.C <u>Other Business – Renewable Energy Projects on Municipally Owned Lands</u></p> <p>Council reviewed Renewable Energy Projects on Municipally Owned Lands.</p> <p>MOVED by Councillor Merrill Harris to add Renewable Energy Projects on Municipally Owned Lands to the June 4, 2018 Policy Committee agenda. CARRIED</p>
Resolution No. C-2018-4788	<p>9.A <u>Bylaws – Bylaw No. 1920</u></p> <p>Council reviewed Bylaw No. 1920 being the Re-designate Land – Lot 6 & 7, Block 8, Plan 7910775 from Hamlet Residential to Direct Control.</p> <p>MOVED by Councillor Jennifer Crowson that Bylaw No. 1920 being the Re-designate Land – Lot 6 & 7, Block 8, Plan 7910775 from Hamlet Residential to Direct Control, be given 2nd Reading. CARRIED</p>
Resolution No. C-2018-4789	<p>MOVED by Councillor Merrill Harris that Bylaw No. 1920 being the Re-designate Land – Lot 6 & 7, Block 8, Plan 7910775 from Hamlet Residential to Direct Control, be given 3rd and Final Reading. CARRIED</p>
Resolution No. C-2018-4790	<p>9.B <u>Bylaws – Bylaw No. 1921</u></p> <p>Council reviewed Bylaw No. 1921 being the Special Tax Bylaw – West Highway 3 Business Park.</p> <p>MOVED by Councillor Tamara Miyanaga that Bylaw No. 1921 being the Special Tax Bylaw – West Highway 3 Business Park, be given 1st Reading. CARRIED</p>
Resolution No. C-2018-4791	<p>MOVED by Councillor John Turcato that Bylaw No. 1921 being the Special Tax Bylaw – West Highway 3 Business Park, be given 2nd Reading. CARRIED</p> <p><u>Bylaws – Bylaw No. 1922</u></p> <p>Council reviewed Bylaw No. 1922 being the MD of Taber/County of Forty Mile Intermunicipal Development Plan Bylaw.</p>

Resolution No.
C-2018-4792

MOVED by Councillor Leavitt Howg that Bylaw No. 1922 being the MD of Taber/County of Forty Mile Intermunicipal Development Plan Bylaw, be given 1st Reading.
CARRIED

Resolution No.
C-2018-4793

MOVED by Councillor Jennifer Crowson to set a public hearing date for Bylaw No. 1922 on June 12, 2018 at 10:30 a.m.
CARRIED

Bylaws – Bylaw No. 1923

Council reviewed Bylaw No. 1923 being the Property Tax Penalty Bylaw.

Resolution No.
C-2018-4794

MOVED by Councillor Murray Reynolds that Bylaw No. 1923 being the Property Tax Penalty Bylaw, be given 1st Reading.
CARRIED

Resolution No.
C-2018-4795

MOVED by Councillor Jennifer Crowson that Bylaw No. 1923 being the Property Tax Penalty Bylaw, be given 2nd Reading.
CARRIED

Bylaws – Bylaw No. 1925

Council reviewed Bylaw No. 1925 being the 2018 Property Tax Rate Bylaw.

Resolution No.
C-2018-4796

MOVED by Councillor Tamara Miyanaga that Bylaw No. 1925 being the 2018 Property Tax Rate Bylaw, be given 1st Reading.
CARRIED

Resolution No.
C-2018-4797

MOVED by Councillor Merrill Harris that Bylaw No. 1923 being the 2018 Property Tax Rate Bylaw, be given 2nd Reading.
CARRIED

Delegation – Jack Hayden

Jack Hayden was present to discuss with Council the following:

- Disaster Funding
- AHS/FCSS Building
- Repatriation of Tax Recovery Lands

12. Adjourn

Resolution No.
C-2018-4798

MOVED by Councillor John Turcato that the meeting adjourn at 12:05 p.m.
CARRIED

Reeve

Municipal Administrator

Annual General Meeting Report

Municipal Administrators Report

At the conclusion of each business year each municipality within the Province of Alberta is required to provide an audited financial statement. This statement provides details on the financial position of the municipality including information on municipal cash flow during the past year along with details of liabilities, municipal assets, government transfers and debt obligations. The purpose of this reporting is to provide transparency of your local government.

A complete electronic copy of the audited statement can be found on the MD of Taber website at www.mdtaber.ab.ca or paper copies can be found at the municipal office, or at various stores / post offices throughout the municipality.

2017 was a very busy year for your municipal organization. Major projects included the following:

1. 20 kilometers of roads constructed or rehabilitated.
2. The negotiation of Intermunicipal development plan agreements with 6 rural municipalities – 3 of which are now completed.
3. The negotiation of 2 Intermunicipal collaboration framework agreements with the Town of Vauxhall and the Village of Barnwell and initiation of 3 rural ICF agreements.
4. In response to citizen concerns about rural crime the M.D. of Taber Peace Officer program was initiated.
5. 2 major incidents pertaining to municipal utilities including a widespread extended power outage and major electrical failure resulting in implementation of a significant and successful municipal responses.
6. Initiated construction of the M.D. of Taber Maintenance and Operations Building due for completion in June 2018.
7. Received grant funding for the West Township 8 Range 16 stormwater project.

The M.D. of Taber continues to implement its long term capital infrastructure plan which addresses key infrastructure needs including: bridge replacement, road rehabilitation, residential and commercial lot development, industrial lot development, airport expansion, recreation development as well as many other initiatives that will ensure that our municipal district remains financially and economically sustainable into the future.

The M.D. of Taber Council has approved a 2018 work plan that includes;

1. Repair of roads and municipal infrastructure damaged by overland flooding.
2. Completion of the M.D. of Taber Maintenance and Operations Building.
3. Installation of electrical generators at the Hamlet of Hays and the Hamlet of Grassy Lake water treatment plants, the Vauxhall Fire Hall and the MD administration building in Taber.
4. Road repair and paving of roads in the Hamlets of Grassy Lake and Hays.
5. Replacement of a local road bridge SE of Enchant in coordination with Bow River Irrigation District.
6. Construction of traffic lights at the intersection of Highway 3 and Highway 864 in a cost sharing agreement with the Town of Taber and Alberta Transportation.

Annual General Meeting Report

7. Construction of a walking trail at the M.D. of Taber park to connect the park to the Town of Taber walking trail.
8. Assist in the construction of a baseball diamond at Ken Macdonald's sports field in Taber and construct a baseball diamond in Grassy Lake.
9. Complete the design and water act approvals for the West Township 8 Range 16 stormwater project and construction of the project in 2019.
10. Service with water and waste water 3 industrial lots in the Hamlet of Enchant.
11. Complete the design of an industrial park and truck parking east of Vauxhall.

