

**TOWN OF GIBBONS
AGENDA
SECOND REGULAR MEETING OF COUNCIL
JANUARY 24, 2024
TO BE HELD AT THE MUNICIPAL OFFICE AT 7:00 PM**

- 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 January 10, 2024
- 7.0 FINANCE
 - 7.1 Accounts Paid as at January 22, 2024
- 8.0 APPOINTMENTS
 - 8.1 Edmonton Global – **“CLOSED SESSION”**
 - Malcolm Bruce, CEO Edmonton Global
 - Frank Mannarino, Board Member, Edmonton Global
- 9.0 OLD BUSINESS
 - 9.1 Council Livestreaming Update – Verbal
- 10.0 NEW BUSINESS
 - 10.1 Agreement between Town of Gibbons and the Inspections Group
 - 10.2 Proclamation – Kindness Month, February 2024
- 11.0 BYLAWS & POLICIES
 - 11.1 MOG 2-23 Amending Bylaw to Council Procedural Bylaw 3rd Reading
- 12.0 STAFF REPORTS

- 12.1 Administration Report
- 13.0 COMMITTEE REPORTS
- 14.0 CORRESPONDENCE
 - 14.1 Commanding Officer – RCMP
 - 14.2 Honourable Devin Dreeshen - Minister of Transportation and Economic Corridors
- 15.0 NOTICE OF MOTIONS
- 16.0 CLOSED SESSION
 - 16.1 Auditor Findings – *FOIP S.25*
 - 16.2 Sturgeon Public Schools – *FOIP S.25*
- 17.0 ADJOURNMENT

MINUTES OF THE FIRST REGULAR MEETING OF THE COUNCIL OF THE TOWN OF GIBBONS HELD ON WEDNESDAY, JANUARY 10, 2024, 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
Monique Jeffrey – Director of Finance
Eric Lowe – Superintendent, Public Works
Louise Bauder – Planning and Development
Laura Schmidt – Director, Family and Support Services
Jessica Kobza – Recording Secretary

Staff Absent:

As a quorum was present, Mayor Deck called the meeting to order at 7:00 pm.

3.0 ADDITIONS TO THE AGENDA

Councillor Yushchyshyn requested that 11.3 Council Meeting Procedures Amending Bylaw MOG 2/23 be added to the agenda.

Councillor Yushchyshyn requested that 7.2 Auditors Finding Update be added to the agenda.

4.0 ADOPTION OF THE AGENDA

Councillor Kozak moved to accept the agenda as amended.

24.001	MOTION CARRIED
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5.0 ADOPTION OF THE PUBLIC HEARING MEETING MINUTES

6.0 ADOPTION OF THE MINUTES

6.1 REGULAR MEETING OF COUNCIL – DECEMBER 13, 2023

Councillor Berry moved to accept the minutes of the December 13, 2023, Regular Meeting of Council as presented.

24.002	MOTION CARRIED
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6.2 SPECIAL MEETING OF COUNCIL – DECEMBER 20, 2023

Councillor Millante moved to accept the minutes of the December 20, 2023, Special Meeting of Council as presented.

24.003	MOTION CARRIED
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7.0 FINANCE

7.1 ACCOUNTS PAID AS AT JANUARY 8, 2024

Councillor Sandahl moved that Council accept the Accounts Paid as at January 8, 2024, as information as presented.

24.004	MOTION CARRIED
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7.2 AUDITOR FINDINGS

Councillor Harris moved that this item be addressed at the next council meeting.

24.005	MOTION CARRIED
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8.0 APPOINTMENTS

9.0 OLD BUSINESS

10.0 NEW BUSINESS

11.0 BYLAWS AND POLICIES

11.1 BYLAW PI 2-23 MUNICIPAL MASTER RATES BYLAW

Councillor Yushchyshyn moved that Council give 3RD Reading to Bylaw PI 2-23 Municipal Master Rates Bylaw.

Councillor Harris requested a recorded vote.

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

24.006	MOTION CARRIED
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11.2 BYLAW PI 3-23 BUSINESS LICENSE BYLAW

Councillor Sandal moved that Council give 3RD Reading to Bylaw PI 3-23 Business License Bylaw.

Councillor Harris requested a recorded vote.

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

24.007	MOTION CARRIED
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11.3 COUNCIL MEETING PROCEDURES AMENDING BYLAW MOG 2/23

Councillor Berry moved to accept this as information.

24.008	MOTION CARRIED
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12.0 STAFF REPORTS

12.1 ADMINISTRATION REPORT

Councillor Millante moved to accept the Administration Report as information.

24.009	MOTION CARRIED
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13.0 COMMITTEE REPORTS

Councillor Berry attended:

- Homeland Housing Board Meeting
- Budget Open House
- Special Budget Meeting

Councillor Harris had nothing to report.

Councillor Kozak attended:

- Virtual Hydrogen Hub Decarbonization of steel production
- Gibbons School Pancake Breakfast

Councillor Millante had nothing to report.

Councillor Sandahl had nothing to report.

Councillor Yushchyshyn attended:

- Budget Open House
- Special Budget Meeting
- Hydrogen Hub Webinar
- Gibbons School Pancake Breakfast

Mayor Deck attended:

- Winter Carnival at Gibbons School
- Santa at Gibbons Fire Department
- Special Budget Meeting
- Met with MP Dane Loyd and MP Michael Cooper

Councillor Kozak moved to accept the committee reports as information.

24.010	MOTION CARRIED
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14.0 CORRESPONDENCE

14.1 MINISTER OF ENVIRONMENT AND PROTECTED AREAS

14.2 COLD SHOT – REQUEST FOR SUPPORT

Councillor Harris moved that Council accept the correspondence as information.

24.011	MOTION CARRIED
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15.0 NOTICE OF MOTIONS

16.0 CLOSED SESSION

17.0 ADJOURNMENT

There being no further business Mayor Deck adjourned the meeting 7:36 pm.

Mayor, Dan Deck

CAO, Farrell O Malley

DRAFT - NOT APPROVED



TOWN OF GIBBONS

Cheque Listing For Council

2024-Jan-22
9:44:04AM

Cheque				Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name					
20240084	2024-01-08	O'MALLEY, FARRELL			PAYMENT		8,084.08
				542	FEBRUARY 15, 2024 CONTRACT	6,484.08	
				543	FEBRUARY TRAVEL/ PHONE ALLOW.	1,600.00	
20240085	2024-01-09	RECEIVER GENERAL/SCS			PAYMENT		2,497.44
				1402	ACCT #637015397RI, FEB 15/24 GARI	2,497.44	
20240086	2024-01-10	LOWE, ERIC D					
20240087	2024-01-10	WELLS, DYLAN R					
20240088	2024-01-10	DOUGLAS, NATHAN T					
20240089	2024-01-10	MACSWEEN, DAVID					
20240090	2024-01-10	PINAULT, CAMERON					
20240091	2024-01-10	BENSON, WILLIAM R					
20240092	2024-01-10	BARRETT, JASON					
20240093	2024-01-10	GENEAU, JAMIE					
20240094	2024-01-10	POLLARD, SCOTT T					
20240096	2024-01-10	FUNSTON, LAYNE					
20240097	2024-01-10	WARNER, JAMES					
20240098	2024-01-10	SCHEEPERS, JUSTIN					
20240099	2024-01-10	PUCKETT, DUSTYN					
20240100	2024-01-10	GLOVER, TYLER					
20240101	2024-01-10	TOWLE, KRISTEN					
20240102	2024-01-10	STEVENTON, KENDRA					
20240103	2024-01-10	CHESTER, KENNEDY					
20240104	2024-01-10	ZEE, SPENCER					
20240105	2024-01-10	FARRELL, JAKE					
20240106	2024-01-10	RBC COMMERCIAL AVION VISA/SCS			PAYMENT		8,491.34
				V334_55573	LOWE - UNIFORMS/SUBSCRIPTIONS	3,092.79	
				V437_544	O'MALLEY - SUBSCRIPTIONS/PD DAY	2,195.15	
				V450_1244	PINAULT - EMERG TRENDS/OFFICE	3,203.40	
20240107	2024-01-10	RBC COMMERCIAL VISA/SCS			PAYMENT		15,236.94
				V336_106784	SANDAHL - SUBSISTENCE	156.30	
				V354_358	MILLANTE - SUBSISTENCE	64.00	
				V369_304	SCHMIDT - SALC INSURANCE POLIC	5,503.00	
				V453_142	FLANAGAN - PROGRAM SUPPLIES	254.69	
				V461_120	BAUDER-BUSINESS BREAKFAST & S	476.86	
				V569_140	PETERS - ARENA/FCSS/OFFICE SUP	1,717.11	
				V593_98	DECK - PARKING - GLOBAL EDM, 36	29.54	
				V619_106	POWLESLAND - SUBSISTENCE FOR	342.80	
				V629_111	KOBZA - PRIZES FOR 12 DAYS OF FI	130.00	
				V660_49	EDMONDS - PROG EXP/LIBRARY & C	1,022.09	
				V676_67	JEFFREY - PD DAY/LONG TERM SER	5,471.31	
				V699_23	KOZAK - ANNUAL FEE & SUBSISTEN	69.24	
20240108	2024-01-10	AMSC INSURANCE SERVICES			PAYMENT		22,311.83
				43865	JAN BENEFITS INV #1978-2024-01	22,311.83	
20240109	2024-01-11	ALBERTA MUNICIPAL SERVICES CORP/SCS			PAYMENT		51,836.02
				313433575005	INV#24-1051623 GAS/POWER	51,836.02	
20240110	2024-01-11	BON ACCORD/GIBBONS FOOD BANK			PAYMENT		1,650.00
				17	XMAS HAMPER FUND 2023	1,650.00	
20240111	2024-01-11	CRYSTAL GLASS CANADA LTD.			PAYMENT		469.41

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7.1



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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240111	2024-01-11	CRYSTAL GLASS CANADA LTD.	2243191799	REPLACE GCC FOYER WINDOW	469.41	469.41
20240112	2024-01-11	FLOWPOINT ENVIRONMENTAL SYSTEMS	WE4330	PAYMENT DECEMBER - 828 TRANS @0.410	356.45	356.45
20240113	2024-01-11	KENNER MEDIA (EDMONTON) LTD.	1054-8345 1066-2315	PAYMENT DEC 2023 ANNUAL DEC 2023 LEADERBOARD RUN OF S	1,890.00 618.45	2,508.45
20240114	2024-01-11	LAPP C/O ASP	101	PAYMENT DEC 17 - 30 2023, LAPP CONTRIBUTI	10,492.02	10,492.02
20240115	2024-01-11	MUNICIPAL PLANNING SERVICES (2009) LTD.	1557	PAYMENT GENERAL PLANNING SERVICES	4,284.00	4,284.00
20240116	2024-01-11	PALS GEOMATICS CORP	330977	PAYMENT REVISION TO URW PLAN	945.00	945.00
20240117	2024-01-11	ROSERIDGE WASTE COMMISSION	20240038	PAYMENT DECEMBER 2023 WEIGHTS	3,393.05	3,393.05
20240118	2024-01-11	SPROUSE FIRE & SAFETY	0430579	PAYMENT ARENA - FIRE ALARM ANNUAL INSPÉ	519.75	519.75
20240119	2024-01-11	STURGEON COUNTY	IVC20660	PAYMENT 2023 JOINT AGREEMENT COSTS	1,081.12	1,081.12
20240120	2024-01-11	ACS EXPRESS INC.	72359	PAYMENT ARENA TO EUROPEAN CUTTERS & I	288.75	288.75
20240121	2024-01-11	COUNTY OF GRANDE PRAIRIE NO 1	156018	PAYMENT TRAINING SEPT 22-24 2023	5,865.58	5,865.58
20240122	2024-01-11	DERITER INVESTMENTS LTD.	10964	PAYMENT NOV 15 - DEC 14/2023 SERVICES	5,775.00	5,775.00
20240123	2024-01-11	ACCU-FLO METER SERVICE LTD	111813	PAYMENT METERS 19 - 5/8" X 3/4" MACH 10 UL'	9,817.50	9,817.50
20240124	2024-01-11	AIR LIQUIDE CANADA	76698150	PAYMENT DEC 1/23 - NOV 30/24 YEARLY CYLIN	148.49	148.49
20240125	2024-01-11	CANADIAN NATIONAL RAILWAY COMPANY	91719595	PAYMENT JANUARY 2024 RR XING	365.50	365.50
20240126	2024-01-11	CRYSTAL CLEAN WATER DELIVERY	2-249746	PAYMENT WATER FOR SHOP	24.00	24.00
20240127	2024-01-11	GOVERNMENT FINANCE OFFICERS ASSOC	3CF26223-001	PAYMENT GFOA MUNICIPAL MEMBERSHIP 202	315.00	315.00
20240128	2024-01-11	HOMEFIELD	1087-27364	PAYMENT JANUARY 2024 DIG AD SOCIAL	1,207.50	1,207.50
20240129	2024-01-11	INGENIOUS SOFTWARE	8639	PAYMENT FIREPRO 2 SERVICE CONTRACT 202	2,230.41	2,230.41
20240130	2024-01-11	LONGRIDERS LIMITED	63	PAYMENT PAYMENT REQUIRED TO FILL 2 PRO	73.50	73.50
20240131	2024-01-11	MORINVILLE & DIST CHAMBER OF COMMERCE	11273	PAYMENT 2024 BUSINESS MEMBERSHIP	225.75	225.75
20240132	2024-01-11	MORINVILLE HOME HARDWARE	101-440592	PAYMENT PAINT, ROLLERS & MEASURING TAP	70.07	70.07
20240133	2024-01-11	MUNICIPAL ASSESSMENT SERVICES	18	PAYMENT JAN 1 - MAR 31, 2024 ASSESSMENT	9,450.00	9,450.00
20240134	2024-01-11	NORTHERN LIGHTS LIBRARY SYSTEM	10756	PAYMENT NLSS MUNICIPAL LEVY CHARGE	17,027.01	17,027.01
20240135	2024-01-11	PATTISON, TERRA	14	PAYMENT YEARLY SUBSCRIPTIONS - LOTTER'	1,872.00	1,872.00

