

**TOWN OF GIBBONS
AGENDA
REGULAR MEETING OF COUNCIL
MARCH 13, 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 February 28, 2024
- 7.0 FINANCE
 - 7.1 Accounts Paid as at March 11, 2024
- 8.0 APPOINTMENTS
 - 8.1 Year End Report – Bylaw Services, Sgt William Norton
- 9.0 OLD BUSINESS
 - 9.1 Livestreaming – Verbal Update
- 10.0 NEW BUSINESS
 - 10.1 Call for Special Meeting – March 20, 2024
- 11.0 BYLAWS & POLICIES
 - 11.1 Bylaw ALT 7-24 Short-Term Borrowing Bylaw – 3rd Reading
 - 11.2 Bylaw ALT 8-24 Short-Term Borrowing Bylaw – 3rd Reading
 - 11.3 Policy BD 1-24 Compliance Certificates
 - 11.4 Policy L1-23 Livestreaming of Council Meetings
- 12.0 STAFF REPORTS

- 12.1 Administration Report
- 13.0 COMMITTEE REPORTS
- 14.0 CORRESPONDENCE
 - 14.1 Municipal Affairs
- 15.0 NOTICE OF MOTIONS
 - 15.1 Councillor Berry - Request for Update on Legal Matters
- 16.0 CLOSED SESSION
 - 16.1 Downtown Project – *FOIP S. 25*
- 17.0 ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF GIBBONS HELD ON WEDNESDAY, FEBRUARY 28, 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
Stephanie Peters – Director Community Services
Terra Pattison – Finance Manager
Chris Pinault – 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 Berry gave a Notice of Motion for the March 13, 2024, Regular Meeting of Council.

Councillor Harris requested that item 10.1 Newsletter and item 9.1 Livestreaming Update be added to the agenda.

4.0 ADOPTION OF THE AGENDA

Councillor Yushchyshyn moved to accept the agenda as amended.

24.051 MOTION CARRIED

5.0 ADOPTION OF THE PUBLIC HEARING MEETING MINUTES

6.0 ADOPTION OF THE MINUTES

6.1 REGULAR MEETING OF COUNCIL – FEBRUARY 14, 2024

Councillor Berry moved to accept the minutes of the February 14, 2024, Regular Meeting of Council as presented.

24.052 MOTION CARRIED

7.0 FINANCE

7.1 ACCOUNTS PAID AS AT FEBRUARY 26, 2024

Councillor Sandahl moved that Council accept the Accounts Paid as at February 26, 2024, as information as presented.

24.053 MOTION CARRIED

7.2 GIBBONS FIRE DEPARTMENT CHARITABLE SPONSORSHIP PROGRAM

Councillor Berry moved that Council approve the funds donated to the Town of Gibbons for the Gibbons Fire Department be eligible for taxable receipts through the Town of Gibbons.

24.054 MOTION CARRIED

8.0 APPOINTMENTS

9.0 OLD BUSINESS

9.1 NEWSLETTER

Councillor Millante moved to accept this as information.

24.055 MOTION CARRIED

9.2 LIVESTREAMING UPDATE

Councillor Harris moved that this be accepted as information.

24.054 MOTION CARRIED

10.0 NEW BUSINESS

11.0 BYLAWS AND POLICIES

11.1 BYLAW ALT 3-24 LOCAL SHORT-TERM BORROWING BYLAW TOANE SUBDIVISION

Councillor Sandahl moved that Council give 2nd Reading to Bylaw ALT 3-24 Short-Term Borrowing Bylaw Toane Subdivision.

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 |

24.055 MOTION CARRIED

Councillor Kozak moved that Council give 3rd Reading to Bylaw ALT 3-24 Short-Term Borrowing Bylaw Toane Subdivision.

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 |

24.056 MOTION CARRIED

11.2 ALT 6-24 SHORT-TERM BORROWING BYLAW – GIBBONS FIRE DEPARTMENT FIRE TRUCK

Councillor Millante moved that Council give 2nd Reading to Bylaw ALT 6-24 Short-Term Borrowing Bylaw.

Mayor Deck called a 10-minute recess at 7:44 pm.

Mayor Deck called the meeting back to order at 8:00 pm.

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 |

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| 24.057 | MOTION CARRIED |
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Councillor Kozak moved that Council give 3rd Reading to Bylaw ALT 6-24 Short-Term Borrowing Bylaw Gibbons Fire Department Fire Truck.

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 |

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| 24.058 | MOTION CARRIED |
|---------------|-----------------------|

11.3 BYLAW ALT 7-24 SHORT-TERM BORROWING BYLAW

Councillor Berry moved that Council give 1st Reading to Bylaw ALT 7-24 Short-Term Borrowing 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 |

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| 24.059 | MOTION CARRIED |
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Councillor Sandahl moved that Council give 2nd Reading to Bylaw ALT 7-24 Short-Term Borrowing 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 |

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|---------------|-----------------------|
| 24.060 | MOTION CARRIED |
|---------------|-----------------------|

Councillor Kozak moved that Council hold 3rd Reading of Bylaw ALT 7-24 Short-Term Borrowing 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 |

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|---------------|------------------------|
| 24.061 | MOTION DEFEATED |
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11.4 BYLAW ALT 8-24 SHORT-TERM BORROWING BYLAW

Councillor Berry moved that Council give 1st Reading to Bylaw ALT 8-24 Short-Term Borrowing 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 |

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| 24.062 | MOTION CARRIED |
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Councillor Sandahl moved that Council give 2nd Reading to Bylaw ALT 8-24 Short-Term Borrowing 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 |

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| 24.063 | MOTION CARRIED |
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Councillor Yushchyshyn moved that Council hold 3rd Reading of Bylaw ALT 8-24 Short-Term Borrowing 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 |

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| 24.064 | MOTION DEFEATED |
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11.5 POLICY GA 82-24 ASSET MANAGEMENT

Councillor Millante moved that Council approve Policy GA 82-24 Asset Management.

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 |

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|---------------|-----------------------|
| 24.065 | MOTION CARRIED |
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11.6 POLICY GA 83-24 PUBLIC NOTIFICATION ANNUAL FINANCIAL STATEMENTS AND AUDITORS REPORT

Councillor Yushchyshyn moved that Council approve Policy GA 83-24 Public Notification Annual Financial Statements and Auditors Report.

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 |

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| 24.066 | MOTION CARRIED |
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11.7 RESCIND OLD POLICIES

Councillor Berry moved that Council rescind the following policies:

Policy GA 4-01 – Accident Management Policy
Policy GA 9-01 – Insurance Coverage Additional Named Insured
Policy GA 23-01 – Municipal Safety Policy
Policy GA 24-01 – Risk Management Policy
Policy GA 25-01 – Personnel Policy Statement
Policy GA 26-01 – Days of Leave
Policy PS 7-01 – Remuneration to Safety Codes Officers

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 |

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| 24.067 | MOTION CARRIED |
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Councillor Harris moved to reconsider motion 24.051, a motion to accept the agenda as amended.

24.068 **MOTION DEFEATED**

12.0 STAFF REPORTS

12.1 ADMINISTRATION REPORT

Councillor Millante moved to accept the Administration Report as information.

24.069 **MOTION CARRIED**

13.0 COMMITTEE REPORTS

Councillor Berry attended:

- Brownlee LLP Emerging Trends in Municipal Law
- Family Day Cookies with Council
- Minister of Health Medical First Responder Funding announcement
- Homeland Housing Board meeting
- Northern Lights Library Systems Board meeting
- Gibbons Library Board meeting

Councillor Harris had nothing to report.

Councillor Kozak attended:

- Brownlee LLP Emerging Trends in Municipal Law
- Family Day Cookies with Council
- Alberta Industrial Heartland Industry Update webinar

Councillor Millante attended:

- Family Day Cookies with Council

Councillor Sandahl attended:

- Brownlee LLP Emerging Trends in Municipal Law
- Family Day Cookies with Council
- Capital Region Northeast Water Services Commission Governance Review

Councillor Yushchyshyn attended:

- Brownlee LLP Emerging Trends in Municipal Law
- Family Day Cookies with Council
- Minister of Health Medical First Responder Funding announcement
- Alberta Industrial Heartland Industry Update webinar

Mayor Deck attended:

- Edmonton Global Shareholder meeting
- Hydrogen Hub Fuel Cell Refuse Trucks webinar
- Meeting with Spartans Hockey Club
- Edmonton Global Working Group meetings
- Sturgeon Regional Emergency Management Partnership meeting
- Gibbons School Grade 6 Visit for Local Government
- Edmonton Global Interview with Ozone
- Family Day Cookies with Council
- Minister of Health Medical First Responder Funding announcement
- Alberta Industrial Heartland Industry Update webinar
- Edmonton Global meeting

Councillor Harris moved to accept the committee reports as information.

24.070 MOTION CARRIED

14.0 CORRESPONDENCE

15.0 NOTICE OF MOTIONS

Councillor Berry gave a notice of motion that Council direct Administration to provide Council with an update on the legal matters the Town is currently involved in and have recently concluded and the costs the Town has expended to deal with such matters at the March 13, 2024, Regular Meeting of Council.

16.0 CLOSED SESSION

17.0 ADJOURNMENT

There being no further business Mayor Deck adjourned the meeting 9:04 pm.

