

**TOWN OF GIBBONS
AGENDA
REGULAR MEETING OF COUNCIL
SEPTEMBER 11, 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 August 28, 2024
- 7.0 FINANCE
 - 7.1 Accounts Paid as at September 9, 2024
 - 7.2 2nd Quarter Budget Variance Report
- 8.0 APPOINTMENTS
 - 8.1 FoodCycler – Jacob Hanlon – Municipal Solutions Manager
- 9.0 OLD BUSINESS
 - 9.1 Newsletter Update
 - 9.2 Land Use Bylaw Consolidation
 - 9.3 \$100,000 Donation for FCSS Community Connections Worker
 - 9.4 Disclosure of Legal Costs and FOIP
 - 9.5 Setting a meeting with Sturgeon Public School Trustees and Town Council
 - 9.6 Total Number of Town Employees
 - 9.7 Momentum Fitness – Town Employees
 - 9.8 Update – Request to Go Over Debt Limit
 - 9.9 Riverside Condos Utility Repayment
 - 9.10 Proof of Payment and Supporting Documentation RE: 1056875 Alberta Ltd
 - 9.11 Request for Email RE: Cancellation of June 26, 2024 Regular Meeting of Council
 - 9.12 Strategic Planning – Potential Dates

- 10.0 NEW BUSINESS
 - 10.1 Rail Safety Week - Proclamation
 - 10.2 Sturgeon River Watershed Alliance – Letter of Support
 - 10.3 Accessibility to Livestream Link
 - 10.4 Pickleball Stairs
 - 10.5 Town Staff Residential Work
 - 10.6 Homestead Land Developments
- 11.0 BYLAWS & POLICIES
- 12.0 STAFF REPORTS
 - 12.1 Administration Report
- 13.0 COMMITTEE REPORTS
- 14.0 CORRESPONDENCE
- 15.0 NOTICE OF MOTIONS
 - 15.1 Councillor Harris – Detailed Accounts Payable Listing January 1, 2022 to August 31, 2024
 - 15.2 Councillor Harris – Detailed Accounts Payable Listing Report
 - 15.3 Councillor Harris – Detail Statement for Lines of Credit January 1, 2022 to August 31, 2024
 - 15.4 Councillor Harris – Detailed Statement for Lines of Credit Report
- 16.0 CLOSED SESSION
- 17.0 ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF GIBBONS HELD ON WEDNESDAY, AUGUST 28, 2024, AT 4807 – 50th AVENUE IN COUNCIL CHAMBERS

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

Council Absent: Councillor Jay Millante is on vacation.

Staff Present: Eric Lowe – Assistant CAO
Louise Bauder – Planning and Development
Stephanie Peters – Director of Community Services
Curtis Parsons – Operations Manager
Chris Pinault – Recording Secretary

Staff Absent: Farrell O’Malley – CAO is away due to illness.
Monique Jeffrey – Director of Corporate Services is absent for personal reasons.
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

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

- 9.1 Newsletter Update
- 9.2 Land Use Bylaw Consolidation
- 9.3 \$100,000 Donation for FCSS Community Connections Worker
- 9.4 Disclosure of Legal Costs and FOIP
- 9.5 Setting a meeting with Sturgeon Public School Trustees and Town Council
- 9.6 Total Number of Town Employees
- 9.7 Momentum Fitness – Town Employees
- 9.8 Update – Request to Go Over Debt Limit
- 9.9 Riverside Condos Utility Repayment
- 9.10 Proof of Payment and Supporting Documentation RE: 1056875 Alberta Ltd
- 9.11 Request for Email RE: Cancellation of June 26, 2024 Regular Meeting of Council
- 10.4 Accessibility to Livestream Link
- 10.5 Pickleball Stairs
- 10.6 Town Staff Residential Work

10.7 Homestead Land Developments

Councillor Yushchyshyn requested that item 8.1 be removed from the agenda.

4.0 ADOPTION OF THE AGENDA

Councillor Kozak moved to accept the agenda as amended.

24.202 MOTION CARRIED

5.0 ADOPTION OF THE PUBLIC HEARING MEETING MINUTES

6.0 ADOPTION OF THE MINUTES

6.1 REGULAR MEETING OF COUNCIL – JULY 24, 2024

Councillor Sandahl moved to accept the minutes of the July 24, 2024, Regular Meeting of Council as presented.

24.203 MOTION CARRIED

7.0 FINANCE

7.1 ACCOUNTS PAID AS AT AUGUST 26, 2024

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

24.204 MOTION CARRIED

7.2 2nd QUARTER BUDGET VARIANCE REPORT

Councillor Berry moved that Council table this item until the CAO and Director of Finance are available at Council Meeting.

24.205 MOTION CARRIED

7.3 2024 REGIONAL UTILITY AND TAX COMPARISONS

Councillor Berry moved that Council accept the 2024 Regional Utility and Tax Comparisons as information.

Councillor Harris requested a recorded vote:

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

24.206 MOTION CARRIED

8.0 APPOINTMENTS

8.1 RCMP QUARTERLY UPDATE – STAFF SERGEANT DARCY MCGUNIGAL

Staff Sergeant Darcy McGunigal presented the quarterly results to Council.

Staff Sergeant McGunigal left at 7:57 pm.

Councillor Yushchyshyn moved to accept this as information.

