

**TOWN OF GIBBONS
AGENDA
ELEVENTH REGULAR MEETING OF COUNCIL
JUNE 28, 2023
TO BE HELD AT THE MUNICIPAL OFFICE AT 10:00 AM**

- 1.0 ROLL CALL
- 2.0 CALL TO ORDER
- 3.0 ADDITIONS TO THE AGENDA
- 4.0 ADOPTION OF THE AGENDA
- 5.0 PUBLIC HEARING MINUTES
- 6.0 ADOPTION OF THE MINUTES
 - 6.1 Regular Meeting of Council June 14, 2023
- 7.0 FINANCE
 - 7.1 Accounts Paid as at June 26, 2023
- 8.0 APPOINTMENTS
- 9.0 OLD BUSINESS
- 10.0 NEW BUSINESS
 - 10.1 Redesignation of Highway Alignment 28A.
- 11.0 BYLAWS & POLICIES
 - 11.1 Rescind Old Policies
 - Policy GA 8-01- Home Occupations
 - Policy GA 35-12 – New Business Move in Policy
 - Policy GA 48-10- Execution of a Development Agreement
 - Policy D-11- Advertising Signs Adjacent to Highway Right of Way
- 12.0 STAFF REPORTS
 - 12.1 Administration Report
- 13.0 COMMITTEE REPORTS

- 14.0 PRESS COMMENTS & QUESTIONS
- 15.0 CORRESPONDENCE
- 16.0 NOTICE OF MOTIONS
- 17.0 CLOSED SESSION
- 18.0 ADJOURNMENT

**MINUTES OF THE TENTH REGULAR MEETING OF THE COUNCIL OF THE TOWN OF GIBBONS
HELD ON WEDNESDAY, JUNE 14, 2023, AT 4807 – 50th AVENUE IN COUNCIL CHAMBERS**

Council Present: Mayor Dan Deck
Councillor Loraine Berry
Councillor Amber Harris
Councillor Willis Kozak
Councillor Jay Millante
Councillor Norm Sandahl
Councillor Dale Yushchyshyn

Council Absent:

Staff Present: Farrell O'Malley – CAO
Eric Lowe – Superintendent of Public Works
Monique Jeffrey – Director of Finance
Louise Bauder – Planning and Development
Stephanie Peters, Director of Community Services
Terra Pattison – Finance Coordinator
Jessica Kobza – Finance Coordinator
Chris Pinault – Recording Secretary

Staff Absent:

As there was a quorum present, Mayor Deck called the meeting to order at 9:59 am.

3.0 ADDITIONS TO THE AGENDA

Councillor Harris requested that item 17.2 – Personnel be added to the agenda.
Councillor Sandahl requested that item 8.1 be moved to before 7.1.

4.0 ADOPTION OF THE AGENDA

Councillor Sandahl moved to accept the agenda as amended.

23.134	MOTION CARRIED
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5.0 ADOPTION OF THE PUBLIC HEARING MEETING MINUTES

8.0 APPOINTMENTS

8.1 STARS AIR AMBULANCE

Glenda Farnden, Senior Municipal Relations Liaison presented to Council statistical information regarding Stars Air Ambulance.

Glenda Farnden left at 10:28 am.

Councillor Berry moved to accept this as information.

23.135	MOTION CARRIED
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6.0 ADOPTION OF THE MINUTES

6.1 REGULAR MEETING OF COUNCIL – MAY 10, 2023

Councillor Millante moved to accept the minutes of May 10, 2023, Regular Meeting of Council as presented.

23.136	MOTION CARRIED
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7.0 FINANCE

7.1 ACCOUNTS PAID AS AT JUNE 14, 2023

Councillor Sandahl moved that Council accept the Accounts Paid as at June 14 2023, as information as presented.

23.137	MOTION CARRIED
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7.2 2023 TAX SALE

Councillor Berry moved that Council sets the following upset prices for properties sold at the 2023 Tax Sale on Friday, August 25, 2023:

Certificate of Title	Legal Land Description	Upset Price
082 099 176	SE-10-56-23-4	\$84,910.00
132 028 314	Plan 0726233 Block 36 Lot 40	\$728,750.00

23.138	MOTION CARRIED
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Councillor Kozak moved that winning bids must be accompanied with a certified cheque or cash in the amount of 10% of bid value by 1PM on the date of the sale and the

remainder must be received by cash or certified cheque no later than 30 days after the sale of the public auction.

23.139	MOTION CARRIED
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9.0 OLD BUSINESS

9.1 ECONOMIC DEVELOPMENT – HOSPITALITY PROGRAM

Councillor Harris moved that Council accept this as information.

23.140	MOTION CARRIED
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9.2 BUDGET POLICY

Councillor Harris moved that this item be moved from the agenda.

23.141	MOTION CARRIED
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9.3 STATUS OF AUDIT

Councillor Yushchyshyn moved that Council accept this as information.

23.142	MOTION CARRIED
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9.4 SANCTIONS – COUNCILLOR HARRIS

Mayor Deck called a recess at 11:14 am.

Mayor Deck called the meeting back to order at 11:24 am.

Councillor Harris moved that Council accept this as information.

23.143	MOTION CARRIED
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9.5 CAPITAL BUDGET – APRIL 12, 2023

Councillor Harris moved that Council accept this as information.

23.144	MOTION CARRIED
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9.6 STURGEON REGIONAL PARTNERSHIP – TERMS OF REFERENCE

Councillor Sandahl moved that Council accept the Terms of Reference for the Sturgeon Regional Partnership as presented.

23.145	MOTION CARRIED
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10.0 NEW BUSINESS

10.1 PROCLAMATION – NEIGHBOUR DAY 2023

Councillor Berry moved that Council proclaim June 17, 2023, as Neighbour Day in Gibbons.

