

**TOWN OF GIBBONS
AGENDA
REGULAR MEETING OF COUNCIL
APRIL 10, 2024
TO BE HELD AT THE MUNICIPAL OFFICE AT 10:00 AM**

- 1.0 ROLL CALL
- 2.0 CALL TO ORDER
- 3.0 ADDITIONS TO THE AGENDA
- 4.0 ADOPTION OF THE AGENDA
- 5.0 PUBLIC HEARING MINUTES
- 6.0 ADOPTION OF THE MINUTES
 - 6.1 Regular Meeting of Council March 27, 2024
- 7.0 FINANCE
 - 7.1 Accounts Paid as at April 8, 2024
- 8.0 APPOINTMENTS
- 9.0 OLD BUSINESS
 - 9.1 Legal Costs to Date
 - 9.2 Legal Opinion – Pecuniary Interest – Verbal Report
- 10.0 NEW BUSINESS
 - 10.1 Pride Week Proclamation
 - 10.2 Regular Meeting of Council – April 24, 2024
 - 10.3 Heartland Commons – Large Utility Infrastructure Contract
 - 10.4 Hydrogen Week Proclamation
- 11.0 BYLAWS & POLICIES
 - 11.1 Bylaw ALT 9-24 Short-Term Borrowing Bylaw Municipal Credit Cards
 - 11.2 Council Code of Conduct Bylaw MOG 1-18
 - 11.3 Bylaw ALT 4-24 – Local Improvement Tax Bylaw – Large Utility Infrastructure Heartland Commons

- 11.4 Bylaw ALT 5-24 – Local Improvement Borrowing Bylaw – Large Utility Infrastructure Heartland Commons
- 12.0 STAFF REPORTS
 - 12.1 Administration Report
- 13.0 COMMITTEE REPORTS
- 14.0 CORRESPONDENCE
- 15.0 NOTICE OF MOTIONS
- 16.0 CLOSED SESSION
 - 16.1 Large Scale Development – Homestead Developments - *FOIP S.16 & S. 25*
 - 16.2 Personnel – Operational Health and Safety Concern *FOIP S. 18*
- 17.0 ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF GIBBONS HELD ON WEDNESDAY, MARCH 27, 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: Eric Lowe – Superintendent Public Works
Louise Bauder – Planning and Development
Stephanie Peters – Director Community Services
Chris Pinault – Recording Secretary

Staff Absent: Farrell O'Malley – CAO is away on personal business.
Monique Jeffrey – Director of Finance is away on personal business.
Terra Pattison – Finance Manager is on vacation.

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

3.0 ADDITIONS TO THE AGENDA

Mr. Lowe requested that items 8.1, 8.2 and 8.3 under Appointments be moved to after 4.0 – Adoption of the Agenda.

Councillor Harris requested that the following items be added to the agenda:

- 9.2 Citizen Engagement
- 9.3 Code of Conduct
- 9.4 Reserve Account Update
- 10.1 Land Use Bylaw Amendments
- 10.2 Mill Rate Comparison

4.0 ADOPTION OF THE AGENDA

Councillor Kozak moved to accept the agenda as amended.

24.090 MOTION CARRIED

8.0 APPOINTMENTS

8.1 RCMP QUARTERLY UPDATE – SGT. LEW SIMS

Sgt. Sims updated Council on the activities of the RCMP for the last quarter.

Sgt. Sims left the meeting at 7:15 pm.

Councillor Sandahl moved to accept this as information.

24.091 MOTION CARRIED

8.2 NORTHERN LIGHTS LIBRARY SYSTEM – JAMES MACDONALD, EXECUTIVE DIRECTOR

Mr. MacDonald updated Council on the 2023 financial and operational statistics for the Gibbons Municipal Library.

Mr. MacDonald left the meeting at 7:27 pm.

Councillor Berry moved to accept this as information.

24.092 MOTION CARRIED

8.3 MCSNET – KEVIN BERNHARDT, BUSINESS DEVELOPMENT MANAGER

Mr. Bernhardt presented to Council a business plan for a municipal partnership.

Mr. Bernhardt left the meeting at 7:50 pm.

Councillor Yushchyshyn moved to accept this as information.

24.093 MOTION CARRIED

5.0 ADOPTION OF THE PUBLIC HEARING MEETING MINUTES

6.0 ADOPTION OF THE MINUTES

6.1 REGULAR MEETING OF COUNCIL – MARCH 13, 2024

Councillor Sandahl moved to accept the minutes of the March 13, 2024, Regular Meeting of Council as presented.

24.094 MOTION CARRIED

Mayor Deck called a recess at 7:51 pm.

Mayor Deck called the meeting back to order at 7:59

7.0 FINANCE

7.1 ACCOUNTS PAID AS AT MARCH 25, 2024

Councillor Yushchyshyn moved that Council accept the Accounts Paid as at March 25, 2024, as information as presented.

24.095 MOTION CARRIED

7.2 SENIORS BUS REPAIRS

Councillor Berry moved that Council authorize the expenditure of \$10,556.62 to repair the damages to the rear of the Seniors Bus not covered under the insurance claim.

24.096 MOTION CARRIED

7.3 LEGAL COSTS TO DATE

Councillor Berry moved that Council table this item until the next Regular Meeting of Council.

24.097 MOTION CARRIED

9.0 OLD BUSINESS

9.1 LEGAL OPINION – PECUNIARY INTEREST

Councillor Yushchyshyn moved that Council accept this as information.

24.098 MOTION CARRIED

9.2 CITIZEN ENGAGEMENT

Councillor Harris requested that Mayor Deck allow a resident to speak to Council as per section 4 under “Delegations” in Bylaw MOG 1-16 – Council Procedural Bylaw.

Mayor Deck denied the request.

9.3 CODE OF CONDUCT

Councillor Harris moved to direct Administration to bring forward the Code of Conduct Bylaw for review.

24.100 MOTION CARRIED

9.4 RESERVE ACCOUNT UPDATE

Councillor Harris moved to accept this as information.

24.101 MOTION CARRIED

10.0 NEW BUSINESS

10.1 LAND USE BYLAW AMENDMENTS

Councillor Harris moved to accept this as information.

24.102 MOTION CARRIED

10.2 MILL RATE COMPARISON

Councillor Harris moved to accept this as information.

24.103 MOTION CARRIED

11.0 BYLAWS AND POLICIES

11.1 BYLAW ALT 9-24 SHORT-TERM BORROWING BYLAW MUNICIPAL CREDIT CARDS

Councillor Sandahl moved that Council give 1st Reading to Bylaw ALT 9-24 Short-Term Borrowing Bylaw Municipal Credit Cards.

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

24.104 MOTION CARRIED

Councillor Yushchyshyn moved that Council give 2nd Reading to Bylaw ALT 9-24 Short-Term Borrowing Bylaw Municipal Credit Cards.

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

24.105 MOTION CARRIED

Councillor Kozak moved that Council hold 3rd Reading of Bylaw ALT 9-24 Short-Term Borrowing Bylaw Municipal Credit Cards.

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

24.106 MOTION DEFEATED

12.0 STAFF REPORTS

12.1 ADMINISTRATION REPORT

Councillor Yushchyshyn moved to accept the Administration Report as information.

24.107 MOTION CARRIED

13.0 COMMITTEE REPORTS

Councillor Berry attended:

- Gibbons Business Breakfast
- Dolly Parton Program Info Session
- Gibbons Library Board Meeting

Councillor Harris had nothing to report.

Councillor Kozak attended:

- Spring Municipal Leaders Caucus
- Edmonton Global Shareholders meeting
- Parkland County State of the Region Address
- Arrow Utilities Press Conference
- Gibbons Business Breakfast
- Arrow Utilities Board meeting
- Ribbons Cutting – Hydrogen Fueling Station Nisku

Councillor Millante attended:

- Gibbons Business Breakfast
- Sturgeon River Watershed Alliance meeting

Councillor Sandahl attended:

- Edmonton Global Announcement
- Sturgeon Victim Services AGM prep meeting and AGM
- North Edmonton Business Association Munch and Mingle
- Alberta Capital Region Water Services Commission meeting

Councillor Yushchyshyn attended:

- Edmonton Global Shareholder Announcement
- Gibbons Business Breakfast
- Hydrogen Hub Webinar – Hydrogen Safety

Mayor Deck attended:

- Spring Municipal Leaders Caucus
- Edmonton Global Proton Announcement
- Parkland County State of the Region Address
- Edmonton Global Working Group
- Arrow Utilities Press Conference
- Landing Trail School – Reading with the Mayor
- Gibbons Business Breakfast
- Roseridge Landfill Commission meeting
- Ribbon Cutting - Hydrogen Fueling Station Nisku

Councillor Millante moved to accept the committee reports as information.

24.108 MOTION CARRIED

14.0 CORRESPONDENCE

14.1 TOWN OF BON ACCORD

Councillor Harris moved to accept the correspondence as information.

24.109 MOTION CARRIED

15.0 NOTICE OF MOTIONS

16.0 CLOSED SESSION

17.0 ADJOURNMENT

There being no further business Mayor Deck adjourned the meeting 8:48 pm.

Mayor, Dan Deck

Superintendent of Public Works, Eric Lowe

DRAFT - NOT APPROVED



TOWN OF GIBBONS

Cheque Listing For Council

2024-Apr-8
9:13:25AM

Cheque			Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name				
20240817	2024-03-27	SANDAHL, NORMAN				
20240818	2024-03-27	HARRIS, AMBER C				
20240819	2024-03-27	BERRY, LORAIN M				
20240820	2024-03-27	MILLANTE, JAYCINTH J				
20240821	2024-03-27	DECK, DAN J				
20240822	2024-03-27	KOZAK, WILLIS				
20240823	2024-03-27	YUSHCHYSHYN, DALE				
20240826	2024-03-25	O'MALLEY, FARRELL	553	PAYMENT APRIL 30, 2024 CONTRACT	6,484.08	6,484.08
20240827	2024-03-28	FLANAGAN, LORI A				
20240828	2024-03-28	LOCKEN, JODY L				
20240829	2024-03-28	GILES, CHRISTINE M				
20240830	2024-03-28	KUGLER, SARA E				
20240831	2024-03-28	RICHARDSON, ELIZABETH D				
20240832	2024-03-28	MULLINS, JULIE				
20240833	2024-03-28	GIBBONS, DENISE A				
20240834	2024-03-28	BRAKE, NATHAN M				
20240835	2024-03-28	KOBZA, JENNIFER L				
20240836	2024-03-28	MAHONEY, SAMANTHA C				
20240837	2024-03-28	KOBZA, BROOKELYNN L				
20240838	2024-03-28	EDMONDS, RYAN A				
20240839	2024-03-28	MAHAL, MISBAH				
20240840	2024-03-28	POVEY, KYLE				
20240841	2024-03-28	SAUNDERS, MIKAYLA				
20240842	2024-03-28	PAZIUK, AYAKAH M				
20240843	2024-03-28	BOETTGER, VALERIE				
20240844	2024-03-28	ANTONIUK, BRADEN				
20240845	2024-03-28	DURAND, BRETT M				
20240846	2024-03-28	KNELLER, AVALYN				
20240847	2024-03-28	CHORNEY, MATTHEW				
20240848	2024-03-28	ANTONIUK, LILY				
20240849	2024-03-28	OSBORNE, CINDY				
20240850	2024-03-28	ELENIAC, RONALD J				
20240851	2024-03-28	ALLEN, JAMES R				
20240852	2024-03-28	LOWE, ERIC D				
20240853	2024-03-28	CHARTRAND, DENISE M				
20240854	2024-03-28	STEVENTON, CHRISTINE A				
20240855	2024-03-28	SCHMIDT, LAURA L				
20240856	2024-03-28	HERBOLD, MICHAEL W				
20240857	2024-03-28	PARISIAN, NOELLE J				

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2024-Apr-8
9:13:25AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240858	2024-03-28	PINAULT, CHRISTINA J				
20240859	2024-03-28	ADAMS, JIM W				
20240860	2024-03-28	TERLECKI, QUENTIN G				
20240861	2024-03-28	STEVENTON, KENDRA N				
20240862	2024-03-28	BRADLEY, HAILEY				
20240863	2024-03-28	NORRIS, ANTHONY J				
20240864	2024-03-28	PETERS, STEPHANIE G				
20240865	2024-03-28	PATTISON, TERRA L				
20240866	2024-03-28	POWLESLAND, JOEL F				
20240867	2024-03-28	LOCHRIE, JAMES D				
20240868	2024-03-28	PARSONS, CURTIS				
20240869	2024-03-28	GINGELL, SUSAN				
20240870	2024-03-28	KOBZA, JESSICA				
20240871	2024-03-28	ANTONIUK, LUKAS				
20240872	2024-03-28	MOLNAR, BRAM				
20240873	2024-03-28	CHISHOLM, MACKENZIE				
20240874	2024-03-28	WIEBE, TRACEY				
20240875	2024-03-28	CORRY, TYLER				
20240876	2024-03-28	FAHLMAN, KATARINA				
20240877	2024-03-27	651 FIRE CONSULTING INC.	2024-009	PAYMENT FIRE INSPECTION CIRCLE K/SUBWA	210.00	210.00
20240878	2024-03-27	BROWNLEE LLP	563293	PAYMENT ████████████████████	8,303.09	8,303.09
20240879	2024-03-27	CAM-TRAC INSPECTION SERVICES LTD	13145	PAYMENT 50 STREET & 50 AVENUE EMERGEN	3,455.70	3,455.70
20240880	2024-03-27	CANOE PROCUREMENT GROUP OF CANADA	AB207195	PAYMENT EECOL ELECTRIC L0250 HPS BULBS	109.81	109.81
20240881	2024-03-27	CHAMPAGNE EDITION INC	5220255	PAYMENT 4.5 ACRES FENCING - HEARTLAND	24,387.73	24,387.73
20240882	2024-03-27	CHEYENNE TREE FARMS LTD.	32214249 32214250 32214251 32214252 32214253 32214254 32214255 32214256 32214257	PAYMENT FERTILIZERS TIM HORTONS AREA 2024 TREES WILLIAMS PARK NATURALIZATION 2 WILLIAMS PARK & COTTAGE AREAS CEMETARY 2024 ECHO GLEN PARK & FISH POND WAGON HWY 28A 2024 MAPLE 2024 HEARTLAND MEADOWS 51 STREET BOULEVARD	1,051.52 10,600.80 13,065.89 8,857.80 9,037.35 5,590.20 7,959.00 16,766.03 8,646.75	81,575.34
20240883	2024-03-27	GREGG DISTRIBUTORS CO. LTD.	000-687787	PAYMENT 24 JUGS DIESEL EXHAUST FLUID	462.92	462.92
20240884	2024-03-27	KINGSGATE LEGAL	11423310	PAYMENT HARASSMENT INVESTIGATION	5,581.41	5,581.41
20240885	2024-03-27	KUGLER, SARA	032024	PAYMENT MARCH 2024 MILEAGE	130.56	130.56
20240886	2024-03-27	LINDE CANADA INC.	41654358	PAYMENT GENERAL LEASE CODE EXP MAY 14	41.35	41.35