Mayor, Dan Deck

CAO, Farrell O'Malley



TOWN OF GIBBONS

Cheque Listing For Council

2024-Mar-11
8:50:44AM

| Cheque | | | | | Invoice | Cheque |
|----------|------------|------------------------------------|--------------------------|---|--------------------------|-----------|
| Cheque # | Date | Vendor Name | Invoice # | Invoice Description | Amount | Amount |
| 20240525 | 2024-02-28 | SANDAHL, NORMAN | | | | |
| 20240526 | 2024-02-28 | BERRY, LORAIN M | | | | |
| 20240527 | 2024-02-28 | MILLANTE, JAYCINTH J | | | | |
| 20240528 | 2024-02-28 | DECK, DAN J | | | | |
| 20240529 | 2024-02-28 | KOZAK, WILLIS | | | | |
| 20240530 | 2024-02-28 | YUSHCHYSHYN, DALE | | | | |
| 20240531 | 2024-02-26 | J.R. PAINE & ASSOCIATES LTD. | INO025110 | PAYMENT HEARTLAND COMMONS - SITE GRAI | 6,510.00 | 6,510.00 |
| 20240532 | 2024-02-26 | P3 CAPITAL PARTNERS INC. | 1652 | PAYMENT DEC 2023 ADVISORY | 5,250.00 | 5,250.00 |
| 20240533 | 2024-02-26 | PALS GEOMATICS CORP | 327646 | PAYMENT REVISION TO RIGHT OF WAY PLAN | 1,260.00 | 1,260.00 |
| 20240534 | 2024-02-26 | FIRE MANUFACTURING INNOVATIONS LLC | 29690 | PAYMENT DOUBLE MOUNT TILT OUT EXTINGU | 932.18 | 932.18 |
| 20240535 | 2024-02-26 | PARKE PACIFIC PROJECTS LTD. | 23-085-07-01 | PAYMENT SUPPLY & INSTALL LOCK BLOCK RE | 12,177.90 | 12,177.90 |
| 20240536 | 2024-02-26 | ACCU-FLO METER SERVICE LTD | 112432 | PAYMENT 150 COUPLINGS 5/8 X 3/4 INCH | 3,230.85 | 3,230.85 |
| 20240537 | 2024-02-26 | ALS ENVIRONMENTAL | GMG1100-1649 | PAYMENT 2024 WINTER TESTING FEB 2/24 | 284.55 | 284.55 |
| 20240538 | 2024-02-26 | ASSOCIATED FIRE SAFETY | 00007196 | PAYMENT HOSE FOR NEW TRUCK | 1,930.47 | 1,930.47 |
| 20240539 | 2024-02-26 | BELL MOBILITY/SCS | 284 285 | PAYMENT FEB 15 CELL PHONES / IPADS - COU FEB 8 CELL PHONES / BULK WATER | 877.58 796.73 | 1,674.31 |
| 20240540 | 2024-02-26 | CANOE PROCUREMENT GROUP OF CANADA | PF11839-112883 | PAYMENT FAS GAS - FUEL PURCHASE | 49.26 | 49.26 |
| 20240541 | 2024-02-26 | EDMONTON GRANITE MEMORIALS LTD | 12478 | PAYMENT NICHE PLAQUE - SPRAGUE P. & I. | 619.50 | 619.50 |
| 20240542 | 2024-02-26 | GIBBONS GUARDIAN PHARMACY | GIBFIRE01 | PAYMENT MEDICAL SUPPLIES | 31.99 | 31.99 |
| 20240543 | 2024-02-26 | GREGG DISTRIBUTORS CO. LTD. | 000-637590 000-650494 | PAYMENT WIPER BLADES/HOSE/COUPLER/WII WRENCHES & MOP HANDLE | 108.75 179.28 | 288.03 |
| 20240544 | 2024-02-26 | HUNTERS PRINT & COPY | 24114 24905 25242 | PAYMENT SIGNAGE FOR ARENA/ODR/CONCE EVENT POSTERS CRAFT STATIONS SIGNS | 566.95 41.94 20.44 | 629.33 |
| 20240545 | 2024-02-26 | KOBZA, JENNIFER | 115 116 | PAYMENT CLEANING FEB 11 - 24 2024 CLEANING JAN 28 - FEB 10 2024 | 850.65 892.48 | 1,743.13 |
| 20240546 | 2024-02-26 | LEVITT-SAFETY LIMITED | 5410141-00 | PAYMENT RESP FIT TEST & 2 RESPIRATOR FAI | 1,638.93 | 1,638.93 |
| 20240547 | 2024-02-26 | MARTIN DEERLINE LTD | S69882 | PAYMENT JD 1585 REPAIRS | 2,365.29 | 2,365.29 |
| 20240548 | 2024-02-26 | MEMJ CONSULTING LTD. | 2021077 | PAYMENT FEB 16 - 29 2024 CONTRACT | 7,882.88 | 7,882.88 |
| 20240549 | 2024-02-26 | PINAULT, CHRISTINA | 1246 | PAYMENT EMERGING TRENDS MILEAGE | 47.60 | 47.60 |

90 7.1



TOWN OF GIBBONS

Cheque Listing For Council

2024-Mar-11
8:50:44AM

| Cheque | | | Invoice # | Invoice Description | Invoice Amount | Cheque Amount |
|----------|------------|--------------------------------------|------------------------|---|----------------------|---------------|
| Cheque # | Date | Vendor Name | Invoice # | Invoice Description | Invoice Amount | Cheque Amount |
| 20240550 | 2024-02-26 | PITNEY BOWES | 3202329462 | PAYMENT COPIER LEASE | 552.01 | 552.01 |
| 20240551 | 2024-02-26 | REDLINE EXCAVATION INC | 339079 | PAYMENT PREP WORK FOR NEW WASHROOM | 3,307.50 | 3,307.50 |
| 20240552 | 2024-02-26 | ROCKY MOUNTAIN PHOENIX | INO144558 | PAYMENT FIRE BUNKER GEAR - 3 PANTS & CC | 12,776.40 | 12,776.40 |
| 20240553 | 2024-02-26 | SELECT ENGINEERING CONSULTANTS LTD | 2402-0122 2402-0123 | PAYMENT 0001-22060 HEARTLAND COMMONS SANITARY OUTFALL & HEARTLAND I | 6,993.71 1,176.00 | 8,169.71 |
| 20240554 | 2024-02-26 | SPROUSE FIRE & SAFETY | 0439161 | PAYMENT FIRE HALL - ELECTRICAL WORK & B. | 360.00 | 360.00 |
| 20240555 | 2024-02-26 | STURGEON PLUMBING & HEATING 2018 INC | 1901 | PAYMENT CURLING CLUB LOBBY FAN/HEAT | 225.75 | 225.75 |
| 20240556 | 2024-02-26 | TRINUS TECHNOLOGIES INC. | 6191 | PAYMENT MARCH 2024 BILLING | 10,582.72 | 10,582.72 |
| 20240557 | 2024-02-26 | BERVIAN, GIOVANNA | 89000 | PAYMENT HONORARIUM WOMEN'S DAY EVEN' | 100.00 | 100.00 |
| 20240558 | 2024-02-26 | BONAR, NICOLE | 88999 | PAYMENT HONORARIUM WOMEN'S DAY EVEN' | 100.00 | 100.00 |
| 20240559 | 2024-02-26 | BRODART CANADA COMPANY | 088998 | PAYMENT BOOK DROP CART | 1,801.08 | 1,801.08 |
| 20240560 | 2024-02-26 | ██████████ | 6877469 | PAYMENT LT DD REFUND - JAN 27 | 250.00 | 250.00 |
| 20240561 | 2024-02-26 | HUTTON, STEPH | 6877470 | PAYMENT HONORARIUM WOMEN'S DAY EVEN' | 200.00 | 200.00 |
| 20240562 | 2024-02-26 | JAMIE'S - 1348259 AB LTD. | 01/019 | PAYMENT 12 X 52 FOOT OFFICE SKID SHACK | 32,650.00 | 32,650.00 |
| 20240563 | 2024-02-26 | MORINVILLE SENIORS RENDEZVOUS CENTER | 11340504 | PAYMENT HAND HELD DEVICE CLASSES | 80.00 | 80.00 |
| 20240564 | 2024-02-26 | SR QUALITY MONITORING INC. | 240216 | PAYMENT NOISE ASSESSMENT FEB 7 & 8 2024 | 2,310.00 | 2,310.00 |
| 20240565 | 2024-02-26 | VOGL, JEN | 764 | PAYMENT HONORARIUM WOMEN'S DAY EVEN' | 100.00 | 100.00 |
| 20240566 | 2024-02-26 | WARNER, JAMES | 9032 | PAYMENT FIRE DEPT SUPPLIES | 445.62 | 445.62 |
| 20240567 | 2024-02-27 | RECEIVER GENERAL/SCS | 1421 | PAYMENT RP0002 - DEDUCTIONS - FEBRUARY | 3,726.05 | 3,726.05 |
| 20240568 | 2024-02-27 | STAPLES | 0ffc02f4 8ea89c95 | PAYMENT OFFICE SUPPLIES - CALCULATOR R OFFICE SUPPLIES - COLOURED PAF | 11.42 86.52 | 97.94 |
| 20240569 | 2024-03-01 | OSBORNE, CINDY | | | | |
| 20240570 | 2024-03-01 | ELENIAC, RONALD J | | | | |
| 20240571 | 2024-03-01 | ALLEN, JAMES R | | | | |
| 20240572 | 2024-03-01 | LOWE, ERIC D | | | | |
| 20240573 | 2024-03-01 | CHARTRAND, DENISE M | | | | |
| 20240574 | 2024-03-01 | STEVENTON, CHRISTINE A | | | | |
| 20240575 | 2024-03-01 | SCHMIDT, LAURA L | | | | |
| 20240576 | 2024-03-01 | HERBOLD, MICHAEL W | | | | |
| 20240577 | 2024-03-01 | PARISIAN, NOELLE J | | | | |