There will be significant challenges in the future for our municipality. A significant portion of the assessment base of our municipality - near 70% - is 'linear assessment' which includes oil and gas wells, pipelines, power generation and distribution, telecommunication and railway infrastructure with the largest portion attributable to oil and gas. We are all aware of the consolidation that is occurring within the oil and gas industry in Alberta and indeed globally at this time. It is a challenging time for businesses and individuals alike.

In 2017 property tax revenues from oil and gas decreased approximately \$535,000.

Approximately \$982,000 in property taxes remain uncollectable due to the bankruptcy of oil and gas companies. Likewise many landowners have unpaid surface lease rentals and lease sites which have fallen into disrepair.

In 2018 an amount of \$317,000 has been budgeted for uncollectable property taxes.

Due to the downturn in the oil and gas industry the M.D. of Taber linear assessment in 2018 has decreased 1.66%. This will result in approximately \$186,000 less property tax revenue for the M.D. in 2016.

Despite the property tax increases approved by Council the decrease in property tax assessment which has occurred over the past number of years the M.D. of Taber is expected to operate with less revenue in 2018 than it did in 2015. This is being accomplished by focusing on core municipal responsibilities and by doing what every business has had to do the past number of years – tighten the belt and find ways to do more with less.

An increasing emphasis is being placed upon internal municipal capacity for the construction and rehabilitation of municipal infrastructure as this is the most cost effective way to perform these important capital projects.

The MD of Taber will continue to publish quarterly newsletters each year which keep you apprised on the business of your local government as well as other community organizations which operate within the municipality.

As demonstrated by our 2018 financial statement the Municipal District of Taber continues to effectively utilize the financial resources that the citizens and businesses within the municipality contribute by way of property taxes as directed by your elected representatives through an open and transparent decision making and reporting process.

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Municipal Statistics As Accumulated by Alberta Municipal Affairs

(Based upon 2016 Budget Year)

- Total area of the municipality 426,861 hectares
- Total length of roads 2,518 kilometers
- Total length of water mains 108.02 kilometers (including water commissions)
- Total length of waste water mains 19.32 kilometers
- Total length of storm drains 1.5 kilometers
- Total of 2,204 dwellings containing 7,216 citizens
- 75 full time and seasonal employees
- 8 contract employees
- Equalized Tax Rate: Net Municipal 6.9% (8.9% median for municipalities in Alberta of comparable size)
- Equalized Tax Rate: Non Residential 11.0% (15.6% median for municipalities in Alberta of comparable size)
- Non-Residential Equalized Assessment as a % of Total Assessment – 68.8% (68.8% median for municipalities in Alberta of comparable size)
- Net municipal property taxes per capita \$2,127 (compared to municipalities with similar assessment which average \$3,602 per capita)
- Provincial grants per capita \$542 (compared to \$818 for similar sized municipalities)
- Municipal property taxes as a percentage of operating revenue – 64%
- Provincial grants as a percentage of operating revenue – 10%
- Sales and User charges as a % of operating revenue – 2%
- Expenditures per capita: MD of Taber vs Comparable municipalities:
 - General government \$354 per capita vs \$609 per capita median for municipalities in Alberta of comparable size
 - Protective services \$240 per capita vs \$266 per capita median for municipalities in Alberta of comparable size
 - Transportation \$1,429 per capita vs \$2,534 per capita median for municipalities in Alberta of comparable size
 - Environment \$301 per capita vs \$301 per capita median for municipalities in Alberta of comparable size
 - Recreation \$227 per capita vs \$193 per capita median for municipalities in Alberta of comparable size
 - Salaries / Wages Benefits \$988 vs \$1,274 median for municipalities in Alberta of comparable size
 - Major expenditures per capita – contracted and general services \$320 vs \$761 median for municipalities in Alberta of comparable size
 - Major expenditures per capita – materials, goods, supplies and utilities \$707 vs \$642 median for municipalities in Alberta of comparable size
 - Net book value as % of Total Capital Property costs 63.8% vs 55.9% median for municipalities in Alberta of comparable size
- Ratio of current assets to current liabilities – 12.19
- Total equalized assessment (in millions) – 2,243

(Municipalities deemed to be comparable by Alberta Municipal Affairs include: Woodlands County, Lac La Biche County, County of Wetaskiwin, Ponoka County, Kneehill County, County of Vermillion River, Northern Sunrise County, Mackenzie County, MD of Provost, MD of Wainright, Athabasca County, Lac Ste. Anne County, Lethbridge County, County of Camrose, County of Stettler, MD of Lesser Slave Lake, MD of Pincher Creek, Saddle Hills County and MD of Big Lakes)

Annual General Meeting Report

In 2012, the Government of Alberta adopted the recommendations in the MSS (Municipal Sustainability Strategy) Working Group Report "*Building on Strength: A Proposal for Municipal Sustainability in Alberta*". One of the report recommendations suggested the development of quantifiable KM (Key Measures) of municipal viability to be used as an initial screening tool for identifying municipalities that may benefit from additional ministry support. The most recent results for your municipality are detailed below.

Key Measures of Municipal Viability (2016)

Has your municipality reported an accumulated deficit, net of equity in tangible capital assets, for the past three fiscal (calendar) years?

2016 - \$28,911,610

2015 - \$29,458,946

2014 - \$29,236,703

Triggered

No

Does your municipality have less than a 1:1 ratio of current asset to current liabilities?

Ratio = 12.19/1

No

Has your municipality received a "qualified audit opinion", "denial of opinion" or an "adverse opinion" with respect to your most recent annual financial statements?

No

Has your municipality reached 80% of its debt or debt service limit?

Debt - 9%

Service - 8%

No

Based on the annual audited financial statements, have provincial & federal grants accounted for more than 50% of your municipality's total revenue in each of the past three fiscal (calendar) years?

2016 - 9.90%

2015 - 16.23%

2014 - 21.49%

No

Has your municipality's non-residential assessment base declined over the past 10 years?

2016 - \$1,542,399,701

2006 - \$813,333,325

No

Does your municipality have more than 5% of current property tax unpaid for the most recent completed fiscal year?

2016 - 3.6% Unpaid

No

Has your municipality experienced a decline in population of the municipality over the last 20 years?

2016 - 7,173

1996 - 5,317

No

Is the remaining value of the tangible capital assets less than 30% of the original cost?

63.78% Remaining

No

Has your municipality missed the legislated May 1 reporting date for the annual audited financial statements in each of the last 2 years?