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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240887	2024-03-27	MEMJ CONSULTING LTD.	2021079	PAYMENT MAR 18 - MAR 29 2024 CONTRACT	7,830.38	7,830.38
20240888	2024-03-27	MORINVILLE NAPA	033-128453	PAYMENT B190 BELT FOR 2017 VENTRAC	211.91	211.91
20240889	2024-03-27	TELUS MOBILITY/SCS	24232421	PAYMENT (MAR 12 - APR 11/24) CELL PHONES	354.31	354.31
20240890	2024-03-27	THE SIGN GURU	24663	PAYMENT FEB 25 - MAR 24 2024 SIGN RENTAL	472.50	472.50
20240891	2024-03-27	ALBERTA CREW (HSL)	65	PAYMENT RETURN 23/24 TEAM DEPOSIT	500.00	500.00
20240892	2024-03-27	BON ACCORD PUBLIC LIBRARY	30053673	PAYMENT PATRON DAMAGED BOOK	17.00	17.00
20240893	2024-03-27	CONFIDENT CONSULTING 1ST AID TRAINING	11319	PAYMENT HOME ALONE SAFETY COURSE MAF	819.00	819.00
20240894	2024-03-27	DERITER INVESTMENTS LTD.	10 - 2024	PAYMENT FEB 15 - MAR 14 2024 SERVICES	5,775.00	5,775.00
20240895	2024-03-27	GIBBONS BALD EAGLES	863058	PAYMENT RETURN TEAM DEPOSIT 23/24	500.00	500.00
20240896	2024-03-27	GIBBONS ICE AGE	863059	PAYMENT RETURN 23/24 TEAM DEPOSIT	500.00	500.00
20240897	2024-03-27	HACK 2 HOUSE LTD.	QB1089	PAYMENT ADHESIVE STICKY MAT	42.00	42.00
20240898	2024-03-27	OMNISPORT INC.	8788	PAYMENT REPLACEMENT PUCK BOARD & PLA	3,055.44	3,055.44
20240899	2024-03-27	RICHARDSON, ELIZABETH	101628	PAYMENT TAKE HOME CRAFT SUPPLIES	78.57	78.57
20240900	2024-03-27	SILENTICE ENTERTAINMENT	240223	PAYMENT RETURN TOURNAMENT DEPOSIT O	500.00	500.00
20240901	2024-03-27	ST. ALBERT 300 VIPERS	240219	PAYMENT RETURN 23/24 TEAM DEPOSIT	500.00	500.00
20240902	2024-03-27	ST. ALBERT RENEGADES	240221	PAYMENT RETURN TEAM DEPOSIT 23/24	500.00	500.00
20240903	2024-03-27	ST. ALBERT SENATORS	240220	PAYMENT RETURN TEAM DEPOSIT 23/24	500.00	500.00
20240904	2024-03-27	STOOKERS HOCKEY CLUB	240222	PAYMENT RETURN 23/24 TEAM DEPOSIT	500.00	500.00
20240905	2024-03-27	LAPP C/O ASP	107	PAYMENT MAR 10 - 23 2024 CONTRIBUTIONS	11,583.98	11,583.98
20240906	2024-04-02	RECEIVER GENERAL/SCS	1432	PAYMENT ACCT #637015397RI, APRIL 30/24 GA	2,497.44	2,497.44
20240907	2024-04-03	RECEIVER GENERAL/SCS	1433 1434	PAYMENT RP0001- DEDUCTIONS MARCH 10-23 RP0002 - DEDUCTIONS MARCH 10-23	22,935.34 3,767.80	26,703.14
20240908	2024-04-05	2100036 ALBERTA LTD. (REVIEW & FREE PRESS)	5239	PAYMENT ASSESSMENT NOTICE MAILING AD	139.65	139.65
20240909	2024-04-05	AMSC INSURANCE SERVICES	45334	PAYMENT APR/24 BENEFITS INV #1978-2024-04	23,566.77	23,566.77
20240910	2024-04-05	BON ACCORD/GIBBONS FOOD BANK	18	PAYMENT VOLUNTEER APRECIATION GRANT	200.00	200.00
20240911	2024-04-05	DRIVEN REPAIR & MAINTENANCE LTD	118530	PAYMENT 2011 FREIGHTLINER SAFETY & REP/	415.81	561.76

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Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20240911	2024-04-05	DRIVEN REPAIR & MAINTENANCE LTD	118531	HYDRAULIC HOSE FOR 2011 FREIGH	145.95	561.76
20240912	2024-04-05	FAHLMAN, KATIE	3	PAYMENT MILEAGE	28.56	28.56
20240913	2024-04-05	FLANAGAN, LORI	145	PAYMENT MILEAGE	61.21	61.21
20240914	2024-04-05	GFL ENVIRONMENTAL INC	388088	PAYMENT MARCH GARBAGE CONTRACT	12,143.18	12,143.18
20240915	2024-04-05	GIBBONS SCHOOL	4.2.24	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240916	2024-04-05	GOOSE HUMMOCK GOLF RESORT	376166	PAYMENT DEPOSIT FOR GIBBONS GOLF CLAS	1,000.00	1,000.00
20240917	2024-04-05	HOMELAND HOUSING	9073	PAYMENT VOLUNTEER APPRCIATION GRANT	200.00	200.00
20240918	2024-04-05	KENNER MEDIA (EDMONTON) LTD.	1054-8565 1066-2351	PAYMENT MARCH 2024 ADVERTISING MARCH 2024 ANNUAL	2,331.00 220.50	2,551.50
20240919	2024-04-05	MILLANTE, JAYCINTH	361	PAYMENT BUSINESS LUNCH	101.64	101.64
20240920	2024-04-05	MORINVILLE & DIST CHAMBER OF COMMERCE	11553	PAYMENT LUNCH MEETING - W. KOZAK	30.00	30.00
20240921	2024-04-05	MULLINS, JULIE	4	PAYMENT MILEAGE	32.64	32.64
20240922	2024-04-05	ROYAL CANADIAN LEGION LADIES AUXILIARY	22	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240923	2024-04-05	SCHMIDT, LAURA	308	PAYMENT MILEAGE	144.16	144.16
20240924	2024-04-05	SELECT COMMUNICATIONS INC.	6976654	PAYMENT MAR 27 -- APR 23 2024 ANSWER SEF	167.03	167.03
20240925	2024-04-05	SHAW CABLESYSTEMS PAYMENT CENTER/SCS	1442 1443 1444 1445 1446 1447 1448 1449 1450 1451	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
20240926	2024-04-05	STURGEON RIVER HISTORICAL SOCIETY	38555	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240927	2024-04-05	TELSCO SECURITY SYSTEMS INC.	901240	PAYMENT APR - JUNE 2024 MONITORING	2,123.10	2,123.10
20240928	2024-04-05	TRINUS TECHNOLOGIES INC.	6566	PAYMENT APRIL IT SUPPORT	10,601.92	10,601.92
20240929	2024-04-05	WELLS, DYLAN	166	PAYMENT MEAL FOR FIRE CALL/NAME TAGS/M	1,052.66	1,052.66
20240930	2024-04-05	WIEBE, TRACEY	9	PAYMENT MILEAGE	77.52	77.52
20240931	2024-04-05	1ST GIBBONS SCOUTS	29692	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240932	2024-04-05	BARRETT, JASON	30053674	PAYMENT SUBWAY MEAL - GFD-24-0047	39.92	39.92

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9:13:25AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240933	2024-04-05	CHALLENGER CLEAN SYSTEMS	11320	PAYMENT PM ON DISPENSERS REPLACE SQU	315.00	315.00
20240934	2024-04-05	CNN MINOR HOCKEY ASSOCIATION	11321	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240935	2024-04-05	EMMANUAL GIBBONS ANGLICAN CHURCH	3287	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240936	2024-04-05	GIBBONS COMMUNITY GARDEN SOCIETY	863062	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240937	2024-04-05	GIBBONS PIONEERS JR. A HOCKEY TEAM	863060	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240938	2024-04-05	GIBBONS PRESCHOOL ASSOCIATION	863063	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240939	2024-04-05	GIBBONS SENIORS TWILIGHT	863065	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240940	2024-04-05	GO EAST REGIONAL TOURISM ORGANIZATION	863066	PAYMENT 2024 ROADTRIP ADVENTURE ADMIN	600.00	600.00
20240941	2024-04-05	KIDS SPORT	6014447	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240942	2024-04-05	LANDING TRAIL SCHOOL HOT LUNCH COMMITTEE	820	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240943	2024-04-05	MEYERS, KRIS	11423311	PAYMENT FIRE CALL FOOD 06-24-0023	122.76	122.76
20240944	2024-04-05	PALAMARCHUK, KEN	425934	PAYMENT SENIORS INCOME TAX	300.00	300.00
20240945	2024-04-05	PETHERBRIDGE, LEONA	425935	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240946	2024-04-05	SACRED HEART CATHOLIC CHURCH GIBBONS	240224	PAYMENT VOLUNTEER APPRECIATION GRANT	200.00	200.00
20240947	2024-04-05	WARNER, JAMES	9033	PAYMENT PLATES & SWEATBANDS FOR FIRE I	149.09	149.09

Total 328,015.30

*** End of Report ***

Report to Council



Date Submitted: April 10, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Council Legal Expenditure Activity Report – October 2021- March 25, 2024

Introduction

The purpose of this report is to respectfully request Council to consider the Council Legal Expenditure Activity Report that cover the period of October 2021 to March 25, 2024. The \$119,863.22 in expenditures reflected in this report encompass the actual costs incurred while conducting Council business but does not include specific details relating to each expenditure.

Background

Administration has separated the costs into different classifications groups including Land related transactions in Table 1, general municipal operation functions in Table 2, three separate Council Code of Conduct matters in Tables 3, 5, and 6a and 6b. and those costs that the Town has directly incurred attributed to the lawsuit that we are involved in up until the Town's insurance has since taken over additional costs are shown in Table 4.

Table 1:

Land Transactions		MATTERS CLOSED		
Payable Vendor	Invoice Date	Invoice Number	Amount	Description
Putnam Law LLP	15-Sep-23	44225	\$ 15,733.00	Sale of 4.5 acres
Putnam Law LLP	10-Oct-23	44270	\$ 1,571.00	Purchase of Putnam Bldg
Putnam Law LLP	28-Feb-24	45310	\$ 324.50	Sale of Tx Sale Property
Brownlee LLP	21-Dec-23	560088	\$ 295.00	Tax Sale Matters
Brownlee LLP	28-Sep-23	555597	\$ 906.50	Tax Sale Matters
Brownlee LLP	28-Sep-23	555601	\$ 853.50	Tax Sale Matters
Brownlee LLP	12-Dec-21	560088	\$ 295.00	Tax Sale Matters
			\$ 19,978.50	

Table 2:

Municipal Operations - Day-to-Day Matters			MATTERS CLOSED	
Payable Vendor	Invoice Date	Invoice Number	Amount	Description
Putnam Law LLP	15-Mar-22	39461	\$ 457.38	Encroachment
Putnam Law LLP	25-May-22	39884	\$ 452.86	Municipally Controlled Corporation
Brownlee LLP	28-Oct-22	539540	\$ 236.75	Master Rates Bylaw
Brownlee LLP	30-Aug-23	554609	\$ 3,192.00	FOIP Matter - Staff Contracts
Brownlee LLP	26-Oct-23	556545	\$ 301.20	Auditors Letters
Brownlee LLP	30-Oct-23	556722	\$ 2,089.50	Opinion - Closed Meeting Agenda - Sharing Information
Kingsgate Legal	02-Aug-23	8411	\$ 420.00	Opinion on MGA s 205.1
Putnam Law LLP	04-Jul-23	43541	\$ 725.00	Disinterment of Remains
Putnam Law LLP	14-Jul-23	43611	\$ 900.00	Land Use Bylaw Matter
Putnam Law LLP	12-Oct-23	45310	\$ 2,030.00	Third Pary Agreement grant
Brownlee LLP	28-Sep-23	555754	\$ 1,410.80	Volunteer Firefighters
Brownlee LLP	29-Nov-23	558475	\$ 569.90	Volunteer Firefighters
			\$ 12,785.39	

Administration has in Table 7, provided an overall summary of the legal costs the Town has directly incurred since October of 2021 until March 25, 2024 for your information.