24.207 MOTION CARRIED

9.0 OLD BUSINESS

9.1 NEWSLETTER UPDATE

9.2 LAND USE BYLAW CONSOLIDATION

9.3 \$100,000 DONATION FOR FCSS COMMUNITY CONNECTIONS WORKER

9.4 DISCLOSURE OF LEGAL COSTS AND FOIP

9.5 SETTING A MEETING WITH SURGEON PUBLIC SCHOOL TRUSTEES AND TOWN COUNCIL

9.6 TOTAL NUMBER OF TOWN EMPLOYEES

9.7 MOMENTUM FITNESS – TOWN EMPLOYEES

9.8 UPDATE – REQUEST TO GO OVER DEBT LIMIT

9.9 RIVERSIDE CONDOS UTILITY REPAYMENT

9.10 PROOF OF PAYMENT AND SUPPORTING DOCUMENTATION RE: 1056875 ALBERTA LTD

9.11 REQUEST FOR EMAIL RE: CANCELLATION OF JUNE 26, 2024 REGULAR MEETING OF COUNCIL

Councillor Harris moved that Council that items 9.1 – 9.11 be tabled until the CAO and the Director of Finance are present at a Council Meeting.

24.208 MOTION CARRIED

10.0 NEW BUSINESS

10.1 ANNUAL REPORT

Councillor Sandahl moved that Council accept the Annual Report as information.

Councillor Harris requested a recorded vote:

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

24.209 MOTION CARRIED

10.2 LIFE SCIENCES WEEK PROCLAMATION

Councillor Kozak moved that Council proclaim September 23-27, 2024, as Life Sciences week in Gibbons.

24.210 MOTION CARRIED

10.3 STRATEGIC PLANNING

Councillor Yushchyshyn moved that Council direct Administration to bring back some potential dates for a Strategic Planning Session.

24.211 MOTION CARRIED

10.4 ACCESSIBILITY TO LIVESTREAM LINK

10.5 PICKLEBALL STAIRS

10.6 TOWN STAFF RESIDENTIAL WORK

10.7 HOMESTEAD LAND DEVELOPMENTS

Councillor Harris moved that Council that items 10.4 – 10.7 be tabled until the CAO and the Director of Finance are present at a Council Meeting.

24.212 MOTION CARRIED

11.0 BYLAWS AND POLICIES

12.0 STAFF REPORTS

12.1 ADMINISTRATION REPORT

Councillor Kozak moved to accept the Administration Report as information.

24.213 MOTION CARRIED

13.0 COMMITTEE REPORTS

Councillor Berry attended:

- Northern Lights Library Systems Executive Meeting
- Bon Accord Harvest Days Parade
- Redwater Discovery Days Parade

Councillor Harris had nothing to report due to current sanctions.

Councillor Kozak attended:

- Strathcona Mayor's Golf Tournament
- Legal Fete au Village Parade
- Bon Accord Harvest Days Parade
- Jessica Martel Memorial Golf Tournament
- Redwater Discovery Days Parade

Councillor Millante is absent.

Councillor Sandahl attended:

- Harvest Days in Bon Accord
- Discovery Days in Redwater
- Capital Region Northeast Water Services Commission meeting

Councillor Yushchyshyn attended:

- Fete au Village Parade in Legal

- Harvest Days Parade in Bon Accord

Mayor Deck attended:

- Rainmakers Rodeo Parade
- Edmonton Global Working Group meetings
- SWANA Conference with Roseridge Landfill Commission
- Federation of Canadian Municipalities
- Alberta Industrial Heartland Association Petrochemical Summit
- Roseridge Landfill Commission meeting
- Alberta Municipalities Summer Leaders Caucus
- Morinville Festival Days Pancake Breakfast
- Gibbons Pride in the Park event
- Sturgeon County Mayor's Golf Tournament
- Edmonton Global Extraordinary Shareholders meeting
- Meeting with Spartans Hockey Club
- Legal Fete au Village Parade
- Gibbons Volunteer Fire Dept vs Bon Accord Fire Dept soft ball game
- Sturgeon Regional Emergency Management Partnership meeting

Councillor Sandahl moved to accept the committee reports as information.

24.214 MOTION CARRIED

14.0 CORRESPONDENCE

14.1 NATIONAL POLICE FEDERATION ALBERTA

Councillor Yushchyshyn moved to accept the National Police Federation Alberta report as information.

24.215 MOTION CARRIED

15.0 NOTICE OF MOTION

Councillor Harris gave the following Notices of Motion:

1. That Council direct Administration to provide a detailed listing of all accounts payable made to vendors, consultants, and contractors for the period of January 1, 2022, through to August 31, 2024. This information will be made available at the September 25, 2024, Regular Meeting of Council. Should this meeting be cancelled for any reason, the information will be available at the next evening (7 pm) Regular Council meeting.

2. That going forward indefinitely, Administration is to provide Council, with a detailed listing of all accounts payable made to vendors, consultants, and contractors on a quarterly basis.
3. That Council direct Administration to provide a detailed statement (payables and receivables) for the Town's line(s) of credit for the period January 1, 2022 – August 31, 2024. This information will be made available at the September 25, 2024, Regular Meeting of Council. Should this meeting be cancelled for any reason, the information will be available at the next evening (7 pm) Regular Council meeting.
4. That going forward indefinitely, Administration is to provide Council with a detailed statement for the line(s) of credit on a quarterly basis.

16.0 CLOSED SESSION

Councillor Kozak moved that Council move to Closed Session as per *Section 197 (2)* of the *Municipal Government Act* at 8:02 pm.