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Cheque			Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name				
20240136	2024-01-11	PRIME 2 FINISH LTD.		PAYMENT		3,510.66
			A-00242	GCC YOGA ROOM & 2ND FLOOR BA	1,719.37	
			A-00244	LIBRARY REPAIR & PAINT FROM WA	1,153.42	
			A-00245	LIBRARY REPAIR & PAINT FROM SHI	637.87	
20240137	2024-01-11	RFS CANADA	5027775671	PAYMENT	1,942.01	1,942.01
				JAN 1 - MAR, 2024 COPIER LEASE TC		
20240138	2024-01-11	SELECT COMMUNICATIONS INC.	6912243	PAYMENT	167.03	167.03
				JANUARY 2024 TELE ANS SVC		
20240139	2024-01-11	SUMMIT TRUCK EQUIPMENT LTD (CANADA)	0101696003	PAYMENT	12,075.00	12,075.00
				JANUARY WESTERN STAR VAC TRU		
20240140	2024-01-11	TELSCO SECURITY SYSTEMS INC.	891252	PAYMENT	2,123.10	2,123.10
				JANUARY-MARCH 2024 BILLING		
20240141	2024-01-11	TRINUS TECHNOLOGIES INC.	5523	PAYMENT	10,530.24	10,530.24
				JANUARY 2024 BILLING		
20240142	2024-01-11	CORRY, TYLER	704	PAYMENT	28.00	28.00
				DRIVER'S ABSTRACT		
20240143	2024-01-11	HOMEWOOD HEALTH INC.	H648269	PAYMENT	1,080.00	1,080.00
				FIRE DEPT 2024 (30)EMPLOYEE & F/		
20240144	2024-01-16	1494787 ALBERTA LTD., O/A STEELKASE	00356	PAYMENT	3,050.25	3,050.25
				DOOR REPAIRS/REPLACEMENTS GC		
20240145	2024-01-16	AMILIA ENTERPRISES INC.	1551793	PAYMENT	979.65	979.65
				DEC 2023 MONTHLY CHARGES		
20240146	2024-01-16	GILES, CHRIS				
20240147	2024-01-16	ROCKY MOUNTAIN PHOENIX	IN0143941	PAYMENT	100.80	100.80
				1 FRONT STANDARD 6" STYLE		
20240148	2024-01-16	THE SIGN GURU	22955	PAYMENT	472.50	1,417.50
			23503	AUG25-SEPT 24 2023 (3) SIGNS REN	472.50	
			23769	OCT 25 - NOV 24 2023 (3) SIGNS REP	472.50	
				NOV 25 - DEC 24 2023 (3) SIGN REN	472.50	
20240149	2024-01-16	KINGSGATE LEGAL	11384631	PAYMENT	9,012.94	9,012.94
				NOV 28-DEC 31/23 HARASSMENT IN'		
20240150	2024-01-16	STURGEON ALLIANCE CHURCH	23232	PAYMENT	500.00	500.00
				REPLACE & INSTALL EXTERIOR DOC		
20240151	2024-01-16	TETZ, DARRYL	235235	PAYMENT	150.00	150.00
				DEC 6 & 13 2023 FITNESS CLASSES		
20240152	2024-01-16	ACCU-FLO METER SERVICE LTD	111912	PAYMENT	4,103.40	4,103.40
				2" MACH 10 METERS		
20240153	2024-01-16	GREEN LINE HOSE & FITTINGS LTD.	S7239836.001	PAYMENT	486.16	486.16
				LOCK/CLAMPS/WATER HOSE/ATTAC		
20240154	2024-01-16	MEMJ CONSULTING LTD.	2021074	PAYMENT	7,342.62	7,342.62
				JAN 2 - JAN 15 2024 CONTRACT		
20240155	2024-01-16	MIKE'S CARPET & FURNACE CLEANING	12	PAYMENT	3,675.00	3,675.00
				GCC VENTS		
20240156	2024-01-16	NR CAER	2016-493	PAYMENT	2,416.61	2,416.61
				2024 MEMBERSHIP FEE		
20240157	2024-01-16	P3 CAPITAL PARTNERS INC.	1674	PAYMENT	5,250.00	5,250.00
				JANUARY 2024 ADVISORY		
20240158	2024-01-16	PARSONS, CURTIS	55	PAYMENT	247.98	247.98
				SHOP SUPPLIES/DRIVERS ABSTRAC		
20240159	2024-01-16	RFS CANADA	5027618870	PAYMENT	189.00	382.97
				GFRC COPIER		

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Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20240159	2024-01-16	RFS CANADA	5028037580	GFRC COPIER FEB/24	193.97	382.97
20240160	2024-01-16	THINKTEL	1327649	PAYMENT JANUARY 2024 BILLING	479.94	479.94
20240161	2024-01-16	WORKERS' COMPENSATION BOARD - AB/SCS	26872643	PAYMENT 2024 PREMIUMS	8,610.98	8,610.98
20240162	2024-01-16	ALBERTA DEVELOPMENT OFFICERS ASSOC.	24-090	PAYMENT 2024 MEMBERSHIP FEE	175.00	175.00
20240163	2024-01-16	ARTESAO DE LUXO	72361	PAYMENT TREE/BOOKSHELF FEATURE - LIBR/	10,838.90	10,838.90
20240164	2024-01-16	GO EAST REGIONAL TOURISM ORGANIZATION	1622	PAYMENT 2024 MEMBERSHIP - MUNICIPAL TOI	750.00	750.00
20240165	2024-01-16	LISTROM, CARISSA	747	PAYMENT MENTAL HEALTH 1ST AID J MULLINS	577.50	577.50
20240166	2024-01-16	POLLARD, SIERRA	425931	PAYMENT WATER BOTTLES FOR FIRE DEPT.	82.32	82.32
20240167	2024-01-16	WARNER, JAMES	824	PAYMENT BATTERIES/PELVIC BINDING SHEET	74.99	74.99
20240168	2024-01-19	CORRY, TYLER				
20240169	2024-01-19	OSBORNE, CINDY				
20240170	2024-01-19	ELENIAC, RONALD J				
20240171	2024-01-19	ALLEN, JAMES R				
20240172	2024-01-19	LOWE, ERIC D				
20240173	2024-01-19	CHARTRAND, DENISE M				
20240174	2024-01-19	STEVENTON, CHRISTINE A				
20240175	2024-01-19	SCHMIDT, LAURA L				
20240176	2024-01-19	HERBOLD, MICHAEL W				
20240177	2024-01-19	PARISIAN, NOELLE J				
20240178	2024-01-19	PINAULT, CHRISTINA J				
20240179	2024-01-19	ADAMS, JIM W				
20240180	2024-01-19	TERLECKI, QUENTIN G				
20240181	2024-01-19	STEVENTON, KENDRA N				
20240182	2024-01-19	BRADLEY, HAILEY				
20240183	2024-01-19	NORRIS, ANTHONY J				
20240184	2024-01-19	PETERS, STEPHANIE G				
20240185	2024-01-19	PATTISON, TERRA L				
20240186	2024-01-19	POWLESLAND, JOEL F				
20240187	2024-01-19	LOCHRIE, JAMES D				
20240188	2024-01-19	PARSONS, CURTIS				
20240189	2024-01-19	GINGELL, SUSAN				
20240190	2024-01-19	KOBZA, JESSICA				
20240191	2024-01-19	ANTONIUK, LUKAS				
20240192	2024-01-19	MOLNAR, BRAM				
20240193	2024-01-19	WIEBE, TRACEY				

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Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20240194	2024-01-19	CORRY, TYLER				
20240195	2024-01-19	FAHLMAN, KATARINA				
20240196	2024-01-19	FLANAGAN, LORI A				
20240197	2024-01-19	LOCKEN, JODY L				
20240198	2024-01-19	GILES, CHRISTINE M				
20240199	2024-01-19	KUGLER, SARA E				
20240200	2024-01-19	RICHARDSON, ELIZABETH D				
20240201	2024-01-19	MULLINS, JULIE				
20240202	2024-01-19	GIBBONS, DENISE A				
20240203	2024-01-19	BRAKE, NATHAN M				
20240204	2024-01-19	KOBZA, JENNIFER L				
20240205	2024-01-19	MAHONEY, SAMANTHA C				
20240206	2024-01-19	KOBZA, BROOKELYNN L				
20240207	2024-01-19	EDMONDS, RYAN A				
20240208	2024-01-19	MAHAL, MISBAH				
20240209	2024-01-19	POVEY, KYLE				
20240210	2024-01-19	PAZIUK, AYAKAH M				
20240211	2024-01-19	BOETTGER, VALERIE				
20240212	2024-01-19	DURAND, BRETT M				
20240213	2024-01-19	CHISHOLM, MACKENZIE				
20240214	2024-01-19	KNELLER, AVALYN				
20240215	2024-01-19	CHORNEY, MATTHEW				
20240216	2024-01-19	ANTONIUK, LILY				
20240217	2024-01-18	STAPLES				
			ecdd3f33	PAYMENT OFFICE SUPPLIES	191.44	191.44
20240218	2024-01-18	RECEIVER GENERAL/SCS				
			1403	PAYMENT RP0001- DEDUCTIONS JAN 14, 2024	21,578.56	26,219.56
			1404	RP0002 - DEDUCTIONS JAN 14, 2024	4,641.00	

Total 374,213.11

*** End of Report ***

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Report to Council



Date Submitted: January 24, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Agreement between Town of Gibbons and the Inspections Group

Introduction

The purpose of this report is to respectfully request that Council give consideration to the attached renewal agreement between the Town of Gibbons and the Inspections Group.

Background

The Inspections Group has been under contract with the Town of Gibbons since 2008 and has satisfactorily provided permit and inspection services for our residents and contractors for building, electrical, plumbing and gas inspection services, as well as the administrative tasks associated with the provision of these services. Attached, Administration has provided the proposed 5-year renewal agreement for Council's review.

Options Available

1. That Council direct Administration renew the agreement between the Town of Gibbons and The Inspections Group based on the terms and conditions as provided.
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 direct Administration renew the agreement between the Town of Gibbons and The Inspections Group based on the terms and conditions as provided.