Report to Council

Table 3:

Councillor Code of Conduct - #1			MATTERS CLOSED	
Payable Vendor	Invoice Date	Invoice Number	Amount	Description
Brownlee LLP	12-Dec-21	524992	\$ 2,047.50	Councillor Conduct
Brownlee LLP	25-Jan-22	526238	\$ 145.50	Councillor Conduct
Brownlee LLP	28-Apr-22	530736	\$ 5,110.60	Duty to Accommodate
Brownlee LLP	30-Mar-22	529550/532328	\$ 305.25	Councillor Conduct
Brownlee LLP	25-Feb-22	528192	\$ 2,425.00	Councillor Conduct
Brownlee LLP	30-Jun-22	534022	\$ 1,451.85	Councillor Matter
			\$ 11,485.70	

Table 4:

Council Lawsuit		MATTERS ONGOING		
Payable Vendor	Invoice Date	Invoice Number	Amount	Description
Brownlee LLP	28-Jul-22	534904	\$ 231.75	Councillor Matter
Brownlee LLP	30-Sep-22	538190	\$ 3,794.30	Confidential Council Matter
Brownlee LLP	31-Oct-22	539537	\$ 603.86	Councillor Matter
Brownlee LLP	21-Dec-22	542471	\$ 275.00	Councillor Conduct MSS1
Brownlee LLP	22-Dec-22	542397	\$ 13,810.69	Confidential Council Matter
Brownlee LLP	01-Jan-23	543810	\$ 1,674.83	Confidential Council Matter
			\$ 20,390.43	

Table 5:

Councillor Code of Conduct-#2		MATTERS CLOSED		
Payable Vendor	Invoice Date	Invoice Number	Amount	Description
Brownlee LLP	30-Mar-23	547136	\$ 1,312.50	Confidential Council Matter
Brownlee LLP	30-May-23	549322	\$ 625.25	Confidential Council Matter
Brownlee LLP	28-Apr-23	548425	\$ 4,096.20	Confidential Council Matter
Brownlee LLP	29-Jun-23	550958	\$ 902.30	Confidential Council Matter - STC 1
Brownlee LLP	30-Aug-23	553828	\$ 1,233.70	Confidential Council Matter - STC 1
Kingsgate Legal	31-May-23	8101	\$ 945.00	Councillor Matter 001
Kingsgate Legal	29-Jun-23	8198	\$ 735.00	Councillor Matter 001
Kingsgate Legal	06-Sep-23	8555	\$ 2,730.00	Councillor Matter 001
			\$ 12,579.95	

Table 6a:

Council Legal - Code of Conduct Investigation-#3			MATTERS ONGOING	
Payable Vendor	Invoice Date	Invoice Number	Amount	Description
Kingsgate Legal	01-Nov-23	8762	\$ 1,785.00	Investigation
Kingsgate Legal	01-Dec-23	8931	\$ 525.00	Investigation
Kingsgate Legal	29-Dec-23	9045	\$ 367.50	Investigation
Kingsgate Legal (MNP LLP)	05-Jan-24	11384631	\$ 8,583.75	Investigation
Kingsgate Legal	01-Mar-24	9248	\$ 1,160.55	Investigation
			\$ 12,421.80	

Table 6b:

Council - Independent Investigation		MATTERS ONGOING		
Payable Vendor	Invoice Date	Invoice Number	Amount	Description
MNP LLP	30-Nov-23	11340498	\$ 7,638.75	Investigation
MNP LLP	05-Mar-24	11492432	\$ 17,001.29	Investigation
MNP LLP	30-Jan-24	11423310	\$ 5,581.41	Investigation
			\$ 30,221.45	

Council Code of Conduct - #3 & Investigation	\$ 42,643.25
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Report to Council

Table 7:

Legal Expenditure Summary	Amount
Land Transactions	\$ 19,978.50
Municipal Operations - Day-to-Day Matters	\$ 12,785.39
Councillor Code of Conduct - #1	\$ 11,485.70
Council Lawsuit	\$ 20,390.43
Councillor Code of Conduct-#2	\$ 12,579.95
Council Code of Conduct - #3 & Investigation	\$ 42,643.25
Legal Cost Total	\$ 119,863.22

Options Available

The following options are available to Council at this time:

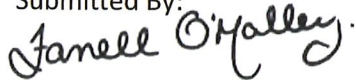
1. That Council provide Administration with Direction as it sees fit.
2. That Council accept this report as information.

Recommendation for Action

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

- | |
|--|
| 1. That Council accept this report as information. |
|--|

Submitted By:



Farrell O'Malley, CAO

Request for Decision



Date Submitted: April 10, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Laura Schmidt Manager of Family and Community Supports
Report Topic: Pride 2024

Introduction

The purpose of this report is to respectfully seek Council to consider three different options for the Gibbons Pride Events during the week of **June 16-22, 2024**.

Background

Pride Week is a sub-holiday of Pride month commemorating the first Pride parade in NY in 1970. It is recognized as a week to celebrate authentic belonging for people of all sexual orientations and identities.

Celebrating Pride Day is key to showing our residents (especially those identifying as LGBTQIA2S+) that they are valued members of our municipality. By the Town of Gibbons officially joining this movement, it will help bring LGBTQIA2S+ awareness and education to its members and support its effort to be a community "rooted in family".

The benefits of supporting PRIDE events in Gibbon's:

- Increase community awareness and education of the LGBTQIA2S+ community.
- Offer opportunities for individuals and organizations to get involved in a local celebration, create positive change, and having it in our community instead of residents travelling to other municipalities.

Options Available

1. That Council Proclaim **June 16-22, 2024**, as Pride Week in Gibbons, and host a Pride Flag raising ceremony on **June 16th**. The flag would remain up for the duration of Pride Week.
2. That Council Proclaim **June 19th, 2024**, as Pride Day in Gibbons, and raise a Pride Flag for that day.
3. That Council Proclaims **June 16-22, 2024**, as Pride Week in Gibbons
4. That Council advise Administration as to how it would like to proceed.

Recommendation for Action

Administration would like to respectfully request that Council consider the following recommendation.

1. That Council Proclaim **June 16-22, 2024**, as Pride Week in Gibbons, and host a Pride Flag raising ceremony on **June 16th**. The flag would remain up for the duration of Pride Week.

Submitted By:

Laura Schmidt
Manager of Family and Community Supports

Approved By:

Farrell O'Malley
CAO

Report to Council



Date Submitted: April 10, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Regular Meeting of Council April 24, 2024

Introduction

The purpose of this report is to respectfully request that Council review the Regular Meeting of Council scheduled for April 24, 2024.

Background

At the Organizational Meeting held on October 25, 2023, Council approved the proposed meeting schedule for 2024. Every effort was taken to ensure that schedule took into consideration regular yearly events such as AB Munis and FCM. However, Administration is unable to plan around events where dates have yet to be determined. Such is the case with the upcoming Canadian Hydrogen Convention. At the time the Council Meeting Schedule was brought forth, the date of this event was unknown. Administration is now aware that the event will be taking place on April 22 – 25, 2024 and currently, 2 members of Council are attending this convention.

It would be prudent to note that Council has the ability to call a Special Meeting of Council at any time but is limited to discuss only the items listed on the agenda.

Options

Administration respectfully requests that Council give consideration to the following:

1. That Council reschedule the April 24, 2024, Regular Meeting of Council.
2. That Council cancel the April 24, 2024, Regular Meeting of Council.
3. That Council advise Administration as to how it would like to proceed.

Recommendation for Action

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

Submitted By:

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

Farrell O'Malley

CAO

Request for Decision



Date Submitted: April 10, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Heartland Commons Large Infrastructure Works – Stage 1 North & 1B South

Introduction

The purpose of this report is to respectfully request that members of Council consider the two (2) letters of recommendation from Select Engineering Consultants (SEC) pertaining to the Large Utility Infrastructure (LUI) that will provide permanent underground service main lines to the lands on the west side of Gibbons and the south lands often referred to as the Heartland Commons area. It is extremely important to identify that these services will become Town owned infrastructure upon installation but excludes onsite (subdivision specific) services as part of the projects. The complete project is broken into two stages – stage 1 includes the LUI for the North component and stage 1B includes the South component.

Background

Stage 1 - North

On behalf of the Town of Gibbons, Select Engineering provided a tender period between December 7th to December 20th of 2023 for Heartland Commons at Gibbons – Stage 1 North Program. The tender was received and opened at 11:00 am then reviewed and verified for mathematical correctness. A total of eleven (11) general contractors submitted bid packages for our consideration, and bid packages included bid price information, general contractors experience, sub-contractors, and associated bid bonds and consent of surety's (see Attachment "A").

The eleven (11) received bid packages were reviewed and the results of the submitted tender is as follows:

• Eng-Con Holdings:	\$4,380,359.69
• Rulam Contracting Ltd.:	\$4,815,012.00
• Degner Construction:	\$4,953,167.50
• Option Excavating Inc.:	\$5,285,375.00
• Surway Construction:	\$5,700,667.50
• CKB Construction Ltd.:	\$5,786,930.00
• GS Construction:	\$5,831,450.00
• Thompson Infrastructure Ltd.:	\$6,974,236.00
• Weaver Group Ltd.:	\$7,162,455.00
• In-Line Contracting:	\$7,556,854.30
• Kichton:	\$7,827,698.00

SEC is recommending that Eng-Con Holdings be approved as the General Contractor for Stage 1 – North based upon their pricing and their experience in delivering similar projects.

Stage 1B - South

On behalf of the Town of Gibbons, Select Engineering provided a tender period between February 6th to February 29th of 2024 for Heartland Commons at Gibbons – Stage 1B South Program. The tender was received and opened at 11:00 am then reviewed and verified for mathematical correctness. A total of eleven (11) general contractors submitted bid packages for our consideration, and bid packages included bid price information, general contractors experience, sub-contractors, and associated bid bonds and consent of surety's (see Attachment "B").

The eleven (11) received bid packages were reviewed and the results of the submitted tender is as follows:

• Option Excavating Inc.:	\$4,565,493.75
• Rulam Contracting Ltd.:	\$4,632,556.35

Request for Decision

• PME Inc.:	\$4,814,293.75
• Degner Construction:	\$4,907,660.00
• Eng-Con Holdings:	\$4,998,118.50
• Nu-edge:	\$5,113,125.00
• Surway Construction:	\$5,235,067.50
• Weaver Group Ltd.:	\$5,411,467.50
• CKB Construction:	\$6,447,694.50
• GS Construction:	\$6,638,975.00
• Thompson Infrastructure Ltd.	\$7,479,359.00

- ❖ The bid submissions above include a value for looping the watermain from the waterline that crossed Highway 28A south of Surerus to the Mobile Home Park to the water connection by Heartland Station.
- ❖ The bid submissions above do not include a value for extending the watermain to Vista Road (560) however a value for the two (2) firms being put forward for consideration have been adjusted to include the addition and are shown below:

▪ Degner Construction:	\$4,907,660.00
• Stage 1B WM:	<u>\$1,091,629.00</u>
• Grand Total:	\$5,999,289.00
▪ Eng-Con Holdings:	\$4,998,118.50
• Stage 1B WM:	<u>\$1,013,130.00</u>
• Grand Total:	\$6,011,248.50

SEC in its letter of recommendation clearly identifies its concerns with the top three (3) bids and puts forth its recommendation that either Degner Construction or Eng-Con Holdings be awarded the contract as the General Contractor for Stage 1B – South based upon their pricing and the experience in delivering similar projects.

Given the consideration of the adjusted works for looping the Watermain to vista road to ensure that all the major infrastructure is in place and sufficient water supply is in place with the ability to isolate sections of the line on the south end will help to minimize any water outages should a break be experienced, the overall efficiency and continuity in dealing with the contractors will become extremely important. It is expected that the successful contractor will confirm the Stage 1B WM to Vista Road costing in the contract.

Supplemental Information:

• Stage 1: North	
○ Eng-Con Holdings:	\$4,380,359.69
○ 10% Contingency:	<u>\$438,035.97</u>
	• Total: \$4,818,395.66
• Stage 1B: South	
○ Eng-Con Holdings:	\$6,011,248.50
○ 10% Contingency:	<u>\$601,124.85</u>
	• Total: \$6,612,373.35

The tendered pricing for Stage 1 – North and Stage 1B – South with contingency are as follows:

Administration, after giving great consideration to the recommendation put forward by SEC, would like to put forward that due to the great work and extremely competitive pricing tendered by Eng-Con Holdings, that the Town of Gibbons council move forward in awarding the Stage 1 – North and Stage 1B – South Heartland Commons Large Utility Infrastructure project based upon the budget identified below:

• Eng-Con Holdings:	\$10,391,608.19
• 10% Contingency:	<u>\$ 1,039,160.82</u>
	• Total: \$11,430,769.01

Request for Decision

Future Watermain Booster Station:

The above pricing does not include the supply and installation of a watermain booster station that is designed to be installed adjacent to the proposed Sturgeon Public School / Town Facilities to ensure that there is sufficient water supply and pressure to the new site and surrounding subdivisions.

- Future Watermain Booster Station: \$2,500,000.00
 - 10% Contingency Value: \$ 250,000.00
- TOTAL:** \$2,750,000.00

The Total Projected Cost of Heartland Commons Stage 1 & Stage 1B is:	\$14,180,769.01
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Project Financing

Administration is proposing that the Heartland Commons LUI Stage 1 and Stage 1B Infrastructure Works is completed on a Local Improvement Tax basis in which the directly affected parties (i.e., Landrex, Homestead / Town of Gibbons lands, and adjacent properties) partition out the costs on a per acre basis using the +/- 457.39 acres outlined in the table below:

Landowner	Hectares	Acres	% of Total Land
Homestead / Gibbons	20.74	51.25	11.20%
Landrex	93.67	231.46	50.61%
Heartland Com. Stage 1	1.81	4.47	0.98%
Non-Participating	68.88	170.21	37.21%
TOTAL HECTARES	185.1	457.39	100%

The **\$14,180,769.01** cost translates into a \$19,454.85 per acre cost including the 10% contingency and \$17,722.59 without the contingency. Further, the per acre cost does not include items that were specific to the two major developers of which the developers will be responsible for at the rate of \$35,292.08 per acre (Homestead lands) and \$14,927.93 per acre (Landrex).

It is important to note that this Local Improvement Tax project has garnered support to move forward by the landowners who control over 50% of the benefiting lands. The current owners in support control 62.79% of the benefiting lands which means that this Local Improvement Tax Project does not require a petition to take place as the result (if all the remaining landowner controlling 37.21% of the benefiting lands voted against) cannot be overturned.

Further, as the lands of the non-participating parties will not be directly serviceable, the local improvement tax will be deferred until they can be reasonably connected by a service line at which time they will be required to connect and begin paying their portion of the Local Improvement Tax.

Financial Capacity:

Administration has due to the extensive nature of the overall servicing costs; the Town of Gibbons submitted a letter to Premier Danielle Smith asking for consideration for the funding as a community undergoing extraordinary growth in the amount of \$36,690,300 which will allow for the overall servicing plan to be undertaken. In the 2024-2025 Provincial Budget, an allocation has been included that will be available for project needs such as ours.

To help ensure that Stage 1 and 1B can move forward to allow the Town to provide permanent water and wastewater services to the Heartland Station, Heartland Commons, future Sturgeon Public School site in addition to the residential developments of Wedgewood, and Homestead can begin construction in 2025, and additional highway commercial lands can proceed, the Minister of Municipal Affairs Ric McIver will require a letter of request from Council in order to grant the Town of Gibbons to secure financing outside of our borrowing limit.

Request for Decision

Administration would like to identify that the recommendations outlined below are subject to the Town of Gibbons securing the confirmation of the necessary financing to proceed with the works.