TOWN OF GIBBONS

Cheque Listing For Council

2024-Mar-11
8:50:44AM

| Cheque | | | Invoice # | Invoice Description | Invoice Amount | Cheque Amount |
|----------|------------|-------------------------|-----------|---------------------|----------------|---------------|
| Cheque # | Date | Vendor Name | | | | |
| 20240578 | 2024-03-01 | PINAULT, CHRISTINA J | | | | |
| 20240579 | 2024-03-01 | ADAMS, JIM W | | | | |
| 20240580 | 2024-03-01 | TERLECKI, QUENTIN G | | | | |
| 20240581 | 2024-03-01 | STEVENTON, KENDRA N | | | | |
| 20240582 | 2024-03-01 | BRADLEY, HAILEY | | | | |
| 20240583 | 2024-03-01 | NORRIS, ANTHONY J | | | | |
| 20240584 | 2024-03-01 | PETERS, STEPHANIE G | | | | |
| 20240585 | 2024-03-01 | PATTISON, TERRA L | | | | |
| 20240586 | 2024-03-01 | POWLESLAND, JOEL F | | | | |
| 20240587 | 2024-03-01 | LOCHRIE, JAMES D | | | | |
| 20240588 | 2024-03-01 | PARSONS, CURTIS | | | | |
| 20240589 | 2024-03-01 | GINGELL, SUSAN | | | | |
| 20240590 | 2024-03-01 | KOBZA, JESSICA | | | | |
| 20240591 | 2024-03-01 | ANTONIUK, LUKAS | | | | |
| 20240592 | 2024-03-01 | MOLNAR, BRAM | | | | |
| 20240593 | 2024-03-01 | WIEBE, TRACEY | | | | |
| 20240594 | 2024-03-01 | CORRY, TYLER | | | | |
| 20240595 | 2024-03-01 | FAHLMAN, KATARINA | | | | |
| 20240596 | 2024-03-01 | FLANAGAN, LORI A | | | | |
| 20240597 | 2024-03-01 | LOCKEN, JODY L | | | | |
| 20240598 | 2024-03-01 | GILES, CHRISTINE M | | | | |
| 20240599 | 2024-03-01 | KUGLER, SARA E | | | | |
| 20240600 | 2024-03-01 | RICHARDSON, ELIZABETH D | | | | |
| 20240601 | 2024-03-01 | MULLINS, JULIE | | | | |
| 20240602 | 2024-03-01 | GIBBONS, DENISE A | | | | |
| 20240603 | 2024-03-01 | BRAKE, NATHAN M | | | | |
| 20240604 | 2024-03-01 | KOBZA, JENNIFER L | | | | |
| 20240605 | 2024-03-01 | MAHONEY, SAMANTHA C | | | | |
| 20240606 | 2024-03-01 | KOBZA, BROOKELYNN L | | | | |
| 20240607 | 2024-03-01 | EDMONDS, RYAN A | | | | |
| 20240608 | 2024-03-01 | MAHAL, MISBAH | | | | |
| 20240609 | 2024-03-01 | POVEY, KYLE | | | | |
| 20240610 | 2024-03-01 | SAUNDERS, MIKAYLA | | | | |
| 20240611 | 2024-03-01 | PAZIUK, AYAKAH M | | | | |
| 20240612 | 2024-03-01 | BOETTGER, VALERIE | | | | |
| 20240613 | 2024-03-01 | ANTONIUK, BRADEN | | | | |
| 20240614 | 2024-03-01 | DURAND, BRETT M | | | | |
| 20240615 | 2024-03-01 | CHISHOLM, MACKENZIE | | | | |
| 20240616 | 2024-03-01 | KNELLER, AVALYN | | | | |
| 20240617 | 2024-03-01 | CHORNEY, MATTHEW | | | | |

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TOWN OF GIBBONS

Cheque Listing For Council

2024-Mar-11
8:50:44AM

| Cheque # | Cheque Date | Vendor Name | Invoice # | Invoice Description | Invoice Amount | Cheque Amount |
|----------|-------------|--------------------------------------|--|---|--|---------------|
| 20240618 | 2024-03-01 | ANTONIUK, LILY | | | | |
| 20240619 | 2024-02-28 | RECEIVER GENERAL/SCS | 1422 1423 | PAYMENT RP0001- FEB 11-24 DEDUCTIONS RP0002 - FEB 11-24 DEDUCTIONS | 22,212.45 4,035.58 | 26,248.03 |
| 20240620 | 2024-02-28 | LAPP C/O ASP | 105 | PAYMENT FEB 11 - 24 2024 | 11,336.71 | 11,336.71 |
| 20240621 | 2024-02-28 | SHAW CABLESYSTEMS PAYMENT CENTER/SCS | 1432 1433 1434 1435 1436 1437 1438 1439 1440 1441 | PAYMENT 1356 - PHONE / INTERNET CHARGE\$ 0506 - PHONE / WIFI / FAX 1271 - INTERNET 5858 - INTERNET 3724 - GCC PHONES/ INTERNET / WI 1365 - INTERNET / PHONE / WIFI 4945- GCC INTERNET/WIFI 3275 - SECONDARY WIFI CONNECTI 3662 GFRC INTERNET 5751-FITNESS PHONE/ TV/ WIFI | 173.25 223.55 173.25 173.25 173.25 186.85 173.25 173.25 173.25 215.20 | 1,838.35 |
| 20240622 | 2024-03-05 | AMSC INSURANCE SERVICES | 45331 45333 | PAYMENT MAZDA INSURANCE MAR/24 BENEFITS INV #1978-2024-0: | 441.00 23,102.64 | 23,543.64 |
| 20240623 | 2024-03-05 | BAUDER, LOUISE | 122 | PAYMENT JAN 1 - FEB 29 2024 CONTRACT | 6,200.00 | 6,200.00 |
| 20240624 | 2024-03-05 | BRADLEY, HAILEY | 1 | PAYMENT MILEAGE - FAMILY DAY | 54.50 | 54.50 |
| 20240625 | 2024-03-05 | CAPITAL REGION NORTHEAST WATER | 2024003 | PAYMENT JANUARY 2024 CONSUMPTION | 38,087.25 | 38,087.25 |
| 20240626 | 2024-03-05 | KUGLER, SARA | 2 | PAYMENT MILEAGE | 76.16 | 76.16 |
| 20240627 | 2024-03-05 | MULLINS, JULIE | 2 | PAYMENT MILEAGE | 43.52 | 43.52 |
| 20240628 | 2024-03-05 | PATERSON, ERIC | 89 | PAYMENT SKATING INSTRUCTOR | 1,050.00 | 1,050.00 |
| 20240629 | 2024-03-05 | SELECT COMMUNICATIONS INC. | 6955093 | PAYMENT FEB 28 - MARCH 26 2024, ANSWERIT | 167.03 | 167.03 |
| 20240630 | 2024-03-05 | STURGEON PLUMBING & HEATING 2018 INC | 1903 1904 | PAYMENT PW SHOP -REPLACE GLYCOL PUMP FIRE HALL - HOT WATER TANK & TOI | 2,379.87 2,458.55 | 4,838.42 |
| 20240631 | 2024-03-05 | TRINUS TECHNOLOGIES INC. | 6335 6338 6343 | PAYMENT YOUTH COORDINATOR &EC DEV CC EA LAPTOP, DOCKSTING STATION, v MEMJ COMPUTER | 7,325.72 5,315.98 4,182.09 | 16,823.79 |
| 20240632 | 2024-03-05 | WIEBE, TRACEY | 8 | PAYMENT KINDNESS EVENT, UTILITY PRESEN | 314.39 | 314.39 |
| 20240633 | 2024-03-05 | [REDACTED] | 89003 | PAYMENT REIMBURSEMENT FOR REDWATER | 600.00 | 600.00 |
| 20240634 | 2024-03-05 | BERVIAN, GIOVANNA | 89002 | PAYMENT YOGA INSTRUCTOR | 700.00 | 700.00 |
| 20240635 | 2024-03-05 | CHAMPIS, MICHELLE | 156024 | PAYMENT COOKIES FOR FAMILY DAY | 300.00 | 300.00 |
| 20240636 | 2024-03-05 | GLOBAL INDUSTRIAL CANADA | 863057 | PAYMENT COOLER & FILTERS FOR ARENA & G | 4,077.10 | 4,077.10 |
| 20240637 | 2024-03-05 | GOVERNMENT OF ALBERTA, LAND TITLES | FEB292024 | PAYMENT FEB 2024 LAND TITLE CHARGES | 30.00 | 30.00 |