23.146	MOTION CARRIED
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10.2 LEMONADE DAY

Councillor Millante moved that Council proclaim June 17, 2023, as Lemonade Day in Gibbons.

23.147	MOTION CARRIED
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10.3 PRIDE WEEK

Councillor Sandahl moved that Council proclaim June 11-17, 2023, as Pride Week in Gibbons.

23.148	MOTION CARRIED
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10.4 COMMUNITY SERVICES GRANTS

Councillor Yushchyshyn and Councillor Kozak recused themselves due to a pecuniary interest.

Councillor Berry moved that Council approve the following Community Services Grant applications for a total of \$2,108.62:

Gibbons Pickleball Club	Amount Requested	\$1,000.00
Name of Project: Improvement of the outdoor Pickleball Courts	Total Project Cost	\$1,750.00
	<u>Recommended</u>	<u>\$875.00</u>
Gibbons Community Garden	Amount Requested	\$500.00
Name of Project: Beautify and Secure Gardens	Total Project Cost	\$1000.00
	<u>Recommended</u>	<u>\$500.00</u>
Gibbons Preschool Association	Amount Requested	\$500.00

23.152	MOTION CARRIED
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12.0 STAFF REPORTS

12.1 ADMINISTRATION REPORT

Councillor Yushchyshyn moved to accept the Administration Report as information.

23.153	MOTION CARRIED
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13.0 COMMITTEE REPORTS

Councillor Berry attended:

- Gibbons Library Board meeting
- Homeland Housing Board meeting
- Sturgeon Public Schools Press Release
- NLLS Policy Committee meeting
- FCSSAA Board meeting
- Celebration of Life for M. Dubreuil
- Seniors Week barbeque
- CAO Contract Negotiation meeting

Councillor Harris had nothing to report.

Councillor Kozak attended:

- Alberta Capital Region Wastewater Commission meeting
- Edmonton Global virtual briefing
- Seniors Week barbeque
- Leduc State of the County Luncheon

Councillor Millante attended:

- Sturgeon River Watershed Alliance meeting
- FCM Convention
- Celebration of Life M. Dubreuil
- Alberta Industrial Heartland Petrochemical Summit
- CAO Contract Negotiation meeting

Councillor Sandahl attended:

- FCM Convention
- Alberta Industrial Heartland Petrochemical Summit
- Victim Services Finance meeting
- Leduc State of the County Luncheon

Councillor Yushchyshyn attended:

- Hydrogen for Heavy-Duty Long-Haul webinar
- Fort Saskatchewan Trade Show
- FCM Convention
- Celebration of Life – M. Dubreuil
- Alberta Industrial Heartland Petrochemical Summit
- Drive for 5000 Hydrogen Vehicles webinar

Mayor Deck attended:

- Meeting with Paul Smith of Strathcona Chamber of Commerce
- FCM Convention
- Lunch with Mayor Daneluik of Beaumont
- Alberta Industrial Heartland Board meeting
- Celebration of Life – M. Dubreuil
- Alberta Industrial Heartland Petrochemical Summit
- Leduc State of the County Luncheon
- Meeting with resident
- Sturgeon Regional Partnership meeting

Councillor Kozak moved to accept the committee reports as information.

23.154	MOTION CARRIED
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14.0 PRESS COMMENTS & QUESTIONS

15.0 CORRESPONDENCE

16.0 NOTICE OF MOTIONS

16.1 MOTION FOR RECONSIDERATION

Councillor Harris moved that Council reconsider Motion 23.052:

- *Councillor Yushchyshyn moved that Council adopt the 2023 Operating Budget and the 2024-2027 Proposed Operating Budget with an increase from the 2022 Operating Budget of \$180,513.00 or 5.67% increase based on total expenditures of \$10,106,065.00 against revenues of \$6,922,681.00, leaving \$3,183,384.00 to be levied through taxation.*

from the Regular Meeting of Council held on March 8, 2023.

Councillor Harris requested a recorded vote.

Councillor Berry	Against
Councillor Harris	In Favour
Councillor Kozak	Against
Councillor Millante	Against
Councillor Sandahl	Against
Councillor Yushchyshyn	Against
Mayor Deck	Against

23.155	MOTION DEFEATED
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Mayor Deck called a 10-minute recess at 12:25 pm.

Mayor Deck called the meeting back to order at 12:26 pm.

17.0 CLOSED SESSION

Councillor Sandahl moved that Council moved to Closed Session as per *Section 197 (2) of the Municipal Government Act* concerning the following items at 12:28 pm.

Councillor Millante left the meeting at 12:52 pm.

23.156	MOTION CARRIED
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Councillor Berry moved that Council revert to normal seating at 12:56 pm.

23.157	MOTION CARRIED
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17.1 SOUTH END DEVELOPMENT

Councillor Kozak moved that Council, based upon the risk and performance review of the two lowest bid submissions and past performance on similar projects within the Northern Alberta Region completed by Select Engineering Consultants Ltd., award the Heartland Commons Stage 1 project contract to Border Paving Ltd., for the upset amount of \$2,714,722.40 exclusive of GST pending the securing of the funds necessary to complete the work.

23.158	MOTION CARRIED
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Councillor Yushchyshyn moved that Council direct Administration to proceed with contracting out the installation of power, lighting, and signalization project to the upset amount of \$900,000 exclusive of GST pending the securing of the funds necessary to complete the work.

23.159	MOTION CARRIED
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Councillor Sandahl moved that Council give 1st Reading to Bylaw ALT 4-23 Local Improvement Tax Bylaw.