Submitted By:

A handwritten signature in black ink that reads "Farrell O'Malley". The signature is written in a cursive style.

Farrell O'Malley

CAO

THIS AGREEMENT MADE EFFECTIVE THE ____ DAY OF _____, 2024.

BETWEEN:

TOWN OF GIBBONS
(the "Town")

-AND-

THE INSPECTIONS GROUP INC.
(the "Agency")

BUILDING, ELECTRICAL, PLUMBING & GAS INSPECTION SERVICES AGREEMENT

WHEREAS the Town is an accredited municipality, as that term is defined in the *Safety Codes Act*;

AND WHEREAS the Agency is an accredited agency, as that term is defined in the *Safety Codes Act*;

AND WHEREAS the Act permits an accredited agency to enter into an agreement with an accredited municipality to provide those services that the Agency is authorized to provide under the Act;

AND WHEREAS the Town and the Agency have reached agreement with respect to the terms and conditions under which the Agency will provide inspection services to the Town.

NOW, THEREFORE, in consideration of the promises, mutual terms, covenants and conditions herein, the parties hereto agree as follows:

1. DEFINITIONS

- (a) "Act" means the *Safety Codes Act*, RSA 2000, c S-1, as amended from time to time;
- (b) "Agency Q.M.P." means the Quality Management Plans of the Agency, in the Building, Electrical, Gas and Plumbing disciplines as may be revised from time to time by the Agency attached as Schedule "E" hereto;
- (c) "Town Q.M.P." means the uniform Quality Management Plan in the Building, Electrical, Plumbing & Gas disciplines of the Town, as may be revised from time to time by the Town attached as Schedule "F" hereto;
- (d) "Force Majeure" means any act of God, major storms, civil disturbance or any similar major event or occurrence not within the control of a party and which by the exercise of due diligence by such party could not have been prevented, but lack of funds on the part of such party shall be deemed not to be a Force Majeure;
- (e) "Inspection Information" means all files, documents, materials, Records, "hard copy" and "electronic" data and any information which comes into the possession or control of the Agency arising out of this Agreement;
- (f) "Non-Confidential Information" means information which can be demonstrated by the Agency:
 - (i) at the time of disclosure of such information to the Agency was, or which at any time thereafter, became generally available to the public;
 - (ii) to have been received by the Agency from a third party which is not obliged, directly or indirectly, to maintain such information in confidence; or
 - (iii) to have been known to the Agency prior to the date of receipt of any information from the Town pursuant to this Agreement;

- (f) "**Record**" or "**Records**" means an intelligible record of information in any form, including notes, books, documents, maps, drawings, photographs, letters, vouchers, permits, and papers and any other information that is written, photographed, recorded or stored in any manner, but does not include software or any other mechanism that produces records;
- (g) "**Regulations**" means Regulations promulgated pursuant to the Act, as amended from time to time;
- (h) "**Safety Codes Officer**" or "**SCO**" means an individual designated as a safety codes officer under the Act;
- (i) "**Services**" means all those functions, duties, tasks, responsibilities and activities described in this Agreement and the Act, and without the generality of the foregoing, includes the provision of safety codes services in the electrical, plumbing, gas and building disciplines, as well as the activities specifically set forth in Section 6 hereto; and
- (j) "**Permit Fee**" means the applicable base permit fee set forth in Schedule "B" which is charged by the **Town** to a party submitting a permit application.

2. PREAMBLE AND SCHEDULE

The parties hereto confirm and ratify the matters contained and referred to in the Preamble to this Agreement and agree that the same and various Schedules hereto are expressly incorporated into and form part of this Agreement.

The Schedules to this Agreement are as follows:

Schedule "A"	Activities and Policies
Schedule "B"	Permit Fees & Charges
Schedule "C"	Insurance
Schedule "D"	WCB

If any of the provisions contained in any of the Schedules conflicts with any of the provisions of this Agreement, the provisions contained in this Agreement shall prevail and the provisions contained in the Schedules shall be interpreted accordingly. For further clarity, if any provision contained in the **Agency Q.M.P.** conflicts with any of the provisions of the **Town Q.M.P.**, the provisions contained in the **Town Q.M.P.** shall prevail.

3. RULES OF INTERPRETATION

In this Agreement, unless expressly stated to the contrary or the context otherwise requires:

- (a) A reference by numerical or alphabetical designation or both to an Article, Section, Section, Subsection, Paragraph or Schedule shall refer to the Article, Section, Section, Subsections, Paragraph or Schedule bearing that designation in this Agreement;
- (b) All monetary amounts refer to the lawful currency of Canada;
- (c) Any reference to all or any part of any statute or regulation refers to the parts, statute or regulation as amended or re-enacted from time to time; and
- (d) References to "parties" shall mean the parties to this Agreement and a reference to a "party" shall mean one of the parties to this Agreement.

4. TERM OF AGREEMENT

- (a) This Agreement shall be effective **January 31, 2024** based on a five (5) Year Term (the "**Term**") and this Agreement shall expire on **January 30, 2029**, subject to earlier termination as set forth herein; and
- (b) Subject to all procurement requirements binding upon the **Town**, this Agreement may be renewed, if mutually agreed up to a maximum number of five (5) successive optional one (1) Year Term renewals, or unless otherwise prescribed by Municipal Regulation or Bylaw. Subject to earlier termination as set forth herein.

5. PAYMENT OF PERMIT FEES

- (a) The **Agency** shall collect the Permit Fees set forth in Schedule "A" from the permit applicants. The **Agency** shall collect and remit Safety Codes Council fees thereon.
- (b) At the end of each month the **Agency** will provide the **Town** with a detailed monthly invoice, setting out all the issued permits, closed permits and/or Services provided by the **Agency** during the previous month.
- (c) At the end of each month, the **Agency** will remit to the **Town** 25% of collected permit fees minus Safety Code levy. The **Agency** will retain 75% of the collected permit fee.
- (d) Re-inspection fees will be charged at \$100.00 plus the Safety Code levy. The **Agency** will receive their percentage split of these supplementary charges, as outlined above in Sections 5(c).
- (e) Re-opening a previously closed permit fee will be charged at \$75.00 plus the Safety Code levy. The **Agency** will receive their percentage split of these additional charges, as outlined above in Sections 5(c).
- (f) Site consultations at the request of the contractor/applicant will be charged at a rate of \$120.00 per hour (minimum 2 hours) plus GST. The request for this service will be directed to the **Agency** and fees will be collected by the **Agency**.
- (g) Upon cancellation of a permit (with respect to Building and Private Sewage only) 25% of the Permit Fee will be paid to the **Agency** if a plan review has been completed, up to a maximum of \$250.00. The **Agency** will be paid their percentage split, as outlined above in Sections 5(c) to (e), when an inspection has been carried out prior to cancellation of the permit (with respect to Electrical, Gas and Plumbing permits). Cancellation requests must be made in writing from the applicant and forwarded to the **Agency**.

The **Agency** will receive their percentage split of these supplementary charges, as outlined above in Sections 5(c). These fees shall be reviewed between the **Agency** and the **Town** on an annual basis.

6. PERFORMANCE OF SERVICES

The **Agency** shall:

- (a) provide effective and appropriate Services as requested or assigned by the **Town** in accordance with this Agreement and the Act and, in particular, in strict compliance with the **Town** Q.M.P. The Services shall be provided within the scope of the Agency's accreditation under the Act and the level of certification and designation of powers of the SCOs the Agency employs;
- (b) establish and maintain management, administrative and technical expertise as required to provide the Services under this Agreement;
- (c) perform the Services in an efficient and timely manner so as not to impose undue time delays on the proposed activity which is the subject of the Services;

- (d) produce and utilize Records required including, but not limited to applications, permits, plans, review reports, inspection reports, variance and order forms and all other information required by the **Town Q.M.P.**;
- (e) the **Town** will receive an itemized statement, monthly, setting out all Services performed by the **Agency** together with all other details relating to the provision of those Services, satisfactory to the **Town**;
- (f) at all times during the term maintain "**Agency Accreditation**" in good standing pursuant to the Safety Codes Act;
- (g) at all times carry out its obligations pursuant to this Agreement in compliance with all statutes, regulations and bylaws passed by any authority having jurisdiction which, without limiting the generality of the foregoing, shall include the Act, as amended from time to time;
- (h) upon receipt of written request from the **Town**, obtain and deliver to the **Town** a clearance certificate obtained from the Workers' Compensation Board with respect to the activities of the **Agency** pursuant to this Agreement;
- (i) permit the **Town** to conduct periodic audits of the activities of the **Agency** carried out pursuant to this Agreement and review any and all documentation deemed necessary by the **Town** to conduct such audit and make all of its records available to the **Town** for the purpose of conducting the audit;
- (j) only permit the performance of its obligations hereunder by an SCO or employee of the **Agency** who has been approved by the **Town** in writing, in advance, such approval which may be arbitrarily withheld, terminated or revoked by the **Town** at any time and in its discretion, subject to earlier termination as set forth herein.
- (k) upon request provide to the **Town**, proof of participation in a "Health and Safety" initiative or a true copy of a Certificate of Recognition of the **Agency's** participation and good standing in a Health and Safety program acceptable to the **Town**;
- (l) carry out all activities reasonably necessary and incidental to the defense of any dispute or appeal relating to issuance of permits by the **Town** related to the discharge of the obligations of the **Agency** at its sole expense;
- (l) at all times during the term use such computer hardware and software as required by the **Town** to permit the **Agency** to receive and send electronic data and communications from and to the **Town** in a format which is compatible with such computer hardware and software used by the **Town**;
- (m) through the initial transition, the **Agency** will assess the outstanding permits issued in the **Town** by the Municipal Safety Codes Inspection **Agency** and will insure that inspections are conducted on those permits;
- (n) observe and perform all of the activities and policies set forth in Schedule "A" hereto;
- (o) complete the performance of all Services for all the permits issued under this Agreement on or before the date of expiry or termination of this Agreement;
- (p) maintain a primary office location at 12010-111 Avenue Edmonton AB T5G 0E6 where it shall securely store all Records associated with this Agreement and the Services provided hereunder (the "**Agency's Premises**");
- (q) perform the Services in an effective and timely manner, and respond to requests for Services within 24 hours (however, the Agency require may require up to 48 hours notice to perform the Services);

- (r) endeavor to work co-operatively with the owner (the owner is the person/persons or company as listed on the certificate of title) and/or the owner's representative(s) to achieve compliance with the Act; and
- (s) perform the Services with impartiality and integrity, and in a professional and ethical manner.

7. AGENCY PERSONNEL

The **Agency** shall:

- (a) employ persons knowledgeable about the applicable codes, standards and regulations, relative to Services it provides;
- (b) employ or engage SCOs who are certified and designated (received appropriate designation of powers) to provide compliance monitoring relative to the Services the **Agency** provides, and ensure its SCOs and other organization employees undergo all necessary professional development and educational upgrades to maintain their certifications and designations;
- (c) maintain a registry of all SCOs they employ, and their level(s) of certification, and designation of powers;
- (d) ensure continued training and support for the Planning and Development Services Department, including but not limited to, the issuance of permits, and the **Agency's** service delivery model and methodologies; and
- (e) ensure the remaining members of the Planning and Development Department receive orientation in regards to, but not limited to, the Act, the issuance of permits and process.

8. QUALITY MANAGEMENT PLAN TRAINING

The **Agency** shall:

- (a) train its SCOs and other organization employees in the requirements of the Town Q.M.P.;
- (b) maintain the training records on the **Agency** SCO file; and
- (c) ensure its SCOs have ongoing access to a current copy of the Town Q.M.P.

9. COMPLIANCE MONITORING

- (a) The **Agency** shall monitor compliance through a program of plans examination (when applicable), site inspection and follow-up inspections or verification of compliance (when applicable), to provide a degree of assurance of compliance with the Act and associated codes and standards.
- (b) The **Agency's** SCO shall:
 - (i) endeavor to inspect by the second (2nd) working day following the date of receipt of a request for an inspection and will not exceed five (5) working days;
 - (ii) inspect to determine if the work under a permit complies with the Act and relevant codes and standards;
 - (iii) inspect at the stage(s) indicated in the discipline specific sections of the **Town Q.M.P.**; and,
 - (iv) inspect all work in place at the time of inspection.
- (c) The time frame for requirement site inspections for the permit may be extended with written permission from the **Town** on an individual basis.