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TOWN OF GIBBONS

Cheque Listing For Council

2024-Mar-11
8:50:44AM

| Cheque | | | | | Invoice | Cheque |
|----------|------------|------------------------------------|-------------|-----------------------------------|----------|-----------|
| Cheque # | Date | Vendor Name | Invoice # | Invoice Description | Amount | Amount |
| 20240638 | 2024-03-05 | HSE INTEGRATED LTD. | | PAYMENT | | 488.81 |
| | | | 6877471 | TRAINING EXTINGUISHERS REFILLE | 488.81 | |
| 20240639 | 2024-03-05 | ICESOFT TECHNOLOGIES HOLDINGS LTD. | | PAYMENT | | 2,645.00 |
| | | | V-1481 | VOYENT ALERT SUBSCRIPTION APF | 2,645.00 | |
| 20240640 | 2024-03-05 | RODYCH, KAREN | | PAYMENT | | 350.00 |
| | | | 101626 | YOGA INSTRUCTOR | 350.00 | |
| 20240641 | 2024-03-05 | SCHULTZ, BRAD | | PAYMENT | | 808.50 |
| | | | 240217 | CHI GONG INSTRUCTOR | 808.50 | |
| 20240642 | 2024-03-06 | O'MALLEY, FARRELL | | PAYMENT | | 8,084.08 |
| | | | 551 | APRIL 15 CONTRACT | 6,484.08 | |
| | | | 552 | APRIL TRAVEL/ PHONE ALLOWANCE | 1,600.00 | |
| 20240643 | 2024-03-06 | RECEIVER GENERAL/SCS | | PAYMENT | | 2,497.44 |
| | | | 1424 | ACCT #637015397RI, APRIL 15/24 GA | 2,497.44 | |
| 20240644 | 2024-03-08 | LOWE, ERIC D | | | | |
| 20240645 | 2024-03-08 | WELLS, DYLAN R | | | | |
| 20240646 | 2024-03-08 | DOUGLAS, NATHAN T | | | | |
| 20240647 | 2024-03-08 | MACSWEEN, DAVID | | | | |
| 20240648 | 2024-03-08 | PINAULT, CAMERON | | | | |
| 20240649 | 2024-03-08 | BENSON, WILLIAM R | | | | |
| 20240650 | 2024-03-08 | BARON, JORDAN | | | | |
| 20240651 | 2024-03-08 | BARRETT, JASON | | | | |
| 20240652 | 2024-03-08 | MYERS, KRISTOPHER | | | | |
| 20240653 | 2024-03-08 | GENEAU, JAMIE | | | | |
| 20240654 | 2024-03-08 | POLLARD, SCOTT T | | | | |
| 20240655 | 2024-03-08 | POLLARD, SIERRA | | | | |
| 20240656 | 2024-03-08 | FUNSTON, LAYNE | | | | |
| 20240657 | 2024-03-08 | WARNER, JAMES | | | | |
| 20240658 | 2024-03-08 | SCHEEPERS, JUSTIN | | | | |
| 20240659 | 2024-03-08 | PUCKETT, DUSTYN | | | | |
| 20240660 | 2024-03-08 | TOWLE, KRISTEN | | | | |
| 20240661 | 2024-03-08 | STEVENTON, KENDRA | | | | |
| 20240662 | 2024-03-08 | CHESTER, KENNEDY | | | | |
| 20240663 | 2024-03-08 | ZEE, SPENCER | | | | |
| 20240664 | 2024-03-08 | TESSIER, CLAYTON J | | | | |
| 20240665 | 2024-03-08 | MANSELL, ERIKA | | | | |
| 20240666 | 2024-03-08 | DUCHARME, JACOB | | | | |
| 20240667 | 2024-03-08 | RBC COMMERCIAL AVION VISA/SCS | | PAYMENT | | 8,849.97 |
| | | | V334_55576 | LOWE-FD TRAINING, TABLETS, MINI: | 4,490.33 | |
| | | | V437_553 | O'MALLEY - CAMA CONF REG, IPAD I | 3,306.86 | |
| | | | V450_1248 | PINAULT- REDWATER MAYOR BRKF: | 1,052.78 | |
| 20240668 | 2024-03-08 | RBC COMMERCIAL VISA/SCS | | PAYMENT | | 13,549.03 |
| | | | V336_106785 | SANDAHL - SUBSISTENCE | 302.48 | |
| | | | V354_360 | MILLANTE - RCAF 100 ANNIV REG, S | 332.09 | |
| | | | V369_307 | SCHMIDT-ASIST TRNG, WINTER WAI | 1,304.73 | |
| | | | V453_145 | FLANAGAN -SYMPOSIUM EXPENSE/ | 2,120.61 | |
| | | | V461_123 | BAUDER- STAFF TRAINING | 126.10 | |
| | | | V569_143 | PETERS-WORK ALONE APP, OFFICE | 1,971.62 | |

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TOWN OF GIBBONS

Cheque Listing For Council

2024-Mar-11
8:50:44AM

| Cheque | | | | | Invoice | Cheque |
|----------|------------|-------------------------|-----------|---|----------|-----------|
| Cheque # | Date | Vendor Name | Invoice # | Invoice Description | Amount | Amount |
| 20240668 | 2024-03-08 | RBC COMMERCIAL VISA/SCS | V619_108 | POWLESLAND-ARENA SUPP/PLAYGI | 1,412.13 | 13,549.03 |
| | | | V629_117 | KOBZA-EQUIP MAINTANCE, MFC S | 657.67 | |
| | | | V634_78 | GILES- REFUND OF PROSERVE & AC | (105.00) | |
| | | | V660_51 | EDMONDS- PROG. EXPENSE/OFFICI | 1,638.30 | |
| | | | V676_69 | JEFFREY- KOFAX PROG/SUBSCRIP1 | 3,553.58 | |
| | | | V699_25 | KOZAK- NORTH EDM BUSINESS REC | 234.72 | |
| 20240669 | 2024-03-08 | RECEIVER GENERAL/SCS | 1426 | PAYMENT RP0002 - FEB 2024 FIRE DEPT DEDU | 2,222.79 | 2,222.79 |

Total 380,452.75

*** End of Report ***

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Enforcement Services 2023 Year End Report



Prepared By: Community Peace Officer Sgt. William Norton

Summary

- Since the inception of the newfound relationship, Officers have orientated themselves with Gibbons, its residents, and concerns. 2023 built on this, and with a complete annual cycle experienced, community needs, seasonal focus and direction are better understood.
- Officers have been busy with a proportionally large number of complaint files and are making headway on longstanding concerns.
- Scheduling has found a balance with concerns and appropriate proactive patrols.

Community Outreach

- Officers have been utilizing the office space in the Community Center which has helped with visibility and resident contact.
- Officers have been working closely with the Family Resource Center to build reference materials and work with people in need and assist with action plans for assistance.
- Officer attended the Meet the Community night.
- Officer represented Enforcement Services at the Emergency Preparedness Week open house.

Enforcement Highlights

In 2023 there were 95 tickets issued for a total of \$15,491 in gross fine revenue. The exact net revenue is difficult to determine as the province takes a roughly 49% of fine revenue to support the Victim of Crimes fund and to administer the court system. This does not include tickets that were reduced or withdrawn by the prosecution services.

Traffic stops have led to arrest on warrants, charges for driving while suspended and numerous no insurance charges. Focus on network speeds and targeted efforts in school zones were a priority in summer months and the back-to-school season.

Next Year Planning

- Look to build on existing relationships with community groups and residents.
- Continue with existing enforcement strategies to confirm that efforts made are consistent with community expectations.
- Further movement on school zone enforcement and resident concerns
- In the process of building Gibbons specific municipal tags and forms. This will allow for local branding and an easier process for residents and staff to process enforcement activity.

Enforcement Services Comparative Reporting

Type of Enforcement Incident Files

| | 1st Quarter | 2nd Quarter | 3rd Quarter | 4 th Quarter | Total 2023 | Total 2022 |
|---------------|----------------|----------------|----------------|----------------------------|---------------|------------|
| Assist | 1 | 2 | 2 | 0 | 5 | 12 |
| Bylaw | 66 | 62 | 60 | 21 | 209 | 73 |
| Provincial | 10 | 4 | 11 | 6 | 31 | 22 |
| Criminal Code | 1 | 0 | 0 | 0 | 1 | 1 |
| Permits | 1 | 0 | 0 | 0 | 1 | 2 |
| Court | 2 | 0 | 0 | 0 | 2 | 5 |
| Warrants | 0 | 0 | 0 | 0 | 0 | 3 |
| Misc. | 1 | 0 | 0 | 0 | 1 | 1 |
| Internal | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 82 | 68 | 73 | 27 | 250 | 119 |

Incident Disposition

| | 1st Quarter | 2nd Quarter | 3rd Quarter | 4 th Quarter | Total 2023 | Total 2022 |
|---------------------------------------|----------------|----------------|----------------|----------------------------|---------------|------------|
| Court | 1 | 0 | 0 | 0 | 1 | 0 |
| Forwarded to Other Agency/Dept. | 4 | 4 | 0 | 0 | 8 | 3 |
| Informational Only | 2 | 4 | 2 | 0 | 8 | 15 |
| Subject Charged | 26 | 4 | 21 | 2 | 53 | 19 |
| Subject Counseled/Warned | 46 | 52 | 32 | 8 | 138 | 58 |
| Under Investigation | 0 | 0 | 14 | 11 | 25 | 0 |
| Unfounded | 0 | 3 | 1 | 4 | 8 | 10 |
| Unsolved/Gone on Arrival | 3 | 1 | 3 | 2 | 9 | 10 |
| Subject Arrested | 0 | 0 | 0 | 0 | 0 | 4 |
| Total | 82 | 68 | 73 | 27 | 250 | 119 |