Options Available

1. Council, based upon the risk and performance review of two lowest bid submissions and past performance on similar projects within the Northern Alberta Region completed by Select Engineering Consultants Ltd. Award the Heartland Commons Large Utility Infrastructure (LUI) Stage 1 - North project contract to Eng-Con Holdings for the amount of **\$4,380,359.69** and the upset project budget amount of **\$4,818,395.66** exclusive of Goods and Services Tax pending the securing of the funds necessary to complete the works.
2. Council, based upon the risk and performance review of two lowest bid submissions and past performance on similar projects within the Northern Alberta Region completed by Select Engineering Consultants Ltd. Award the Heartland Commons Large Utility Infrastructure (LUI) Stage 1B - South project contract to Eng-Con Holdings for the amount of **\$6,011,248.50** and the upset project budget amount of **\$6,612,373.35** exclusive of Goods and Services Tax pending the securing of the funds necessary to complete the works.
3. That Council direct Administration to proceed with contracting out the development and installation of the future watermain booster station for **\$2,500,000.00** and the upset project budget amount of **\$2,750,000.00** exclusive of Goods and Services Tax pending the securing of the funds necessary to complete the works.
4. Council direct administration as to how it wishes to proceed.
5. Council accept the report for information as presented.

Recommendation for Action

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

1. Council, based upon the risk and performance review of two lowest bid submissions and past performance on similar projects within the Northern Alberta Region completed by Select Engineering Consultants Ltd. Award the Heartland Commons Large Utility Infrastructure (LUI) Stage 1 - North project contract to Eng-Con Holdings for the amount of **\$4,380,359.69** and the upset project budget amount of **\$4,818,395.66** exclusive of Goods and Services Tax pending the securing of the funds necessary to complete the works.
2. Council, based upon the risk and performance review of two lowest bid submissions and past performance on similar projects within the Northern Alberta Region completed by Select Engineering Consultants Ltd. Award the Heartland Commons Large Utility Infrastructure (LUI) Stage 1B - South project contract to Eng-Con Holdings for the amount of **\$6,011,248.50** and the upset project budget amount of **\$6,612,373.35** exclusive of Goods and Services Tax pending the securing of the funds necessary to complete the works.
3. That Council direct Administration to proceed with contracting out the development and installation of the future watermain booster station for **\$2,500,000.00** and the upset project budget amount of **\$2,750,000.00** exclusive of Goods and Services Tax pending the securing of the funds necessary to complete the works.

Submitted By:

Farrell O'Malley
CAO

December 20, 2023

File No.: 01-22064-4.3

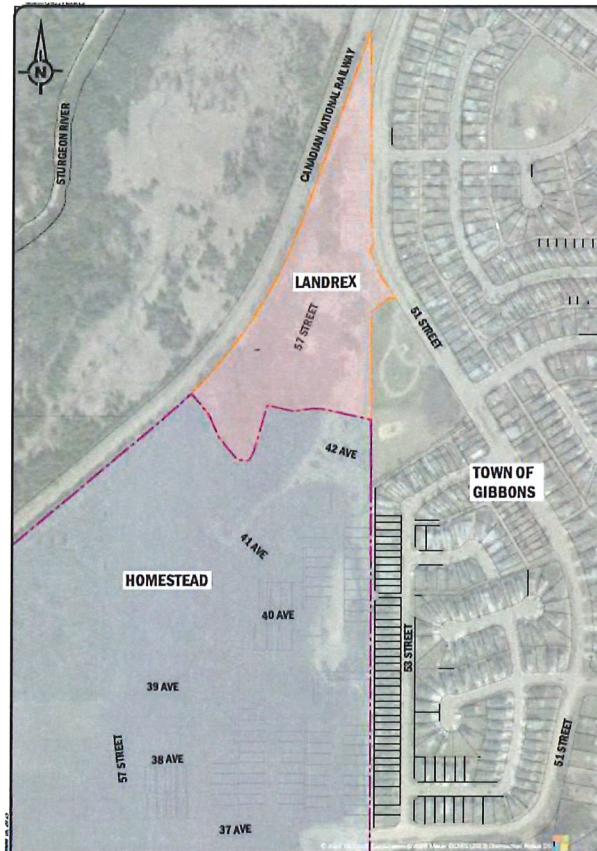
Farrell O'Malley, CAO
Town of Gibbons
4807 – 50 Avenue
Gibbons AB TOA 1N0

Dear Farrell,

**Re: TOWN OF GIBBONS – HEARTLAND NORTH SERVING - OFFSITE
LETTER OF RECOMMENDATION**

On behalf of the Town of Gibbons, Select Engineering provided a tender period between December 7th to December 20th, 2023 for The Heartland Commons Offsite Servicing North section program. This section of the program is the first of two phases for the north half of the program that falls within Landrex and Homestead's property. The tender was received and opened at 11:00am then reviewed and verified for mathematical correctness. A total of eleven (11) general contractors submitted bid packages for our consideration, and bid packages included bid price information, general contractors experience, sub-contractors, and associated bid bonds and consent of surety's.

The eleven (11) received bid packages were reviewed and the results were broken out into Landrex's and Homestead's land for further budgeting purposes. Below figure outlines the property of each land owner.





Farrell O'Malley
 December 20, 2023
 Page 2

The submitted tenders are as follows:

Eng-Con Holdings:	\$4,380,359.69
Landrex	\$2,197,124.44
Homestead.....	\$2,183,235.25
Rulam Contracting Ltd...	\$4,815,012.00
Landrex	\$2,400,019.76
Homestead.....	\$2,414,922.25
Degner Construction	\$4,953,167.50
Landrex	\$2,269,617.50
Homestead.....	\$2,683,550.00
Option Excavating Inc.	\$5,285,375.00
Landrex	\$2,601,370.00
Homestead.....	\$2,684,005.00
Surway Construction.	\$5,700,667.50
Landrex	\$2,922,592.50
Homestead.....	\$2,778,075.00
CKB Construction Ltd.	\$5,786,930.00
Landrex	\$2,909,873.00
Homestead.....	\$2,877,057.00
GS Construction	\$5,831,450.00
Landrex	\$2,737,120.00
Homestead.....	\$3,094,330.00
Thompson Infrastructure Ltd.	\$6,974,236.00
Landrex	\$3,340,954.50
Homestead.....	\$3,633,281.50
Weaver Group Ltd.	\$7,162,455.00
Landrex	\$3,143,110.00
Homestead.....	\$4,019,345.00
In-Line Contracting.	\$7,556,854.30
Landrex	\$3,911,071.30
Homestead.....	\$3,645,783.00
Kichton.	\$7,827,698.00
Landrex	\$3,809,808.00
Homestead.....	\$4,017,890.00

Eng-Con Holdings was the lowest submitted price and carried Deford Contracting as their surface rehabilitation sub-contractor, WCL for the earthworks contractor and 7M for their landscaping contractor similar to the Cottages Program. I have had a conversation with Eng-Con and the anticipated start date for this program would be to start early March after the coldest month of the winter. Even with the award of each program, the Cottages and This program, Eng-Con and all subcontractors have full capacity to complete within the deadlines outlined in the contract.



Farrell O'Malley
December 20, 2023
Page 3

All members of this team have great experience in the civil construction industry and are fully capable of completing this contract with great success.

Based on our review of the bid submissions and past performance on similar projects within the Northern Alberta Region, Select Engineering Consultants Ltd. would recommend Eng-Con Holdings as the general contractor and be awarded the contract for this project and the opportunity to continue to perform for the Town of Gibbons for the second consecutive year on multiple programs.

If you have any questions, require additional information, or would like to schedule the interview process with the three lowest contractors please feel free to call me at 780-651-5782.

Sincerely,

Select Engineering Consultants

A handwritten signature in black ink, appearing to read 'Justin Young', with a large, sweeping flourish at the end.

Justin Young, P.Eng.
Project Manager
jyoung@selecteng.ca

cc: Eric Lowe, Superintendent of Public Works
Steve Brittain - Select Engineering

Attachments: Eng-Con Holdings Tender Submission



March 4, 2024

File No.: 01-24065-4.3

Farrell O'Malley, CAO
Town of Gibbons
4807 – 50 Avenue
Gibbons AB TOA 1N0

Dear Farrell,

**Re: TOWN OF GIBBONS – HEARTLAND SOUTH SERVING - OFFSITE
LETTER OF RECOMMENDATION**

On behalf of the Town of Gibbons, Select Engineering administered the tender period for Heartland Commons Offsite Servicing South Servicing project between February 6th and February 29th, 2024. This project is the second phase of the Heartland Commons offsite servicing program located within Landrex's property and as well as along the west side of Highway 28A within the Town of Gibbons.

Tender submissions were received and opened at 11:00am on February 29, 2024 and were reviewed for completeness and verified the mathematical correctness. A total of eleven (11) contractors submitted sealed packages that included unit price information, project experience, list of sub-contractors, and security in the form of bid bond and consent of surety.

The following list of contractors and their tender submission total have also been delineated into the two significant components of the project.

Option Excavating:	\$4,565,493.75
Landrex	\$3,126,493.75
Highway 28A WM Looping.....	\$1,439,000.00
Rulam Contracting Ltd..	\$4,632,556.35
Landrex	\$3,155,594.08
Highway 28A WM Looping.....	\$1,476,962.27
PME Inc.	\$4,814,293.75
Landrex	\$3,668,893.75
Highway 28A WM Looping.....	\$1,145,400.00
Degner Construction.	\$4,907,660.00
Landrex	\$3,472,408.00
Highway 28A WM Looping.....	\$1,435,252.00
Eng-Con Holdings.	\$4,998,118.50
Landrex	\$3,316,608.50
Highway 28A WM Looping.....	\$1,681,510.00
Nu-Edge.	\$5,113,125.00
Landrex	\$3,711,725.00
Highway 28A WM Looping.....	\$1,401,400.00
Sureway Construction	\$5,235,067.50
Landrex	\$3,396,427.50
Highway 28A WM Looping.....	\$1,838,640.00



Farrell O'Malley
March 4, 2024
Page 2

Weaver Group Ltd.....	\$5,411,467.50
Landrex	\$3,757,582.50
Highway 28A WM Looping.....	\$1,653,885.00
CKB Construction.....	\$6,447,694.50
Landrex	\$4,841,094.50
Highway 28A WM Looping.....	\$1,606,600.00
GS Construction.....	\$6,638,975.00
Landrex	\$4,807,575.00
Highway 28A WM Looping.....	\$1,831,400.00
Thompson Infrastructure Ltd.	\$7,479,359.00
Landrex	\$5,118,003.00
Highway 28A WM Looping.....	\$2,361,356.00

Select Engineering has had previous project experience with many of the contractors that submitted a tender package for this project. Although all of these contractors have heavy civil construction experience in the capital region, in our experience, some have had past performance and project management issues that were beyond the Owner's control. Due to the magnitude and cost of this project we would not recommend risking the success of the project with a contractor with known issues on past projects.

Our project experience with Degner Construction has been satisfactory, but we have had project management and scheduling issues in the past. We are very familiar with their work and are capable of completing this project.

Eng-Con Holdings is another contractor for consideration that has performed well on Select Engineering projects including the recent Heartland Commons at Gibbons Stage 1. With Enc-Con being recommended for the Heartland Commons Offsite North project along with their recent performance of Stage 1, continuity of the work between the two offsite projects would be advantageous with respect to project coordination, scheduling, and working with the several stakeholders throughout the project.

Based on our review of the submissions and past performance on similar projects within the capital region, we recommend the award of contract to either Degner Construction or Eng-Con Holdings.

We can proceed with preparing the contracts at your direction. If you have any questions or require additional information, please feel free to contact me at 780-886-8717.

Sincerely,

Select Engineering Consultants

Justin Young, P.Eng.
Project Manager
jyoung@selecteng.ca

cc: Eric Lowe, Superintendent of Public Works
Steve Brittain - Select Engineering

Attachments: Eng-Con Holdings Tender Submission & Degner's submission

Chris Pinault

From: Farrell Omalley
Sent: Tuesday, April 9, 2024 8:58 AM
To: Chris Pinault
Subject: Fwd: Heartland Commons Offsite WM - Stage 1B

Hi Chris!

This is Letter 3 of 3

Respectfully,

Farrell
Sent from my iPhone

Begin forwarded message:

From: Justin Young <jyoung@selecteng.ca>
Date: March 6, 2024 at 12:10:47 PM MST
Subject: Heartland Commons Offsite WM - Stage 1B

Farrell

As to the conversation, to extend the watermain all the water to vista Road (Stage 1B) for the ultimate watermain looping the additional cost for Degner and Eng-Con are:

Degner Construction

1. Submitted Total:	\$4,907,660.00
2. Stage 1B WM:	\$1,091,629.00
GRAND TOTAL:	\$5,999,289.00

Eng-Con Holdings

3. Submitted Total:	\$4,998,118.50
4. Stage 1B WM:	\$1,013,130.00
GRAND TOTAL:	\$6,011,248.50

Extending the watermain to Vista Road offsets the 2 contractors in consideration more evenly with only a difference in a total value of \$11,959.50. The extension of the watermain to Vista Road is an estimated value using the rates from the highway 28A section that was recently tendered, this will have to be a change order to the awarded contractor and the rates may want to be reviewed on the contractors end.

The above values are for comparison purposes and budgeting reasons.

Thank you

Justin Young, P.Eng
PROJECT MANAGER
direct 780 886 8717 email jyoung@selecteng.ca

Select Engineering Consultants

Suite 100, 17413 – 107 Avenue NW, Edmonton, AB T5S 1E5

office 780 651 5777 cellular 780 886 8717 selecteng.ca

Report to Council



Date Submitted: April 8, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Louise Bauder
Report Topic: Proclamation for Hydrogen Week

Introduction

The purpose of this report is to respectfully request Council proclaim April 22 – 26, 2024 as Hydrogen Week in Gibbons

Background

The world is transitioning to a net-zero future, and Gibbons is ready to move aggressively as a leader within the Edmonton region to take advantage of the \$11 -trillion global opportunity for Alberta and Canada. With over 8,500 attendees expected at this year's Canadian Hydrogen Convention, and a commitment to host this event in the Edmonton region until at least 2032, we have a substantial opportunity to demonstrate how our region is coming together to support this sector and show the world that Canada's path to net zero runs through the Edmonton region.

Options Available

1. That Council proclaims April 22 – 26, 2024 as Hydrogen Week in Gibbons.
2. That Council directs administration on how to proceed.