23.160	MOTION CARRIED
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17.2 PERSONNEL

Councillor Sandahl moved that Council accept this as information.

23.161	MOTION CARRIED
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18.0 ADJOURNMENT

There being no further business Mayor Deck adjourned the meeting 12:58 pm.

Mayor, Dan Deck

CAO, Farrell O'Malley

DRAFT - NOT APPROVED



TOWN OF GIBBONS

Cheque Listing For Council

2023-Jun-26
8:39:17AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20231456	2023-06-14	O'MALLEY, FARRELL		PAYMENT		7,390.74
			512	JULY 15 CONTRACT	6,290.74	
			513	JULY TRAVEL/ PHONE ALLOWANCE	1,100.00	
20231457	2023-06-19	STAPLES		PAYMENT		123.89
			3346cbce	FIREHALL - DUO-TANG FOLERS, OFF	123.89	
20231458	2023-06-20	1494787 ALBERTA LTD., O/A STEELKASE		PAYMENT		1,812.09
			00342	NEW FRONT DOOR LOCKSET & LAB	1,812.09	
20231459	2023-06-20	ALBERTA MUNICIPAL SERVICES CORP/SCS		PAYMENT		56,840.99
			313433575 003	A/C UPGRADES - ARENA	8,373.17	
			313433575 004	A/C UPGRADES - ARENA	10,905.51	
			313433575COR2-	A/C UPGRADES - ARENA	2,557.17	
			46320157022	INV# 23-1048720 GAS/POWER	35,005.14	
20231460	2023-06-20	BAUDER, LOUISE				
20231461	2023-06-20	BUFFALO HEATING & AIR CONDITIONING INC		PAYMENT		149.10
			534172	REPAIR WATER LEAK ON WATER HE	149.10	
20231462	2023-06-20	CAM-TRAC INSPECTION SERVICES LTD		PAYMENT		2,935.80
			12845	POWERFLUSH PLUGGED MANHOLE	926.10	
			12846	FLUSH SANITARY LINES	2,009.70	
20231463	2023-06-20	CHARTRAND, DENISE				
20231464	2023-06-20	DEERLAND FARM EQUIP.(1985) LTD		PAYMENT		489.75
			P24344	2 TURN BELTS	283.33	
			P26327	LOCKNUT, AXLE, WHEEL & BOLTS FI	206.42	
20231465	2023-06-20	DOUGLAS, NATHAN		PAYMENT		58.97
			18	FIRE CALL MEAL REIMBURSEMENT	58.97	
20231466	2023-06-20	DRIVEN REPAIR & MAINTENANCE LTD		PAYMENT		470.40
			118103	FREIGHTLINER AIR LEAK REPAIRS	470.40	
20231467	2023-06-20	FLOWPOINT ENVIRONMENT SYSTEMS		PAYMENT		621.21
			WE3780	MAY 2023 CHARGES	621.21	
20231468	2023-06-20	GILES, CHRIS				
20231469	2023-06-20	HERBOLD, MIKE				
20231470	2023-06-20	HIGH Q GREENHOUSES		PAYMENT		9,405.30
			SI-5852	2023 FLOWERS	9,405.30	
20231471	2023-06-20	HUNTERS PRINT & COPY		PAYMENT		1,988.70
			16151	WATER METER DOOR HANGERS	1,110.90	
			16992	SUMMER RAFFLE TICKETS	819.00	
			17008	FIRE HYDRANT COLLARS	58.80	
20231472	2023-06-20	JEFFREY, MONIQUE		PAYMENT		250.00
			58	RESET DRAWER #1 FLOAT	250.00	
20231473	2023-06-20	JET ICE		PAYMENT		299.36
			122084	FREIGHT CHARGES ON ICE PAINT	299.36	
20231474	2023-06-20	LAPP C/O ASP		PAYMENT		10,169.49
			86	MAY 21 - JUNE 3 2023 CONTRIBUTIO	10,169.49	
20231475	2023-06-20	LOCHRIE, JAMES				
			28			
20231476	2023-06-20	MEMJ CONSULTING LTD.		PAYMENT		6,142.50
			2021061	JUNE 1-15 2023 CONTRACT	6,142.50	
20231477	2023-06-20	MORINVILLE HOME HARDWARE		PAYMENT		217.43
			103-80710	PAINT & STAIN FOR PICNIC TABLES;	217.43	