Bylaw Incident Files

| | 1st Quarter | 2nd Quarter | 3rd Quarter | 4 th Quarter | Total 2023 | Total 2022 |
|------------------------|----------------|----------------|----------------|----------------------------|---------------|------------|
| Traffic | 39 | 10 | 4 | 1 | 54 | 21 |
| Community Standards | 4 | 38 | 14 | 2 | 58 | 26 |
| Animal Control | 23 | 12 | 40 | 14 | 89 | 24 |
| Other | 0 | 2 | 2 | 4 | 8 | 2 |
| Total | 66 | 62 | 60 | 21 | 209 | 73 |

| Tickets By Legislation | | | | | | |
|--|----------------|----------------|----------------|----------------------------|---------------|------------|
| | 1st Quarter | 2nd Quarter | 3rd Quarter | 4 th Quarter | Total 2023 | Total 2022 |
| Traffic Safety Act | 25 | 7 | 6 | 0 | 38 | 58 |
| Rules of the Road | 9 | 4 | 4 | 0 | 17 | 5 |
| Operator License and Vehicle Control | 0 | 0 | 0 | 0 | 0 | 1 |
| Vehicle Equipment | 7 | 5 | 1 | 0 | 13 | 10 |
| Commercial Vehicle | 0 | 0 | 0 | 0 | 0 | 0 |
| Gaming Liquor and Cannabis | 0 | 0 | 0 | 0 | 0 | 1 |
| Bylaw | 6 | 4 | 13 | 4 | 27 | 6 |
| Total | 47 | 20 | 24 | 4 | 95 | 81 |

| Tickets vs Warnings | | | | | | |
|---------------------|----------------|----------------|----------------|----------------------------|---------------|------------|
| | 1st Quarter | 2nd Quarter | 3rd Quarter | 4 th Quarter | Total 2023 | Total 2022 |
| Tickets | 29 | 11 | 20 | 4 | 60 | 81 |
| Warnings | 18 | 9 | 4 | 0 | 31 | 128 |
| Total | 47 | 20 | 24 | 4 | 95 | 209 |

Report to Council



Date Submitted: March 13, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Special Council Meeting Request

Introduction

The purpose of this report is to respectfully request that Council give consideration to holding a special meeting on March 20, 2024 at 7:00 pm in Council Chambers.

Background

Administration would like to request that Council give consideration to calling a Special Council Meeting on March 20, 2024 at 7:00 pm to be held in Council Chambers, for the following items:

1. Heartland Commons Large Infrastructure Project Approval
2. Bylaw ALT 4-24 Local Improvement Bylaw - Heartland Commons Large Infrastructure
3. Bylaw ALT 5-24 Local Improvement Borrowing Bylaw - Heartland Commons Large Infrastructure
4. Letter to Minister of Municipal Affairs – Ric McIver

According to the Council Procedural Bylaw MOG 1-16, a Special Council Meeting called with at least 24 hours notice must be notified to the public in writing by posting on the front entrance of the Town Office and posted on the Town of Gibbons website and no matter other than that stated in the notice calling the Special Council Meeting can be transacted at the meeting unless all of Council is present at the meeting and Council agrees to deal with the matter in question. Administration will also ensure that notification of this meeting will be in accordance with Public Notification Bylaw PI 5-18.

Options Available

1. That Council call a Special Council Meeting on March 20, 2024, at 7:00 pm to be held in Council Chambers for the following items:
 1. Heartland Commons Large Infrastructure Project Approval
 2. Bylaw ALT 4-24 Local Improvement Bylaw - Heartland Commons Large Infrastructure
 3. Bylaw ALT 5-24 Local Improvement Borrowing Bylaw - Heartland Commons Large Infrastructure
 4. Letter to Minister of Municipal Affairs – Ric McIver

and advertise this meeting to the public by posting at the Town Office and on the Town website as well as any other means as noted in the Public Notification Bylaw PI 5-18.

2. That Council advise Administration as to how it would like to proceed.

Report to Council

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

1. That Council call a Special Council Meeting on March 20, 2024, at 7:00 pm to be held in Council Chambers for the following items:
 1. Heartland Commons Large Infrastructure Project Approval
 2. Bylaw ALT 4-24 Local Improvement Bylaw - Heartland Commons Large Infrastructure
 3. Bylaw ALT 5-24 Local Improvement Borrowing Bylaw - Heartland Commons Large Infrastructure
 4. Letter to Minister of Municipal Affairs – Ric McIver

and advertise this meeting to the public by posting at the Town Office and on the Town website as well as any other means as noted in the Public Notification Bylaw PI 5-18.

Submitted By:



Farrell O'Malley

CAO

**TOWN OF GIBBONS
AGENDA
SPECIAL MEETING OF COUNCIL
MARCH 20, 2024
TO BE HELD AT THE MUNICIPAL OFFICE AT 7:00 PM**

- 1.0 ROLL CALL
- 2.0 CALL TO ORDER
- 3.0 ADOPTION OF THE AGENDA
- 4.0 BUSINESS
 - 4.1 Heartland Commons Large Infrastructure Project Approval
 - 4.2 Bylaw ALT 4-24 Local Improvement Bylaw - Heartland Commons Large Infrastructure
 - 4.3 Bylaw ALT 5-24 Local Improvement Borrowing Bylaw - Heartland Commons Large Infrastructure
 - 4.4 Letter to Minister of Municipal Affairs – Ric McIver
- 5.0 ADJOURNMENT

DRAFT - NOT APPROVED

Report to Council



Date Submitted: March 13, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Monique Jeffrey, Director of Corporate Services
Report Topic: Short-Term Borrowing Bylaw ALT 7-24

Introduction

The purpose of this report is to respectfully request that Council consider giving 3rd Reading to Short-Term Borrowing Bylaw ALT 7-24 to establish a revolving line of credit of \$1,000,000 that can be utilized to offset Operating expenses.

Background

Administration is proposing that the Town of Gibbons establish a revolving line of credit with Servus Credit Union to cover off possible shortfalls where incoming cash flows do or may not meet short term spending needs. In most cases, rather than liquidating investments it makes better financial sense to merely undertake short-term borrowing by way of an authorized revolving line of credit.

The negotiated line of credit is available year-round and generally will be used in situations where there is a gap between the beginning of the business year and when the full tax collection cycle begins and in specific situations where short term capital funds are required (e.g. land purchases, etc.) so the Town can take advantage of opportunities that present themselves from time-to-time without having to exhaust funds held in reserves.

Further, to be able to utilize a revolving line of credit may significantly reduce the cost of borrowing as the Town will only pay for what it uses versus having to pay the full-term interest owing on debentures even if the Town is in a position to retire the principal ahead of schedule.

It is important to note that there are minimal to no stand-by charges or administration fees for having a standing line of credit in place and that the Town will only pay for the actual usage when funds are accessed. Although it is not anticipated that the revolving line of credit will be utilized frequently; it is prudent to have our borrowing bylaw in place in order to protect our investments and to help the Town to control our interest cost on short term projects whenever possible.

Supplemental Information

Administration is requesting that Council consider giving 3rd Reading to Bylaw ALT 7-24 Short-Term Borrowing Bylaw as it is being presented with no changes other than technical details (i.e. update bylaw numbers, dates, etc.)

Options Available

1. That Council proceed with the establishment of a Revolving Line of Credit in the amount of \$1,000,000 by giving Bylaw ALT 7-24 Short-Term Borrowing Bylaw 3rd and final Reading.
2. That Council receive this report as information.
3. Council to direct Administration as to how it would like to proceed.

Report to Council

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

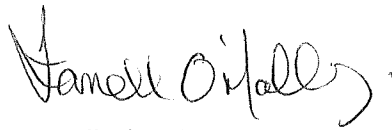
1. That Council proceed with the establishment of a Revolving Line of Credit in the amount of \$1,000,000 by giving Bylaw ALT 7-24 short-Term Borrowing Bylaw 3rd Reading.

Submitted By:



Monique Jeffrey.
Director of Corporate Services

Approved by:



Farrell O'Malley
CAO



**Town of Gibbons
Short-Term Borrowing Bylaw No. ALT 7-24**

A BYLAW OF THE TOWN OF GIBBONS, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF BORROWING MONIES BY SECTION 256 ON THE MUNICIPAL GOVERNMENT ACT.

WHEREAS, the Municipal Government Act, R.S.A. 2000, cM-26, as amended or repealed and replaced from time to time, provides that the Council of a municipality may, by bylaw, acquire short term funding for the purposes of financing operating expenditures in a specific year; and

WHEREAS the Council of the Town of Gibbons deems it necessary to establish an operating line of credit; and

NOW THEREFORE under the authority of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council of the Town of Gibbons, in the Province of Alberta, duly assembled enacts as follows:

1. This Bylaw may be cited as the "**Short-Term Borrowing Bylaw**".
2. The municipality may borrow from Servus Credit Union, (SERVUS) up to the principal sum of One Million Dollars (\$1,000,000.00) repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by Servus, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - a. To apply to SERVUS for the aforesaid loan to the Corporation and to arrange with SERVUS the amount, terms and conditions for the loan and security or securities to be given to SERVUS.
 - b. As security for any money borrowed from SERVUS:
 - i. To execute promissory note and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debt.
 - ii. To give or furnish to SERVUS all such securities and promises as SERVUS may require repayment of such loans and interest thereon.
4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from SERVUS are: annual property taxes and/or Federal and/or Provincial Grants.
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. This bylaw shall come into force and take effect on the day of the third and final reading.
7. This bylaw shall expire March 31, 2025.