Recommendation for Action

1. That Council proclaims April 22 – 26, 2024 as Hydrogen Week in Gibbons.

Submitted By:

Louise Bauder
Planning & Development

Authorized By:

Farrell O'Malley
CAO

Report to Council

Date Submitted: April 10, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Monique Jeffrey, Director of Finance
Report Topic: Municipal Credit Card Borrowing Bylaw ALT 9-24

Introduction

The purpose of this report is to respectfully request that Council gives consideration to providing 3rd Reading to Bylaw Municipal Credit Card Borrowing Bylaw ALT 9-24.

Background

The use of Corporate Credit Cards is considered a form of short-term borrowing for a municipality, therefore, a Municipal Credit Card Bylaw needs to be adopted, as required by the *Municipal Government Act*, establishing a credit card limit of \$100,000 that can be utilized to complete operating expenditures for convenience purposes and where required by suppliers.

Supplemental Information

This bylaw was first established in 2022 under bylaw ALT 6-22 and is attached for Council' reference. Administration is requesting that Council give consideration to giving 3rd Reading to Bylaw ALT 9-24 Municipal Credit Card Borrowing Bylaw as it is required under the Municipal Government Act.

Options Available

1. That Council proceeds with the establishment of a Municipal Credit Card Borrowing Bylaw in the amount of \$100,000 by giving Bylaw ALT 9-24 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.

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

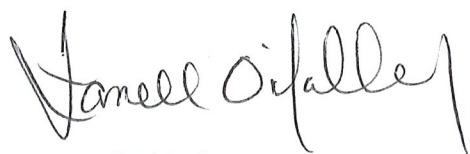
1. That Council proceed with the establishment of a Municipal Credit Card in the amount of \$100,000 by giving Bylaw ALT 9-24 Municipal Credit Card Borrowing Bylaw 3rd and final reading.

Submitted By:

Approved by:



Monique Jeffrey
Director of Finance



Farrell O'Malley
CAO



**Town of Gibbons
Bylaw ALT 9-24
Municipal Credit Card Borrowing Bylaw**

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 and capital expenditures in a specific year; and

WHEREAS the Council of the Town of Gibbons deems it necessary to establish a Municipal Credit Card Borrowing Bylaw; 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 **"Municipal Credit Card Borrowing Bylaw."**
2. The Municipality may borrow from RBC, (Royal Bank of Canada) up to the principal sum of One Hundred Thousand Dollars (\$100,000.00) repayable monthly upon demand at a rate of interest per annum not to exceed the Lending Rate of 23% from time to time established by RBC, and such interest will be calculated due and payable monthly upon receipt of the statements.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - a. To apply to RBC for the previously mentioned Credit Cards for the Corporation and to arrange with RBC the amount, terms and conditions for the loan and security or securities to be given to RBC.
 - b. As security for any money borrowed from RBC:
 - i. To execute promissory note and other negotiable instruments or evidence of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidence of debt.
 - ii. To give or furnish to RBC all such securities and promises as RBC 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 RBC are annual property taxes and/or Federal and/or Provincial Grants.
5. Two forms of Credit Cards shall be applied for:
 - a. The RBC Avion Commercial Visa in the aggregate amount of \$30,000 in the names of the CAO, Assistant CAO, and Executive Assistant.
 - b. The RBC Commercial Visa in the aggregate amount of \$70,000 in the names of Members of Council, Management staff, SALC staff, Momentum Fitness Manager, Librarian, and members of Community Services.

6. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
7. This bylaw shall come into force and take effect on the day of the third and final reading.
8. This bylaw shall expire December 31, 2024.

READ a first time on this 27th day of March 2024.

Chief Elected Official

Chief Administrative Officer

READ a second time on this 27th day of March 2024.

Chief Elected Official

Chief Administrative Officer

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

Chief Elected Official

Chief Administrative Officer



**Town of Gibbons
Bylaw ALT 6-22
Municipal Credit Card Borrowing Bylaw**

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 and capital expenditures in a specific year; and

WHEREAS the Council of the Town of Gibbons deems it necessary to establish a Municipal Credit Card Borrowing Bylaw; 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 **"Municipal Credit Card Borrowing Bylaw."**
2. The Municipality may borrow from RBC, (Royal Bank of Canada) up to the principal sum of One Hundred Thousand Dollars (\$100,000.00) repayable monthly upon demand at a rate of interest per annum not to exceed the Lending Rate of 23% from time to time established by RBC, and such interest will be calculated due and payable monthly upon receipt of the statements.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - a. To apply to RBC for the previously mentioned Credit Cards for the Corporation and to arrange with RBC the amount, terms and conditions for the loan and security or securities to be given to RBC.
 - b. As security for any money borrowed from RBC:
 - i. To execute promissory note and other negotiable instruments or evidence of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidence of debt.
 - ii. To give or furnish to RBC all such securities and promises as RBC 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 RBC are annual property taxes and/or Federal and/or Provincial Grants.
5. Two forms of Credit Cards shall be applied for:
 - a. The RBC Avion Commercial Visa in the aggregate amount of \$30,000 in the names of the CAO, Assistant CAO, and Executive Assistant.
 - b. The RBC Commercial Visa in the aggregate amount of \$70,000 in the names of Members of Council, Management staff, SALC staff, Momentum Fitness Manager, Librarian, and members of Community Services.

6. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
7. This bylaw shall come into force and take effect on the day of the third and final reading.
8. This bylaw shall expire December 31, 2023.

READ a first time on this 14th day of December 2022.

[ORIGINAL COPY IS SIGNED]

Chief Elected Official

[ORIGINAL COPY IS SIGNED]

Chief Administrative Officer

READ a second time on this 14th day of December 2022.

[ORIGINAL COPY IS SIGNED]

Chief Elected Official

[ORIGINAL COPY IS SIGNED]

Chief Administrative Officer

READ a third and final time on this 14th day of December 2022.

[ORIGINAL COPY IS SIGNED]

Chief Elected Official

[ORIGINAL COPY IS SIGNED]

Chief Administrative Officer

Report to Council



Date Submitted: April 10, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Council Code of Conduct Bylaw MOG 1-18

Introduction

The purpose of this report is to respectfully request that Council give consideration to Bylaw MOG 1-18 Council Code of Conduct Bylaw.

Background

At the March 27, 2024, Regular Meeting of Council, Council directed Administration to bring forward the Council Code of Conduct Bylaw.

Supplemental Information

At Council's request, Administration brought forward an amendment to the Council Procedural Bylaw at the October 25, 2023, Regular Meeting of Council surrounding procedures for handling Sanctions and Letters of Reprimand. As the amendment did not receive unanimous consent pursuant to the clause listed below, the bylaw remains unchanged.

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.*

Options Available

1. That Council advise Administration how they wish to proceed.

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

1. That Council advise Administration how they wish to proceed.

Submitted By:

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

Farrell O'Malley

CAO



TOWN OF GIBBONS

Council Code of Conduct

Bylaw MOG 1/18

A BYLAW OF THE TOWN OF GIBBONS IN THE PROVINCE OF ALBERTA, REGARDING THE CODE OF CONDUCT OF COUNCIL.

WHEREAS under provisions of the Municipal Government Act, being chapter M-26, Section 146.1 of the Revised Statutes of Alberta 2000 or thereof amended, Council may pass bylaws for municipal purposes respecting the Code of Conduct of Members of Council.

AND WHEREAS: it is desirable and in the best interest of the Town of Gibbons that a bylaw be passed regulating the Code of Conduct of Members of Council;

AND WHEREAS: the citizens and taxpayers of the Town of Gibbons have a right to be served by a Council committed to conducting itself in an ethical, impartial and professional manner;

AND WHEREAS: the Council of the Town of Gibbons deems it necessary to establish a Council Code of Conduct bylaw to guide Members of Council, reflecting the values of the Town of Gibbons, its commitment to professional, accountable and lawful conduct and its desire to provide strong local governance and leadership;

AND WHEREAS: the Council Code of Conduct bylaw is supplementary to the existing federal and provincial statutes, laws and policies governing the conduct of municipal elected officials;

NOW THEREFORE: the Council of the Town of Gibbons, in the province of Alberta, hereby enacts as follows:

TITLE:

This bylaw may be cited as the "Council Code of Conduct Bylaw".

DEFINITIONS:

"CAO" means the person appointed to the position of Chief Administrative Officer by the Council of the Town of Gibbons and includes any person that the Chief Administrative Officer may appoint as his/her designate for purposes of carrying out responsibilities under this Bylaw and further includes any person that may be appointed to act in the absence of the Chief Administrative Officer.

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"Council" means the municipal Council of the Town of Gibbons duly elected and holding office.

"Councillor" means a member of Council and includes the Chief Elected Official.

"Mayor" means the chief elected official of the Town of Gibbons.

"MGA" means the Municipal Government Act.

"Town" means the Town of Gibbons, a municipal corporation of the Province of Alberta and includes the area contained within the boundaries of the municipality.

"Person" means any person, firm, partnership, association, corporation, company or organization of any kind.

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:
 - a. by a Bylaw unanimously passed at a regular or special meeting of Council at which all the Council members thereof are present.

1. CODE OF CONDUCT

Each Member of Council shall:

- a. work for the common good of the Town, its citizens and taxpayers while advancing the mandate and long-term interests of the Town;
- b. conduct council business in such a manner that promotes public confidence and trust;
- c. exercise their duties with care, diligence and skill and place the interests of the Town ahead of their own personal interests and;
- d. exercise their duties in an impartial manner, making decisions based on objective criteria, rather than based on bias or prejudice.

2. COMMUNICATING ON BEHALF OF THE TOWN

The Town of Gibbons strives to communicate with the public in an accurate, consistent and timely manner.

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- a. the Mayor, or in his/her absence, the Deputy Mayor, is the official spokesperson for the Town.
- b. all Councillors acknowledge that all official information related to the decisions of Council will be communicated to the Town and the media on behalf of Council as a whole.

3. THE DECISION-MAKING PROCESS

Members of Council are elected to make decisions for the Town with each Member having an equal voice and one vote. All Councillors shall:

- a. respect the democratic decision-making process.
- b. show respect for each Member and their views.
- c. work towards effective and consistent implementation of the positions and/or decisions of Council.

4. ADHERENCE TO POLICIES, PROCEDURES AND BYLAWS

As decision makers for the Town, Council shall respect and adhere to the established policies, procedures and bylaws of the Town.

5. RESPECTFUL INTERACTIONS WITH COUNCILLORS, STAFF AND THE PUBLIC

Members of Council are committed to creating and sustaining a vibrant, healthy, safe and caring work environment. All Councillors shall:

- a. treat fellow Councillors, staff and the public with respect and courtesy.
- b. communicate and work with fellow Councillors, staff and the public in a manner promoting a spirit of cooperation, dignity, understanding and respect to opinions that may differ.

6. CONFIDENTIALITY

All Councillors shall:

- a. hold in strict confidence all information concerning matters deemed confidential and shall not directly or indirectly release, make public or in any way divulge any information which is deemed to be confidential unless expressly authorized by Council or required by law to do so;
- b. not use confidential information for personal or private gain; and
- c. upon leaving office, members of Council shall continue to keep all information concerning matters deemed confidential acquired as a member of Council.

7. CONFLICT OF INTEREST

No Councillor shall engage in any activity which is incompatible or inconsistent with the ethical conduct of official duties in the public interest. Members of Council must govern themselves as set out in legislation and strive to avoid any activities in which their personal interests may come into conflict, or may appear to conflict, with the interests of the Town. Doing so will ensure residents continue to have confidence in the integrity of members of Council and the Town.

8. IMPROPER USE OF INFLUENCE

All Members of Council shall be committed to performing their functions with integrity and avoid the improper use of the influence of office, both apparent and real. No Member of Council shall use the influence of their office to secure special privileges, favours, or exemptions for themselves or any other person.

9. USE OF MUNICIPAL ASSETS AND SERVICES

No Member of Council shall use, or permit the use of facilities, equipment, supplies, services or other resources for personal benefit or the benefit of any other individual.

10. ORIENTATION AND OTHER TRAINING

All Members of Council are required to complete an orientation program within 90 days of being elected. All Members of Council are encouraged to participate in any training and workshop opportunities that may arise from time to time that may be deemed beneficial in carrying out their responsibilities as elected officials.

11. COMPLAINT SYSTEM

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Any person who reasonably believes, in good faith, that a Member of Council has contravened this Bylaw, may report a wrongdoing or make a complaint. All complaints are confidential to protect both the Council Member and the Complainant until an investigation is completed. All received complaints shall be included in the "In-Camera" session of a regular council meeting. A complaint may be made as follows:

- a. a complaint must be made in writing and must be dated, include the name of the complainant, be signed, addressed to the Mayor or in the case of a perceived wrongdoing by the Mayor, the Deputy Mayor and marked "CONFIDENTIAL".
- b. the complaint can be received by mail, email or hand-delivered.
- c. an anonymous complaint shall not be considered valid.
- d. the Complainant must:
 - i. set out reasonable and probable grounds for the allegation;
 - ii. provide a detailed account of the complaint; and
 - iii. provide information on witnesses, if any and if known.
- e. Council shall:
 - i. authorize the Mayor or in the case of a perceived wrongdoing of the Mayor, the Deputy Mayor to investigate the complaint and report to Council;
 - ii. dismiss the report or complaint as invalid if so deemed;
 - iii. request a legal opinion if deemed necessary; and
 - iv. if the complaint is deemed valid by the majority of Council or through independent legal advice, Council may impose sanctions, defining the specific action to be taken by a motion.
- f. upon conclusion of the investigation and subsequent action, notice will be given in writing to both the Complainant and the Council Member.

12. SANCTIONS

Council may impose sanctions on a Member of Council who contravenes the Council Code of Conduct Bylaw in the following forms:

- a. a letter of reprimand;
- b. request a letter of apology;
- c. request to attend training provided by a 3rd party;
- d. suspension or removal from the Mayor or Deputy Mayor position;
- e. restricting the privileges of attending conferences and workshops at the Town's expense;

- f. suspension or removal from some or all Council Committees and bodies to which Council has the right to appoint members;
- g. reduction or suspension of remuneration as council may deem appropriate and in accordance with the MGA; and
- h. any other sanction Council deems reasonable and appropriate in the circumstances provided that the sanction does not prevent a member of Council from fulfilling the legislated duties of a Councillor and the sanction is not contrary to the MGA.

13. REVIEW

The Council Code of Conduct Bylaw shall be reviewed every four years following the general municipal election.