24.216 MOTION CARRIED

Councillor Kozak moved that Council revert to normal seating at 8:04

24.217 MOTION CARRIED

16.1 PERSONNEL – FOIP S. 17

Councillor Sandahl moved that Council accept this as information.

24.218 MOTION CARRIED

17.0 ADJOURNMENT

There being no further business Mayor Deck adjourned the meeting at 8:05 pm.

Mayor, Dan Deck

Assistant CAO, Eric Lowe



TOWN OF GIBBONS

Cheque Listing For Council

2024-Sep-9
9:00:39AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20242351	2024-08-26	O'MALLEY, FARRELL	573	PAYMENT SEPTEMBER 30 CONTRACT	5,651.60	5,651.60
20242352	2024-08-26	651 FIRE CONSULTING INC.	2024-025	PAYMENT MC NAILS & COACH'S CORNER FIRE	420.00	420.00
20242353	2024-08-26	BELL MOBILITY/SCS	298 299	PAYMENT AUG 15-SEPT 14/24 CELL PHONES / AUG 8 - SEPT 8/24 CELL PHONES / B	893.33 761.25	1,654.58
20242354	2024-08-26	BLUE IMP - SF SCOTT MFG CO LTD.	0000038681	PAYMENT HEX NUTS & BUTTON HEAD BOLTS I	43.05	43.05
20242355	2024-08-26	CANOE PROCUREMENT GROUP OF CANADA	AB226969	PAYMENT PHEONIX FENCE - REPAIRS TO FEN	543.75	543.75
20242356	2024-08-26	EDMONTON GRANITE MEMORIALS LTD	715	PAYMENT 48 NICHE COLUMBARIUM UNIT	14,044.00	14,044.00
20242357	2024-08-26	GOODBRAND AUTO	2637 2660	PAYMENT 1998 DODGE RAM 1500 REPAIRS OIL CHANGE	746.74 187.48	934.22
20242358	2024-08-26	INDUSTRIAL MACHINE INC	49671-FSV	PAYMENT REPAIRS TO 2021 ZAMBONI	1,096.17	1,096.17
20242359	2024-08-26	LOWE, ERIC D	55588	PAYMENT FIRE DEPT SUPPLIES	136.19	136.19
20242360	2024-08-26	MEMJ CONSULTING LTD.	2021089	PAYMENT AUG 16 - AUG 30 2024 CONTRACT	8,381.71	8,381.71
20242361	2024-08-26	RFS CANADA	5030863760	PAYMENT RICOH IMC4500LT LEASE	528.16	528.16
20242362	2024-08-26	TELUS/SCS	3431	PAYMENT (AUG 19-SEPT 18 2024) PHONE / FAX	603.60	603.60
20242363	2024-08-26	TRINUS TECHNOLOGIES INC.	8230	PAYMENT SEPT/24 MONTHLY BILLING	10,736.96	10,736.96
20242364	2024-08-26	WELLS, DYLAN	172	PAYMENT DIRVER OP LUNCH	111.44	111.44
20242365	2024-08-26	BROGAN FIRE AND SAFETY	30151364	PAYMENT SPEEDIKLEEN ABSORBENT	103.76	103.76
20242366	2024-08-26	[REDACTED]	30151365	PAYMENT BLOCK PARTY	250.00	250.00
20242367	2024-08-26	[REDACTED]	08222024	PAYMENT BLOCK PARTY	250.00	250.00
20242368	2024-08-26	GIBBONS TWILIGHT CLUB	52260	PAYMENT DEW DROP RENTAL EEFT DEPOSIT	100.00	100.00
20242369	2024-08-26	GOVERNMENT OF ALBERTA, TECHNICAL & CORPOR/	H2488	PAYMENT 5 DRIVER OPERATOR EXAMINATION	225.00	225.00
20242370	2024-08-26	LEVERS, DON	860	PAYMENT BOOK PURCHASE - LOCAL AUTHOR	16.35	16.35
20242371	2024-08-26	[REDACTED]	101004414	PAYMENT BLOCK PARTY	250.00	250.00
20242372	2024-08-26	SACRED HEART CATHOLIC CHURCH GIBBONS	425870	PAYMENT BLOCK PARTY	250.00	250.00
20242373	2024-08-26	[REDACTED]	425871	PAYMENT BLOCK	250.00	250.00
20242374	2024-08-26	WARNER, JAMES	2253	PAYMENT BATTERIES/TOILET BRUSHES/NEW	821.42	821.42