- (d) The SCO shall, for each inspection required by the Town Q.M.P.:
 - (i) complete an inspection report as further described in Section 9(e);
 - (ii) provide copies of inspection reports to the permit applicant, contractor, owner (if requested), **Town** and the **Agency** file;
 - (iii) perform follow-up inspections as required by the **Town Q.M.P.**; and
 - (iv) upon confirmation that a thing, process or activity to which the Act applies is in compliance with the Act, permanently affix a record of inspection to the installation in an obvious location.
- (e) The **Agency's** SCO shall record on the inspection report:
 - (i) the stage(s) of work being inspected;
 - (ii) a description of the work in place at the time of inspection; and
 - (iii) all observed Deficiencies or Unsafe Conditions (both as defined below);
- (f) The **Agency's** SCO shall take appropriate action to have Deficiencies or Unsafe Conditions corrected in a timely manner.
- (g) A "**Deficiency**" is any condition where the work does not comply with the Act and in the opinion of the SCO, is not an Unsafe Condition.
- (h) An "**Unsafe Condition**" is any condition that, in the opinion of the SCO, could endanger the life, limb, or health of any person authorized or expected to be on the premises.

10. CONSULTATIVE SERVICES

The **Agency** shall provide consultative services to **Town** residents at no extra charge to the residents or the **Town**, including:

- (a) technical advice; and
- (b) advice and interpretation on related codes and standards,

as long as such consultative services are related to an active file or application that the **Agency** is providing Services for.

11. SITUATIONS OF IMMINENT SERIOUS DANGER

If a situation of imminent serious danger to persons or property because of any thing, process or activity to which the Act applies, is observed:

- (a) the **Agency's** SCO will immediately exercise any powers under the Act to mitigate the situation in a reasonable manner; and
- (b) the **Agency** may apply to the **Town** for relief from the costs incurred when mitigating the situation pursuant to Section 47 of the Act. The decision of whether to grant relief shall be at the discretion of the **Town**.

12. ORDERS

The **Agency** shall employ appropriately certified SCOs to issue orders in conformance with Part 5 of the Act. In addition to the requirements of orders under Part 5 of the Act the **Agency** will:

- (a) first make reasonable efforts to facilitate conformance with the Act;
- (b) issue an order in the format accepted by the **Town**;
- (c) on issuance of an order, immediately provide a copy to the **Town** and the technical administrator in the appropriate discipline appointed under the Act;
- (d) make the SCOs available to attend appeal hearings with the Safety Codes Council on any orders issued; and
- (e) carry out an order in accordance with the Act.

13. VARIANCES

The **Agency's** SCOs may, upon written request from the owner, issue a variance. The **Agency's** SCO, when issuing a variance shall:

- (a) issue a variance in conformance with Section 38 of the Act and Safety Codes Council policy;
- (b) issue a variance only on a project where the **Town** has issued a permit;
- (c) issue a variance in the format accepted by the **Town**;
- (d) ensure a variance provides an equivalent or greater level of safety;
- (e) issue a variance only for site specific applications;
- (f) record the details of a variance in the project file;
- (g) provide copies of a variance to the person(s) requesting the variance, the **Town**, the owner, and the technical administrator;
- (h) issue a variance only when the safety or rights of others is not compromised; and
- (i) issue a variance only when it does not have a broad scope or impact on provincial basis.

14. RECORDS

The **Agency** shall maintain a file system, to the satisfaction of the **Town**, for all the Records associated with performing the Services including:

- (a) permit applications and permits;
- (b) plans, specifications, and other related documents;
- (c) plans review reports;
- (d) requests for inspections;
- (e) inspection reports;
- (f) verification of compliance;
- (g) variance;

- (h) orders;
- (i) occupancy certificate, and;
- (j) related correspondence and/or other relevant information.

15. FILE FLOW

Upon acceptance of a development application, the **Town** will submit the file to the **Agency** for review.

16. OWNERSHIP OF RECORDS

All Records and other materials whatsoever related to the Services provided under this Agreement, including, but not limited to the Inspection Information, are the property of the **Town** and will be given to the **Town** immediately upon request, and the creation, maintenance, retention or transfer of the same, as the case may be, shall be carried out in strict compliance with the **Town** Q.M.P. The **Town** shall have full and unfettered access to all Records of the **Agency** relating to the provision of Services under this Agreement including the right to enter the **Agency's** Premises during normal business hours and upon 24 hours notice in order to inspect, review or retrieve such Records.

17. RECORDS MANAGEMENT

- (a) The **Agency** shall:
 - (i) abide by all provisions of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c F-25, as amended from time to time, in the course of carrying out the Services. All requests for information initiated under that statute shall be conducted through the **Town**. The **Agency** shall immediately forward all requests for information under that statute to the **Town**;
 - (ii) respond to any requests by the **Town** for Records, and respond to any requests under the *Freedom of Information and Protection of Privacy Act* as directed by the **Town** within two days of a request being received by the **Agency** or **Town**;
 - (iii) disclose the information only with the consent of the **Town**; and
 - (iv) maintain all Records in a manner acceptable to the **Town** prescribed in Section 14.
- (b) The **Town** has the right to periodically audit the Records management procedures of the **Agency** relating to the provision of Services pursuant to this Agreement at times to be determined by the **Town**. In the event that the **Town** performs an audit and is of the opinion that the **Agency's** Records management system is inadequate, the **Town** may direct the **Agency** to take such steps that the **Town** views are necessary to remedy the inadequacy.
- (c) The **Agency** shall keep and maintain in accordance with generally accepted accounting principles, complete and accurate books, Records and accounts of all costs, expenditures and commitments relating to this Agreement and on demand provide to the **Town** these documents to examine, audit and take copies and extracts. The said books, Records, and accounts shall be in the form acceptable to the **Town** and contain all information specified by the **Town**.
- (d) The **Agency** and its directors, officers, employees, and agents shall keep strictly confidential all information concerning the **Town** or any third parties, or any of the business or activities of the **Town** or any third parties acquired as a result of participation in the Agreement and the **Agency** may only use, copy or disclose such information upon written authorization of the **Town**.
- (e) The **Agency** shall maintain security standards, including control of access to Records, data and other information as required by the **Town**.

18. REGULATORY REQUIREMENTS

The **Agency** shall comply with the requirements of the municipal, provincial and federal legislation, which includes, but is not limited to, the *Employment Standards Code*, RSA 2000, c E-9, as amended from time to time, the *Labour Relations Code*, RSA 2000, c L-1, as amended from time to time, and the *Occupational Health and Safety Act*, RSA 2000, c O-2, as amended from time to time.

19. PAYMENT OF GST

All amounts payable by the **Town** to the **Agency** for fees for the Services hereunder shall be subject to any applicable Goods and Service Tax ("GST") payable thereon.

The GST registration number for The Inspections Group Inc. is 888085313.

20. TAXES AND DEDUCTIONS

The **Agency** shall be responsible for the payment of all *Income Tax*, *Canada Pension*, *Employment Insurance* and all other required payments, contributions or deductions including, but not limited to, any assessments levied pursuant to the *Workers' Compensation Act* which arise or may hereafter arise with respect to the services performed by the **Agency** under this Agreement.

21. INSURANCE

All insurance policies will state that the coverage provided will not be changed in any material way, cancelled or terminated until thirty (30) days after written notice of such change, cancellation, or termination has been provided to the **Town**.

(a) **Comprehensive or Commercial General Liability Insurance:**

Comprehensive or commercial liability insurance within limits of not less than \$5,000,000.00 inclusive per occurrence with an aggregate of \$ 5,000,000.00 for accident, against personal injury, bodily injury, and property damage (including loss of use) will be maintained. Total liability can be made up of Primary and Excess limits.

(b) **Automobile Liability Insurance:**

Automobile Liability insurance in an amount of not less than \$5,000,000.00 on all vehicles owned, operated by employees or licensed in the name of the **Agency**. Total liability can be made up of Primary and Excess limits.

(c) **"All Risk" Valuable Papers and Records Insurance:**

"All Risk" Valuable Papers and Records insurance with a Primary Limit of \$250,000.00 on all such items pertaining to the services under this agreement for the reconstruction of these items.

(d) **Professional Liability/Errors and Omissions Insurance:**

Professional Liability/Errors and Omissions insurance with limits of not less than \$5,000,000.00 inclusive per loss with \$5,000,000.00 per policy period.

(e) **Occupational Health & Safety:**

The **Agency** is a member of the Alberta Construction Safety Association and will provide the **Town**, following commencement of the Agreement, a copy of the "Health and Safety" initiatives for the Company, issued pursuant to Occupational Health and Safety Regulations and requirements.

(f) **Worker's Compensation Coverage:**

The **Agency** will provide to the **Town**, prior to commencement of Services under an Agreement, written certification of current and appropriate worker's compensation coverage through an account in good standing with the Alberta Worker's Compensation Board (WCB). The **Agency** shall maintain the account in good standing throughout the terms of the Agreement and shall provide evidence of the same upon request from the **Town**.

22. FEES, LICENCES AND AGENCY'S COST

Except as otherwise provided for in the Agreement, the **Agency** shall be solely responsible for all costs relating to the provision of the Services, including but not limited to:

- (a) all fees, licenses, permits, filings, and all other costs incidental to the performance of the **Agency's** obligations under this Agreement;
- (b) all mileage and automobile expenses;
- (c) all accommodation, meals and related living expenses;
- (d) any and all office and related equipment requirements, clerical support and telephone charges; and
- (e) any **Agency** computer software and hardware requirements relating to the performance of this Agreement.

23. PERFORMANCE

SCOs or employees of the **Agency** who have been approved in advance by the **Town**, such approval that may be withheld, terminated or revoked, shall only carry out the obligations of the **Agency** directly related to the performance of the obligations of the **Agency** pursuant to this Agreement.

24. PERFORMANCE REVIEW

- (a) The **Town** may audit or monitor the performance of the **Agency** to establish the **Agency's** conformance with this Agreement.
- (b) The **Agency** shall co-operate with the **Town** during the course of a performance review and provide all reasonable support and assistance at the **Agency's** own expense.

25. RELATIONSHIP BETWEEN THE PARTIES

The **Agency** is an independent contractor and nothing contained herein shall be deemed or construed by the parties hereto nor by any third party as creating the relationship of principal and agent, employer and employee, or of partnership, or of a joint venture agreement between the parties hereto, it being understood and agreed that none of the provisions contained herein nor any act of the parties hereto shall be deemed to create any relationship between the parties hereto other than an independent contractor agreement between two parties at arm's length.

26. NO AUTHORITY

Neither the **Town** nor the **Agency** has the authority to assume or create any obligation whatsoever, express or implied, on behalf of or in the name of the other party, nor to bind the other party in any manner whatsoever.

27. REPORTS

The **Agency** shall provide the **Town** with a report on any aspect of the Services, in the form and manner specified by the **Town**, upon request by the **Town**.

28. INDEMNITY

- (a) The **Town** shall not be liable nor responsible for any bodily or personal injury or property damage of any nature whatsoever that may be suffered or sustained by the **Agency** or its employees in the performance of this Agreement, except to the extent such damage or injury is caused by the **Town**, its agents, or employees.
- (b) The **Agency** shall at all times and without limitation, indemnify and save harmless the **Town**, its councilors, directors, officers, employees, contractors, agents, insurers and representatives from and against all liabilities, losses, costs, damages, legal fees (on a solicitor and his own client full indemnity basis), disbursements, fines, penalties, expenses, all manner of actions, causes of action, claims, demands and proceedings, all of whatever nature and kind which any of the **Town**, its councilors, directors, officers, employees, contractors, agents, insurers and representatives may sustain, pay or incur or which may be brought or made against all or any of them, and whether or not incurred in connection with any action or other proceedings or claims or demands made by third parties, with respect to any occurrence, event, incident or matter caused by, and/or arising as a direct or indirect result of:
- i. the misconduct, negligent action or negligent failure to act, as the case may be, of the **Agency** and/or any of those persons for whom the **Agency** is responsible at law (including, without limitation, any of its employees);
 - ii. any breach, violation or non-performance of any representation, warranty, obligation, covenant, condition or agreement in this Agreement set forth and contained on the part of the **Agency** to be fulfilled, kept, observed or performed, as the case may be; or
 - iii. any damages to third parties caused by, resulting at any time from, arising out of or in consequence of the misconduct, negligent action or negligent failure to act of the **Agency** and/or any of those persons for whom the **Agency** is responsible at law (including, without limitation, any of its employees).