14. ENACTMENT

This Bylaw shall come into force and effect when it receives Third Reading and is duly signed thereof.

Read a first time this 13th of June 2018.

Read a second time this 27th of June, 2018.

Read a third and final time this 27th of June, 2018.



Mayor



Chief Administrative Officer

Report to Council



Date Submitted: April 10, 2024
Submitted to: Deputy Mayor Millante and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Local Improvement Tax Bylaw ALT 4/24

Introduction

The purpose of this request is to respectfully recommend that Council consider borrowing \$14,180,769.01 for the project from Alberta Capital Finance Authority or Servus Credit Union for a term of 15 years via Local Improvement Borrowing Bylaw ALT 5/24 of which the funds will be recovered in accordance with Local Improvement Tax Bylaw ALT 4/24.

Background

The local improvements that need to be levied total \$14,180,769.01 on the 457.39 Acres that make up the Heartland Commons which represent a total of 457.39 Acres of leviable lands. Administration is recommending borrowing the necessary funds from the Alberta Capital Finance Authority or from Servus Credit Union for a fifteen (15) year term at the rate of 5.25%. A copy of the loan calculations from ACFA is attached for Council's perusal that is based upon the total commitment of \$20,665,987.51 to give a clearer picture of the interest impacts. Equal semi-yearly payments would be required in the amount of \$1,377,732.50. The amount that will be levied on a per acre basis.

It is important to identify that a copy of the cost's breakdown is attached to this report for information purposes. Further, Administration would like to point out that the true funds to be borrowed are \$14,180,769.01 in principal and \$6,485,218.50 in interest.

The borrowing bylaw is for 15 years at an interest rate of 5.25% at a cost of \$6,485,218.50 or an average cost of \$945.25 per acre for interest and an average principal amount of \$2,066.91 per acre annually for the 457.39 acres that form the Heartland Commons for an aggregate amount of \$20,665,987.51 which will provide the funds required to meet the borrowing commitment.

Options Available

The following options are available to Council at this time:

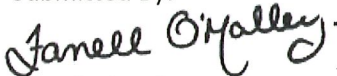
- a) That Council consider providing 1st reading to Local Improvement Tax Bylaw No. ALT 4/24.
- b) That Council Advise Administration of how it wishes to proceed.

Recommendation for Action

Administration would like to respectfully request that Council give consideration to the following recommendation:

1. That Council provide 1st reading to Local Improvement Tax Bylaw No. ALT 4/24.

Submitted By:


Farrell O'Malley, CAO



TOWN OF GIBBONS

LOCAL IMPROVEMENT TAX BYLAW

Bylaw ALT 4/24

THIS BYLAW AUTHORIZES THE COUNCIL OF THE TOWN OF GIBBONS IN THE PROVINCE OF ALBERTA, TO IMPOSE A LOCAL IMPROVEMENT TAX IN RESPECT OF ALL LANDS THAT DIRECTLY BENEFIT FROM HEARTLAND COMMONS LARGE UTILITY INFRASTRUCTURE LOCAL IMPROVEMENT PROJECT.

WHEREAS the Council of the Town of Gibbons has decided to issue a bylaw pursuant to Section 397 the *Municipal Government Act*, to authorize a local improvement tax levy to pay for the HEARTLAND COMMONS LARGE UTILITY INFRASTRUCTURE local improvement project.

AND WHEREAS: a local improvement plan has been prepared and the required notice of the project given to the benefitting owners in accordance with the attached schedule A and Schedule B and no sufficient objection to HEARTLAND COMMONS LARGE UTILITY INFRASTRUCTURE local improvement project has been filed with the Municipality's Chief Administrative Officer.

AND WHEREAS: The Council has decided to set a tax rate of \$87,208.64 per hectare for 20.74 hectares for the Front End Costs for Homestead Land Developments Ltd. and a tax rate of \$36,887.72 per hectare for 93.67 hectares for the Front End Cost for Landrex Inc. and a uniform rate of \$48,172.82 per hectare for all 185.1 hectares of leviable costs plus the applicable interest charges based on the number of units of area assessed against all of the benefitting owners.

AND WHEREAS: Plans and specifications have been prepared. The total cost of the project is estimated to be **\$14,180,769.01** (including deep services of water, sanitary sewer, and grading costs plus future watermain booster station) and the local improvement plan estimates that the following contributions will be applied to the project:

Municipality at large	\$0.00
Benefitting Owners	\$14,180,769.01
Total Cost	\$14,180,769.01

AND WHEREAS: The local improvement tax will be collected for 15 to 25 (fifteen to twenty-five) years and the total amount levied annually against the benefitting owners is

between \$1,299.66 and \$3,652.44 per acre dependent on the number of years and the rate of interest.

AND WHEREAS: All required approvals for the project have been obtained and the project is in compliance with all *Acts and Regulations* of the Province of Alberta.

NOW THEREFORE, THE COUNCIL OF THE TOWN OF GIBBONS DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. That for the purpose of completing the **HEARTLAND COMMONS LARGE UTILITY INFRASTRUCTURE** local improvement project the sum of between \$1,299.66 (One thousand two hundred and ninety-nine dollars and sixty-six cents) and \$3,652.44 (Three thousand six hundred and fifty-two dollars and forty-four cents) per acre annually dependent on the number of years and the rate of interest.

Read a first time this _____ of _____ 2024.

Mayor, Dan Deck

Chief Administrative Officer, Farrell O'Malley

Read a second time this _____ of _____ 2024.

Mayor, Dan Deck

Chief Administrative Officer, Farrell O'Malley

Read a third time this _____ of _____ 2024.

Mayor, Dan Deck

Chief Administrative Officer, Farrell O'Malley

Loan Calculator

Print

Recalculation options

Type Blended Amortization Term 15 Deferment NA

Recalculate Loan

Calculations based on:

Principal is \$14,180,769.00

Term is 15 Years Loan Type is Blended Deferred payments NA Interest rate of 5.25 %

Payment #	Payment	Principal	Interest	Balance
1	\$688,866.25	\$316,621.06	\$372,245.19	\$13,864,147.94
2	\$688,866.25	\$324,932.37	\$363,933.88	\$13,539,215.57
3	\$688,866.25	\$333,461.84	\$355,404.41	\$13,205,753.73
4	\$688,866.25	\$342,215.21	\$346,651.04	\$12,863,538.52
5	\$688,866.25	\$351,198.36	\$337,667.89	\$12,512,340.16
6	\$688,866.25	\$360,417.32	\$328,448.93	\$12,151,922.84
7	\$688,866.25	\$369,878.28	\$318,987.97	\$11,782,044.56
8	\$688,866.25	\$379,587.58	\$309,278.67	\$11,402,456.98
9	\$688,866.25	\$389,551.75	\$299,314.50	\$11,012,905.23
10	\$688,866.25	\$399,777.49	\$289,088.76	\$10,613,127.74
11	\$688,866.25	\$410,271.65	\$278,594.60	\$10,202,856.09
12	\$688,866.25	\$421,041.28	\$267,824.97	\$9,781,814.81
13	\$688,866.25	\$432,093.61	\$256,772.64	\$9,349,721.20
14	\$688,866.25	\$443,436.07	\$245,430.18	\$8,906,285.13
15	\$688,866.25	\$455,076.27	\$233,789.98	\$8,451,208.86
16	\$688,866.25	\$467,022.02	\$221,844.23	\$7,984,186.84
17	\$688,866.25	\$479,281.35	\$209,584.90	\$7,504,905.49
18	\$688,866.25	\$491,862.48	\$197,003.77	\$7,013,043.01
19	\$688,866.25	\$504,773.87	\$184,092.38	\$6,508,269.14
20	\$688,866.25	\$518,024.19	\$170,842.06	\$5,990,244.95
21	\$688,866.25	\$531,622.32	\$157,243.93	\$5,458,622.63
22	\$688,866.25	\$545,577.41	\$143,288.84	\$4,913,045.22
23	\$688,866.25	\$559,898.81	\$128,967.44	\$4,353,146.41
24	\$688,866.25	\$574,596.16	\$114,270.09	\$3,778,550.25
25	\$688,866.25	\$589,679.31	\$99,186.94	\$3,188,870.94
26	\$688,866.25	\$605,158.39	\$83,707.86	\$2,583,712.55
27	\$688,866.25	\$621,043.80	\$67,822.45	\$1,962,668.75
28	\$688,866.25	\$637,346.20	\$51,520.05	\$1,325,322.55
29	\$688,866.25	\$654,076.53	\$34,789.72	\$671,246.02
30	\$688,866.25	\$671,246.02	\$17,620.23	\$0.00
Totals:	\$20,665,987.50	\$14,180,769.00	\$6,485,218.50	

**Heartland Commons Large Utility Infrastructure
Local Improvement Cost Schedule**



Landowner	Hectares	Acres	% of Total Land	% of LIT Prog.
Homestead	20.74	51.25	11.20%	62.79%
Landrex	93.67	231.46	50.61%	
Heartland Com. Stage 1	1.81	4.47	0.98%	
Non-Participating	68.88	170.21	37.21%	37.21%
TOTAL HECTARES	185.1	457.39	100%	100.00%

Land Owner - Benefiting Party	Acres	Total Principal Cost	Interest for 15 Years @ 5.25%	Total Aggregate Cost	Annual Cost over 15 Years	Annual Cost Per Acre 15 Years	Int. Cost per Acre / Annum	Bylaw PI 5/08		
								Levy / Hectare	Levy/Acre	Leviable Amount
Homestead Developments	51.25	\$ 2,807,811.44	\$ 1,284,082.03	\$ 4,091,893.47	\$ 272,792.90	\$ 3,652.44	\$ 1,670.35	\$ 43,295	\$ 17,520.86	\$ 897,944.33
Landrex - Heartland Commons	231.46	\$ 7,967,620.79	\$ 3,643,791.23	\$ 11,611,412.02	\$ 774,094.13	\$ 2,294.89	\$ 1,049.51			\$ 4,034,014.57
Wedgewood (SW-10-56-23-W4)	14.60	\$ 502,580.47	\$ 222,590.43	\$ 725,170.90	\$ 48,344.73	\$ 2,294.89	\$ 1,016.39	\$ 39,679	\$ 16,057.52	\$ 234,439.82
Silverwood (NW-3-56-23-W4)	73.30	\$ 2,523,229.36	\$ 1,117,525.94	\$ 3,640,755.29	\$ 242,717.02	\$ 2,294.89	\$ 1,016.39	\$ 43,295	\$ 17,520.86	\$ 1,284,279.40
Heartland Commons (SE-3-56-23-W4)	86.20	\$ 2,967,290.18	\$ 1,314,198.30	\$ 4,281,488.49	\$ 285,432.57	\$ 2,294.89	\$ 1,016.39	\$ 43,295	\$ 17,520.86	\$ 1,510,298.55
Heartland Commons Residential (SE-3-56-23-W4)	57.36	\$ 1,974,521.64	\$ 874,505.97	\$ 2,849,027.61	\$ 189,935.17	\$ 2,294.89	\$ 1,016.39	\$ 43,295	\$ 17,520.86	\$ 1,004,996.81
Parcels A - D (Aggregate)	231.46	\$ 7,967,621.65	\$ 3,528,820.64	\$ 11,496,442.29	\$ 766,429.49	\$ 2,294.89	\$ 1,016.39			\$ 4,034,014.57
Heartland Station	4.47	\$ 87,192.81	\$ 39,875.44	\$ 127,068.25	\$ 8,471.22	\$ 1,300.41	\$ 594.71			\$ -
Parcel F (Others)	170.21	\$ 3,318,143.98	\$ 1,517,469.80	\$ 4,835,613.77	\$ 322,374.25	\$ 1,299.63	\$ 594.35	\$ -	#DIV/0!	\$ 2,982,226.41
Other (SW-3-56-23-W4)	136.7	\$ 2,664,945.91	\$ 1,218,746.07	\$ 3,883,691.98	\$ 258,912.80	\$ 1,299.66	\$ 594.37	\$ 43,295	\$ 17,520.86	\$ 2,395,102.23
Other (SW-3-56-23-W4)	2.3	\$ 44,838.15	\$ 20,505.60	\$ 65,343.76	\$ 4,356.25	\$ 1,299.66	\$ 594.37	\$ 43,295	\$ 17,520.86	\$ 40,297.99
Other (SW-3-56-23-W4)	5.1	\$ 99,423.73	\$ 45,468.95	\$ 144,892.68	\$ 9,659.51	\$ 1,299.66	\$ 594.37	\$ 43,295	\$ 17,520.86	\$ 89,356.41
Other (SW-3-56-23-W4)	5.6	\$ 109,171.16	\$ 49,926.69	\$ 159,097.84	\$ 10,606.52	\$ 1,299.66	\$ 594.37	\$ 43,295	\$ 17,520.86	\$ 98,116.84
Other (SW-3-56-23-W4)	2.9	\$ 56,535.06	\$ 25,854.89	\$ 82,389.95	\$ 5,492.66	\$ 1,299.66	\$ 594.37	\$ 43,295	\$ 17,520.86	\$ 50,810.51
Other (SW-3-56-23-W4)	5.1	\$ 99,423.73	\$ 45,468.95	\$ 144,892.68	\$ 9,659.51	\$ 1,299.66	\$ 594.37	\$ 43,295	\$ 17,520.86	\$ 89,356.41
Other (SE-3-56-23-W4)	12.51	\$ 243,880.57	\$ 111,532.65	\$ 355,413.22	\$ 23,694.21	\$ 1,299.66	\$ 594.37	\$ 43,295	\$ 17,520.86	\$ 219,186.02
Total Local Improvement Tax Implications	457.39	\$ 14,180,769.01	\$ 6,485,218.50	\$ 20,665,987.51	\$ 1,377,732.50	\$ 2,066.91	\$ 945.25			\$ 7,914,185.31

Report to Council



Date Submitted: April 10, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Local Improvement Borrowing Bylaw ALT 5/24

Introduction

Council has adopted the Local Improvement Tax Bylaw ALT 4/24. To meet the commitments of installing the Large Utility Infrastructure services to the Heartland Commons to allow for the construction and sale of serviced properties. Administration is recommending that the costs of servicing the lands in Heartland Commons is that Council considers borrowing the funds for the project from Alberta Capital Finance Authority or Servus Credit Union for a term of 15 years.