[Handwritten signature] 7.1



TOWN OF GIBBONS

Cheque Listing For Council

2024-Sep-9
9:00:39AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20242375	2024-08-26	ZEE PLASTICS OF CANADA INC.	81591	PAYMENT ARENA EQUIPMENT	2,441.23	2,441.23
20242376	2024-08-26	[REDACTED]	202408261	PAYMENT CREDIT BALANCE PAID	485.88	485.88
20242377	2024-08-26	[REDACTED]	202408261	PAYMENT CREDIT BALANCE PAID	9,697.80	9,697.80
20242378	2024-08-30	OSBORNE, CINDY				
20242379	2024-08-30	ELENIAC, RONALD J				
20242380	2024-08-30	ALLEN, JAMES R				
20242381	2024-08-30	LOWE, ERIC D				
20242382	2024-08-30	CHARTRAND, DENISE M				
20242383	2024-08-30	STEVENTON, CHRISTINE A				
20242384	2024-08-30	SCHMIDT, LAURA L				
20242385	2024-08-30	HERBOLD, MICHAEL W				
20242386	2024-08-30	PARISIAN, NOELLE J				
20242387	2024-08-30	PINAULT, CHRISTINA J				
20242388	2024-08-30	ADAMS, JIM W				
20242389	2024-08-30	TERLECKI, QUENTIN G				
20242390	2024-08-30	STEVENTON, KENDRA N				
20242391	2024-08-30	BRADLEY, HAILEY				
20242392	2024-08-30	NORRIS, ANTHONY J				
20242393	2024-08-30	PETERS, STEPHANIE G				
20242394	2024-08-30	PATTISON, TERRA L				
20242395	2024-08-30	POWLESLAND, JOEL F				
20242396	2024-08-30	LOCHRIE, JAMES D				
20242397	2024-08-30	PARSONS, CURTIS				
20242398	2024-08-30	GINGELL, SUSAN				
20242399	2024-08-30	ANTONIUK, LUKAS				
20242400	2024-08-30	MOLNAR, BRAM				
20242401	2024-08-30	CHISHOLM, MACKENZIE				
20242402	2024-08-30	WIEBE, TRACEY				
20242403	2024-08-30	CORRY, TYLER				
20242404	2024-08-30	FAHLMAN, KATARINA				
20242405	2024-08-30	EVANS, JEANNE M				
20242406	2024-08-30	LOCKEN, JODY L				
20242407	2024-08-30	KUGLER, SARA E				
20242408	2024-08-30	RICHARDSON, ELIZABETH D				
20242409	2024-08-30	PINAULT, EVAN J				
20242410	2024-08-30	GIBBONS, DENISE A				
20242411	2024-08-30	KOBZA, JENNIFER L				
20242412	2024-08-30	MAHONEY, SAMANTHA C				



TOWN OF GIBBONS

Cheque Listing For Council

2024-Sep-9
9:00:39AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20242413	2024-08-30	KOBZA, BROOKLYNN L				
20242414	2024-08-30	EDMONDS, RYAN A				
20242415	2024-08-30	SAUNDERS, MIKAYLA				
20242416	2024-08-30	BOETTGER, VALERIE				
20242417	2024-08-30	TOWLE, KRISTEN				
20242418	2024-08-30	ANTONIUK, BRADEN				
20242419	2024-08-30	DURAND, BRETT M				
20242420	2024-08-30	MULLINS, SHEA				
20242421	2024-08-30	CHORNEY, MATTHEW				
20242422	2024-08-30	ANTONIUK, LILY				
20242423	2024-08-30	WHITE, DOMINIQUE				
20242424	2024-08-30	HOFSTEDE, JULIANNE G				
20242425	2024-08-30	HEATHERINGTON, ELI B				
20242426	2024-08-30	FINNERTY, BROOKE-LYNN				
20242427	2024-08-30	DUTKA, CARTER				
20242428	2024-08-30	SENTEN, EMILY				
20242429	2024-08-30	SANDAHL, NORMAN				
20242430	2024-08-30	HARRIS, AMBER C				
20242431	2024-08-30	BERRY, LORAIN M				
20242432	2024-08-30	MILLANTE, JAYCINTH J				
20242433	2024-08-30	DECK, DAN J				
20242434	2024-08-30	KOZAK, WILLIS				
20242435	2024-08-30	YUSHCHYSHYN, DALE				
20242436	2024-09-04	RECEIVER GENERAL/SCS	1488	PAYMENT ACCT #640451399RI, AUGUST 2024 C	353.30	353.30
20242437	2024-09-04	RECEIVER GENERAL/SCS	1489	PAYMENT ACCT #637015397RI, SEPT 30/24 GAI	3,329.92	3,329.92
20242438	2024-09-04	RECEIVER GENERAL/SCS	1490 1491	PAYMENT RP0001- AUG 11-24, 2024 DEDUCTIO RP0002 - AUG 11-24, 2024 DEDUCTI	21,939.29 4,056.69	25,995.98
20242439	2024-09-04	RECEIVER GENERAL/SCS	1492	PAYMENT RP0002- AUGUST COUNCIL SOURCE	3,680.91	3,680.91
20242440	2024-09-04	STAPLES	8b24a648 9111b503 a7b17ae5	PAYMENT OFFICE SUPPLIES - MOUSE PAD & V OFFICE SUPPLIES - AIR DUSTER AE OFFICE SUPPLIES - KEYBOARD & M	23.42 76.38 87.02	186.82
20242441	2024-09-05	2100036 ALBERTA LTD. (REVIEW & FREE PRESS)	6066	PAYMENT BACK TO SCHOOL AD	84.00	84.00
20242442	2024-09-05	AIR LIQUIDE CANADA	77803668	PAYMENT CYLINDER RENTAL	37.11	37.11
20242443	2024-09-05	AMILIA ENTERPRISES INC.	1563613	PAYMENT AUGUST 2024 MONTHLY SUBSCRIP	1,040.56	1,040.56
20242444	2024-09-05	AMSC INSURANCE SERVICES	45337	PAYMENT SEPT 2024 BENEFITS INV #1978-202	22,519.47	22,519.47
20242445	2024-09-05	BAUDER, LOUISE		PAYMENT		3,775.00