The provisions of this Section are in addition to and shall not prejudice any other rights of the **Town** at law or in equity. This Section shall survive the termination or expiry of this Agreement for any reason whatsoever.

29. DEFAULT AND TERMINATION

Each and every of the following events shall constitute an event of default (an "**Event of Default**"):

- (a) if the **Agency** fails to comply with any reasonable order or request provided by the **Town** pursuant to this Agreement;
- (b) if the **Agency** fails to comply with the Act and all other statutes, regulations and bylaws passed by any authority having jurisdiction over the subject matter of this Agreement in force from time to time;
- (c) if the **Agency** experiences a change in control including but not limited to any assignment of the ownership of all or a portion of its share capital, in any manner without the prior consent of the **Town** to such alterations, which consent may be arbitrarily withheld; and
- (d) if the **Agency** neglects or fails to observe, perform or comply with any of its obligations pursuant to this Agreement, howsoever arising.

The **Town** shall provide written notice to the **Agency** of an Event of Default and the **Agency** shall have a period of sixty (60) days from the date of receipt of the notice to cure the default to the satisfaction of the **Town**, in its absolute discretion. If the Event of Default continues for such sixty (60) days, the **Town** may terminate this Agreement by delivery of notice in writing to that effect to the **Agency**, such termination to be effective thirty (30) days after delivery of such notice to the **Agency**. The termination of this Agreement by the **Town** pursuant to this section shall be without prejudice to and shall not limit in any way the **Town** recourse to any remedies available to it by law, equity or otherwise.

30. TERMINATION

Notwithstanding any provision contained herein to the contrary, the **Town** may terminate this Agreement effective upon delivery of written notice to the **Agency**, if any of the following events occur:

- (a) if the **Agency** makes an assignment of its assets for the benefit of its creditors, makes a proposal to its creditors under any bankruptcy or insolvency legislation or any jurisdiction;
- (b) if a petition in bankruptcy is filed and presented against the **Agency**, or if a receiver, receiver and manager, custodian or similar agent is appointed or takes possession of any property or business of the **Agency**;
- (c) if the accreditation of the **Agency** pursuant to the Act is suspended or cancelled;
- (d) if the **Agency** ceases or threatens to cease to carry on its business, or performance of inspections is not keeping with the expectations of the **Town** Q.M.P. or customer service expectations are not up to a reasonable standard;
- (e) either party may terminate this agreement for any reason whatsoever upon ninety (90) days' written notice to the other party,

and such termination shall not limit, in any way, the **Town** recourse to any remedies available to it by law, equity or otherwise.

31. SUSPENSION

Upon seven (7) days' notice, the **Town** may suspend the work, or any part thereof, of the **Agency** upon such terms and conditions as the **Town** deems necessary including, but not limited to, the duty to take remedial measures with respect to any permit.

32. OBLIGATIONS UPON TERMINATION

The **Agency** agrees that within fifteen (15) days of the effective date of the expiry or earlier termination of this Agreement, the **Agency** shall return all Inspection Information and materials in its possession and control related to the provision of the Services under this Agreement forthwith to the **Town**. Upon written request of the **Town**, the **Agency** shall provide an affidavit, in form and content satisfactory to the **Town** in its absolute discretion, to the effect that all Inspection Information has been returned to the **Town** and there is no Inspection Information in the possession or control of the **Agency**, excepting Non-Confidential Information.

33. AGENCY ENTITLEMENT UPON TERMINATION

Upon expiry or termination of this Agreement, the **Agency's** right to consideration hereunder shall be limited to payment for the Services performed and authorized expenses to and including the effective date of expiry or termination and the **Agency** specifically acknowledges and agrees that the consideration set forth in this paragraph constitutes reasonable, fair and equitable consideration hereunder.

34. NOTIFICATION BY AGENCY

The Agency shall immediately notify the Town in the event that:

- (a) its accreditation under the Act is suspended or cancelled;
- (b) it ceases to carry on business, becomes insolvent, files for bankruptcy, makes a voluntary assignment for the benefit of creditors, or a trustee or receiver and manager or liquidator is appointed for the Agency; or

- (c) it ceases to provide the Services under this Agreement.

35. FORCE MAJEURE

If the parties shall fail to meet their respective obligations hereunder within the respective time prescribed therefor and such failure shall be directly caused or materially contributed to by an event of Force Majeure, such failure shall be deemed not to be a breach of the obligations of such party, provided however, in such event, such party shall:

- (a) immediately notify the other party of the circumstances of the event of Force Majeure, the extent to which the performance of obligations under this Agreement are affected, and the actions taken by the said party to mitigate against the effects of the event of Force Majeure; and
- (b) use its best efforts to put itself in a position to carry out its obligations hereunder as soon as reasonably possible.

In no event shall the relief provided in respect of the occurrence of an event of Force Majeure exceed ninety (90) days.

36. TRANSITION PLAN

Prior to or on the expiry or termination date of this Agreement, **Town** shall forward a transition plan to the **Agency** that details how the **Agency** is to resolve those matters that may be outstanding as of the date of expiry or termination of this Agreement. Upon receipt of the transition plan, the **Agency** shall take the necessary steps to resolve those matters in accordance with the requirements of the transition plan, to the Town's satisfaction.

37. SURVIVAL

Notwithstanding any other provision of this Agreement, those Sections of this Agreement which, by their context, are meant to survive the termination or expiry of this Agreement or the Term, shall survive the termination or expiry, as the case may be, and shall not be merged therein or herewith.

38. NOTICE

Whether or not so stipulated therein, all notices, communication, requests and statements (the "**Notice**") required or permitted hereunder shall be in writing. Notice shall be served by one of the following means:

- (a) personally, by delivering it to the party on whom it is to be served at the address set out herein, provided such delivery shall be during normal business hours. Personally delivered Notice shall be deemed received when actually delivered as aforesaid; or
- (b) by telecopier or by any other like method by which a written or recorded message may be sent, directed to the party on whom it is to be served at that address set out herein. Notice so served shall be deemed received on the earlier of:
- (i) upon transmission with answer back confirmation if received within the normal working hours of the business day; or
- (ii) at the commencement of the next ensuing business day following transmission with answer back confirmation thereof; or
- (iii) by mailing via first class registered post, postage prepaid, to the party on whom it is served. Notice so served shall be deemed to be received seventy-two (72) hours after the date it is postmarked. In the event of postal interruption, no notice sent by means of the postal system during or within seven (7) days prior to the commencement of such postal interruption shall be deemed to have been received unless actually received.

(c) except as herein otherwise provided, Notice required to be given pursuant to this Agreement shall be deemed to have been received by the addressee on the date received when served by hand or courier, or five (5) days after the same has been mailed in a prepaid envelope by single registered mail to:

(i) **The Town:**
TOWN OF GIBBONS
4807 – 50th Avenue
PO Box 68
Gibbons, Alberta, T0A 1N0
Phone: (780) 923 3331
Fax: (780) 923 3691
Attention: **Farrell O'Malley**
Chief Administrative Officer

(ii) **The Agency:**
THE INSPECTIONS GROUP INC.
12010 — 111th Avenue,
Edmonton, Alberta T5G 0E6
Phone: (780) 454-5048
Fax: (780) 454-5222
Attention: **Tim Rosky**
Chief Executive Officer

or to such other address as each party may from time to time direct in writing.

39. CAPTIONS

The captions herein contained are for convenience only, and shall not limit the terms and conditions of this Agreement.

40. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties hereto relating to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations, and discussions, whether oral or written, of the parties and there are no general or specific warranties, representations or other agreements by or among the parties in connection with the entering into of this Agreement of the subject matter hereof except as specifically set forth herein.

41. ASSIGNMENT

This Agreement or any rights arising out of this Agreement shall not be assigned by the **Agency** without the prior written consent of the **Town**, which consent may be withheld.

42. BINDING EFFECT

This Agreement shall be for the benefit of and binding upon the successors and permitted assigns of the parties.

43. NON-WAIVER

The failure of either party to this Agreement to require the performance of any term or condition of this Agreement or the waiver by either party of any breach under this Agreement shall not prevent a subsequent enforcement of such term or condition, nor be deemed a waiver of any subsequent breach.

44. CORRECTION OF DEFAULTS BY TOWN

Notwithstanding any other provisions in this Agreement, if the **Agency** fails to comply with the provisions of this Agreement, the **Town** may, without prejudice to any other remedy, correct such defaults at the expense of the **Agency**.

45. GOVERNING LAW

This Agreement shall be interpreted and applied in the courts and according to the laws in force in the Province of Alberta.

46. ENTIRE AGREEMENT

This Agreement represents the entire Agreement between the parties hereto with respect to the subject matter hereof, and supersedes all previous representations, understandings or agreements, oral or written between the parties hereto with respect to the subject hereof.

47. TIME OF ESSENCE

Time is of the essence in this Agreement.

48. AMENDMENTS MUST BE IN WRITING

This Agreement can be modified, amended or assigned only by a written instrument duly executed by the parties hereto.

49. SEVERENCE

All of the provisions of this Agreement shall be treated as separate and distinct and if any provision hereof is declared invalid, the other provisions shall remain in full force and effect.

IN WITNESS WHEREOF the parties have hereunto affixed their corporate seals duly attested to by the hands of their properly authorized officers in their behalf on the day and year first above written.

TOWN OF GIBBONS

Per: _____
Farrell O'Malley, Chief Administrative Officer

THE INSPECTIONS GROUP INC.

Per:  _____
Tim Roskey, Chief Executive Officer

Schedule "A"

Activities and Policies

SCHEDULE "A"

ACTIVITIES AND POLICIES

1. SERVICES

- 1.1 The **Agency** will accept permit applications and collect fees including the Safety Code Council levy.
- 1.2 The **Agency** will issue all Safety Code permits under the Building, Electrical, Gas, Plumbing and Private Sewage disciplines. The **Town** will notify **Agency** of all applications received by way of emailed copy or other means as appropriate.
- 1.3 The **Agency** shall also be responsible for the collection and payment of all Safety Codes Council operation fees for permits pursuant to section 21.2 (2) of the Act.
- 1.4 The **Agency** will review designs, plans, drawings and specifications submitted in support of a permit application for compliance with the Act and Regulations and in accordance with the **Town Q.M.P.**
- 1.5 Stages and frequency of inspections shall be carried out pursuant to the **Town Q.M.P.**. Inspections will be conducted through site review of any construction, materials, process or activity performed under permit for compliance with the Act, Regulations and **Town Q.M.P.** The **Town** shall approve any changes in inspection frequency.
- 1.6 The **Agency** shall provide technical advice and interpretation relative to the Act and Regulations related to the provision of any of the Services.
- 1.7 Requests for inspections received by the **Town** will be forwarded to the **Agency**.
- 1.8 The **Agency** shall provide the required inspections in accordance with the Agreement unless otherwise indicated by the **Town Q.M.P.**
- 1.9 The **Agency** shall also supply a toll free number that can be used by contractors, **Town** staff and residents of the **Town** to contact the Safety Codes Officers.
- 1.10 The **Agency** shall provide copies of completed inspection reports and all related documentation to the **Town** including a statement of fees payable, on a monthly basis.
- 1.11 The **Agency** shall have a Safety Codes Officer available to answer telephone inquiries on a timely basis to technical questions from **Town** residents at no additional cost to the applicant or the **Town**.
- 1.11 The **Agency** shall conduct investigations should an incident occur for compliance with the Safety Codes Act and Regulations.
- 1.12 Plan reviews will be done by the **Agency**.
- 1.13 The **Agency** shall follow all requirements of the **Town Q.M.P.**
- 1.14 Enforcement will be handled by the **Agency** as part of the contract. Extended enforcement will be paid out pursuant to the fee schedule.
- 1.15 The **Agency** shall be responsible to evaluate conditions to establish the need to issue Orders in conformance with Section 45 of the Act.
- 1.17 **Town** must approve any Order written by the **Agency** for contravention of the Act or regulations in writing prior to the Order being served.
- 1.18 If any person to whom an Order has been issued appeals the Order to the Safety Codes Council pursuant to the Act, the **Agency** shall attend all appeal proceedings and defend the Order to the Safety Codes Council, at no additional cost to the **Town**.