April 01, 2017

March 28, 2016

No

Annual General Meeting Report

Public Works Report

Public Works: 2017 in Review

The Public Works department of the MD of Taber has had a productive year for construction and maintenance operations in 2017. The maintenance and construction operations had favourable weather conditions throughout the course of the year and workload was consistent through all seasons. The Public Works (PW) department produced a combination of construction and maintenance projects that involved road infrastructure, recreation and economic development within the MD of Taber.

The MD of Taber has considerable high and intensive traffic on our road surfaces, from agriculture and livestock to oil and gas. The aggressive nature of this traffic means we have to be more diligent and accommodating with our maintenance tactics and standards. Ongoing road difficulties include washboard, high shoulders holding water, and lack of gravel to name a few of the concerns faced by staff on a daily and yearly basis. In order to address these concerns the Public Works department is logging these areas and structuring our road prioritizing for our grader operators, to reflect the primary travel corridors and increase the focused maintenance of these roadways. Larger equipment is being purchased to cut out washboard and be more aggressive in our maintenance tactics to provide quality roadways for all residents of the MD of Taber. In conjunction with this the PW department is working on year to year surface gravelling schedule to keep our roadway structures intact. Infrastructure is the largest portion of the service provided to residents and our PW and ASB departments work very hard to provide a level of service and quality to the MD of Taber that is exceptional for its residents and visitors. Construction operations are focused on these high traffic roadways as well, constructing and rehabilitating roadways to establish a solid network.

Highlights from 2017 Public Works Department

Construction Operations

- Road building (6 miles/9.6 kilometers): TWPR 8-4 (2 mile) from RR 17-2 to Highway 36, TWPR 8-2 (2 mile) from RR 17-2 to Highway 36, RR 17-2 (2 mile) from TWPR 8-4 to 8-2
- MD Campus and Shop Location Civil Construction, roadways, storm ponds
- Victoria and Ottawa square gravel base construction
- Oldman River Boat launch
- MD Campus site preparation – Winter 2017
- Gravel Pit Reclamation – Reti Pit

Project Operations

- Drainage work throughout the MD which involved ditch work, culvert installations (75 +), hamlet infrastructure repairs, etc. (1500 meters of culvert installed)
- Victoria and Ottawa square gravel base construction
- Oldman River Boat launch
- Bridge infrastructure inspections and repairs
- Bridge File # 80177 removal
- Bridge File # 80044 removal

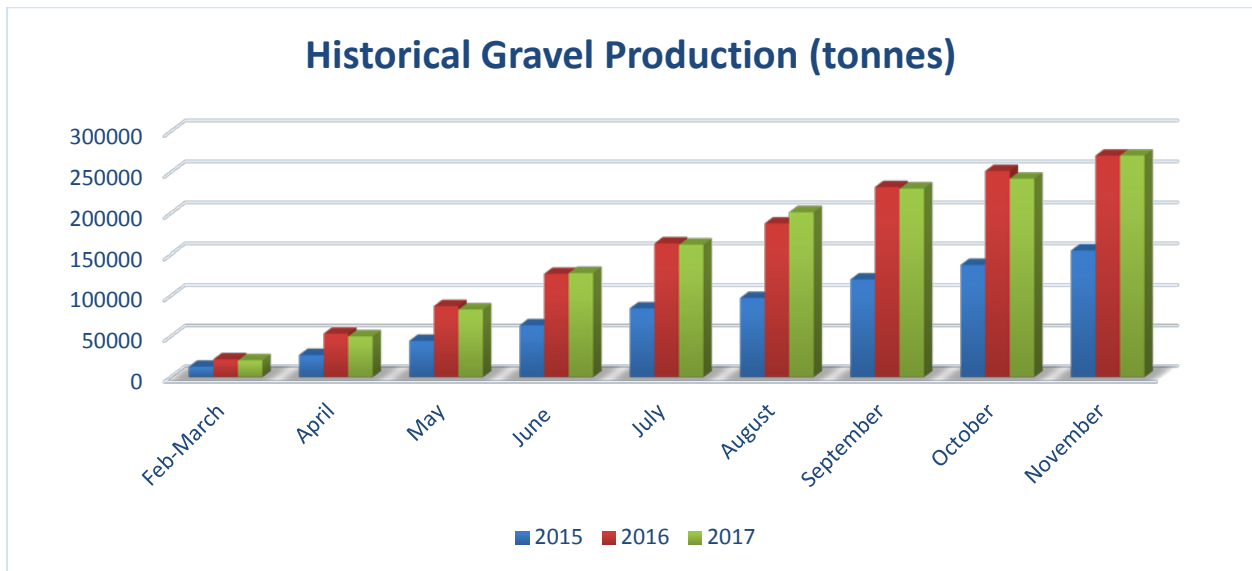
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Gravel Operations

- Primary gravel crew hauled gravel to every division in the MD during 2016, including capital road projects over 425 miles or 680 kilometers gravelled. Total amount of gravel hauled was over 150,000 tonnes

Crushing Operations

- Productive year for crushing operations with total crushed material being 270,000 tonnes of 1 inch gravel in 3 separate pits (Reti, Barnwell and Speaker)
- Second shift was added to summer operations to maximize crusher running time in 2016



Grader/Maintainers

- Prioritizing and evaluations of enhanced, arterial, collector and local road structures to provide an optimal maintenance schedule for grading operations
- MG30 aggregate stabilizer treatments for dust control (+100 application sites for residents and intersection improvements)

Maintenance Crew

- Calcium applications throughout the MD (100 plus different site locations, 25 kilometers of combined coverage)
- Crack sealing, spray patching and pothole repairs
- Victoria and Ottawa square gravel base construction
- Extensive work rehabbing oiled roads that have deteriorated with asphalt inlays

Fleet Maintenance Department

- Shop maintenance staff services all MD fleet operations and regional fire departments which range from light and heavy trucks, construction equipment, tractors, etc. (200+ units)
- 50+ Commercial Vehicle Inspections performed by MD staff

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- MD Regional Fire Services – inspection and servicing of 6 departments, Taber, Vauxhall, Grassy Lake, Enchant, Hays and Barnwell
- Service trucks allow us to be mobile and in the field for general repairs to equipment

Snow Maintenance

- Snow plowing on MD hard surfaced and gravel roads, combination of 14 graders, 4 truck snow plow units and 2 loaders

Looking into 2018

Building on the continued success our PW department had in 2017, 2018 is shaping up to be another year of progressive and productive results, though due to the weather it will be a later start than usual. Snow maintenance from October 2017 to April 2018 and the current flood mitigation work has kept MD staff very busy with extended hours of operational work. Over the course of the winter we have kept our construction crews working on projects and utilizing our staff strength and equipment on the new MD campus site and Operations facility location into the spring months and now in late spring on major culvert repairs and road projects in conjunction with the flooding that has been widespread. Public Works has an extensive list of capital projects for the coming year that involves all our forces in some aspect working on road building and rehabilitation.