Background

The local improvements that need to be levied total \$14,180,769.01 on 457.39 acres in parcel sizes. The Administration is recommending borrowing the required funds from Alberta Capital Finance Authority or Servus Credit Union for a fifteen (15) year term at the rate of 5.25%. A copy of the loan calculations from ACFA is attached for Council's perusal. Equal semi-yearly payments would be required in the amount of \$688,866.25. The amount that will be levied on a per acre basis annually will translate into \$2,066.91 in base cost plus \$945.25 in interest for a total of \$3,012.16 annually per acre. Collectively, \$1,377,732.50 per year over the term of the borrowing will provide the funds that will be required to meet the Town borrowing bylaw commitments.

The borrowing bylaw is for 15 years at an interest rate of 5.25% requiring a total levy of \$20,665,987.61 means that the levy per acre over the 457.39 acres will be \$3,012.16 providing a total accumulated levy of \$20,665,987.61 which will provide the funds required to meet the borrowing commitment.

Options Available

The following options are available to Council at this time:

- a) That Council approves and provides 1st reading of the Local Improvement Borrowing Bylaw No. ALT 5/24.
- b) That Council request authorization from the Minister of Municipal Affairs to exceed its borrowing limit for this project prior to bringing forward for consideration for 2nd and 3rd reading to Local Improvement Tax Borrowing Bylaw No. ALT 5/24
- c) Advise Administration of changes required.

Recommendation for Action

Administration would like to respectfully request that Council give consideration to the following recommendation:

1. That Council approves and provides 1st reading of the Local Improvement Borrowing Bylaw No. ALT 5/24.
2. That Council request authorization from the Minister of Municipal Affairs to exceed its borrowing limit for this project prior to bringing forward for consideration for 2nd and 3rd reading to Local Improvement Tax Borrowing Bylaw No. ALT 5/24

Submitted By:

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

Farrell O'Malley, CAO



TOWN OF GIBBONS

Local Improvement Borrowing Bylaw

Bylaw ALT 5/24

THIS BYLAW AUTHORIZES THE COUNCIL OF THE TOWN OF GIBBONS IN THE PROVINCE OF ALBERTA, TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURES IN THE AMOUNT OF \$14,180,769.01 FOR THE PURPOSE OF PROVIDING WATER, SANITARY SEWER, AND GRADING SERVICES TO ALL LANDS THAT DIRECTLY BENEFIT FROM HEARTLAND COMMONS LARGE UTILITY INFRASTRUCTURE LOCAL IMPROVEMENT PROJECT.

WHEREAS the Council of the Town of Gibbons has decided to issue a bylaw pursuant to Section 263 the *Municipal Government Act*, to authorize the financing, undertaking and completion of HEARTLAND COMMONS LARGE UTILITY INFRASTRUCTURE local improvement project as described in the local improvement plan authorized by council;

AND WHEREAS: Plans and specifications have been prepared. The total cost of the project is estimated to be \$14,180,769.01 (including all servicing costs) and the Municipality estimates the following contributions will be applied to the project:

Municipality at large	\$0.00
Benefitting Owners	\$14,180,769.01
Total Cost	\$14,180,769.01

In order to complete the project, it will be necessary for the Municipality to borrow the sum of \$14,180,769.01, for a period not to exceed twenty-five (25) years, from the Alberta Capital finance Authority or other financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

The estimated lifetime of the project financed under this bylaw is equal to, or in excess of seventy-five (75) years.

The principal amount of the outstanding debt of the Municipality at December 31, 2023, is \$14,700,000.00 and no part of the principal or interest is in arrears.

AND WHEREAS: All required approvals for the project have been obtained and the project is in compliance with all *Acts and Regulations* of the Province of Alberta.

NOW THEREFORE, THE COUNCIL OF THE TOWN OF GIBBONS DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. That for the purpose of completing the HEARTLAND COMMONS LARGE UTILITY INFRASTRUCTURE local improvement project the sum of \$14,180,769.01 (Fourteen Million one hundred and Eighty thousand Seven Hundred and Sixty-nine dollars and one cent) be borrowed from the Alberta Capital Finance Authority or other financial institution by way of debenture on the credit and security of the Municipality at large.
2. The amount of \$14,180,769.01 (Fourteen Million one hundred and Eighty thousand Seven Hundred and Sixty-nine dollars and one cent) plus applicable interest and costs is to be collected by way of local improvement tax imposed pursuant to the municipality's Local Improvement Tax Bylaw No. ALT 4/24.
3. The proper officers of the Municipality are hereby authorized to issue debentures on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the HEARTLAND COMMONS LARGE UTILITY INFRASTRUCTURE local improvement project.
4. The municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual equal payments of combined principal and interest installments not to exceed fifteen (15) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or other financial institution on the date of the borrowing, and not to exceed SEVEN (7.5) percent.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

This Bylaw shall come into force on the date it is passed.

Read a first time this _____ of _____ 2024.

Mayor, Dan Deck

Chief Administrative Officer, Farrell O'Malley

Ministerial approval granted on the _____ of _____ 2024.

Ric Mclver, Minister of Municipal Affairs

Read a second time this _____ of _____ 2024.

Mayor, Dan Deck

Chief Administrative Officer, Farrell O'Malley

Read a third time this _____ of _____ 2024.

Mayor, Dan Deck

Chief Administrative Officer, Farrell O'Malley

Loan Calculator

Print

Recalculation options

Type Blended Amortization

▼ Term 15

Deferment NA

Recalculate Loan

Calculations based on:

Principal is \$14,180,769.00

Term is 15 Years

Loan Type is Blended

Deferred payments
NA

Interest rate of 5.25 %

Payment #	Payment	Principal	Interest	Balance
1	\$688,866.25	\$316,621.06	\$372,245.19	\$13,864,147.94
2	\$688,866.25	\$324,932.37	\$363,933.88	\$13,539,215.57
3	\$688,866.25	\$333,461.84	\$355,404.41	\$13,205,753.73
4	\$688,866.25	\$342,215.21	\$346,651.04	\$12,863,538.52
5	\$688,866.25	\$351,198.36	\$337,667.89	\$12,512,340.16
6	\$688,866.25	\$360,417.32	\$328,448.93	\$12,151,922.84
7	\$688,866.25	\$369,878.28	\$318,987.97	\$11,782,044.56
8	\$688,866.25	\$379,587.58	\$309,278.67	\$11,402,456.98
9	\$688,866.25	\$389,551.75	\$299,314.50	\$11,012,905.23
10	\$688,866.25	\$399,777.49	\$289,088.76	\$10,613,127.74
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18	\$688,866.25	\$491,862.48	\$197,003.77	\$7,013,043.01
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23	\$688,866.25	\$559,898.81	\$128,967.44	\$4,353,146.41
24	\$688,866.25	\$574,596.16	\$114,270.09	\$3,778,550.25
25	\$688,866.25	\$589,679.31	\$99,186.94	\$3,188,870.94
26	\$688,866.25	\$605,158.39	\$83,707.86	\$2,583,712.55
27	\$688,866.25	\$621,043.80	\$67,822.45	\$1,962,668.75
28	\$688,866.25	\$637,346.20	\$51,520.05	\$1,325,322.55
29	\$688,866.25	\$654,076.53	\$34,789.72	\$671,246.02
30	\$688,866.25	\$671,246.02	\$17,620.23	\$0.00
Totals:	\$20,665,987.50	\$14,180,769.00	\$6,485,218.50	

**Heartland Commons Large Utility Infrastructure
Local Improvement Cost Schedule**



Landowner	Hectares	Acres	% of Total Land	% of LIT Prog.
Homestead	20.74	51.25	11.20%	62.79%
Landrex	93.67	231.46	50.61%	
Heartland Com. Stage 1	1.81	4.47	0.98%	
Non-Participating	68.88	170.21	37.21%	37.21%
TOTAL HECTARES	185.1	457.39	100%	100.00%

Land Owner - Benefiting Party	Acres	Total Principal Cost	Interest for 15 Years @ 5.25%	Total Aggregate Cost	Annual Cost over 15 Years	Annual Cost Per Acre / 15 Years	Int. Cost per Acre / Annum	Bylaw PI 5/08		
								Levy / Hectare	Levy/Acre	Leviable Amount
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Landrex - Heartland Commons	231.46	\$ 7,967,620.79	\$ 3,643,791.23	\$ 11,611,412.02	\$ 774,094.13	\$ 2,294.89	\$ 1,049.51			\$ 4,034,014.57
Wedgewood (SW-10-56-23-W4)	14.60	\$ 502,580.47	\$ 222,590.43	\$ 725,170.90	\$ 48,344.73	\$ 2,294.89	\$ 1,016.39	\$ 39,679	\$ 16,057.52	\$ 234,439.82
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Parcels A - D (Aggregate)	231.46	\$ 7,967,621.65	\$ 3,528,820.64	\$ 11,496,442.29	\$ 766,429.49	\$ 2,294.89	\$ 1,016.39			\$ 4,034,014.57
Heartland Station	4.47	\$ 87,192.81	\$ 39,875.44	\$ 127,068.25	\$ 8,471.22	\$ 1,300.41	\$ 594.71			\$ -
Parcel F (Others)	170.21	\$ 3,318,143.98	\$ 1,517,469.80	\$ 4,835,613.77	\$ 322,374.25	\$ 1,299.63	\$ 594.35	\$ -	#DIV/0!	\$ 2,982,226.41
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Other (SW-3-56-23-W4)	5.6	\$ 109,171.16	\$ 49,926.69	\$ 159,097.84	\$ 10,606.52	\$ 1,299.66	\$ 594.37	\$ 43,295	\$ 17,520.86	\$ 98,116.84
Other (SW-3-56-23-W4)	2.9	\$ 56,535.06	\$ 25,854.89	\$ 82,389.95	\$ 5,492.66	\$ 1,299.66	\$ 594.37	\$ 43,295	\$ 17,520.86	\$ 50,810.51
Other (SW-3-56-23-W4)	5.1	\$ 99,423.73	\$ 45,468.95	\$ 144,892.68	\$ 9,659.51	\$ 1,299.66	\$ 594.37	\$ 43,295	\$ 17,520.86	\$ 89,356.41
Other (SE-3-56-23-W4)	12.51	\$ 243,880.57	\$ 111,532.65	\$ 355,413.22	\$ 23,694.21	\$ 1,299.66	\$ 594.37	\$ 43,295	\$ 17,520.86	\$ 219,186.02
Total Local Improvement Tax Implications	457.39	\$ 14,180,769.01	\$ 6,485,218.50	\$ 20,665,987.51	\$ 1,377,732.50	\$ 2,066.91	\$ 945.25			\$ 7,914,185.31



April 10, 2024

Honourable Ric McIver
Minister of Municipal Affairs
Members of Executive Council
Executive Branch
320 Legislature Building
10800 - 97 Avenue
Edmonton, Alberta T5K 2B6

Dear Minister McIver:

Re: Request for Approval –To Borrow Beyond Municipal Debt Limit

The purpose of this letter is to follow up with prior discussions held with Minister Dale Nally pertaining to the Town of Gibbons future growth and the major challenge that we have limiting our ability to realize our destiny. Minister Nally recognizes our situation and provided the insightful recommendation to submit this formal request for your consideration.

As you are aware, the Town of Gibbons has been working extremely hard to generate new development that will result in extensive business investment and residential growth over the next five years. We have initiated this development with the development of +/-4.5 Acre Commercial Development featuring Loblaws "Independent" store, Tim Hortons, A&W, Esso Fuel and Lucky 7 Convenience, and professional services. Heartland Station will create +/- \$15-\$20 million in new assessment, create over 200-300 full and part-time jobs and generate +/- \$215K-\$285K in property tax annually and \$5.375M-\$7.125M over a 25-year period.

Further, Landrex Inc. has been working in concert with the Town to plan for its development of +/-50.5 acres of which 20 acres has already been spoken for and is ready to be developed. The Development of the +/-50.5-acres is projected to create \$90 million in new assessment, create 600 new full-time jobs and generate +/- \$1.427M in new property taxes annually at full build out which will translate into \$35.675M over 25 years.

To-date, the Town and Landrex has funded the temporary deep utilities adjacent to the 4.5- and 50.5-acre parcels and plus the highway 28A intersection and access road installation at the cost of \$4,459,247.14 utilizing a Local Improvement Tax structure for payment.

These funds will be utilized to provide the Sanitary Sewer, Watermains, Water Booster Pumping Station, and Right-of-Way Grading to the approximately 457.39 acres of developable lands. It is the commitment of the Town that it will utilizing a Local Improvement Tax Bylaw ALT 4-24, which has been discussed with and directly supported by the developers, controlling 62.79% the developable lands, to recover the said funds in their entirety thereby limiting the cost of the infrastructure to be borne alone by those landowners who will be the primary benefactors of the investment.

The province's support for Stage 1 (Northern Component) and Stage 2 (Southern Component) of the Town of Gibbons Heartland Commons development will enable (see attached handout for a more complete list of Shovel-Ready Projects):

1. The creation of \$20 Million in new assessment in Heartland Station plus \$90 Million in assessment with the Heartland Common Business Park when completed.
2. The development of a first-class truck rest area adjacent to Hwy 28A
(Estimated Cost: \$3-\$5 million - Ground-breaking: Fall 2025)
3. Town and Sturgeon Public Schools through a collaborative partnership to build a New (K-9) School
(Estimated Cost: \$42 million - Ground-breaking: Spring 2025)
4. Recreation / Leisure Centre – Developed in conjunction with New (K-9) School
(Estimated Cost: \$30 million - ground-breaking: Spring 2025)
5. Create substantial building construction and land development jobs.
(Estimated to be 500-1650-short & long term)
6. The Commercial Businesses create a wide range of employment and ownership opportunities.
(Estimated 900 full-time and part-time jobs)

The Town of Gibbons has now tendered out Stage 1 and Stage 2 of the proposed infrastructure works so that we do not lose an early construction season. The challenge that we are facing is that the tendered costs gained through an open and competitive process facilitated by Select Engineering for the necessary works is \$14.2 Million exclusive of additional roadways.

Formal Request:

The Town of Gibbons is respectfully seeking Ministerial support for the following:

1. Town of Gibbons to be authorized to exceed its borrowing capacity to fund \$14,180,769 in large utility infrastructure installation that will immediately trigger the development of Shovel Ready Projects which are imperative for the growth and long-term sustainability. The funds will be repaid in full utilizing a Local Improvement Tax Bylaw and Local Improvement Tax Borrowing Bylaw supported by the directly benefiting parties over a maximum term of 25 years.
2. That the Town of Gibbons Heartland Commons Major Infrastructure Project be respectfully considered for funding under the new Extraordinary Growth Fund that is being established in the 2024 Provincial Budget.
3. That the Minister consider investigating the potential of re-instating the preferred interest rate for Municipal Governments in situations where substantial utility infrastructure is being installed to help manage the long-term property values for residential housing and / or recreation facilities.