Schedule "B"

Permit Fees and Charges



TOWN OF GIBBONS

PO Box 68
GIBBONS AB T0A 1N0
Phone: (780) 923 3331
Fax: (780) 923 3691
www.gibbons.ca

theinspectionsgroupinc.

BUILDING PERMIT FEE SCHEDULE

RESIDENTIAL/DWELLING UNITS/FARM

New Construction - Building Permit Levy (main level)	\$ 00.52 per sq. ft.
- Upper/Lower Floors	\$ 00.42 per sq. ft.
Additions/renovations/basement development	\$ 00.26 per sq. ft. \$ 131.25 (minimum fee)

Accessory Buildings

Garages (attached or detached) (flat rate) (under 624 sq. ft.)	\$ 131.25
Shops, garages, storage buildings (over 624 sq. ft.)	\$ 00.39 per sq. ft.
Decks or garden storage sheds (sheds under 150 sq. ft.)	\$ 105.00
Relocation of Home (set-up on basement or foundation)	\$ 00.35 per sq. ft. (min \$131.25)
Placement of home (only)	\$ 341.25 (minimum fee)
Fireplaces (if not included in new construction) (flat rate)	\$94.50
Demolitions Residential (flat rate)	\$94.50
Geothermal Heating	\$262.50

COMMERCIAL/INDUSTRIAL/INSTITUTIONAL

First \$1,000,000.00 construction value	\$ 6.30 per \$1,000 construction value
Over \$1,000,000.00 construction value	\$ 6,300.00 + (\$ 5.25 per \$1,000 construction value portions over \$1,000,000.00)
(Minimum Fee)	\$498.75
Demolitions Commercial (flat rate)	\$131.25
Sign (Pylon)	\$157.50

MOBILE AND MODULAR HOME

Modular Home (RTM's, etc)	\$ 351.75
Basement Development	\$ 0.39 sq. ft. (min. \$157.50)
Mobile Homes Set-up	\$ 210.00
Basement Development (if on foundation)	\$ 0.39 sq. ft. (min. \$157.50)

Note

Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Permit extensions will be charged at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Re-inspections will be charged a rate of \$100.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit.

(Effective Date: January 31, 2024)



TOWN OF GIBBONS

PO Box 68
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 Fax: (780) 923 3691
 www.gibbons.ca



GAS PERMIT FEE SCHEDULE

Residential Installations	
Number of Outlets	Permit Fee
1 - 3	\$99.75
4 - 6	\$131.25
7 - 9	\$168.00
10 - 12	\$220.50
13 - 15	\$225.75
16 - 18	\$241.50
19 - 20	\$267.75

Non-Residential Installations	
B.T.U. Input	Permit Fee
10,000 - 30,000	\$89.25
30,001 - 60,000	\$99.75
60,001 - 90,000	\$99.75
90,001 - 120,000	\$105.00
120,001 - 150,000	\$110.25
150,001 - 180,000	\$110.25
180,001 - 210,000	\$115.50
210,001 - 300,000	\$126.00
300,001 - 450,000	\$141.75
450,001 - 600,000	\$157.50
600,001 - 750,000	\$173.25
750,001 - 900,000	\$189.00
900,001 - 2,000,000	\$225.75
Over 2,000,000 Add \$ 15.75 per 100,000 BTU	

Propane and Small Installations	
Propane Tank Sets (New or Replacements)	\$94.50 Per Appliance
Temporary Propane/Natural Gas Heating (Includes Tank Set)	\$94.50 Per Appliance
Gas/Propane Cylinder Refill Centers	\$299.25 Per Appliance
Replacement Commercial or Industrial Appliances (per unit)	
1 - 400,000 BTU Input	\$131.25 per Unit
400,001 - 3,000,000 BTU Input	\$183.75 per Unit
Over 3,000,000 BTU Input	\$341.25 per Unit

Note

Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Permit extensions will be charged at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Re-Inspections will be charged a rate of \$100.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit.



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theinspectionsgroupinc.

PLUMBING PERMIT FEE SCHEDULE (RESIDENTIAL)

# of Fixtures	Permit Fee	# of Fixtures	Permit Fee
1 - 3	\$94.50	22 - 24	\$204.75
4 - 6	\$110.25	25 - 27	\$220.50
7 - 9	\$126.00	28 - 30	\$236.25
10 - 12	\$141.75	31 - 33	\$252.00
13 - 15	\$157.50	34 - 36	\$267.75
16 - 18	\$173.25	37 - 40	\$288.75
19 - 21	\$189.00	<i>Add \$3.67 per fixture over 40</i>	

PRIVATE SEWAGE PERMITS

Private Sewage System - \$367.50

Holding Tanks - \$157.50

PLUMBING PERMIT FEE SCHEDULE (COMMERCIAL)

# of Fixtures	Permit Fee	# of Fixtures	Permit Fee
1 - 3	\$94.50	52 - 54	\$362.25
4 - 6	\$110.25	55 - 57	\$378.00
7 - 9	\$126.00	58 - 60	\$393.75
10 - 12	\$141.75	61 - 63	\$409.50
13 - 15	\$157.50	64 - 66	\$425.25
16 - 18	\$173.25	67 - 69	\$441.00
19 - 21	\$189.00	70 - 72	\$456.75
22 - 24	\$204.75	73 - 75	\$472.50
25 - 27	\$220.50	76 - 78	\$488.25
28 - 30	\$236.25	79 - 81	\$504.00
31 - 33	\$252.00	82 - 84	\$519.75
34 - 36	\$267.75	85 - 87	\$535.50
37 - 39	\$283.50	88 - 90	\$551.25
40 - 42	\$299.25	91 - 93	\$567.00
43 - 45	\$315.00	94 - 96	\$588.00
46 - 48	\$330.75	97 - 100	\$609.00
49 - 51	\$346.50	<i>Add \$3.67 each fixture over 100</i>	

Note

Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Permit extensions will be charged at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Re-inspections will be charged a rate of \$100.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit.

(Effective Date: January 31, 2024)



TOWN OF GIBBONS

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theinspectionsgroupinc.

ELECTRICAL PERMIT FEE SCHEDULE

(For "Other Than" New Single Family Residential)

Installation Cost \$	Permit Fee	Installation Cost \$	Permit Fee
Under 2,000	\$94.50	39,000.01 – 42,000	\$435.75
2,000.01 – 3,500	\$110.25	42,000.01 – 45,000	\$451.50
3,500.01 – 5,000	\$131.25	45,000.01 – 48,000	\$467.25
5,000.01 – 6,500	\$147.00	48,000.01 – 60,000	\$483.00
6,500.01 – 8,000	\$162.75	60,000.01 – 90,000	\$556.50
8,000.01 – 9,500	\$178.50	90,000.01 – 120,000	\$640.50
9,500.01 – 12,000	\$194.25	120,000.01 – 150,000	\$735.00
12,000.01 – 15,000	\$210.00	150,000.01 – 180,000	\$829.50
15,000.01 – 18,000	\$225.75	180,000.01 – 210,000	\$924.00
18,000.01 – 21,000	\$299.25	210,000.01 – 240,000	\$1,018.50
21,000.01 – 24,000	\$315.00	240,000.01 – 350,000	\$1,270.50
24,000.01 – 27,000	\$336.00	350,000.01 – 500,000	\$1,585.50
27,000.01 – 30,000	\$351.75	500,000.01 – 650,000	\$1,900.50
30,000.01 – 33,000	\$362.25	650,000.01 – 800,000	\$2,215.50
33,000.01 – 36,000	\$378.00	800,000.01 – 1,000,000	\$2,640.75
36,000.01 – 39,000	\$393.75	Add \$84.00 for every \$50,000 over \$1,000,000	

ELECTRICAL PERMIT FEE SCHEDULE

(For "NEW" Single Family Residential)

Square Footage	Permit Fee
Up to 1200 square feet	\$162.75
1201 to 1500 square feet	\$189.00
1501 to 2000 square feet	\$215.25
2001 to 2500 square feet	\$241.50
2501 to 3000 square feet	\$315.00
3001 square feet and over	\$346.50
Attached Garage	Include square footage of garage with house
Manufactured, Modular and RTM Connection	\$120.75
Basement development wiring – new home - if done at time of initial construction (otherwise as per above)	Include square footage of basement with house
Detached Residential Garage	\$.21 a sq. ft. (minimum fee \$99.75)

Note

Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Permit extensions will be charged at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Re-inspections will be charged a rate of \$100.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit.

(Effective Date: January 31, 2024)



TOWN OF GIBBONS

PO Box 68
GIBBONS AB T0A 1N0
Phone: (780) 923 3331
Fax: (780) 923 3691
www.gibbons.ca



**ANNUAL ELECTRICAL PERMIT FEE SCHEDULE
(Based On Cost of Installation)**

Total Cost of Installation	Permit Fee
\$2,000 or Less	\$472.50 (maximum 2 hours inspection time thereafter \$99.75 per hour or portion thereof)
\$2,000 to \$5,000	\$472.50 plus \$3.41 each \$100 cost or fraction of \$100 over \$2,000.
\$5,000.01 to \$50,000	\$630 plus \$1.68 each for \$100 cost or fraction of \$100 over \$5,000.
\$50,000.01 to \$1,000,000	\$1,260 plus \$1.15 each \$100 cost or fraction of \$100 over \$50,000.
\$1,000,000.01 and over	Contact The Inspections Group Inc. for cost.

Note

Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Permit extensions will be charged at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

Re-Inspections will be charged a rate of \$100.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit.

Schedule "C"

Insurance

Ref. No. 320009798727

CERTIFICATE OF INSURANCE

Aon Risk Starhouse Inc
10180-101 St, Suite 2000
Edmonton AB T5J 4E4
tel: 780-423-8801 fax: 780-423-8876

Re: Evidence of Insurance

Town of Gibbons
PO Box 68
Gibbons, AB T0A 1N0

Insurance as described herein has been arranged on behalf of the Insured named herein under the following policy(ies) and as more fully described by the terms, conditions, exclusions and provisions contained in the said policy(ies) and any endorsements attached thereto

Insured

The Inspections Group Inc
12010 - 111 Avenue
Edmonton, AB T5G 0E6

Coverage

Commercial General Liability	Insurer	Lloyd's Underwriters
Policy #	EV025340	
Effective	13-Jun-2023	Expiry 13-Jun-2024
Limits of Liability	Bodily Injury & Property Damage Each Occurrence \$2,000,000 Policy may be subject to a general aggregate and other aggregates where applicable	
Automobile Owners Form	Insurer	Inland Insurance Company
Policy #	RF770024	
Effective	13-Jun-2023	Expiry 13-Jun-2024
Limits of Liability	Third Party Liability - MSPF 1 \$2,000,000 All vehicles owned by, registered in the name of and/or leased by the insured	
Umbrella Liability	Insurer	Certain Underwriters All Lloyd's
Policy #	UMK08521	
Effective	13-Jun-2023	Expiry 13-Jun-2024
Limits of Liability	Each Occurrence \$3,000,000 Policy may be subject to a general aggregate and other aggregates where applicable	

THE POLICY CONTAINS A CLAUSE THAT MAY LIMIT THE AMOUNT PAYABLE
OR, IN THE CASE OF AUTOMOBILE INSURANCE,

THE POLICY CONTAINS A PARTIAL PAYMENT OF LOSS CLAUSE
THIS CERTIFICATE DOES NOT AMEND, ENTERED OR ALTER THE COVERAGE AFFORDED BY THE POLICY