READ a first time on this 28th day of February 2024.

[Signature]
Chief Elected Official

[Signature]
Chief Administrative Officer

READ a second time on this 28th day of _____ 2024.

[Signature]
Chief Elected Official

[Signature]
Chief Administrative Officer

READ a third and final time on this _____ day of _____ 2024.

Chief Elected Official

Chief Administrative Officer

Report to Council



Date Submitted: March 13, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Monique Jeffrey, Director of Corporate Services
Report Topic: Short-Term Borrowing Bylaw ALT 8-24

Introduction

The purpose of this report is to respectfully request that Council consider giving 3rd Reading to Bylaw ALT 8-24 establishing a revolving line of credit of \$2,800,000 that can be utilized to offset Capital expenses.

Background

Administration is proposing that the Town of Gibbons establish a revolving line of credit with Servus Credit Union to cover off possible shortfalls where incoming cash flows do or may not meet short term spending needs. In most cases, rather than liquidating investments it makes better financial sense to merely undertake short-term borrowing by way of an authorized revolving line of credit.

The negotiated line of credit is available year-round and generally will be used in situations where there is a gap between the beginning of the business year and when the full tax collection cycle begins and in specific situations where short term capital funds are required (e.g. land purchases, etc.) so the Town can take advantage of opportunities that present themselves from time-to-time without having to exhaust funds held in reserves.

Further, to be able to utilize a revolving line of credit may significantly reduce the cost of borrowing as the Town will only pay for what it uses versus having to pay the full-term interest owing on debentures even if the Town is in a position to retire the principal ahead of schedule.

It is important to note that there are minimal to no stand-by charges or administration fees for having a standing line of credit in place and that the Town will only pay for the actual usage when funds are accessed. Although it is not anticipated that the revolving line of credit will be utilized frequently; it is prudent to have our borrowing bylaw in place in order to protect our investments and to help the Town to control our interest cost on short term projects whenever possible.

Supplemental Information

Administration is requesting that Council consider giving 3rd Readings to Bylaw ALT 8-24 Short-Term Borrowing Bylaw as it is being presented with no changes other than technical details (i.e. update bylaw numbers, dates, etc.)

Options Available

1. That Council proceed with the establishment of a Revolving Line of Credit in the amount of \$2,800,000 by giving Bylaw ALT 8-24 Short-Term Borrowing Bylaw 3rd and final Reading.
2. That Council receive this report as information.
3. Council to direct Administration as to how it would like to proceed.

Report to Council

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

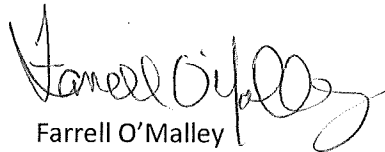
1. That Council proceed with the establishment of a Revolving Line of Credit in the amount of \$2,800,000 by giving Bylaw ALT 8-24 Short-Term Borrowing Bylaw 3rd Reading.

Submitted By:



Monique Jeffrey.
Director of Corporate Services

Approved by:



Farrell O'Malley
CAO



**Town of Gibbons
Short Term Borrowing Bylaw No. ALT 8-24**

A BYLAW OF THE TOWN OF GIBBONS, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING AN EXISTING BYLAW BORROWING MONIES BY SECTION 256 ON THE MUNICIPAL GOVERNMENT ACT.

WHEREAS, the Municipal Government Act, R.S.A. 2000, cM-26, as amended or repealed and replaced from time to time, provides that the Council of a municipality may, by bylaw, acquire short term funding for the purposes of financing operating and capital expenditures in a specific year; and

WHEREAS the Council of the Town of Gibbons deems it necessary to establish an capital line of credit; and

NOW THEREFORE under the authority of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council of the Town of Gibbons, in the Province of Alberta, duly assembled enacts as follows:

1. This Bylaw may be cited as the "**Short-Term Borrowing Bylaw**".
2. The municipality may borrow from Servus Credit Union, (SERVUS) up to the principal sum of Two Million Eight Hundred Thousand Dollars (\$2,800,000.00) repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate less .25% from time to time established by Servus, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - a. To apply to SERVUS for the aforesaid loan to the Corporation and to arrange with SERVUS the amount, terms and conditions for the loan and security or securities to be given to SERVUS.
 - b. As security for any money borrowed from SERVUS:
 - i. To execute promissory note and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debt.
 - ii. To give or furnish to SERVUS all such securities and promises as SERVUS may require repayment of such loans and interest thereon.
4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from SERVUS are: annual property taxes and/or Federal and/or Provincial Grants.
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. The purpose of this bylaw would be for the Town of Gibbons Tax Restructuring Program and the Town of Gibbons Capital Project plan.
7. This bylaw shall expire March 31, 2025.

READ a first time on this 28th day of February 2024.

[Signature]
Chief Elected Official

[Signature]
Chief Administrative Officer

READ a second time on this 28th day of March 2024.

[Signature]
Chief Elected Official

[Signature]
Chief Administrative Officer

READ a third and final time on this _____ day of March 2024.

Chief Elected Official

Chief Administrative Officer

Report to Council



Date Submitted: March 13, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley
Report Topic: Policy BD 1-24 – Compliance Certificates

Introduction

The purpose of this report is to respectfully request that Council give consideration to Policy BD 1-24.

Background

To ensure that policies within the Town of Gibbons are update to date with current standards and practices, all policies receive regular review. Policy BD 1-07, from 2007, was reviewed by the Planning and Development department and has been rewritten under Policy BD 1-24, which now accurately reflects the procedures currently being undertaken when a request for a Compliance Certificate is received.

Options Available

1. That Council approve Policy BD 1-24 – Compliance Certificates
2. That Council change Policy BD 1-24 as it sees fit.
3. 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 approve Policy BD 1-24 – Compliance Certificates

Submitted By:

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

Farrell O'Malley

CAO

| | | |
|---|-------------------------|--------|
|  | COUNCIL POLICY | |
| | COMPLIANCE CERTIFICATES | |
| | Policy # | BD1-24 |

PURPOSE:

There is no legislative requirement for a municipality to issue Compliance Certificates nor does the Town of Gibbons require that they be obtained. The Planning and Development Department provides Compliance Certificates as a service to property owners because lawyers and financial institutions often require them as part of a real estate transaction or to secure a mortgage.

POLICY CERTIFICATE:

The Planning and Development Department wishes to:

1. Establish consistent requirements and develop a standard procedure for processing Compliance Certificates requests. The Town has no statutory requirement to provide a Compliance Certificate but provides this service for the convenience of property owners and their representatives.
2. A Compliance Certificate is not a Development Permit or a Building Permit.
3. The Certificate(s) contained within the Compliance Certificate are solely based on the information contained in the RPR (submitted by the applicant), is limited to whether the improvements on the legal lot conform with, and/or meet the setbacks of the current Land Use Bylaw in effect. The Certificate(s) may also specify whether or not the necessary permits for the development have been obtained.
4. The Town is not liable for any inaccuracy in the RPR or inaccuracies in other information submitted in support of a request for a Compliance Certificate.

DEFINITIONS:


Alberta Land Surveyor – means a person who holds a certificate of registration and an annual certificate to engage in the practice of surveying under the Alberta Land Surveyors Act. It is commonly referred to as A.L.S.

Building Permit – means a document issued by the contracted Safety Code Provider authorizing construction of a development.

Compliance Certificate – means a letter or stamp verifying compliance or non-compliance with the current Town of Gibbons Land Use Bylaw based on a Real Property Report.

Document History

| | | | |
|---|--|---------------------|--------|
| Policy Adopted – Resolution # | | Policy Repealed | BD1-07 |
| Policy Revised and Adopted - Resolution # | | Date to be Reviewed | |

| | | |
|---|-------------------------|--------|
|  | COUNCIL POLICY | |
| | COMPLIANCE CERTIFICATES | |
| | Policy # | BD1-24 |

Development Authority – means the Town department and employees authorized to make development decisions.

Development Permit – means a document issued by the Town authorizing a development.

Encroachment means a structure or improvement that projects beyond the boundaries of the property or is constructed within an easement or utility right-of-way.

Land Use Bylaw means the Town of Gibbon's Land Use Bylaw

MGA means the *Municipal Government Act, Chapter M-1*, revised Statutes of Alberta.

Real Property Report means a survey plan, which is dated stamped within 6 months of the request for a compliance certificate, locating improvements in relation to the boundaries of a legal lot. It is commonly referenced as RPR.

Statutory Declaration means a written Certificate of facts solemnly declared to be true by the person(s) signing the declaration before a Commissioner for Oaths.


Town – means the Town of Gibbons.

PROCEDURES:

- 1) The registered owner or their representative (submitted by a lawyer acting on behalf of the property owner) may apply to the Town for a Compliance Certificate.
- 2) A request for a Compliance Certificate must include the following:
 - a) A completed Compliance Certificate request form.
 - b) Two (2) original copies of a Real Property Report. Such Real Property Report shall be dated — stamped within one (1) year of a request for a compliance certificate, if more than one year old the Development Authority may accept a Real Property up to five (5) years old when accompanied by a Statutory Declaration regarding the accuracy of the Real Property Report.
 - c) A copy of the Certificate of Title for the subject property, which is no more than three (3) months old, shall be submitted.
 - d) The appropriate fee for Compliance Certificates as per the current Municipal Master Rates Bylaw.
- 3) The Development Authority will review the Real Property Report against the current Land Use Bylaw and any information in the Land File.