- Road construction (Total of 7 miles) – RR 13-1 (3 miles) from Hwy 3 to TWPR 10-0, RR 19-0 (2 miles) from TWPR 10-2 to 10-4, RR 16-0 (2 miles) from TWPR 11-2 to 11-4
- MD Campus site final preparation – spring 2018
- Bridge File # 79921 replacement
- Bridge File # 80259 replacement
- Gravel Pit Reclamation – Snake Pit
- Data collection on existing infrastructure, roads, culverts, signs, etc.

Additional work will include crushing operations of 250,000 tonnes of material and subsequent gravel hauling of 150,000 tonnes covering over 600 kilometers of road surface. MD forces will be continuing to work on a sustainable maintenance strategy that puts focus on grading and gravelling of high traffic roadways. Providing high levels of service for maintenance and construction is the Public Works department's primary goal which allows the residents of the MD of Taber to have a quality infrastructure network for their purposes.

For ongoing pictures of our projects please go to the MD website.

Facts and Comparisons Related to the MD of Taber

- The MD of Taber has 2400 kilometers of developed road allowances, this is the near equivalent to the driving distance from Taber to San Diego
- The MD has built or rehabilitated over 280 kilometers of roadway infrastructure from 2013 to 2017 (just over 10% of all roadways in the MD) this is the near equivalent to building a road from Taber to Calgary
- Grading maintenance accounts for approximately 22,000 kilometers to be graded each year, in comparison that is over halfway around the earth (40,075 km)
- Gravel operations cover 680 kilometers or more per year, this is the near equivalent to gravelling the distance from Taber to Whitecourt, NW of Edmonton
- Crushing operations produced 270,000 tonnes or 160,000 cubic meters of gravel, this is the equivalent of having material to fill a CFL football field box 20 meters high

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Director of Planning and Infrastructure Report

HAMLET PROJECTS:

The Hamlet of Grassy Lake saw a new seed cleaning facility being constructed within the Hamlet boundary. To accommodate this business, the M.D. did a water line extension to provide treated water to the property to provide fire protection and water for domestic use. In 2016, 1st street north saw a drainage project completed to handle storm-water drainage and in 2018, the final portion of this project will be undertaken. Base / paving of 1st street north is scheduled to be completed. Residential lots are at a premium in Grassy Lake and the M.D. is investigating where the newest residential sub-division will be constructed to accommodate this growth in the Hamlet.

The Hamlet of Hays had some of the streets within the Hamlet paved and at the same time, the M.D. partnered with Horizon School Division to complete some paving on the basketball court and parking lot on the school grounds.

The Hamlet of Enchant will have three new Industrial lots developed with construction to begin in 2018.

As part of emergency services, the M.D. of Taber will be installing emergency power generators at water plants in the Hamlets of Hays and Grassy Lake in 2018. This is the completion of a long term plan to have back-up power in the Hamlets for water treatment facilities, lift stations and emergency back-up generation capabilities at all the Hamlet Hall centers.

GRAVEL:

The M.D. staff continue search for new gravel sources within the M.D boundary both on private and public lands.

ALBERTA TRANSPORTATION:

The M.D. was successful in being awarded funding for 4 local bridge files in 2017. Using M.D. forces to do the work, 2 of these projects have been completed and the due to the winter/spring weather we have had, the remaining 2 will be completed in the fall of 2018. This program allows for 75/25 funding from the Province with the M.D. paying the 25%. Currently, the M.D. is responsible for approximately 160 larger bridge/culverts in our Municipality and every year, the M.D. will be applying for funding under this program to assist in replacing aging infrastructure.

Another partnership the M.D. is currently working with Alberta Transportation on is constructing a Truck Stop / Rest Area on M.D. owned lands immediately east of the Town of Vauxhall along Highway 36. It has been identified that there is a lack of places where larger, over-dimensional trucks have the capability to pull off Highway 36 in Southern Alberta. The conceptual design has been done for the property which will include a large paved parking lot along with 2 – 2+ acre

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Highway Commercial lots for development purposes. Final details of the partnership agreement have yet to be completed.

M.D. staff have been participants on an Alberta Transportation Technical committee investigating possible routing for the twinning of Highway 3 from just east of Grassy Lake to Barnwell area. Final report is due to be completed by November 2018.

DEVELOPMENT:

Development was again very strong in the Municipality in 2017. There were 23 Home Occupation Permits, 116 Development Permits (Housing, Shops, Residential Garages, Signs etc.), as well as 24 sub-divisions last year throughout the entire M.D. area.

Contact with the M.D. was made from several companies interested in solar energy in our Municipality and staff continues working with these companies. Development permits were approved for 5 solar energy projects in the M.D. of Taber and a few more are expected anytime soon.

Following Alberta Government legislation, the M.D is required to enter into Inter-Municipal Development Plans with adjacent Municipalities/Counties as well as Towns and Villages within the M.D. of Taber boundaries (9 plans in total will be required). These plans will assist both parties when dealing with development within their respective boundaries to ensure co-operation when considering development that may impact one or the other municipalities.

DRAINAGE:

Both surface and underground (tile) drainage continue to be occurring in the M.D of Taber. The M.D of Taber has a drainage policy in place and continue to work with residents, landowners, Irrigation Districts and Alberta Environment in dealing with drainage concerns within our Municipality.

The M.D. applied for funding under the Community Resiliency Program for a drainage project south of Taber and were successful in obtaining funding for this project. An Engineering Consultant has been hired and are in the preliminary design stage for the project.

Two drainage workshops were held in 2017 (Vauxhall and Taber) and were very well attended by landowners, Government Department staff, Irrigation Districts, neighboring Counties and many other interested parties. The objective of the workshops was to assist residents in understanding the approval process that is required to drain land either below or above the surface. There are approvals that may be required from Alberta Environment and Parks, Irrigation Districts and the Municipality depending the drainage that is being constructed. We have and will continue to work residents when asked to assist them in this process.

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Director of Hamlets & Utilities Report

Enchant

- ❖ New industrial lots on Railway Ave to be constructed.
- ❖ Performed the annual flushing program for distribution and sewer collection.
- ❖ Sent away bi-weekly bac-t samples and quarterly THMs.
- ❖ Kept the grass mowed.
- ❖ Performed snow removal.

Grassy Lake

- ❖ Extended the water mainline to services the industrial lots on the east side of Grassy Lake.
- ❖ New sewer connection for the Taber Seed Plant.
- ❖ New residential services were installed for a couple of purchased properties.
- ❖ Performed the annual flushing program for distribution and sewer collection.
- ❖ Sent away bi-weekly bac-t samples and quarterly THMs.
- ❖ Kept the grass mowed.
- ❖ Performed snow removal.