7.1



TOWN OF GIBBONS

Cheque Listing For Council

2023-Jun-26
8:39:17AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20231478	2023-06-20	NORRIS, ANTHONY				
20231479	2023-06-20	PARSONS, CURTIS	44 45	WATER PUMPS	671.98	
20231480	2023-06-20	PATERSON, ERIC	76			
20231481	2023-06-20	PETERS, STEPHANIE	124			
20231482	2023-06-20	PINAULT, CHRISTINA	1232			
20231483	2023-06-20	POWLESLAND, JOEL	90			
20231484	2023-06-20	RECEIVER GENERAL/SCS	1321 1322 1323	PAYMENT RP0001- DEDUCTIONS JUNE 6 RP0002 - DEDUCTIONS JUNE 6 MAY FIRE FIGHTER PAY	19,228.38 5,680.78 995.87	25,905.03
20231485	2023-06-20	REDLICK, BRIAN	27	PAYMENT DRIVER'S MEDICAL REIMBURSEMENT	50.00	50.00
20231486	2023-06-20	RFS CANADA	5025260624	PAYMENT GFRC COPIER	189.00	189.00
20231487	2023-06-20	RICOH CANADA INC.	SCO94087408 SCO94103935	PAYMENT FEB 20 - MAY 20 GFRC COPY USAGE FEB 20 - MAY 20 COPIER USAGE; AP	84.05 2,319.42	2,403.47
20231488	2023-06-20	ROSERIDGE WASTE COMMISSION	20230279	PAYMENT MAY 2023 WEIGHTS	7,051.26	7,051.26
20231489	2023-06-20	SCHMIDT, LAURA	289			
20231490	2023-06-20	STEVENTON, KENDRA	17			
20231491	2023-06-20	TELUS MOBILITY/SCS	24232401 24232402 24232403	PAYMENT MAR, APR & MAY TABLETS MAY 11 CELL PHONES / IPADS JUNE 11 CELL PHONES/ IPADS	64.91 84.96 373.04	522.91
20231492	2023-06-20	THINKTEL	1311640	PAYMENT JUNE 2023 CHARGES	484.59	484.59
20231493	2023-06-20	WORKERS' COMPENSATION BOARD - AB/SCS	26447325	PAYMENT 2ND QUARTER 2023	7,160.00	7,160.00
20231494	2023-06-20	AGRIUM CANADA PARTNERSHIP	218879	PAYMENT DD REFUND - EXPENSE REPORT 01	500.00	500.00
20231495	2023-06-20	ALL TYPE ELECTRIC	218877	PAYMENT CABLE RUN FROM ONE TRANE BOX	2,625.00	2,625.00
20231496	2023-06-20	ANTONIUK, LUCAS	218878			
20231497	2023-06-20	BANNER TRAILERS	WM29	PAYMENT STREET SWEEPER REPAIRS	1,137.31	1,137.31
20231498	2023-06-20	GO EAST REGIONAL TOURISM ORGANIZATION	1554	PAYMENT 2023 ROADTRIP ADVENTURE GAME	600.00	600.00
20231499	2023-06-20	GOVERNMENT OF ALBERTA, ALBERTA KING'S PRINT	E212825	PAYMENT ALBERTA GAZETTE ADVERTISEMEN	21.00	21.00
20231500	2023-06-20	HOGGAN ENGINEERING & TESTING (1980) LTD	IN006244	PAYMENT SLOPE STABILITY TEST - COTTAGES	472.50	472.50



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2023-Jun-26
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Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20231501	2023-06-20	KUGLER, SARA	9370	PAYMENT PROGRAM MILEAGE & SUPPLIES	225.77	225.77
20231502	2023-06-20	MULLINS, JULIE	200007300	PAYMENT PROGRAM MILEAGE	178.16	178.16
20231503	2023-06-20	NAPA MORINVILLE	033-075221	PAYMENT NAPA - WORK COVERALLS	90.21	90.21
20231504	2023-06-20	VANROOYEN CONSTRUCTION	760	PAYMENT HEARTLAND STATION	393,355.12	393,355.12
20231505	2023-06-20	WARNER, JAMES	8041644	PAYMENT FIRE TRAINING MEALS	73.52	73.52
20231506	2023-06-20	WEIMANN, SHAUNA	8041643	PAYMENT MUSEUM PROGRAMMING SUPPLIES	100.18	100.18
20231507	2023-06-21	NAPA MORINVILLE	033-077167	PAYMENT AIR FILTER & SPOOL FOR WEED WH-	499.57	499.57
20231508	2023-06-20	RECEIVER GENERAL/SCS	1325	PAYMENT ACCT #637015397RI, JULY 15 GARNI-	1,897.18	1,897.18
20231509	2023-06-20	FLANAGAN, LORI	130			
20231510	2023-06-20	JEFFREY, MONIQUE	59	PAYMENT GOLF 50/50 & MULLIGAN FLOATS	750.00	750.00
20231511	2023-06-20	FREY, VIC	132902	PAYMENT SENIORS BUS - CRIM CHECK, DRIVE	164.00	164.00
20231512	2023-06-20	GIBBONS PICKLEBALL CLUB	1556	PAYMENT COMMUNITY SERVICE GRANT	875.00	875.00
20231513	2023-06-20	GIBBONS PRESCHOOL ASSOCIATION	1555	PAYMENT COMMUNITY SERVICE GRANT	500.00	500.00
20231514	2023-06-20	KINGS KID PRESCHOOL	9371	PAYMENT COMMUNITY SERVICE GRANT	233.62	233.62
20231515	2023-06-20	SHANTI CARE LTD	528948/528947	PAYMENT STRIPING, SEALER & WAX ON GCC I	3,727.50	3,727.50
20231516	2023-06-23	OSBORNE, CINDY				
20231517	2023-06-23	ELENIAK, RONALD J				
20231518	2023-06-23	ALLEN, JAMES R				
20231519	2023-06-23	LOWE, ERIC D				
20231520	2023-06-23	CHARTRAND, DENISE M				
20231521	2023-06-23	STEVENTON, CHRISTINE A				
20231522	2023-06-23	SCHMIDT, LAURA L				
20231523	2023-06-23	HERBOLD, MICHAEL W				
20231524	2023-06-23	PARISIAN, NOELLE J				
20231525	2023-06-23	PINAULT, CHRISTINA J				
20231526	2023-06-23	ADAMS, JIM W				
20231527	2023-06-23	TERLECKI, QUENTIN G				
20231528	2023-06-23	STEVENTON, KENDRA N				
20231529	2023-06-23	NORRIS, ANTHONY J				
20231530	2023-06-23	PETERS, STEPHANIE G				
20231531	2023-06-23	PATTISON, TERRA L				