Document History

| | | | |
|---|--|---------------------|--------|
| Policy Adopted – Resolution # | | Policy Repealed | BD1-07 |
| Policy Revised and Adopted - Resolution # | | Date to be Reviewed | |

| | | |
|---|--------------------------------|---------------|
|  | COUNCIL POLICY | |
| | COMPLIANCE CERTIFICATES | |
| | Policy # | BD1-24 |

- 4) Given on-site conditions and accuracy of the Real Property Report, the Development Authority may grant a 0.05m tolerance for buildings and improvements on the subject property.
- 5) A Rush service may be provided for an extra fee, as specified in the Municipal Master Rates Bylaw.
- 6) The Town of Gibbons will not conduct an on-site inspection of the subject property, pursuant to this request for a Compliance Certificate.
- 7) The Development Authority may refuse to issue a Compliance Certificate when in its opinion there is insufficient information to determine if the buildings or structures are shown on the Real Property Report are in accordance with the Land Use Bylaw or any other applicable regulation in force at the time.
- 8) The Development Authority may refuse to issue a Compliance Certificate when there are outstanding issues, orders or any other regulative infraction deemed appropriate.
- 9) Any outstanding issues associated with the property may be noted in the Compliance Certificate as it relates to the current Land Use Bylaw, and any applicable regulations, as required. A method for remedy will be included.

SUPERCEDES:

Town of Gibbons Policy BD 1-07

Farrell O'Malley
CAO

Document History

| | | | |
|---|--|---------------------|--------|
| Policy Adopted – Resolution # | | Policy Repealed | BD1-07 |
| Policy Revised and Adopted - Resolution # | | Date to be Reviewed | |

TOWN OF GIBBONS - ALBERTA

TITLE: Compliance Certificates Issued by the Town of Gibbons

AUTHORITY: Town Manager

EFFECTIVE DATE: August 9, 2007

POLICY NO.: BD1-07

APPROVAL: Council

SUPERSEDES:

POLICY STATEMENT:

The Administration is constantly being requested to supply Compliance Certificates for landowners or lending institutions.

Therefore, the Council of the Town of Gibbons enacts the following policy relative to issuance of these compliances.

1. The Town of Gibbons will not accept a Real Property Report that exceeds five (5) years from date of preparation.
2. After the Real Property Report is two (2) years old, the client will have to provide a Statutory Declaration to confirm that no buildings have been constructed since the preparation of the Real Property Report.
3. The compliance certificate will contain an express disclaimer that the certificate has been issued only on the basis of the real property report as submitted and without a site inspection having been undertaken.
4. A fee will be established by Council for the issuance of a Compliance Certificate.
5. Dependent on the Real Property Report either Form A, B, or C, as attached, will be used.

PURPOSE:

DEFINITIONS:

P. O. BOX 68
GIBBONS, AB T0A 1N0
PH: 923-3331 Fax: 923-3691
FORM "A"

COMPLYING BUILDING

MAIL TO:

DATE:

YOUR FILE NO:

OUR FILE NO:

Property: Legal Description: _____

Civic Address: _____

Location of Buildings: Complies with requirements of the Land Use Bylaw: _____

Relevant District: _____

"Attached are the uses as above for the relevant District both permitted and discretionary as outlined in Bylaw No. _____."

Use: Because this certificate is based on the Real Property Report, it is not providing a confirmation respecting the use of the lands.

Survey Only: The Real Property report was prepared by _____ and dated _____ . This Certificate is issued by relying on the attached Real Property

Report (and Statutory Declaration, if applicable) only, and that there has been no independent inspection.

The municipality is not liable for any inaccuracy in the Real Property Report.

This certificate relates to the Land Use Bylaw only, and no other municipal regulations.

This certificate is not a substitute for legal advice and it is recommended that the applicant have the question of compliance reviewed by a lawyer with relevant expertise.

Other Comments: _____

Signed:

Development Officer

**TOWN OF GIBBONS
P. O. BOX 68
GIBBONS, AB T0A 1N0
PH: 923-3331 Fax: 923-3691
FORM "B"**

CERTIFICATE RESPECTING COMPLIANCE

MAIL TO:

DATE:

YOUR FILE NO:

OUR FILE NO:

Property: Legal Description: _____
 Civic Address: _____

This Form is not a certificate of compliance as the building location does not comply with the Land Use Bylaw requirements as stated below:

Relevant District: _____

“Attached are the uses as above for the relevant District” - both permitted and discretionary – as outlined in Bylaw No. _____.

Use: Because the certificate is based on the Real Property, it is not providing a confirmation respecting the use of the lands.

Survey Only: The Real Property report was prepared by _____ and dated _____ . This Certificate is issued by relying on the attached Real Property Report (and Statutory Declaration, if applicable) only, and that there has been no independent inspection.

The municipality is not liable for any inaccuracy in the Real Property Report.

This certificate relates to the Land Use Bylaw only, and no other municipal regulations.

Other Research: _____

Other Comments: _____

Signed:

Development Officer

**TOWN OF GIBBONS
P. O. BOX 68
GIBBONS, AB T0A 1N0
PH: 923-3331 Fax: 923-3691
FORM "C"**

NON-CONFORMING BUILDINGS

MAIL TO:

DATE:

YOUR FILE NO:

OUR FILE NO:

Property: Legal Description: _____
 Civic Address: _____

This form is not a certificate of compliance but a statement respecting compliance. This form only relates to non-conforming location of the building, not land use.

Research: The building may be non-conforming because:

Definition – “Non-Conforming Building” means a building

- i) that is lawfully constructed or lawfully under construction at the date a land use bylaw affecting the building or the land on which the building is situated becomes effective, and
- ii) that on the date the land use bylaw becomes effective does not, or when constructed will not, comply with the land use bylaw.

Relevant District: _____

“Attach are the uses as above for the relevant District” - both permitted and discretionary – as outlined in Bylaw No. _____.

Use: Because the certificate is based on the Real Property, it is not providing a confirmation respecting the use of the lands.

Survey Only: The Real Property report was prepared by _____ and dated _____ . This Certificate is issued by relying on the attached Real Property

Report (and Statutory Declaration, if applicable) only, and that there has been no independent inspection.

The municipality is not liable for any inaccuracy in the Real Property Report.

This certificate relates to the Land Use Bylaw only, and no other municipal regulations.

Other Comments: _____

Signed:

Development Officer

Report to Council



Date Submitted: March 13, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Policy L1-23 Livestreaming and Recording of Council Meetings

Introduction

The purpose of this report is to respectfully request that Council give consideration to Policy L1-23 – Livestreaming and Recording of Council Meetings.

Background

Policy L1-23 Livestreaming and Recording of Council Meetings outlines the policy and procedure for livestreaming, recording, and retention of the video and audio recordings of Council meetings and must be in place before Council Meetings can be livestreamed to the public.

Options Available

1. That Council approve Policy L1-23 Livestreaming and Recording of Council Meetings.
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 approve Policy L1-23 Livestreaming and Recording of Council Meetings.

Submitted By:

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

Farrell O'Malley

CAO

| | | |
|---|--|---------------|
|  | COUNCIL POLICY | |
| | POLICY TITLE: LIVESTREAMING AND RECORDING OF COUNCIL MEETINGS | |
| | Policy Type: Legislative | L 1-23 |
| | Date: March 13, 2024 | |

PURPOSE:

To provide guidelines for the live streaming, audio/video recording management of Council Meetings.

POLICY STATEMENT:

Council Meetings may be live-streamed, or video recorded and published on the Town’s website via a video-sharing service to promote transparency, public participation and access to municipal decision-making, with the exception of any meetings or portions of meetings closed to the public in accordance with Section 197 of the *Municipal Government Act* will not be broadcast, video recorded or published.

DEFINITIONS:

“**ACT**” means the *Municipal Government Act*, Alberta R.S.A. 200, CM-26 and all amendments thereto.

“**CAO**” means a person appointed as the Chief Administrative Officer by Council or the person designated by the CAO to carry out a particular duty.


“**CHAIR**” means the Mayor, Deputy Mayor or designated chair of the meeting.

“**LIVESTREAM**” means a live, publicly streamed broadcast.


“**MEETING**” means any meeting open to the public in accordance with Section 197 of the Act.

GUIDING PRINCIPLES:

1. All Council proceedings will be livestreamed, video recorded and published on the Town’s website.
2. Notification shall be posted on the Town’s website and in Council Chambers to ensure that presenters and members of the public are aware that public meeting procedures are being livestreamed and recorded.