TOWN OF GIBBONS

Cheque Listing For Council

2024-Sep-9
9:00:39AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20242445	2024-09-05	BAUDER, LOUISE	130	JULY 1 - AUGUST 31 2024 CONTRAC	3,775.00	3,775.00
20242446	2024-09-05	BUFFALO HEATING & AIR CONDITIONING INC	534760	PAYMENT SERVICE FURNACES & WATER HEA	2,948.72	2,948.72
20242447	2024-09-05	CANADIAN NATIONAL RAILWAY COMPANY	91756190	PAYMENT AUGUST 2024 RR XING MAINTENAN	365.50	365.50
20242448	2024-09-05	CANOE PROCUREMENT GROUP OF CANADA	PF-12203-116761	PAYMENT AUG PETRO FUEL PURCHASES	80.95	80.95
20242449	2024-09-05	CHARTRAND, DENISE	339	PAYMENT SHOP SUPPLIES - COSTCO/SAVEYS	128.54	128.54
20242450	2024-09-05	CRYSTAL CLEAN WATER DELIVERY	W249558	PAYMENT WATER FOR SHOP	32.00	32.00
20242451	2024-09-05	EDMONTON GRANITE MEMORIALS LTD	12487	PAYMENT NICHE INSCRIPTION - SUSAN & PET	619.50	619.50
20242452	2024-09-05	EUROPEAN CUTTERS LTD	91741	PAYMENT ZAMBONI BLADES SHARPENED	336.00	336.00
20242453	2024-09-05	EVANS, JEANNE	2	PAYMENT MILEAGE	43.40	43.40
20242454	2024-09-05	GOODBRAND AUTO	2771 2782	PAYMENT F550 TIRE REPLACEMENTS F350 TIRE REPAIR	918.21 190.19	1,108.40
20242455	2024-09-05	GREGG DISTRIBUTORS CO. LTD.	000-916492 021-136114	PAYMENT EZ REACH WD40 HOSE FOR ARENA 2 SIDED TAPE FO	100.74 437.64	538.38
20242456	2024-09-05	HEIDELBERG MATERIALS CANADA LTD.	6960323 6960324 6960858	PAYMENT CRUSHED GRAVEL LAGOON ROAD CRUSHED GRAVEL SOUTH ROAD CRUSHED GRAVEL LAGOON ROAD	1,955.16 8,001.70 6,133.27	16,090.13
20242457	2024-09-05	HYDROBLAST	28848 28849	PAYMENT KITCHEN EXHAUST CLEANING - CUF GCC KITCHEN EXHAUST SYSTEM CI	724.50 724.50	1,449.00
20242458	2024-09-05	KENNER MEDIA (EDMONTON) LTD.	1054-8935 1066-2405	PAYMENT AUGUST 2024 ANNUAL AUGUST 2024 BIG BOX RUN OF SITE	2,564.10 220.50	2,784.60
20242459	2024-09-05	KOBZA, JENNIFER	135 136	PAYMENT AUG 11 - 24 2024 CONTRACT WORK JULY 28-AUG 10 2024 CONTRACT W	836.70 766.98	1,603.68
20242460	2024-09-05	LAPP C/O ASP	119	PAYMENT AUG 11 - 24 2024 LAPP CONTRIBUTI	12,045.43	12,045.43
20242461	2024-09-05	MORINVILLE HOME HARDWARE	101-508152	PAYMENT PAINT TRAYS/ROLLERS & FILTER FC	103.31	103.31
20242462	2024-09-05	ORKIN CANADA	22734917	PAYMENT TREATED FOR ANTS-ECHO GLEN/MI	787.50	787.50
20242463	2024-09-05	P3 CAPITAL PARTNERS INC.	1791 1809	PAYMENT JUNE 2024 ADVISORY JULY 2024 ADVISORY	5,250.00 5,250.00	10,500.00
20242464	2024-09-05	POWLESLAND, JOEL	118	PAYMENT PUMP FOR NEW ARENA FLOOD WAT	329.70	329.70
20242465	2024-09-05	PUROLATOR COURIER LTD.	515047945 530057511	PAYMENT MUNICIPAL AFFAIRS ACCREDITATIO MUNICIPAL AFFAIRS - ACCREDITATI	36.69 36.69	73.38
20242466	2024-09-05	REDLICK, BRIAN	39	PAYMENT AUGUST BUS DRIVER	270.00	270.00