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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20231532	2023-06-23	POWLESLAND, JOEL F				
20231533	2023-06-23	LOCHRIE, JAMES D				
20231534	2023-06-23	PATERSON, ERIC D				
20231535	2023-06-23	PARSONS, CURTIS				
20231536	2023-06-23	GINGELL, SUSAN				
20231537	2023-06-23	KOBZA, JESSICA				
20231538	2023-06-23	ANTONIUK, LUKAS				
20231539	2023-06-23	MOLNAR, BRAM				
20231540	2023-06-23	FLANAGAN, LORI A				
20231541	2023-06-23	LOCKEN, JODY L				
20231542	2023-06-23	GILES, CHRISTINE M				
20231543	2023-06-23	BRADLEY, HAILEY				
20231544	2023-06-23	RICHARDSON, ELIZABETH D				
20231545	2023-06-23	ALLISON, COOPER				
20231546	2023-06-23	GIBBONS, DENISE A				
20231547	2023-06-23	KOBZA, JENNIFER L				
20231548	2023-06-23	MAHONEY, SAMANTHA C				
20231549	2023-06-23	BUCHHOLTZ, MADYSAN				
20231550	2023-06-23	KOBZA, BROOKLYNN L				
20231551	2023-06-23	EDMONDS, RYAN A				
20231552	2023-06-23	MAHAL, MISBAH				
20231553	2023-06-23	POVEY, KYLE				
20231554	2023-06-23	SAUNDERS, MIKAYLA				
20231555	2023-06-23	PAZIUK, AYAKAH M				
20231556	2023-06-23	BOETTGER, VALERIE				
20231557	2023-06-23	CONLEY, MICHELLE				
20231558	2023-06-23	TOWLE, KRISTEN				
20231559	2023-06-23	ANTONIUK, BRADEN				
20231560	2023-06-23	DURAND, BRETT M				
20231561	2023-06-23	WEIMAN, SHAUNA				
20231562	2023-06-23	MULLINS, SHEA				
20231563	2023-06-23	CHISHOLM, MACKENZIE				
20231564	2023-06-23	SABOURIN, DORIAN C				
20231565	2023-06-23	KUGLER, SARA E				
20231566	2023-06-23	MULLINS, JULIE				
20231567	2023-06-23	BELL MOBILITY/SCS				
			266	PAYMENT		1,449.59
			267	JUNE 15 CELL PHONES / IPADS - CO	838.21	
				JUNE 8 CELL PHONES / BULK WATEI	611.38	



TOWN OF GIBBONS

Cheque Listing For Council

2023-Jun-26

8:39:17AM

Cheque						Invoice	Cheque
Cheque #	Date	Vendor Name		Invoice #	Invoice Description	Amount	Amount

Total 616,699.78

*** End of Report ***

Request for Decision



Date Submitted: June 28, 2023
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Gibbons Heartland Common – Redesignation of Highway 28A

Introduction

The Town of Gibbons Administration has been working with Alberta Transportation and Economic Corridors (TEC) to change the existing Highway 28A alignment from freeway status to a future local roadway by designating the future Highway 28AX Realignment bypass as the freeway. This designation change will enable the province to proceed with the approval of the three proposed accesses into the Heartland Commons of which a portion of the associated improvements to Highway 28A are included in Stage 1.

The purpose of this report is to respectfully request Council support drafting a letter to the Province providing it with a sketch (see Attachment "A") that outlines the proposed accesses on the future freeway.

Background

Administration has been in contact with regional staff to obtain an update to the Highway redesignation of the Freeway status from Highway 28A to the adopted functional study of the future Realignment of Highway 28AX.

In response, administration was informed of the following:

1. **Changing Freeway Designation of the Existing Highway 28A alignment** did not get signed off prior to the election, however now that it is over, they (AT Staff) have flagged this as a high priority. Unfortunately, they do not have a timeline, but will monitor the package as it moves through the system.

Further to Administration's discussion with regional staff pertaining to the information being provided to the Department from the Town's engineers SELECT Engineering Consultants that is necessary to help support the Town's request for the redesignation, approval of the proposed accesses into the Heartland Commons development, and the status of the Building Permits for Heartland Station of which department staff responded:

2. TIA and North Access

it is recognized that the Town is eager to at least get the north access approved. The TIA package was received on June 7, 2023, and comments/questions were forwarded to the applicant on June 15, 2023. At this time, they have acknowledged receipt of the comments, but have not yet submitted any additional information. The access approval timeline is primarily limited to them providing a complete and acceptable design & TIA and the timing of the sign-off of the new freeway access designation.

3. Permit for the Buildings

A permit was issued for developing the lands, but not for structures. Although the new freeway designation order will de-designate the current alignment and designate the planned bypass as the freeway, there is a point where the new alignment crosses Township Road 560 at the south edge of town, the centerline of the new alignment is only about 40m east of the existing centerline of Highway 28A.

Request for Decision

A permit is required for any development within an 800m radius of the intersection of TR560 and Highway 28A. As the new alignment will be a freeway, this alignment will also be a highway.

Section 2 of the HDPA governs designation of provincial highways:

Designation of provincial highway

2(1) The Minister may by order designate as a provincial highway

(a) any existing highway, or

(b) any proposed highway, and may prescribe a route number for the provincial highway so designated.

(2) Notwithstanding section 16 of the *Municipal Government Act*, where the Minister makes a designation under subsection (1) in respect of an existing or proposed highway in a city, the title to the highway becomes vested in the Crown in right of Alberta.

(3) In an order under subsection (1), the existing highway or the land to be used for the proposed highway is sufficiently described if its location is indicated on a map attached to the order showing the route of the provincial highway.

The change in the designated freeway route through Gibbons will allow TEC to permit the proposed new intersection. However, because this change of route changes the development control zone of the land in proximity to the freeway by only about 40m, the vast majority of the land that the Town plans to develop using this access is still within that control zone. Most of the land adjacent to the current Highway 28A is to be developed as commercial developments with the residential areas relegated to the western side of the property.