Hays

- ❖ Some of the roads were received new paving.
- ❖ New raw water pipeline installed to irrigate the ball diamonds.
- ❖ Performed the annual flushing program for distribution and sewer collection.
- ❖ Sent away bi-weekly bac-t samples and quarterly THMs.
- ❖ Kept the grass mowed.
- ❖ Performed snow removal.

Bow Island Water Plant

- ❖ Installed four (4) new membrane cartridges into the filter system.
- ❖ Had a record summer for water production.
- ❖ Bow Island pulls water off the irrigation canal thru the summer months. The high flows on the canal caused the operators to deal with high turbidity and particle counts. But maintained quality drinking water for the residents.
- ❖ Had the annual inspection from Alberta Environment & Parks.
- ❖ Performed weekly bac-ts and biannual water sampling as per the approval.
- ❖ Flushed the transmission line the feeds Burdett and Grassy Lake.

Vauxhall Regional Water Plant

- ❖ Communication power failure to the backup UPS (*uninterrupted power supply*) system caused us to lose power to the operational equipment. We had to use potable water trucks to maintain water levels in the clearwell. This was done to service potable water to Vauxhall, Enchant and Hays.
- ❖ We were in talks with PGP, to service them with potable water.
- ❖ Had the annual inspection from Alberta Environment & Parks.
- ❖ Performed weekly bac-ts and biannual water sampling as per the approval.
- ❖ Flushed the transmission lines the feed Enchant and Hays.

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Johnsons Addition

- ❖ Nothing to report

- We currently employ eight (8) certified operators.
- All operators attended courses to maintain their certification for WT, WD, WWT and WWC.
- On October 2, 2017 we lost power to all facilities for approximately 30 hours. During this power outage, we had an operator(s) at each location until power was restored.

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Agricultural Service Board Report

Spraying

- 11,000 km of MD road right of ways were sprayed
- 21 days spent quad spraying difficult areas including hamlets, parks, recreation areas, train tracks, river basins, and air ports
- Inspected and found 30 new sites of various Prohibited Noxious and Noxious weeds
- Sprayed trees and shelterbelts in 50 -60 yards for insects and fungus

Mowing

- 10,000km of MD roads mowed
- 100's of km of secondary highways mowed
- 2 airports mowed and maintained annually
- Campgrounds, hamlets, cemeteries and recreation areas mowed
- Helped mow two local shooting ranges
- Mowed Regional Water Commission main water line

Crop Surveys / Inspections

- 38 potato fields inspected twice throughout the growing season for Bacterial Ring Rot
- 16 canola fields were inspected for Clubroot
- 16 canola fields were inspected for Virulent Blackleg
- Weed survey completed for the Province
- 47 fields were inspected for grasshoppers
- 16 Skunks tested for rabies
- 4 Dutch Elm Bark Beetle traps were set and replaced twice throughout the year

Recreation

- Refurbished an old baseball diamond in Hays
- MD has two tree nurseries that they grow many varieties of trees to replant into recreation areas within the MD
- Planted trees in Grassy Lake and area
- Installed a section of underground sprinklers in the MD of Taber campground

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- Installed a raw water line in Hays to the Baseball diamond area
- MD Taber Park & Campground has over 60,000 visitors a year
- Assisted the Vauxhall Ag. Society to plant trees around their rodeo grounds

Miscellaneous

- Helped the MD fire departments by moving old vehicles around for their training.
- Cut and clean borrow pits of trees and brush. The good wood is saved and distributed to the campgrounds around the MD. The wood chips are given to ratepayers in the area.
- Held 5 Farmer Pesticide Courses throughout the winter of 2016/17 teaching about 100 people involved in agriculture the safe use and handling of chemicals.
- 876 bottles of Strychnine were sold to farmers for the control of Richardson Ground Squirrels
- A tree pruning course was held for our MD ratepayers
- Hosted Drone School training for all those that were interested

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Director of Municipal Lands and Leases Report

Tax Recovery and Grazing/Cultivation Lease Lands

- Tax Recovery land transfer from Province to the MD of Taber now complete. Titles from last 4,800 acre transfer received in March 2017. Inventory of MD of Taber owned land comprised of over 82,000 acres. Land cover primarily grassland. Approximately 6,200 acres is under cultivation and leased to MD residents.
- M.D. of Taber Leases
 - 87 agricultural leases
 - 10 airport leases
 - 6 commercial leases
 - 5 recreational leases
- Cultivation land leases renewed in 2017 for 2018-2020 term.
- MD grazing leases renewals in 2017 for 2017-2027 term.
- Administered the sale of 4 quarters of MD cultivated land
- Tendering of several grazing and cultivation leases throughout 2017
 - 3,105 acres of Tax Recovery grazing lease rights reassigned (5 leases)
 - 660 acres cultivation leases assigned or tendered (3 leases)
 - 320 acres of MD grazing lease surrendered and reassigned (2 leases)
- \$1,700,000 generated from oil and gas surface rentals and agricultural lease rentals on MD owned lands. \$200,000 returned to leaseholders by virtue of oil and gas rental share agreements.
- Range health assessment protocol ongoing.
- Grazing stock return process implemented to monitor grazing intensity on MD lands

Oil and Gas

- Undertaking comprehensive assessment and inventory of oil and gas infrastructure on all MD of Taber owned lands. Data being compiled in GIS database
- Continual administration of oil and gas processes, including reconciliation of oil and lease surface lease rentals and 5 year lease rental reviews (n=68 in 2017).
- Worked with reclamation companies to achieve reclamation certification status on 15 oil and gas locations on MD owned lands.
- Administered lease holder oil and gas share payouts for on all tax recovery and traditional MD owned lands.
- Three new wells proposed in 2017. Twelve pipelines projects completed on MD owned lands in 2017.
- 16 active Surface Rights Board (SRB) rental recovery files from three bankrupt companies. M.D. has received \$60,310 in delinquent rental payments from the Province through the SRB process in 2016/2017

Recreation:

- Boat launch construction completed on Oldman River site north of Taber
- Recreation Lease renewed with Vauxhall Agricultural Society for riding facility
- New lease executed with Vauxhall Fish and Game Association for shooting range.

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Airports:

- New leases drafted and executed for lot rental at both the Taber and Vauxhall airports.
- Additional lot development at the Taber and Vauxhall airports.
- Regular maintenance items at airports (runway lighting, terminal buildings, fencing, wind socks, landscaping, etc.)
- Administer contract for annual maintenance/calibration of GNSS system (Global Navigation Satellite System) at Taber airport
- Coordination of spring and fall airport committee meetings.