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|  | COUNCIL POLICY | |
| | POLICY TITLE: LIVESTREAMING AND RECORDING OF COUNCIL MEETINGS | |
| | Policy Type: Legislative | L 1-23 |
| | Date: March 13, 2024 | |

3. The meeting may not be recorded should the meeting be held in a location other than Council Chambers or if there are unforeseen technical difficulties.
4. Technical difficulties in livestreaming or video recording shall not be a sufficient reason to adjourn or postpone the meeting.
5. The Chair of the meeting has the authority to request suspension of the video recording and livestreaming for meeting breaks or disturbances.
6. The official record of the meetings shall be the approved written minutes. The keeping of a video record of a meeting shall in no way detract or undermine the position of the approved minutes as the official record of decisions.
7. The video records are Transitory Records that may be kept for up to 12 months, and no permanent record shall be kept by the Town of Gibbons.
8. Following the meeting by way of majority vote, the Chair, or the CAO, have the discretion and authority to direct the exclusion of all or part of any meeting recording that is considered inappropriate to be published. Such direction will only be given in exceptional circumstances. Material considered to be inappropriate may include, but is not limited to, material that may be:
 - a. Be false or misleading communication which damages the reputation of another individual or organization;
 - b. Infringe copyright;
 - c. Breach the privacy of an individual or unauthorized disclosure of the personal information of an individual;
 - d. Be offensive;
 - e. Constitute discrimination;
 - f. Constitute hatred of a person or group of people and is likely to offend, insult, humiliate or intimidate; and/or
 - g. Disclose confidential or privileged information.
9. Unless otherwise indicated, copyright to the recordings of meetings made available on the Town's website is owned by the Town of Gibbons. Permission is granted to produce or reproduce the recordings posted on the website, or any substantial part of such recordings for personal, non-commercial, educational and news reporting purposes only, provided that the copied material is not modified or altered, and ownership of the material is attributed to the Town. For certainty, no person may use the recording for commercial activity, political party advertising, election campaigns, or any other

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|  | COUNCIL POLICY | |
| | POLICY TITLE: LIVESTREAMING AND RECORDING OF COUNCIL MEETINGS | |
| | Policy Type: Legislative | L 1-23 |
| | Date: March 13, 2024 | |

politically partisan activity. Unless expressly authorized herein, no part of the recorded materials posted on the Town’s website may be reproduced except in accordance with the provisions of the *Copyright Act*, as such Act may be amended or replaced from time to time, or with the express written permission of the Town.


10. Recordings made by anyone other than the Municipal Secretary or their designate do not qualify as a recording of the proceedings. Use of any electronic recording devices, including but not limited to digital cameras, standalone video cameras, internet accessible webcams, video recorders, audio recorders and software designed to monitor activities in Council may be prohibited at the discretion of Council.

SUPERCEDES:

POLICY L 1-15

Dan Deck
Mayor

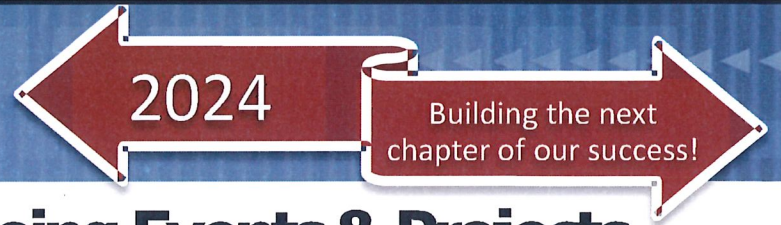
Farrell O’Malley
CAO

| | | |
|---|--|---------------|
|  | COUNCIL POLICY | |
| | POLICY TITLE: LIVESTREAMING AND RECORDING OF COUNCIL MEETINGS | |
| | Policy Type: Legislative Date: March 13, 2024 | L 1-23 |

DOCUMENT HISTORY

| NATURE OF CHANGE | ADOPTED DATE | ADOPTED/APPROVED BY | INITIAL | NEXT REVIEW DATE |
|-------------------------|---------------------|----------------------------|----------------|-------------------------|
| New Policy | August 23, 2023 | Council | | |
| | | | | |
| | | | | |
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Report to Council



KEY MEETINGS

- Meetings with Developers
- Meetings with Sturgeon Public Schools
- Athabasca Trail Meeting
- Alberta Counsel Budget Review
- Meeting with Servus Credit Union
- Meeting with MLA Dale Nally

News, Ongoing Events & Projects

Community Services Department

Key Items in Progress

- Partnering with Creating Hope Society to offer "You make a difference" – a 6-week program starting April 2nd.
- Rain Barrel program is open until March 29th.
- Streetworks is doing a drop in presentation on Drug Awareness on March 21st at the Gibbons Cultural Centre from 7-9 pm.

Corporate Services Department

Key items in progress:

- 2024 Assessment notices will be sent out March 20. The Assessment Complaint deadline is May 27th.
- 2023 Audit Preparation
- 2023 Annual Report Preparation

Planning & Development Department

Key Items in Progress:

- Save the Date notices for the 3rd Annual Charity Golf Classic have gone out.
- Working on a Business Breakfast for March.
- Red Carpet event for the Phishing Movie has been set for August 3rd.

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

- Water Meter installations are continuing as appointments are scheduled.
- Completing various small jobs
- Snow Removal

FIRE DEPARTMENT

- 2024 Calls: Town Calls: 29 County Calls: 28



Project Updates

Cottages Subdivision

- Construction start date is still to be determined

Memorial Park

- Awaiting accessibility grant status

Heartland Station

- A&W is now open
- Grocery store construction expected to start mid-March
- Retail Unit construction expected to start mid-May

The Town of Gibbons



Scheduled Meetings & Workshops

- Spring Municipal Leaders Caucus
- Parkland County State of the County Address

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

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



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113651

Dear Chief Elected Official or Library Board Chair:

I am pleased to invite your municipality or library board to provide submissions for the 2024 Minister's Awards for Municipal and Public Library Excellence. This program recognizes excellence in municipal government initiatives and provision of library services, and promotes knowledge-sharing to build capacity. These awards offer an opportunity to recognize the truly great work happening in communities across Alberta.

Submissions will be accepted in the following categories:

- **Building Economic Strength (open to all municipalities)** – An award will be given for an innovative initiative that builds the economic capacity and/or resiliency of the community, and/or improves the attractiveness of the community to businesses, investors, and visitors.
- **Enhancing Community Safety (open to all municipalities)** – An award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (for example: lighting, accessibility, traffic calming measures), and community services initiatives.
- **Partnership (open to all municipalities)** – An award will be given for an innovative initiative involving a local or regional partnership that achieves results that could not have otherwise been accomplished by the municipality alone. This could involve cooperation, coordination and collaboration with other municipalities, businesses, Indigenous communities, non-profit organizations, community groups, and other orders of government to achieve a specific outcome.
- **Public Library Services (open to Library Boards serving a population over 10,000)** – Two awards will be given for library service initiatives that demonstrate excellence and/or innovation. The initiatives should demonstrate responsiveness to community needs and provide direct benefit to the public.

...2

14.1

- **Public Library Services (open to Library Boards serving a population under 10,000)** – Two awards will be given for library service initiatives that demonstrate excellence and/or innovation. The initiatives should demonstrate responsiveness to community need(s) and provide direct benefit to the public.
- **Red Tape Reduction (open to all municipalities)** – An award will be given for an innovative initiative that improves a municipal program or service by saving time, money, and resources, or impacts municipal operations by reducing regulatory, policy, or process requirements.
- **Service Delivery Enhancement (open to all municipalities)** – An award will be given for an innovative initiative that improves, or presents a new approach to, how a municipality can deliver a program or service.
- **Smaller Municipalities (open to municipalities with populations less than 5,000)** – An award will be given for a municipal initiative that demonstrates leadership, resourcefulness or innovation, or both, to better the community.

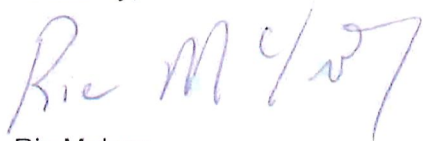
Details regarding eligibility and submission requirements are available on the Minister's Awards for Municipal and Public Library Excellence webpage at www.alberta.ca/ministers-awards-for-municipal-excellence.aspx. The deadline for submission is **April 15, 2024**.

Questions about the program from municipalities can be sent to municipalexcellence@gov.ab.ca or program advisors may be reached at 780-427-2225 (toll-free by first dialing 310-0000).

Questions about the program from library boards can be sent to libraries@gov.ab.ca or program advisors can be reached at 780-427-4871 (toll-free by first dialing 310-0000).

I encourage you to share your stories, and I look forward to celebrating these successes with your communities.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver". The signature is written in a cursive style with a date "4/27" written at the end.

Ric McIver
Minister

SCHEDULE 'C'

TOWN OF GIBBONS

Reference: Procedure Bylaw: Notice of Motion, Section 1:

A member of Council wishing to reconsider, alter or rescind a motion already passed, or an action taken at a previous meeting that does not appear on the agenda, shall bring the matter forward by a Notice of Motion.

The Notice of Motion shall:

- i. be considered at a regular council meeting preceding the meeting at which reconsideration of the matter is requested;
- ii. specify the meeting proposed to bring the matter to, for reconsideration;
- iii. indicate, in the substantive portion of the motion, the action which is proposed to be taken on the matter.

NOTICE OF MOTION

Member of Council bringing the Notice of Motion forward: Loraine Berry
(name)

ii to bring the following for reconsideration: (Specify the meeting date)

iii. The substantive portion of the motion, the action which is proposed to be taken on the matter:

That Council direct administration to provide Council with an update on the legal matters the Town is currently involved in and have recently concluded and the costs the Town has expended to deal with such matters at the March 13, 2024 Regular Meeting of Council.

L. Berry