Section 5 of the HDPR prohibits TEC from issuing permits for buildings, structures, and fixtures to be used for certain specified uses, including commercial, **until the municipality has provided acceptable planning for a supporting road network and has agreed to cause every access onto the freeway that is not a designated intersection location to be closed.**

Supplemental Information:

It is very important to note the following points:

- If the Town's plan were to change in the future (e.g., develop internal roads on the east side of Highway 28AX when the land subdivides in the future rather than a fronting service road) the Town can just submit a revised plan for approval. This is predicated on Section 5 still being in effect when that eventuality comes to pass.
- The intersection of Township Road 560 with Highway 28AX (the future Highway 28A alignment) is the one that will be closed. It will close when we build Highway 28AX, but that might not happen if the department makes that design choice at the time of construction. It will however need to close for Highway 28AX to operate as a freeway. We have no set date for when this corridor must operate as a freeway. To put it in perspective, Highway 16 is designated a freeway and still has at-grade intersections operating.

Request for Decision

- There is no plan to close the intersection of Township Road 560 with Highway 28A. This is the intersection that the Town plans to signalize at some point.

Proposed Option for Solution:

To assist Administration, the department prepared the attached sketch (Attachment "A") that identifies direct accesses that will need to be closed in the future. If the Town of Gibbons were to submit this conceptual sketch, it would address the requirements of section 5(3)(a) of the HDPR. Because it notes the future closing of Township Road 560, it would also meet the letter of the law regarding section 5(3)(c) as well.

Once the letter from the Town is received, Alberta Transportation and Economic Corridors can get the formal access removal agreement signed off with the town at a future date. Getting the Town to submit a plan like this would clear the deck for issuance of development permits for prescribed freeway developments anywhere in Gibbons.

Options Available

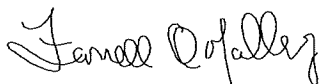
1. That Council direct administration to draft a letter to regional staff at Alberta Transportation and Economic Corridors that identifies the conceptual sketch (see Attachment "A"), to the address the requirements of section 5(3)(a) of the HDPR and further that the Town of Gibbons understands that because the sketch notes the future closing of Township Road 560, it would also meet the letter of the law regarding section 5(3)(c) as well.
 2. Council direct administration as to how it wishes to proceed.
- Or
3. Council accept the report for information as presented.

Recommendation for Action

Administration respectfully requests that Council give consideration to the two following recommendations (Administration is looking for two separate motions):

1. That Council direct administration to draft a letter to Alberta Transportation that identifies and includes the conceptual sketch (see Attachment "A"), to the address the requirements of section 5(3)(a) of the HDPR and further that the Town of Gibbons understands that because the sketch notes the future closing of Township Road 560, it would also meet the letter of the law regarding section 5(3)(c) as well.

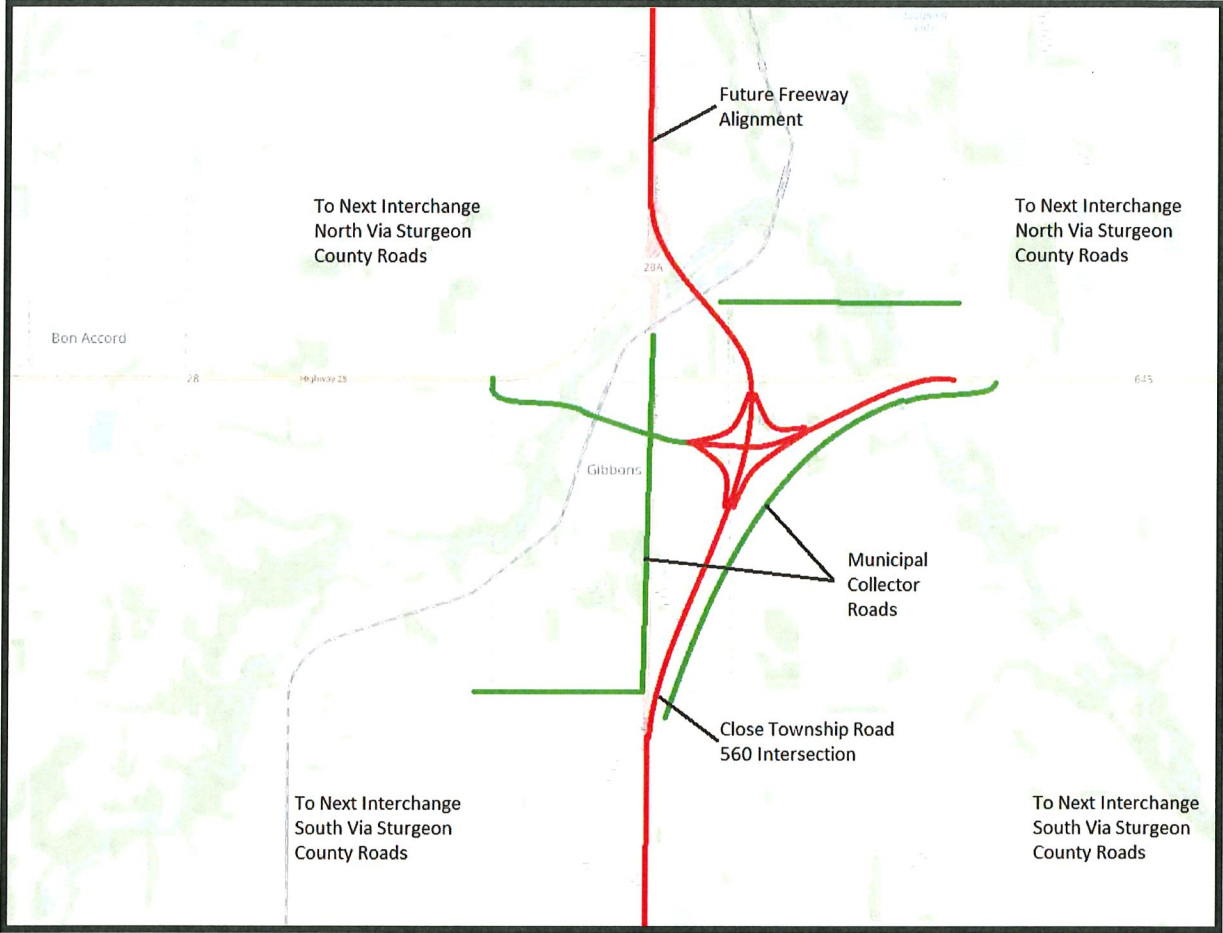
Submitted By:



Farrell O'Malley
CAO

Request for Decision

Attachment "A"



Report to Council



Date Submitted: June 28, 2023
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Rescind Old Policies

Introduction

The purpose of this report is to respectfully request that Council give consideration to rescinding old policies.

Background

Administration is continuing its ongoing "housekeeping" of policies on record for the Town. Policies that were passed by resolution of Council can only be rescinded in the same manner. The Policies listed below have either been replaced or are no longer required.

- Policy GA 8-01 – Home Occupations – Covered in the Land Use Bylaw.
- Policy GA 35-12 – New Business Move In Policy – No longer required.
- Policy GA 48-10 – Execution of a Development Agreement – No longer required.
- Policy D-11 – Advertising Signs Adjacent to Highway Right of Way – Covered in the Land Use Bylaw.

Options Available

1. That Council rescind Policies GA 8-01, GA 35-12, GA 48-10, and D-11.
2. That Council advise Administration as to how it would like to proceed.

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

1. That Council rescind Policies GA 8-01, GA 35-12, GA 48-10, and D-11

Submitted By:

A handwritten signature in black ink that reads "Farrell O'Malley".

Farrell O'Malley

CAO

11.1

TOWN OF GIBBONS - ALBERTA

TITLE: Home Occupations

AUTHORITY: Council EFFECTIVE DATE: July 11, 2001 POLICY NO.: GA 8 - 01

APPROVAL: Council Meeting July 11, 2001 SUPERSEDES:

POLICY STATEMENT:

Any person requesting a business license to operate a home occupation, that is not present in the commercial care of the Community must undertake the following steps:

1. File the necessary application along with the administration fee with the Town of Gibbons.
2. An advice is forwarded to 20 neighbors in the area of the proposed home occupation.
3. A three week waiting period takes place.
4. If no negative replies result a license will be issued, after the receipt of the necessary funds, on a probationary period of 3 months. If complaints are received within the probationary period, the license will be withdrawn.
5. If negative replies are received the application will be referred to Council for a decision.
6. A decision will be made by the Council on the individual merit of the application.

If a business is located in our commercial care of the Community and a person wishes to apply for a home occupation of the same type, the following steps will be undertaken:

1. File the necessary application along with the administrative fee with the Town of Gibbons.
2. This application will be forwarded to the Council of the Town of Gibbons for their review and decision. If determining their decision the applicant may be called in to provide further information.
3. The time frame of the above will be up to a maximum of 45 days.

PURPOSE: To provide a fair and equitable means of determining home based business.

DEFINITIONS:

DOCUMENT HISTORY

Policy GA 8-01

NATURE OF CHANGE	ADOPTED DATE	APPROVAL DATE	ADOPTED/APPROVED BY	NEXT REVIEW DATE
New Policy	July 11, 2001		Council	2023

TOWN OF GIBBONS – ALBERTA

TITLE: NEW BUSINESS MOVE IN POLICY

AUTHORITY: Council

EFFECTIVE DATE: July 25, 2012

POLICY NO: GA 35-12

APPROVAL: Council

SUPERSEDES:

POLICY STATEMENT:

Whereas the Town of Gibbons is committed to welcoming all new business, when a new business or one of our existing businesses under new management applies for a new business licence we will;

- Send out an email bulletin to Council, office staff and the Executive of the Town's Business Association with information on the new business.
- Invite business to be included in our online business directory.
- Visit and deliver a letter or a Welcome Card to all new Store Front Businesses.
- Mail out a letter or a Welcome Card and make an introduction phone call to all new Home Based Businesses.
- Put a notice, introducing the new business, in the monthly town newsletter and in the business email newsletter.

PURPOSE:

DEFINITIONS:

TOWN OF GIBBONS

TITLE: EXECUTION OF A DEVELOPMENT AGREEMENT

AUTHORITY: Council

EFFECTIVE DATE: September 8, 2010

POLICY NO. GA 48-10

APPROVAL: Council

SUPERSEDES:

POLICY STATEMENT:

Purpose:

To establish a procedure to place a time frame upon the Developer to sign and return a Development Agreement.

Policy:

All Development Agreements shall be signed by the Town and shall be sent with a cover letter indicating a deadline date for execution of the agreement by the Developer. The cover letter will also indicate that the Development Agreement will automatically be rescinded, will be null and void, and no longer capable of acceptance and execution if the deadline is not met.

DEFINITIONS:

Dear: _____

RE: _____ DEVELOPMENT AGREEMENT

The enclosed Development Agreement is open and available for acceptance by executing all copies under the corporate seal for the Developer and returning one (1) fully executed copy to the Town on or before 4:30 p.m. on _____, 20__, failing which the tendered agreement shall be automatically rescinded, will be null and void, and no longer capable of acceptance and execution.

Sincerely,

Henry W. Taylor, LGA

Town Manager, Town of Gibbons

Encl.