TOWN OF GIBBONS

Cheque Listing For Council

2024-Sep-9
9:00:39AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20242467	2024-09-05	ROCKY MOUNTAIN PHOENIX	IN030986	PAYMENT NEW FIRE TR-HOSE STORAGE TRAY	3,058.60	3,058.60
20242468	2024-09-05	ROGERS COMMUNICATIONS CANADA INC.	1513 1514 1515 1516 1517 1518 1519 1520 1521 1522	PAYMENT 1356 - PHONE / INTERNET CHARGES 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
20242469	2024-09-05	SELECT ENGINEERING CONSULTANTS LTD	2408-0188	PAYMENT 0001-22060 HEARTLAND COMMONS	7,976.47	7,976.47
20242470	2024-09-05	SUMMIT TRUCK EQUIPMENT LTD (CANADA)	0101696011	PAYMENT SEPT 2024 RENTAL OF WESTERN S1	12,075.00	12,075.00
20242471	2024-09-05	THE SIGN GURU	25176 25463	PAYMENT APR 25 - MAY 24 2024 (3 SIGN) RENT MAY 25 - JUNE 24 2024 (3 SIGNS) RE	472.50 472.50	945.00
20242472	2024-09-05	ULINE CANADA CORPORATION	14716294	PAYMENT 2 CABINETS FOR ARENA	1,883.70	1,883.70
20242473	2024-09-05	BIDDISCOMBE GLASSWORKS LTD.	30151368	PAYMENT REPLACEMENT WINDOW AT GCC	330.75	330.75
20242474	2024-09-05	BOONSTRA CONSULTING	30151366	PAYMENT SALC CONSULTANT CONTRACT PAY	4,987.50	4,987.50
20242475	2024-09-05	[REDACTED]	30151367	PAYMENT REFUND LANDFILL TAG FEE ISSUED	10.50	10.50
20242476	2024-09-05	GOVERNMENT OF ALBERTA	08-24-A095419	PAYMENT AUGUST 2024 LAND TITLES	30.00	30.00
20242477	2024-09-05	GOVERNMENT OF ALBERTA, ALBERTA FIREFIGHTER	H2530	PAYMENT NFPA 1001 (2019) FIREFIGHTER LEV	45.00	45.00
20242478	2024-09-05	NEWHOOK TRENCHING LTD.	18095	PAYMENT COMMUNITY SIGN POST OFFICE	2,100.00	2,100.00
20242479	2024-09-05	YELLOWKNEE, KIMBERLY	8265	PAYMENT REMAINING BALANCE FOR BANNOC	120.00	120.00
20242480	2024-09-05	YOBUKAN KARATE	8264	PAYMENT RECREATION SUBSIDY - KARATE FE	200.00	200.00
20242481	2024-09-05	O'MALLEY, FARRELL	575 576	PAYMENT OCTOBER 15 CONTRACT OCTOBER TRAVEL/ PHONE ALLOWA	5,651.60 1,600.00	7,251.60
20242482	2024-09-05	RECEIVER GENERAL/SCS	1493	PAYMENT ACCT #637015397RI, OCT 15/24 GAR	3,329.92	3,329.92

Total 299,366.60

*** End of Report ***

Report to Council



Date Submitted: August 28, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Monique Jeffrey, Director of Corporate Services
Report Topic: 2024 Budget Variance Report as At June 30th, 2024

Introduction

The purpose of this report is to present to Council the 2nd Quarter Budget Variance Report for 2024 as at June 30th, 2024.

Background

Financial reports for January to June 2024 inclusive have been completed. To date, the Town of Gibbons is above budget in revenues at 109.28% of expected due to the sale of the 4.5 acres and the 2024 taxes have been levied and below budget in expenditures at 44.75% of budgeted.

Options Available

1. That Council accept the 2024 Budget Variance report as at June 30th, 2024, as information.

Recommendation for Action

1. That Council accept the 2024 Budget Variance Report as at June 30, 2024, as information.

Submitted By:

A blue ink signature of Monique Jeffrey, consisting of several overlapping loops.

Monique Jeffrey.
Director of Corporate Services

Approved by:

A blue ink signature of Eric Lowe, written in a cursive style.

Eric Lowe
Assistant CAO

Town of Gibbons		7/24/2024			
Budget Variances					
For the Period Ending June 30, 2024					
Revenue	2024 Budget	YTD Actual	2024 Variance	% of Budget	Variance - Notes
General Administration	\$ 429,452.00	\$ 139,917.26	\$ 289,534.74	32.58%	projects transfers not yet done
Police Services	\$ 71,593.00	\$ 4,000.00	\$ 67,593.00	5.59%	reserve transfers only take place at year-end
Fire Fighting	\$ 158,691.00	\$ 135,621.97	\$ 23,069.03	85.46%	over budget
Disaster Services	\$ -	\$ -	\$ -	0.00%	
By-Law Enforcement	\$ 18,600.00	\$ 5,605.00	\$ 12,995.00	30.13%	below budget
Common Services	\$ 151,600.00	\$ 33,009.24	\$ 118,590.76	21.77%	projects transfers not yet done
Road Transportation	\$ 14,529.00	\$ 3,507.69	\$ 11,021.31	24.14%	below budget
Water Supply & Distib.	\$ 1,061,072.00	\$ 427,713.81	\$ 633,358.19	40.31%	below budget
Sanitary Sewer Services	\$ 780,107.00	\$ 326,800.03	\$ 453,306.97	41.89%	below budget
Garbage Collection	\$ 291,056.00	\$ 121,592.02	\$ 169,463.98	41.78%	below budget
Environmental	\$ 18,750.00				new function in 2023 not yet started
FCSS	\$ 221,483.00	\$ 49,994.57	\$ 171,488.43	22.57%	below budget
SALC	\$ 174,694.00	\$ 314.28	\$ 174,379.72	0.18%	below budget grants have not been received yet
Cemetary	\$ 9,825.00	\$ 7,236.72	\$ 2,588.28	73.66%	above budget
Municipal Planning & Dev	\$ 786,650.00	\$ 1,285,244.93	\$ (498,594.93)	163.38%	sale proceeds of 4.5 acres
Communities in Bloom	\$ 7,300.00	\$ 4,104.00	\$ 3,196.00	56.22%	on par with budget (sale of rain barrels)
Community Services Brd/Staff	\$ 30,000.00	\$ -	\$ 30,000.00	0.00%	no events held yet this year
Recreation/Parks	\$ 611,742.00	\$ 378,675.75	\$ 233,066.25	61.90%	over budget because recreation agreement funds received
Fitness Center	\$ 54,116.00	\$ 23,324.27	\$ 30,791.73	43.10%	below budget
Arena	\$ 480,419.00	\$ 95,273.99	\$ 385,145.01	19.83%	below budget grants not yet received
Arena Concession	\$ 7,500.00	\$ 1,600.00	\$ 5,900.00	21.33%	below budget
Curling Rink	\$ 37,900.00	\$ 66,704.16	\$ (28,804.16)	176.00%	billing for curling club for 2 years
Facilities	\$ 3,579.00	\$ 2,719.25	\$ 859.75	75.98%	over budget school rentals are busy
Museum	\$ 6,200.00	\$ (250.00)	\$ 6,450.00	-4.03%	museum just opened beginning of June
SSDLC	\$ 37,050.00	\$ 14,900.00	\$ 22,150.00	40.22%	below budget
Resource Centre Revenue	\$ 66,029.00	\$ 8,942.86	\$ 57,086.14	13.54%	below budget transfers have not taken place yet
Cultural Center	\$ 224,700.00	\$ 131,095.69	\$ 93,604.31	58.34%	on par with budget
Library	\$ 74,415.00	\$ 13,657.44	\$ 60,757.56	18.35%	below budget
Other Revenue	\$ 1,616,714.00	\$ 4,855,063.07	\$ (3,238,349.07)	300.30%	above budget taxes are levied
Total Revenues - Municipal Operations Includes Tax Revenue and Requisitions	\$ 7,445,766.00	\$ 8,136,368.00	\$ (709,352.00)	109.28%	Revenues are above budget as recreation funding received and the sale of the 4.5 acres
	\$ -	\$ -	\$ -		