Ref. No. 320009798727

CERTIFICATE OF INSURANCE

Professional Liability	Insurer	Certain Underwriters At Lloyd's	
Policy #	PE016 000		
Effective	13-Jun-2023	Expiry	13-Jun-2024
Limits of Liability	Per Claim \$3,000,000 Subject to co-payable where applicable		
Crime	Insurer	Lloyd's Underwriters	
Policy #	EVO25 131		
Effective	13-Jun-2023	Expiry	13-Jun-2024
Property	Insurer	Lloyd's Underwriters	
Policy #	EVO 000		
Effective	13-Jun-2023	Expiry	13-Jun-2024
Perils Insured	All Risks of Direct Physical Loss or Damage (except as excluded)		

Additional Insured

Only with respect to the above and arising out of the Named Insured's operations are the following named(s) added to the policy as Additional Insured(s). The policy limits are not increased by the addition of such Additional Insured(s) and remain as stated in this Certificate

Town of Gibbons
where required by written contract or written agreement with respect to Commercial General Liability

Only with respect to the above and arising out of the Named Insured's operations are the following named(s) added to the policy as Additional Insured(s). The policy limits are not increased by the addition of such Additional Insured(s) and remain as stated in this Certificate

Town of Gibbons
where required by written contract or written agreement with respect to Umbrella Liability

Terms and / or Additional Coverage

Commercial General Liability policy includes:
Products and Completed Operations, Aggregate - \$2,000,000
Tortfeasor's Legal Liability - All Risks - \$1,000,000
Non-Owned Automobile Liability - \$2,000,000

Property policy includes:
Property of Every Description - \$100,000

Waiver of Subrogation in favor of Town of Gibbons for Liability arising out of the operations of the Named Insured where required by written contract or by written agreement

Cancellation / Termination

The Insurer will endeavour to provide THIRTY (30) days written notice of cancellation/termination to the addressee except that statutory or policy conditions (whichever prevails) will apply for non-payment of premium

**THE POLICY CONTAINS A CLAUSE THAT MAY LIMIT THE AMOUNT PAYABLE
OR, IN THE CASE OF AUTOMOBILE INSURANCE,**

**THE POLICY CONTAINS A PARTIAL PAYMENT OF LOSS CLAUSE
THIS CERTIFICATE DOES NOT AMEND, EXTEND, OR ALTER THE COVERAGE AFFORDED BY THE POLICY**

2 of 4

AON

Ref. No. 320009798727

CERTIFICATE OF INSURANCE

THIS CERTIFICATE CONSTITUTES A STATEMENT OF THE FACTS AS OF THE DATE OF ISSUANCE AND ARE SO REPRESENTED AND WARRANTED ONLY TO THE BENEFIT OF THE ASSURED. OTHER PERSONS RELYING ON THIS CERTIFICATE DO SO AT THEIR OWN RISK.

Date: 13 June 2023

Aon Reed Stenhouse Inc

THE POLICY CONTAINS A CLAUSE THAT MAY LIMIT THE AMOUNT PAYABLE
OR, IN THE CASE OF AUTOMOBILE INSURANCE,

3 of 4

THE POLICY CONTAINS A PARTIAL PAYMENT OF LOSS CLAUSE
THIS CERTIFICATE DOES NOT AMEND, EXTEND, OR ALTER THE COVERAGE AFFORDED BY THE POLICY

AON

Ref. No. 320009798727

CERTIFICATE OF INSURANCE

Addendum

General Conditions

Commercial General Liability policy includes: Broad Form Bodily Injury & Property Damage, Products & Advertising Injury, Severance of Interest, Cross Liability, Personal and Advertising Injury, Owners and Contractors Pollution, Products & Operations Liability, Independent Contractors, Employees as Additional Insureds, Contract Employees Liability, FCI, Environmental and Forest Fire Fighting Expense.

Umbrella L. below in excess of Commercial General Liability & Automobile Liability

THE POLICY CONTAINS A CLAUSE THAT MAY LIMIT THE AMOUNT PAYABLE
OR, IN THE CASE OF AUTOMOBILE INSURANCE,

4 of 4

THE POLICY CONTAINS A PARTIAL PAYMENT OF LOSS CLAUSE
THIS CERTIFICATE DOES NOT AMEND, EXTEND, OR ALTER THE COVERAGE AFFORDED BY THE POLICY

AON

Schedule "D"

W.C.B.



9812 - 107 Street
PO Box 2415
Edmonton AB T6J 2S4

central offices - 2700 Jasper Ave
1st - 16th floors
Edmonton AB T6J 2K2
Call: 781-430-8500
www.wcb.alberta.ca

January 16, 2024

Reference Number: 746280

TOWN OF GIBBONS
PO BOX 68
GIBBONS AB T0A 1N0

Dear Sir or Madam:

Re: THE INSPECTIONS GROUP INC
12010 111 AVE NW
EDMONTON AB T5G 0E8

The above named subcontractor has an account with WCB-Alberta in the following industry(ies):

account	trade name(s)/industry	effective date	coverage
4 07230	INSPECTION SERVICES	Jun 15 2001	worker coverage personal coverage for TIM ROSHLY

Thank you for checking into the status of this contractor or subcontractor. Under Section 126 of the Workers' Compensation Act, you are responsible for obtaining a clearance on your contractor or subcontractor, in order to release you from any liability for unpaid WCB premiums owed by them. Please ensure clearance has been issued in the correct name and that there is coverage in the industry(ies) for which work was performed.

Please accept this letter as a clearance for work completed between the effective date of the account and the date of this letter. For this account, you are cleared of any liability under Section 126 of the Workers' Compensation Act up to the date of this letter. Any liability may be released for contracts completed, and/or for work completed to the date of this letter. For an account that shows closed under the effective date, the clearance is only valid for work completed up to the close date. If work has not started, obtain a clearance prior to releasing final payment.

Please note, if any directors of the corporation are injured at work, you are protected from lawsuit if they have personal coverage. If they do not have personal coverage, you may not be protected in the case of a workplace injury.

If your contractor or subcontractor is performing work outside Alberta, contact the WCB in that jurisdiction to determine your clearance and any other WCB requirements.

Any alteration of this document is strictly prohibited.

Yours truly,

eBusiness Support Team (14502433)

SIGN UP FOR ONLINE SERVICES - GO TO MY.WCB.AB.CA

Request for Decision



Date Submitted: January 10, 2024
Submitted to: Council, and Farrell O'Malley, CAO
Submitted by: Laura Schmidt, Manager of Family and Support Services
Report Topic: KINDNESS MONTH in Gibbons Proclamation

Introduction

The purpose of this report is to respectfully seek Council to proclaim the month of **February 2024** as **KINDNESS MONTH** in Gibbons.

Background

February can sometimes feel a bit gloomy; the holidays are over, and the weather remains dark and cold. Did you know that one of the best ways to beat the winter blues is to show kindness to one another? The month of February includes two nationally recognized days that aim to celebrate and promote kindness: February 17th is Random Acts of Kindness Day and February 22nd is Pink Shirt Day.

Statement of Need

Bullying is a major problem in our schools, workplaces, homes, business and over the Internet. By the Town of Gibbons officially joining this movement throughout the month of February, it will help bring bullying awareness and education to its members and encourage random acts of kindness in its effort to be a community "Rooted in Family."

The benefits of Proclaiming the month of February KINDNESS MONTH in Gibbons:

- Increase community awareness and education of the issues around Bullying and Random Acts of Kindness.
- Offer opportunities for individuals, businesses, and organizations to get involved, and make a positive change in our community.

Options Available

1. That Council Proclaims February KINDNESS MONTH in Gibbons.
2. That Council revise/change the KINDNESS MONTH in Gibbons Proclamation as they see fit.
3. That Council not approve this request for decision.

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

1. That Council proclaim February as Kindness Month in Gibbons.

Submitted By:

A handwritten signature in black ink, appearing to be "L. Schmidt".

Laura Schmidt
Manager of Family and Support Services

Approved By:

A handwritten signature in black ink, appearing to be "Farrell O'Malley".

Farrell O'Malley
CAO

Report to Council



Date Submitted: January 24, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Council Meeting Procedures Amending Bylaw MOG 2/23

Introduction

The purpose of this report is to respectfully request that Council give consideration to the Council Meeting Procedures Amending Bylaw MOG 2/23 which is a proposed Amendment to Council Meeting Procedures Bylaw MOG 1/16.

Background

Administration, in response to direction by Council, has drafted a proposed Amendment titled "Council Meeting Procedures Amending Bylaw **MOG 2/23** to Amend the existing "Council Meeting Procedures" Bylaw **MOG 1/16** and the to reflect the wording that was presented and adopted by Council at its September 13, 2023, Regular Meeting of Council. At the October 25, 2023, Regular Meeting of Council, 1st Reading of the Bylaw was held and under direction from Council has amended the Bylaw to include procedures surrounding In-Camera items including the distribution of complex and lengthy information.

Supplemental Information

It is important to recognize that within the Council Meeting Procedures Bylaw MOG 1/16, there is a clause that outlines how this bylaw can amended which is stated below:

AMENDING PROCEDURES:

1. This Bylaw shall not be repealed, amended, or suspended, except so far as the terms hereof permit, unless it is repealed, amended or suspended:
 - (i) by a Bylaw unanimously passed at a regular or special meeting of Council at which all the Council members thereof are present; or
 - (ii) by a Bylaw passed at a regular meeting of Council, pursuant to a notice in writing given and openly announced at the next preceding meeting of Council and setting out the terms of the substantial effect of the proposed Bylaw.

Summary Comments

Administration has prepared Council Meeting Procedures Amending Bylaw MOG 2/23 which proposes to Amend the existing bylaw MOG 1/16 rather than replacing it thereby there is no need to Repeal Council Meeting Procedures Bylaw MOG 1/16; however, it will require Amending Bylaw MOG 2/23 to be passed unanimously by all members of council in order to be adopted.

Options Available

1. That Council unanimously give Council Meeting Procedures Amending Bylaw MOG 2/23 3rd Reading.
2. That Council advise Administration as to how it would like to proceed.

/././

Report to Council

Recommendation for Action

Administration would like to respectfully request that Council give consideration to the following recommendations;

1. That Council give Council Meeting Procedures Amending Bylaw MOG 2/23 3rd Reading.

Submitted By:

Farrell O'Malley

Farrell O'Malley, CAO

Council Meeting Procedures Amending Bylaw No. MOG 2/23

Being a Bylaw of the Town of Gibbons in the Province of Alberta Amending Council Meeting Procedures Bylaw No. MOG 1/16 of the Town of Gibbons

WHEREAS the Municipal Government Act, R.S.A. 2000, as amended ("the Act") provides that a Municipal Council may amend its Council Meeting Procedures Bylaw.

WHEREAS the Council of the Town of Gibbons wishes to amend its Council Meeting Procedures Bylaw as it affects how Council conducts its Meetings of Council.

NOW THEREFORE under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, the Council of the Town of Gibbons, in the Province of Alberta, duly assembled enacts as follows:

That Bylaw No. MOG 1/16, the Council Meeting Procedure Bylaw of the Town of Gibbons, as amended, is hereby further amended as follows:

The addition of an Open Microphone Session section to reflect the terms as presented below:

Open Microphone Session

- (i) If a citizen wishes to make a public address to Council that is not a topic on the agenda they may do so as follows:
 - by attending the public meeting and registering their name, topic of discussion and provide any handouts they may have to the Legislative Executive Assistant prior to the meeting start time; and
 - Identify themselves as a Gibbons resident or local business with a municipal address located in Gibbons.
- (ii) Presentations will be in the order they registered in.
- (iii) The Chair will call participants to the Chamber's presentation podium, on an individual basis.
 - When they are called, please restate the information including the persons name and address into the microphone before proceeding with the presentation.
- (iv) The presenter must limit their presentation time to five minutes during the open microphone session, and the microphone will be muted after this time allotment.
- (v) Council will direct Administration on how and when to address matters arising in an open microphone session that require a response.