Summary of Local Improvement Tax Impact

The projected impact of the Local Improvement Tax based upon distributing \$14.2 Million over 457.39 acres calculated to range from \$19,494.85 to \$35,292.08 per acre exclusive of interest and \$28,426.90 to \$52,655.00 per acre including interest at 5.25%. These costs are based

upon a repayment period of 15 years to balance principal cost and debt servicing costs versus time range for expected development (see below).

Repayment Option 1: Local Improvement Tax Breakdown – 15 Years

Landowner	Acres	Local Improvement Tax	5.25% Int for LIT (15 Years)	Total P+I	Annual Payment (P+I)	Average Cost Per Acre
Benefitting	457.39	\$14,180,769	\$6,485,218	\$20,665,987	\$1,377,732	\$45,182
Total Lands	457.39	\$14,180,769	\$6,485,218	\$20,665,987	\$1,377,732	\$45,182

Please note: The Town of Gibbons, anticipates that with the assistance of Municipal Affairs with this project, that the Town will return to being within its borrowing limits in a maximum of seven (7) years as this borrowing nearly accounts for our maximum borrowing limit without any current debt load.

In closing, the Town of Gibbons is strategically located and has taken the steps necessary to set the stage for an extremely vibrant future that will have Gibbons play a more significant role in the Edmonton Metropolitan Region’s economic picture. We are ready to experience tremendous growth and are fully prepared to invest in our own future and are those that we have collaborative partnerships with (i.e., Landrex Inc., Sturgeon Public Schools, Davis Developments, the Edmonton Garrison via the Canadian Military Housing Agency to name a few).

On behalf of Council, Administration and especially our citizens, we look forward to collaborating with you to create quality jobs and generating revenues for Albertans while we protect our agricultural and transportation industry and create growth in the Town of Gibbons so we can build a sustainable future for our community.

Our approach at the Town is unique insofar through collaboration and trust, we have reduced, without losing control, red tape and prove that Gibbons is “truly rooted in family.”

Thank you.



Dan Deck
Mayor

Enclosures (2)

1. Copy of Local Improvement Tax Borrowing Bylaw ALT 5-24
2. Key Highlights of the effects of the Heartland Commons Large Utility Infrastructure

Cc: Dale Nally, Minister for Service Alberta and Red Tape Reduction and MLA for Morinville – St. Albert
Larry Andrews, Landrex Inc.

GIBBONS MUNICIPAL UTILITY TRANSPORTATION INFRASTRUCTURE (GMUTI) PROJECT HOME OF THE HEARTLAND BUSINESS PARK AT GIBBONS

THE PURPOSE

The Town of Gibbons has been working tirelessly over the past 5 years with the primary focus of growing our community to create long-term sustainability. As a direct result of strong planning and very committed landowners/developers, Gibbons is poised to experience unprecedented growth in many facets (commercial, light industrial, Institutional, and residential housing). Growth that hinges directly upon the timely installation of major municipal utilities including water (looping the water to ensure ample supply and fire flow), Watermain Booster Station, wastewater, power, communications, and grading road rights-of-way to service +/- 457.39 acres of highly developable land on the West, Southwest, and Southeast portion of Gibbons. The projected cost based upon recent tendering outcomes is \$14,180,769.

It is extremely important to identify that securing the necessary funding for the underground infrastructure is imperative and will immediately trigger the commencement of the Shovel-Ready Projects (SRP) outlined below in this document.

THE FUNDING DETAILS

The Town of Gibbons is seeking Ministerial support for the Town of Gibbons to exceed its borrowing capacity to fund the \$14,180,769 in large utility infrastructure installation that is imperative for the growth and long-term sustainability. The funds will be repaid utilizing a Local Improvement Tax Bylaw and Local Improvement Tax Borrowing Bylaw supported by the directly benefiting landowners / developers over a term of 25 years.

KEY BENEFITS & INVESTMENTS

- **350 immediate offsite service jobs** were created during the development and installation of all deep utility services and roads surrounding the commercial area and interior road system.
- **1,560 onsite construction jobs are estimated** to build the \$90 million (300,000 ft² commercial space) that will generate \$1,285,036 annually in new tax revenue from the HeartlandBusiness Park.

- **400 new long-term jobs** will be created to operate and maintain the businesses located in the Heartland Business Park.
- **\$351 Million in Direct Investment triggered directly by the major servicing.**
- **\$94.2 Million in Indirect housing and commercial Investment** to support population growth and community housing needs.
- **4,927 Residential Population Increase**

COMMERCIAL INVESTMENTS

HEARTLAND STATION - Projected Investment is \$20.0M

- 4.5 Acre, \$20 Million Commercial Development featuring Loblaws “Independent” store, Tim Hortons, A&W, Esso Fuel and Convenience, and professional services. The Station will be home to over \$20 million in immediate investment plus over 300 full and part-time jobs generating over \$285,000 annually in new municipal taxes.

HEARTLAND COMMONS BUSINESS PARK - Projected Investment is \$90.0M

- 50.5 Acre development that is currently under negotiations with investors based out of Toronto to be home to commercial/light industrial businesses along with a significant National Brand hotel, restaurant, gas suppliers (retail and cardlock) and will develop a major rest stop.
- The Commons will feature over \$90 million (300,000 ft²) in commercial space, generate 400 full and part-time jobs once complete and over 1,560 onsite construction jobs.
- Development of the Landrex regional business park, focusing on agricultural/business and in collaboration with Global Edmonton, the Department of Agriculture, and other stakeholders
- This development will generate over \$1,285,036 annually in new municipal taxes based upon 2023 tax rates.

RESIDENTIAL INVESTMENTS – 3,849 New Residents

HEARTLAND COMMONS RESIDENTIAL GROWTH - Projected Investment is \$100.0M

- Landrex has **80 acres of land** poised for residential development located in the southeast quarter section adjacent to Highway 28A that will feature housing to meet the growth pressures created by commercial and light industrial development in the Heartland Commons Business Park plus in and around Gibbons.
- **135 Acres** of additional land will now be serviceable for residential growth.

- **2,950** is the Total population capacity added for this subdivision.
- This development will generate over \$769,683.60 annually in new municipal taxes based upon 2023 tax rates.

HOMESTEAD DEVELOPMENTS (HSL) - Projected Investment is \$50.0M

- The owners of Homestead Developments are prepared to move forward with building out their 51.25 acres with residential housing to meet the needs of the community for effective growth.
- There are 200 lots in this subdivision with allowance for 2 Multi-family Unit Apartment Units.
- **899** is the Total population capacity added by this subdivision.
- Set to generate \$384,481.80 in municipal taxes upon full build out based upon 2023 tax rates.

INSTITUTIONAL INVESTMENT

GIBBONS & STURGEON PUBLIC SCHOOL & REC. CENTRE - Projected Investment is \$70.0M

- Town and SPS have entered an MOU to develop a new K – 9 school that will replace the Gibbons and Landing Trail School.
- Facility to be built using a collaborative partnership Model with SPSB and Landrex.
- Town to construct a new Multi-Purpose Recreation / Leisure Centre that will serve as a cornerstone for the east side of the Sturgeon region. The facilities include sharing a fieldhouse, parking lots, sports fields, with operational maintenance resources provided by the Town.
- Public Works Shop using similar model to maximize economies of scale advantages.

EMERGENCY ACCESS ROUTE - Projected Investment is \$8.0M

- The Creation of a key emergency access route from the current residential neighbourhoods to the south end should the Town ever need to be evacuated.

COMMUNITY HEALTHCARE INVESTMENT

CENTRE OF EXCELLENCE – (PTSD TREATMENT FACILITY) - Projected Investment is \$10.0M

- Development of a 40-acre Land Trust, that Landrex has dedicated for Centre of Wellness for first responders, Indigenous, and other who suffer with PTSD and associated challenges.

SUPPLEMENTAL RESIDENTIAL INVESTMENTS – 1,078 New Residents

HEARTLAND MEADOWS (HM) – Projected Investment/Assessment is \$17.5M

- 39 Premium Lots many with walk out basements.
- Single Family, Two-Story & Bungalows
- Prices beginning in the mid \$400's homes all the way up to whatever one's heart content.
- **101** is the population capacity of this subdivision.
- Set to generate \$134,694 in municipal taxes upon full build out based upon 2023 tax rates.

HEARTLAND COTTAGES (HC_o) – Projected Investment/Assessment is \$10.5M

- 36 Breath taking lots overlooking the enchanting Sturgeon River.
- The 40' x 90' lots are well suited for Cottages that have a 1200 ft² footprint with a maximum of 1600 ft².
- Target price of \$300 - \$325K per built cottage/lot.
- **72** is the population capacity of this subdivision.
- Set to generate \$80,816.78 in municipal taxes upon full build out based upon 2023 tax rates.

HEARTLAND CABINS (HC_a) - Projected Investment/Assessment is \$50.0M

- 180 Tasteful Rental Units adjacent to the enchanting Sturgeon River.
- The unique partnership with Landrex and the Town of Gibbons will focus on housing that is affordable for Military and younger families.
- The Units will be well suited for Cabin style home that have a 1200 ft² with a rental fee of approx. \$1,400/month.
- **809** is the population capacity for this development.
- Set to generate \$384,481.80 in municipal taxes upon full build out based upon 2023 tax rates.

GIBBONS (HERO'S FOR ETERNITY) - Projected Investment is \$15.0M

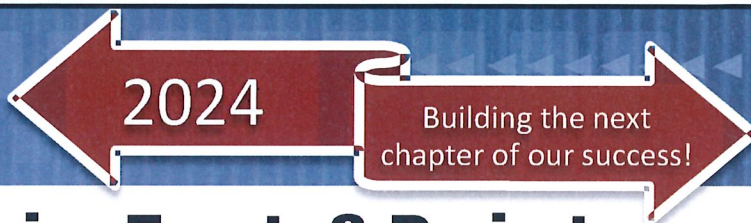
- 6 floors - 2 floors commercial lease space and 4 floors – 48 rental suites (1, 2 & 3 BDR).
- Intention is to have commercial lease revenue to help offset rental suite rates to promote housing that is affordable.
- Town has a donor interested in committing approx. \$400K in exchange for Childcare space in building.
- **96** is the population capacity for this development.
- Set to generate \$115,452.54 in municipal taxes upon full build out based upon 2023 tax rates.

THE ASK

The Town of Gibbons is respectfully seeking Ministerial support the following:

1. Town of Gibbons to exceed its borrowing capacity to fund \$14,180,769 in large utility infrastructure installation that will immediately trigger the development of Shovel Ready Projects which are imperative for the growth and long-term sustainability. The funds will be repaid in full utilizing a Local Improvement Tax Bylaw and Local Improvement Tax Borrowing Bylaw supported by the directly benefiting parties over a maximum term of 25 years.
2. That the Town of Gibbons Heartland Commons Major Infrastructure Project be respectfully considered for funding under the new Extraordinary Growth Fund that is being established in the 2024 Provincial Budget.
3. That the Minister consider investigating the potential of re-instating the preferred interest rate for Municipal Governments in situations where substantial utility infrastructure is being installed to help manage the long-term property values for residential housing and / or recreation facilities.

Report to Council



KEY MEETINGS

- Meetings with Developers
- Mayor's Breakfast – Redwater
- Meeting with Sturgeon Public Schools
- Vacation April 2-3

News, Ongoing Events & Projects

Community Services Department

Key Items in Progress

- Beginning April 11th, the Gibbons Family Resource Centre will be open until 6:00 pm on Thursdays.
- The Community Closet and Foodbank are currently seeking donations of specific items. Please see the newsletter for details.
- Upcoming events:
 - April 14-20 National Volunteer Appreciation Week
 - April 22 Service Canada Presentation
 - May 7 Emergency Preparedness Fair
 - May 12-18 Mental Health Week

Corporate Services Department

Key items in progress:

- 2023 Audit
- 2024 Tax Enforcement and Tax Sale Preparation
- 2023 Annual Report

Planning & Development Department

Key Items in Progress:

- Golf Tournament preparations and registration is ongoing.
- Land File Digitization – Scanning is at 72% and Digitization is at 37% complete.

SUCCESS OCCURS WHEN OPPORTUNITY MEETS PREPARATION



VOYENT ALERT!
GIBBONS Free
Notification App
SIGN UP TODAY!

STAFF MEETINGS

- Department Heads (3)
- All Staff (1)



Public Works Department/Fire Department

- Water Meter installations are ongoing.
- Street Sweeping has begun.
- Preparing equipment for the next season.

FIRE DEPARTMENT

- 2024 Calls: Town Calls: 41 - County Calls: 52
- Membership currently at 25
- Level 1 training is ongoing.



Project Updates

Cottages Subdivision

- Construction start date is still to be determined

Memorial Park

- Awaiting accessibility grant status

Heartland Station

- Grocery Store construction has started
- Commercial Retail Unit estimated to start construction mid-May.

The Town of Gibbons



Scheduled Meetings & Workshops

- Vacation – April
- Petrochemical Summit
- Federation of Canadian Municipalities Convention

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

2024 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	\$40,099.29	\$7,286,800.00	2	\$189.00	\$1,500.00	2	\$199.50	\$4,000.00	1	\$94.50	\$600.00	9	\$40,582.29	\$7,292,900.00
2	2	\$270.87	\$27,500.00	6	\$1,233.75	\$109,850.00	4	\$409.50	\$60,559.00	2	\$189.00	\$4,000.00	14	\$2,103.12	\$201,909.00
3	1	\$105.00	\$8,000.00	4	\$504.00	\$16,823.00	1	\$99.75	\$4,200.00				6	\$708.75	\$29,023.00
Total	7	\$40,475.16	\$7,322,300.00	12	\$1,926.75	\$128,173.00	7	\$708.75	\$68,759.00	3	\$283.50	\$4,600.00	29	\$43,394.16	\$7,523,832.00

Filter: All Permits with: All of (Municipality Name = "GIBBONS", Permit Issue Date on or after 01-Jan-2024, Permit Issue Date on or before 31-Dec-2024)