Town of Gibbons					
Budget Variances					
For the Period Ending June 30, 2024					
Expenditures	2024 Budget	YTD Actual	2024 Variance	% of Budget	Variance - Notes
Council	\$ 319,459.00	\$ 182,890.16	\$ 136,568.84	57.25%	on par with budget
General Administration	\$ 1,456,819.00	\$ 724,520.67	\$ 732,298.33	49.73%	on par with budget
Police Services	\$ 190,555.00	\$ 166,156.00	\$ 24,399.00	87.20%	policing cost have been paid
OH & S	\$ 31,002.00	\$ 17,845.54	\$ 13,156.46	57.56%	slightly above budget
Fire Fighting	\$ 318,932.00	\$ 227,097.44	\$ 91,834.56	71.21%	over budget as all bunker gear has been purchased
Disaster Services	\$ 26,125.00	\$ 16,650.70	\$ 9,474.30	63.73%	NCAER & SREMP memberships paid
Bylaw Enforcement Operations	\$ 131,647.00	\$ 31,320.24	\$ 100,326.76	23.79%	bylaw services have been billed for 1st quarter only
Common Services Operations	\$ 839,122.00	\$ 449,645.15	\$ 389,476.85	53.59%	on par with budget
Road Transportation	\$ 294,161.00	\$ 91,365.35	\$ 202,795.65	31.06%	below budget
Water Supply & Distrib - Budget Surplus \$	\$ 1,061,072.00	\$ 367,553.72	\$ 693,518.28	34.64%	below budget
Sanitary Sewer Services - Budget Surplus \$	\$ 780,107.00	\$ 232,385.93	\$ 547,721.07	29.79%	below budget
Garbage Collection	\$ 291,056.00	\$ 88,446.12	\$ 202,609.88	30.39%	below budget
Environmental	\$ 1,000.00	\$ -	\$ 1,000.00	0.00%	new program in 2023
FCSS	\$ 443,159.00	\$ 113,411.56	\$ 329,747.44	25.59%	below budget
SALC	\$ 174,694.00	\$ 93,578.07	\$ 81,115.93	53.57%	on par with budget
Cemetary	\$ 14,000.00	\$ 2,261.72	\$ 11,738.28	16.16%	below budget
Municipal Planning	\$ 921,640.00	\$ 643,901.80	\$ 277,738.20	69.86%	above budget
Communities In Bloom	\$ 27,789.00	\$ 15,367.36	\$ 12,421.64	55.30%	on par with budget
Community Services Board	\$ 191,820.00	\$ 60,557.90	\$ 131,262.10	31.57%	below budget
Recreation/Parks	\$ 645,383.00	\$ 318,612.05	\$ 326,770.95	49.37%	on par with budget
Fitness Center	\$ 214,407.00	\$ 70,581.28	\$ 143,825.72	32.92%	below budget
Arena	\$ 575,134.00	\$ 218,931.44	\$ 356,202.56	38.07%	below budget
Arena Concession	\$ 3,500.00	\$ 185.00	\$ 3,315.00	5.29%	below budget
Curling Rink	\$ 112,494.00	\$ 51,774.47	\$ 60,719.53	46.02%	below budget
Facilities	\$ 134,495.00	\$ 59,161.19	\$ 75,333.81	43.99%	below budget
Museum	\$ 35,381.00	\$ 8,986.79	\$ 26,394.21	25.40%	only insurance and utilities paid to date
SSDLC	\$ 15,081.00	\$ 9,259.31	\$ 5,821.69	61.40%	above budget as taxes were due
Resource Centre Exp.	\$ 102,043.00	\$ 106,547.53	\$ (4,504.53)	104.41%	coding errors causing this to be over budget
Cultural Center	\$ 203,940.00	\$ 105,075.49	\$ 98,864.51	51.52%	on par with budget
Library	\$ 233,965.00	\$ 125,894.82	\$ 108,070.18	53.81%	on par with budget