Gravel Pits:

- M.D. successful in assignment of crown gravel pit in Hays area in 2017. Conservation Reclamation Business Plan in development with a consultant to double the size of the existing Surface Material Lease (SML).
- Reclamation completed on crown gravel pit in North of Vauxhall.
- Reporting of aggregate utilization on 3 provincially owned gravel pits.
- Continued exploration and testing of potential new gravel sources.

Other:

- Correspondence with several renewable energy companies investigating the M.D. of Taber as a location for new projects.
- Administration of several land purchases for municipal purposes
- Road closure/parcel consolidation projects throughout the M.D. of Taber
- Involvement in Prairie Gold Produce water line project
- Securement of easement agreements for utilities, drainage, and other projects
- Work with the development department to coordinate survey and land title registration for subdivisions on various projects throughout the MD of Taber
- Undertaking regulatory approval for expansion of the dry cell at the Enchant landfill
- Working with rate payers and Alberta Environment and on Water Act approvals.
- Coordinating with non-government conservation organizations to undertake ecological assessment of MD grasslands and habitat projects.
- Involvement in West Township 8 Range 16 drainage project
- Board member with the Prairie Conservation Forum
- Respond to many requests from M.D. residents and external entities in regards to land use issues.

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Regional Fire Service Report

In 2017 the Regional Fire Service initiative which was initiated February 29, 2016 was fully implemented.

Total fire and rescue calls for the 5 fire stations operated by the MDT Regional Fire Service was 272. These calls included providing a task force consisting of 10 firefighters and 4 apparatus to assist the Provincial Operations Center with the Kenow (Waterton) Fire and a task force consisting of 16 firefighters and 7 apparatus to assist Cypress County with the Hilda Fire.

The Regional Fire Service initiative has resulted in the following significant accomplishments since February 2016:

- Increased the number of volunteer firefighters from 53 to 103
- Increased the number of professionally trained firefighters certified to at least a level 1 NFPA 1001 (Hazardous Material operations) standard from 9 to 85
- The level of service provided by all 6 fire stations in the MD of Taber is now similar – all residents have access to qualified fire and rescue responders capable of providing vehicle extrication, offensive firefighting and rescue services
- Replaced and modernized all personal protective equipment for volunteer firefighters
- Replaced obsolete SCBA equipment
- Added equipment and tools necessary to each fire station to meet the stated level of service
- Initiated vehicle maintenance process utilizing M.D. of Taber mechanical staff. All vehicles inspected twice yearly.
- Acquired new vehicle extrication tools for the Vauxhall Fire Station and provided the Vauxhall Fire Station tools to the Grassy Lake Fire Station
- Implemented the Barnwell Fire Partnership agreement with the Village of Barnwell
- Implemented the joint Quality Management Plan for Alberta Safety Codes Council for fire inspection
- Implemented the joint Municipal Emergency Management Plan
- Implemented 12 Intermunicipal mutual aid agreements with neighboring municipalities. All but 3 provide for the exchange of fire services in an emergency at no cost to the receiving municipality
- 2017 budget included all operating costs to implement the Regional Fire Initiative
 - Revenue was projected at \$132,000 – year ended with \$390,606 in revenue
 - Expenses were projected at \$1,105,905 – year ended with \$1,370,380 in expenses (before amortization)
 - Net expense before amortization was projected at \$973,605 – year ended at \$979,774
- 2018 budget net expense before amortization is projected at \$848,477 (\$131,297 less than 2017)
 - The 2018 budget includes increasing the number of volunteer firefighters to 125 from current 103 for the 6 fire stations
 - Net expenses in 2019 budget year expected to be below 2018 budget as Regional Fire Service initiative to be fully completed

Multiple calls have been fielded and meetings conducted with municipalities from across the province seeking information on the MD of Taber Regional Fire Service initiative inquiring how to duplicate the success of the initiative in their community.

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Municipal District of Taber Regional Fire Services – 2017 Statistics

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
VRFD	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 2017 Fire and Rescue calls: 272 (Not including Inspections/Investigations)

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Regional Enforcement Report

In September 2017, the Regional Enforcement Service initiative implemented and became fully operational with the employment of our first Community Peace Officer.

The Regional Enforcement Service – Community Peace Officer Program completed the following number of patrols and calls for service:

Total Calls For Service	68
Total Community Patrols	183

Peace Officers also were jointly dispatched with M.D. of Taber Regional Fire to assist in the fires in both Hilda (Cyprus County) and Waterton National Park.

The Regional Enforcement Service initiative has resulted in the following significant accomplishments since implementation started in July 2017:

- Received Authorization to Employ Peace Officers from the Solicitor General
- Terminated our Enhanced Officer position with the Taber RCMP
- Hired 2 experienced Peace Officers from the M.D. of Taber area
- Sent 1 Peace Officer to the Solicitor General Academy for Law Enforcement
- Promoted a Peace Officer to Sergeant
- Swore 3 Peace Officers in as Bylaw Officers under the Municipal Government Act
- Purchased and fully stocked 2 Dodge Ram pick up trucks to Peace Officer Act standards
- Fully kitted out 3 Peace Officers with operational uniforms, tools and materials
- Purchased necessary safety equipment such as; bullet resistant vests, defensive weapons, etc
- Set up a functional modernized office space complete with mobile terminal technology
- Qualified on various defensive weapons, including; shotgun, OC spray, baton and handcuffing
- Graduated from Lethbridge College 1 Peace Officer in the Weights & Measures Course
- Brought in and installed the newest radar/lidar technology for speeding infractions for vehicles
- Granted access to the Canadian Police Information Centre (CPIC) for person/vehicle query
- Monitored Municipal Elections as “constables” under the Local Election Act
- Implemented an agreement with the Taber Police Service regarding dispatching
- Issued the new AFFRCS Radio System – first in Southern Alberta for a Peace Officer employer
- Implemented the new Report Exec documentation retrieval system
- Received training and certification on the LEADS/WITS program for anti-bullying in schools
- Initiated the volunteer Range Patrol program
- Ensured Victim Services referrals process
- Brought aboard a volunteer co-ordinator
- Fostered an agreement with a search & rescue company to provide training at no cost
- Created a Narcan © preventative policy for Peace Officers
- Attended the Alberta Association of Community Peace Officer Association in Lake Louise, AB
- Signed Memorandums of Understanding with Taber RCMP for municipal enforcement

2017 budget included all operating costs to implement the Regional Enforcement Initiative:

- Budget for the RCMP Enhanced Officer Position was: \$178,000
- Budget for Bylaw Services was: \$24,853
- Total Budget: \$205,853
- Cost to Implement the Community Peace Officer Program: \$142,097
- Total Cost: \$354,103.82

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2018 budget

- Total cost to operate the Community Peace Officer Program: \$192,514
- Potential Revenue: \$30,000
- Total Cost: \$165,814

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Economic Development Report

In September 2017, the Municipal District of Taber hired a full-time Development Officer, a succession planning step for the pending retirement of the Director of Planning and Infrastructure. The Development Officer assists with land development, sub-divisions and leads the economic development of the Municipal District of Taber.