And that the Agenda be further amended to reflect the following order of business:

MEETINGS – Regular:

- 7. The business of the Council intended to be dealt with shall be stated in the agenda in the following order:
 - 1.0 ROLL CALL

Council Meeting Procedures Amending Bylaw No. MOG 2/23

- 2.0 CALL TO ORDER
- 3.0 ADDITIONS TO THE AGENDA
- 4.0 ADOPTION OF THE AGENDA
- 5.0 OPEN MICROPHONE SESSION
- 6.0 UNAPPROVED MINUTES
- 7.0 ADOPTION OF THE MINUTES
- 8.0 FINANCE
- 9.0 APPOINTMENTS
- 10.0 OLD BUSINESS
- 11.0 NEW BUSINESS
- 12.0 BYLAWS & POLICIES
- 13.0 STAFF REPORTS
- 14.0 COMMITTEE REPORTS
- 15.0 PRESS COMMENTS & QUESTIONS
- 16.0 CORRESPONDENCE
- 17.0 IN-CAMERA
- 18.0 ADJOURNMENT

The order of business established in the foregoing paragraph shall apply unless Council otherwise determines, by a majority vote of the members of Council present. A vote upon a matter of priority shall be decided without debate.

MEETINGS — In Camera:

Section 197 of the *Municipal Government Act* ("MGA") states that councils and council committees must conduct their meetings in public, subject to very limited exceptions. Councils and council committees *may* close all or part of their meetings (i.e. go *in camera*) if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act* (the "FOIP Act").

1. Council can meet "in-camera" to discuss matters relating to land, legal or labour. Issues that are private under the Freedom of Information and Protection of Privacy may also be discussed "in-camera." Resolutions or bylaws cannot be passed while in-camera. Any decision must be made at a meeting open to the public.
2. Councillors are to keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public.

DISTRIBUTION – In Camera meeting Materials

Neither the *MGA* nor the *FOIP Act* mandate a specific process for handling council agendas generally, or *in camera* items in particular. Town of Gibbons Council, with respect to the distribution of *in camera* agenda materials will be conducted in the following manner:

- (a) only be distributed to each councillor after council has passed a resolution to move *in camera* and the meeting has been closed to the public, and

Council Meeting Procedures Amending Bylaw No. MOG 2/23

(b) each councillor be required to return all confidential documents at the conclusion of the *in camera* portion of the meeting; with the following exception

In limited circumstances when the confidential matter is particularly complex or the documents are lengthy it may be impractical and unrealistic to require councillors to review the material for the first time and digest it while *in camera*; the *in camera* agenda materials may be circulated in advance of a meeting in such circumstances, utilizing the following process:

c) *In camera* agenda packages will be only provided electronically and uploaded to a secure website in a "read only" format with password protection (specific to each Councillor) and with no ability to print material so that access is limited to members of council.

d) During an *in camera* meeting, hardcopies of the agenda package can be distributed for ease of reference for those who prefer paper copies (and then returned and destroyed following the meeting).

FIRST READING of BYLAW NO. MOG 2/23 granted this _____ day of _____, 2023 A.D. by _____.

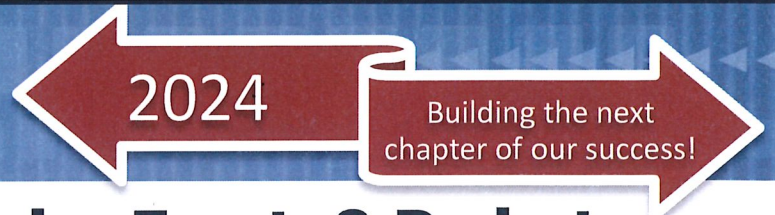
SECOND READING of BYLAW NO. MOG 2/23 granted this _____ day of _____, 2023 A.D. by _____.

THIRD AND FINAL READING of BYLAW NO. MOG 2/23 granted this _____ day of _____, 2023 A.D. by _____.

Dan Deck, Mayor

Farrell O'Malley, Chief Administrative Officer

Report to Council



KEY MEETINGS

- Meetings with Developers
- Meeting with Mix 107
- AB Munis Webinar – LGFF Capital Formula
- Meeting with Sturgeon Public Schools
- Meeting with Sturgeon Learning Centre
- Meeting with Home Hardware Lloydminster

News, Ongoing Events & Projects

Community Services Department

Key Items in Progress

- February is Kindness month! The Town has offered kindness boxes to organizations around Town to decorate and help spread kindness in Gibbons
- Feb 17 - Random Acts of Kindness Day, inspire kindness in our community
- Feb 28 - Pink Shirt Day! Wear your pink shirt to show support against bullying.
- Feb 7 - Winter Walk Day
- Family Day Weekend events: Feb 17 – Gibbons Curling Bonspiel, Feb 18 – Family Activities at the Arena and GCC.

Corporate Services Department

Key items in progress:

- Capital Audit took place January 22, 2024
- Work on Grant Reporting, Grant Applications and 2023 Year End.

Planning & Development Department

Key Items in Progress:

- Working with Community Services on Kindness Month
- Continuing review of Land Use Bylaw

SUCCESS OCCURS WHEN OPPORTUNITY MEETS PREPARATION



VOYENT ALERT!
GIBBONS Free
Notification App
SIGN UP TODAY!

STAFF MEETINGS

- Department Heads (2)
- All Staff ()

Public Works Department/Fire Department

- Installing Meters as appointments are scheduled.
- Completing various small jobs.
- Snow Removal

FIRE DEPARTMENT

- 2024 Calls: Town Calls: 12. County Calls: 14





Project Updates

Cottages Subdivision

- Infrastructure tendering is now closed and we are awaiting results from Select Engineering.

Memorial Park

- Quotes are currently being reviewed.

Heartland Station

- A holding tank leak test is scheduled
- Training on the new Vacuum Truck



The Town of Gibbons

Scheduled Meetings & Workshops

- ICS 200 Course
- Morinville Chamber of Commerce Luncheon
- Emerging Trends

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

2023 Gibbons Issued Permits

Permit Issue Month	Permit Type														
	Building Permit			Electrical Permit			Gas Permit			Plumbing Permit			Total		
	#All Permits	Total Permit Fee Amount	Total Value (Materials and Labour)	#All Permits	Total Permit Fee Amount	Total Value (Materials and Labour)	#All Permits	Total Permit Fee Amount	Total Value (Materials and Labour)	#All Permits	Total Permit Fee Amount	Total Value (Materials and Labour)	#All Permits	Total Permit Fee Amount	Total Value (Materials and Labour)
1				4	\$1,496.00	\$99,000.00	5	\$530.25	\$24,930.00	1	\$157.50	\$10,000.00	10	\$2,183.75	\$133,930.00
2	1	\$442.00	\$85,000.00	3	\$441.00	\$18,000.00	1	\$131.25	\$5,430.00	1	\$126.00	\$14,100.00	6	\$1,140.25	\$122,530.00
3	2	\$293.23	\$8,760.00	8	\$1,189.50	\$42,000.00	1	\$99.75	\$1,500.00	2	\$189.00	\$2,500.00	13	\$1,771.48	\$54,760.00
4	5	\$3,034.61	\$539,805.00	7	\$756.00	\$28,800.00	2	\$262.50	\$6,439.52	1	\$157.50	\$7,000.00	15	\$4,210.61	\$582,044.52
5	3	\$4,749.25	\$752,000.00	7	\$819.00	\$16,100.00	2	\$199.50	\$6,500.00				12	\$5,767.75	\$774,600.00
6	1	\$8,925.00	\$1,500,000.00	14	\$2,200.00	\$107,999.00	6	\$598.50	\$9,700.00	1	\$189.00	\$11,000.00	22	\$11,912.50	\$1,628,699.00
7	7	\$5,561.89	\$936,384.80	5	\$498.54	\$10,900.00	2	\$231.00	\$5,370.85	4	\$535.50	\$83,000.00	18	\$6,826.93	\$1,035,655.65
8	5	\$3,035.12	\$518,000.00	5	\$540.75	\$8,299.00	1	\$131.25	\$16,626.00	2	\$283.50	\$18,762.00	13	\$3,990.62	\$561,687.00
9				8	\$1,822.25	\$114,499.00	4	\$504.00	\$75,726.75	2	\$346.50	\$40,125.75	14	\$2,672.75	\$230,351.50
10	3	\$4,182.90	\$895,500.00	6	\$1,071.25	\$32,761.70	2	\$231.00	\$4,000.00	1	\$189.00	\$7,000.00	12	\$5,674.15	\$939,261.70
11	4	\$563.00	\$89,500.00	5	\$1,002.75	\$78,700.00	3	\$514.50	\$15,150.00	1	\$157.50	\$20,000.00	13	\$2,237.75	\$203,350.00
12	2	\$5,171.25	\$825,000.00	4	\$490.14	\$10,000.00	6	\$719.25	\$8,000.00				12	\$6,380.64	\$843,000.00
Total	33	\$35,958.25	\$6,149,949.80	76	\$12,327.18	\$567,058.70	35	\$4,152.75	\$179,373.12	16	\$2,331.00	\$213,487.75	160	\$54,769.18	\$7,109,869.37

Filter: All Permits with: All of (Municipality Name = "GIBBONS", Permit Issue Date on or after 01-Jan-2023, Permit Issue Date on or before 31-Dec-2023)

Royal Canadian Mounted Police



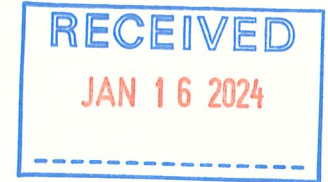
Gendarmerie royale du Canada

Commanding Officer
Alberta

Commandant
de l'Alberta

January 09, 2023

Mayor Dan Deck
Town of Gibbons
P.O. Box 68,
Gibbons, AB T0A 1N0



Dear Mayor Deck:

You may have already heard, but after a long and fulfilling career with the RCMP, I have decided to retire.

As Commanding Officer, I have been very grateful for the positive and collaborative relationship the Alberta RCMP has enjoyed with your community. Your input has shaped the services we provide and without your feedback, support and participation, our collective goal of public safety could not be achieved. Please accept my heartfelt gratitude for your commitment and partnership in community safety and for the ongoing support you provide the Alberta RCMP and your police officers.

While my career with the RCMP is drawing to a close, I have accepted the position of Assistant Deputy Minister with the Public Security Division of the Ministry of Public Safety and Emergency Services for the Government of Alberta. In this role, I am looking forward to the opportunity to continue working with you to ensure our communities are safe, secure, and confident in their policing services.

Yours truly,

A handwritten signature in black ink, appearing to read "CmZablocki".

C. M. (Curtis) Zablocki, M.O.M
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 – 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445



ALBERTA

TRANSPORTATION AND ECONOMIC CORRIDORS

*Office of the Minister
MLA, Innisfail-Sylvan Lake*

January 5, 2023

AR 95677

His Worship Dan Deck
Mayor, Town of Gibbons
Box 68
Gibbons, AB T0A 1N0
ddeck@gibbons.ca

Dear Mayor Deck:

The Honourable Danielle Smith, Premier of Alberta, forwarded your letter regarding provincial funding for the Regional Air Services Opportunity Fund to me. As the Minister of Transportation and Economic Corridors, I am pleased to respond.

I appreciate you sharing the work of the Edmonton Metropolitan Region Air Service Opportunity Fund. I also share your enthusiasm for the economic value that increased air access can bring to the region, recognizing that the Edmonton International Airport is a key asset in supporting the post-pandemic recovery of Alberta's economy.

One of Transportation and Economic Corridors' key mandates is to facilitate the growth and development of Alberta's airports with special attention to regional airports. I have met with, and continue to engage with, stakeholders on this important matter as we work to improve air service for all Albertans. Our government looks forward to continuing to work closely with the Edmonton Metropolitan Region board and aviation stakeholders across the province to ensure airports are drivers of economic growth.

Details regarding Budget 2024 and funded projects will be communicated following the release of Budget 2024. I am unable to share further information regarding the status of the budget submission put forward for the Regional Air Services Opportunity Fund at this time.

Thank you again for taking the time to write. I hope you find this information helpful.

Sincerely,

Honourable Devin Dreeshen, ECA
Minister of Transportation and Economic Corridors

cc: Honourable Danielle Smith, ECA, Premier of Alberta
Honourable Matt Jones, ECA, Minister of Jobs, Economy and Trade
Honourable Ric McIver, ECA, Minister of Municipal Affairs
Honourable Dale Nally, ECA, for MLA Morinville-St. Albert