DOCUMENT HISTORY

Policy GA 48-10

NATURE OF CHANGE	ADOPTED DATE	APPROVAL DATE	ADOPTED/APPROVED BY	NEXT REVIEW DATE
New Policy	Sept 8, 2010		Council	

TOWN OF GIBBONS - ALBERTA

Please rescind as
signs are covered in
Schedule "C" of the LUB

Title: ADVERTISING SIGNS ADJACENT TO HIGHWAY RIGHT OF WAY - GUIDELINES AND FEES

Authority: Administration

Effective Date:

Policy No. D-11

Approval: Council

May 22, 1996

Supersedes: D-10
Sept. 14, 1988

POLICY STATEMENT

1. A permitted sign shall be a directional sign indicating the business name, major product, and/or location of the business.
2. The following type of sign shall not be allowed at sites under the jurisdiction of these guidelines.

- a) Any sign that displays an intermittent, flashing or rotating light;
- b) Any sign which is flood lighted in such a manner as to cause interference or create a hazard to the motoring public;
- c) Any sign that has any moving or rotating parts;
- d) Any sign that bears a legend giving a command such as "stop, stop ahead, turn, caution", or any legend that in anyway imitates a standard or commonly used traffic control device;
- e) Any portable sign;
- f) Signs containing irrelevant information such as business telephone numbers, product prices or business slogans.

3. All signs that are fabricated for private businesses for placement adjacent to highway right of way are to be well designed, attractive and professional looking in general appearance.

The signs shall be painted on 4 x 8 plywood, minimum 1/2 inch thickness, mounted on one set of 4 x 4 treated posts buried a minimum 3 feet in the ground.

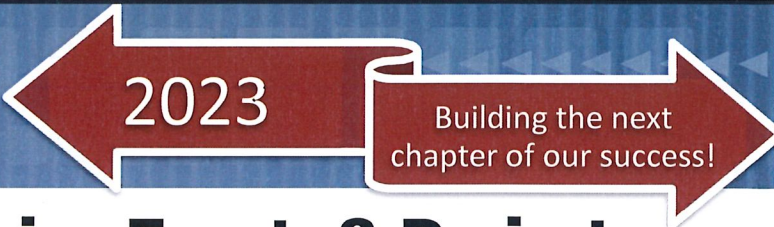
All signs shall have a standard 4 foot space between the bottom of the sign and the ground. The use of red or yellow as the background colour for any sign is not permitted, however, these colours may be used for the words and legend of the sign.

4. The standard sign size permitted shall be 32 square feet (4 x 8)
5. The minimum letter size shall be 6 inches.
6. The sign may be placed on Town of Gibbons property at 25 foot intervals. The sign shall be placed no closer than 10 feet from the highway right of way and will be placed where designated by the Town of Gibbons in order that the signs will be angled correctly.
7. All signs permitted under the jurisdiction of these guidelines shall be maintained in proper repair. If, in the opinion of the Town of Gibbons, any sign not kept in an acceptable condition shall either be repaired or removed by the owner within 14 days of receiving written notice of the deficiency. If the sign condition is not rectified within 14 days the sign shall be removed by the Town.
8. All privately owned signs within the scope of these guidelines require an approved development permit issued by the Town of Gibbons.

9. Fee Structure

- a) All businesses that wish to install a sign must be licenced in the Town of Gibbons.
- b) The annual rental fee shall be \$25.00 per year payable on or before June 1 in each year.
- c) If the development permit or the rental fee is not paid within 14 days of the sign owner being contacted, the Town will remove the sign.

Report to Council



KEY MEETINGS

- Sturgeon County Mayor's Golf Tournament
- Morinville Chamber of Commerce
- St. Albert Chamber of Commerce
- Meeting with Developers
- Gibbons' 2nd Annual Charity Golf Tournament
- LGAA Convention

News, Ongoing Events & Projects

Community Services Department

Key Items in Progress

- Registration for the Town Wide Garage Sale on September 9th opened June 1st.
- Pride Event on June 15th was a success and the turnout exceeded expectations.
- Neighbor Day reporting is coming in and everyone had a successful event so far.
- Golf Tournament went well, and the money raised is being tallied.
- Summer Programs start next week.
- Pioneer Days is next weekend.

Corporate Services Department

Key items in progress:

- Working on Capital Projects.
- Tax Repayment Plans with residents.
- Last payment date for taxes before penalty is June 30, 2023.

Planning & Development Department

Key Items in Progress:

- Working on Mayor's Brunch Event on September 22nd
- Golf Tournament was a success.
- Movie filming to begin in July.

SUCCESS OCCURS WHEN OPPORTUNITY MEETS PREPARATION



VOYENT ALERT!
GIBBONS Free
Notification App
SIGN UP TODAY!

STAFF MEETINGS

- Department Heads (4)
- All Staff (1)



Public Works Department/Fire Department

- EV Charging Stations groundwork started.
- Sanitary line was delayed by rain last week, will resume when conditions permit.
- Flowers are in, watering is ongoing.
- Park furniture being installed.
- Mowing going steady.

FIRE DEPARTMENT

- Town Calls – 76
- County Calls – 66
- Membership is at 15, 7 New Recruits and 1 Student

12.1



Project Updates

EV Charging Stations

- Groundwork has started.

Heartland Station

- Phase 1 has started including underground work.

Memorial Park

- Lighting in Memorial Park has now been installed.

Cottages Subdivision

- Currently have 9 lots reserved
- Currently preparing Tender for Infrastructure Servicing



The Town of Gibbons

Scheduled Meetings & Workshops

- LGAA Conference
- Vacation June 30 – July 7

**Please note subject to change on short notice.*

Gibbons...a Community...” Rooted in Family”