The Economic Development portfolio contributed greatly to some successful initiatives that occurred or are planned to occur within the Municipal District of Taber:

- Review of previous Joint Economic Development initiatives within the Southgrov Region
- Preparation Report on the pending Food Cluster Initiative (Federal Government)
- Reinforced relations with the Regional Economic Development Services of the Alberta Economic Development and Trade Department
- Toured the Roger/Lantic Sugar Factory
- Discussed causes and concerns with the Sugar Beet Growers Association
- Participated in a presentation by Martin Shields, MP regarding the pending Carbon Tax
- Attended the Lethbridge Grows Trade Show and Conference
- Conducted detailed SWOT analysis of the Municipal District of Taber economic growth
- Continued joint economic development meetings with the Town of Taber, Village of Barnwell and the Town of Vauxhall
- Involved with the Community Housing Needs Assessment (Social Housing Study)
- Monitored the Highway #3 Twinning project to determine potential economic impact
- Attended the Food & Drink Conference (Calgary) to discuss food security issues
- Convened with the Town of Taber regarding the Food Clustering Initiative
- Prepared preliminary expansion plans for industrial lots in Enchant and Vauxhall which potentially could add business and commercial revenue to the M.D. of Taber
- Assembled information for potential Solar and Wind (Alternative Energy) investors
- Working with Taber Economic Development completed a C.A.R.E.S. grant for future strategic planning for the region. (Grant awarded in 2018).
- Monitored economic trends; provincially, nationally and internationally, that potential affected the Municipal District of Taber and region including; Maple Leaf Meats acquisitions, Amazon bid (Calgary & Edmonton), Cannabis legislation, etc
- Anticipate future environmental trends that could effect agriculture and business such as; drought, flooding, transportation cost and climate change conditions.
- Aided in the Protein Industries Cluster (PIC) submission for the Federal Supercluster
- Supported the work of the Agri-business Supply Chain report for region
- Spearheaded the creation of a working group for the Highway #3 Agri-business corridor
- Met with prospective clients for business, commercial and industrial usages with the M.D.
- Joined the Alberta Economic Developers Association (EDA)

Future trends in economical development within the M.D. of Taber include;

- Planning stages for industrial lots in Enchant and east Vauxhall (#36) areas
- Proposed solar and wind farms
- Prospective construction of a multimillion dollar Cannabis growing/packaging facility in the Hamlet of Grassy Lake
- Awarded a C.A.R.E.S. grant with the Town of Taber for a strategic plan
- Won the Supercluster Bid as part of the Protein Innovations Cluster (Prairie)
- Application submission for a TGIF grant for tourism
- Creation of a submission under the FCM for grant monies to combat agricultural climate change impacts on farming operations.
- Supporting local small business through development permits

We develop the conditions that allow economic growth to prosper in the M.D.

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I.T. and GIS Department Report

Summary of 2017

Technology has become a very important toolset relied upon by a majority of M.D. of Taber operations in creating notable efficiencies. IT \ GIS Department has the unique opportunity to work very closely with all departments to provide necessary software, hardware, networking, mapping, communications, mobility, and custom configurations that contribute to department workflows. The M.D. of Taber of a very progressive municipality that embraces technology near cutting edge while avoiding the bleeding edge challenges.

Primary Server and Network Infrastructure

We currently maintain 11 Windows Servers in a fully virtualized server environment. As a virtual environment we are able to separate hardware and software from each other to be managed independently. We benefit from the added flexibility and the ability to provide nearly 100 % up time throughout our operations. Outside of the Windows environment we support an IBM AS400 Tax Roll server that runs our critical day to day finance operations. Our goals with respect to servers is to provide efficient and easy access to critical applications and required data. Meanwhile behind the scenes we take the necessary steps to secure daily, weekly, monthly and annual data backups in the event of a disaster or failure.

Our networks are no less important as we provide secure gigabit switching throughout most of our main operations. Network Security, Virus Detection and Access to systems are critical components to be managed as we protect the personal and private information that we maintain. In support of these directions we have completed the following upgrades in 2017 and continue to maintain our systems with some of the best practises listed:

- IBM Finance Tax Roll Server Upgraded (Hardware and Operating System)
- System Centre Manager Application Upgraded (Primary Management Application)
- Planning and Design for scheduled Windows Server Infrastructure Upgrade 2018
- Server system maintenance and patching
- System backups and data recovery
- Regular troubleshooting and repair of networking issues
- Support Virtual Private Network user access ongoing
- Support all wired and wireless networking ongoing

User Support and Training

Supporting 86 Windows Domain and Exchange Email Users comes with daily requests for assistance including but not limited to accessing information, permissions, data storage, new users profile creation, maintenance and removal of old user profiles, printer access and VPN access. Support also includes hardware and software support, training, troubleshooting errors, upgrading applications, as well as researching needed technology solutions. A few specific areas of work completed in 2017 include:

- Setup new users for Assessment, Administration Reception, CPO's, and Fire Services
- Plan and facilitate training both 1 on 1 and group\department training
- Training related to iPhones, Mapping, Email, Printing, Microsoft Office etc.

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- Communication of IT Internet Email and Digital Media Use Policy through staff orientations and general meetings

Department Work Stations and Tablets

A majority of our computers both workstations and tablets fit into a 5 to 7 year replacement cycle. Systems are reviewed annually for upgrade under regular operations. As part of regular operations we support 51 workstations, 42 Microsoft Surfaces \ Panasonic Toughpads, and 20 iPads that are spread out physically throughout 12 locations. Having said this we rely heavily on support products that provide remote access to each of these locations through internet. Having operational requirements for the internet at all these sites also means that we maintain and support 12 remote Internet Service Provider (ISP) connections. The following groupings of work provide and support hardware and software throughout operations:

- Coordinate, Setup, Configure New Workstations, Surface Tablets, Toughpads tablets
- Support all existing hardware and software related to MD of Taber Operations
- Support Emergency Services units moves through system configuration

Communications (2 Way, Cellular Phone, Modems, Website and Social Media)

Communications has always remained a priority at the MD of Taber. As a means of communicating both internally and externally we utilize a number of methods related to both Verbal and Digital communications. Verbal communications consist of 2 Way Radio, Cellular and Web Audio Video Applications including Skype, Facetime, and Teamviewer. Digital communication strategies as mostly internet based including Messenger Systems, Email, Website Postings, Facebook and Twitter Social Media Postings, Web Mapping Applications, and Remote Access systems. In order for our digital communications to function we maintain a number of mobile based communications including 27 Operations Modems, 24 Fire Modems, 37 iPhones, and 3 Turbo Hubs. In support of these strategies the following efforts were completed in 2017:

- Research and Coordinate AFRRCS Start-up for new CPO program
- Participate in regional Emergency Services partnerships in search of grants and volume purchasing for future AFRRCS Transition
- Train and Provide System Administrator Role and Technical Administrator role to our AFRRCS Systems
- Negotiated the purchase of AWC Radio Tower NE-6-12-17-W4M
- Coordinate communication tower maintenance for existing Emergency Services towers
- Support Fleet Services with 2 way radio licencing and modem activations
- Provide front line support for troubleshooting Emergency 2 Way Fire Communications
- Troubleshoot ISP Connection issues at all 12 MD locations

The past couple years there has been a broad acceptance of web based and social media communication across the industry. The MD of Taber has embraced this technology as an effective means of communicating with the public and internal staff. The following IT efforts are directed at continuing to support these methods:

- Site Administration and Website Posting of MD Announcements, Alerts and Content
- Sites Administration and Posting to Social Media Sites including Facebook and Twitter

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Operations Departments (Public Works, Ag Service Board, Assessment, Administration, Land, Planning and Development)

As mentioned IT works closely with all departments and takes part in a number of areas of work:

- Maintenance of AVL System including unit changes, additions and deletions
- Annual Maintenance of Road Side Spray Program System
- Respond to AVL inquiries with digital reporting of Roadside Spraying, Grading, Mowing and Graveling
- Published Elections Mapping Application
- Published Public Address Checker Map Application
- Published Mobile Data Collector Applications for Operations
 - Asset Management Data Collector (Survey Grade)
 - Road Calcium Project Collector
 - Overland Drainage Collector
 - Irrigating Road Collector
 - Fire Event Collector
 - Weed Spraying Collector
 - Tree Spraying Collector
 - Development Sites Collector

Fire Departments and Dispatch \ INet Dispatch

A close working relationship has been formed between IT and Emergency Services in providing a critical service to our ratepayers. Our Regional Fire Partnership has grown over many years and is currently supporting a cutting edge recognized Emergency Services Group and Dispatch center at Taber Police Services.

- Support of MD of Taber\TPS Dispatch Partnership as MD Representative
- Coordinate Taber area data updates related to Fire Dispatch Mapping Application
- Build and Publish data services including map tiles, locators, and routing
- Support and troubleshoot Fire Pro record management application for Fire Services
- Facilitated a Battery recall on all Toughpad Tablets
- Support INet Mobile application troubleshooting, upgrades, and repairs
- Conduct weekly system checks and restarts to all Fire INet Mobile Applications and Modems

Community Peace Officer (CPO) Program

As a new addition to our operations in 2017 we took on a number of new challenges related to CPO technology. Our role is specific to maintaining digital video and audio recording devices, AFRRCS troubleshooting and repairs, coordinating technology repairs related to truck equipment, administration of records management system and of course computer support.

- Research, planning and coordination of install of CPO Technology (Hardware and Software)
- Supporting change requests and data access for CPO Record Management System and Audio Video Data
- Coordination of repairs to truck hardware including computer docks, camera system, radar guns, gun locks etc.

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Water Treatment Plants and Commissions

IT remains involved with the Water Plants and Commissions as an adviser and coordinator of efforts related to technology based inquiries and upgrades.

- Supported Emergency Operations related to Vauxhall Water Plant Power Outage
- Participate in technology based inquiries related to data communications, computer access, and upgrades to plant software

Organizational GIS Web Mapping Applications

We had a huge GIS Mapping year with respect to the development and release of our new ArcGIS Online Organizational Mapping Platform. We have implemented a full integrated mapping application that combines a mobile application synchronized with our internal web based mapping platform. In getting to this point we completed a few key developments that are listed below:

- Parcel Inquiry Widget Integration ArcGIS Online development
- Automotive Vehicle Locator Widget integration ArcGIS Online development
- Continued to support existing ArcReader Internal Mapping Application during transition

Health and Safety

As a department of the MD of Taber and supporter of our Health and Safety Program we continue to take part in all aspects of our H & S program.

- Provide coordination effort of Administration office health and safety
- Participate in MD wide facility inspection program
- Participate in MD Health and Safety Program with audits, general meetings, toolbox meetings and training

Scheduled and Routine Tasks

As a technology center we assist other departments with specialized tasks, customizations and automation of certain tasks. These items represent a few tasks that we complete regularly making use good use of tools intended to create efficiencies throughout the MD:

- Monitoring of developments and assignment of addressing through GIS and Mobile Apps
- Provide selections or ownership requested through SDA using GIS and QC checks
- Support and facilitate ongoing changes for Fuel Download and Fob Systems
- Support MD Buildings Fob Access System ongoing changes
- Support ongoing changes to Taber Shooting Foundation (TSF) Fob Access System

Special Projects

Throughout the year we assist in a number of ways by providing additional coordination efforts, specialized data processing, and general support for our Industry

- New MD Campus FFE Product Research, Quoting and Budgeting
- Municipal Addressing Data Cleanup (Serenic, Camalot, Emergency Services, Mapping)
- Landuse and Sub-divison Data Cleanup (Serenic, Camalot, Emergency Services, Mapping)
- Researched Meeting Management Software options

Annual General Meeting Report

- Research, Purchase and Setup Council iPads, Printers and Accessories
- Provided Story Map Application to Community Futures
- Assisted in start-up team for MD Drone Training and program application for SFOC
- Management of Alberta Data Sharing Partnership (AMDSP) as Board Chair Role
- Continue to Support Geomatics Program LCC as Advisory Board Member

Looking Forward to 2018

Moving forward into 2018 we have a very aggressive plan in place with respect to both IT and GIS. After completing our ArcGIS Online mapping platform integrations and preparing for the new Campus start-up in 2017 we see 2018 as a unique opportunity to start fresh with detailed IT\GIS department planning and map training. Throughout the year we plan to continue to grow our mapping application and add valuable tools for both our staff and the general public. As we develop our products and our system utilization increases our requirements for server resources increase as well. In planning for this growth we have scheduled a full Windows Server Hardware upgrade for 2018 that will satisfy our needs throughout the next 5 to 7 years. We look forward to 2018 and hope everyone has a great experience with technology and takes the opportunity to help guide our direction to best meet the needs of the Municipal District of Taber.