Town of Gibbons					
Budget Variances					
For the Period Ending June 30, 2024					
Expenditures	2024 Budget	YTD Actual	2024 Variance	% of Budget	Variance - Notes
Requisitions - Prov Schools	\$ 1,048,614.00	\$ 248,291.80	\$ 800,322.20	23.68%	1st quarter paid second quarter not recorded yet
Requisitions - Seniors Foundation	\$ 35,709.00	\$ 34,000.17	\$ 1,708.83	95.21%	on par with budget
Requisition Allowance MGA 359(2) - Uncollected	\$ -				
Alberta DI Properties	\$ 322.00	\$ -		0.00%	requisition not yet recorded
Operating Contingency	\$ 35,000.00	\$ -	\$ 35,000.00	0.00%	
Total Expenditures	\$ 10,909,627.00	\$ 4,882,256.77	\$ 6,027,048.23	44.75%	overall all expenses are below budget
Net surplus (Deficit)	\$ (3,463,861.00)	\$ 3,254,111.23			



FOODCYCLER™
**MUNICIPAL FOOD WASTE DIVERSION
PILOT PROGRAM**



Town of Gibbons
Box 68
Gibbons, AB T0A 1N0
780-923-3331

Friday, September 6, 2024

The FoodCycler™ Food Waste Diversion Municipal Pilot Program

Dear Town of Gibbons Staff and Council,

Thank you for your interest in food waste diversion in your community. Food Cycle Science (FCS) is an organization born from the alarming fact that 63% of food waste is avoidable and responsible for about 10% of the world's greenhouse gas emissions. FCS has developed an innovative solution that reduces food waste in landfills, takes more trucks off the road, reduces infrastructure and collection costs, and contributes to a 95% reduction in CO2E compared to sending food to landfills. We deploy our patented technology to households around the world, helping them take ownership of their food waste and environmental impact.

In partnering with municipalities, we are committed to creating accessible food waste solutions for all people and changing the way the world thinks about food waste. The purpose of the FoodCycler™ Pilot Program is to measure the viability of on-site food waste processing technology as a method of waste diversion. By reducing food waste at home, you can support your environmental goals, reduce residential waste, reduce your community's carbon footprint, and extend the life of your community's landfill(s).

Based on several factors, we believe the Town of Gibbons would be a great fit for the benefits of this program, and we are proposing a study involving 50 households in the Town of Gibbons.

The **FoodCycler FC-30** and **Eco 5** devices can process 2.5 L and 5 L (respectively) of food waste per cycle and converts it into a nutrient-rich by-product that can be used to enrich your soil. Power consumption per cycle is ~0.8 kWh (FC-30) / ~1.3 kWh (Eco 5) and takes less than 8 hours to complete (overnight).

Every FoodCycler deployed is estimated to divert at least 2 tonnes of food over its expected lifetime. Based on market rates of \$100 per tonne of waste (fully burdened), 50 households participating would divert 100 tonnes of food waste and save the municipality an estimated \$10,000.00 in costs. Please note that this analysis is based on market rates and depending on remaining landfill lifespan and closure costs, local rates for waste disposal may vary.

Every tonne of food waste diverted from landfill is estimated to reduce greenhouse gas emissions by 1.5 tonnes of CO2e before transportation emissions. Based on this, 50 households could divert approximately 150 tonnes of greenhouse gas emissions.

Food Cycle Science is excited to have you on board for this exciting and revolutionary program. The FoodCycler™ Municipal Solutions Team is always available to answer any questions you might have.

Warm regards,

The FoodCycler™ Municipal Team



As of the date of this proposal, there are a total of 145 Canadian municipalities who have signed on to participate in a FoodCycler program. Through this partnership, the Town of Gibbons can achieve immediate and impactful benefits, acquire valuable insight about food waste diversion in your region, and showcase itself as an environmental leader and innovator in Canada.

Food Cycle Science is looking to achieve the following through this proposed partnership:

- Receive high-quality data from pilot program participants regarding food waste diversion
- Receive high-quality feedback from residents, staff, and council regarding the feasibility of a FoodCycler food waste diversion program for the Town of Gibbons and similar communities
- Demonstrate the viability of our technology and solutions in a municipal setting so the model can be re-deployed in other similar communities in Canada

The Town of Gibbons would receive several benefits through this partnership:

- Opportunity to trial a food waste diversion solution at a cost well below market prices
- Reduced residential waste generation thus increasing diversion rates
- Reduced costs associated with waste management (collection, transfer, disposal, and landfill operations)
- The reduction of greenhouse gas (GHG) emissions from transportation and decomposition of food waste in landfills
- Extend the life of your landfill(s)
- Opportunity to support Canadian innovation and clean tech
- Opportunity to provide residents with an innovative solution that reduces waste and fights climate change, at an affordable price
- Obtaining data that could be used to develop a future organic waste diversion program

Residents of the Town of Gibbons would receive several benefits through this partnership:



- Opportunity to own an at-home food waste diversion solution at a cost well below market prices
- Support climate change goals by reducing waste going to landfill
- Ability to fertilize their garden soil by generating a nutrient-rich soil amendment
- Reduce the “ick factor” of garbage to keep animals and vermin away
- Reduce trips to the waste site and save on excess waste fees where applicable

In the pages that follow, we will offer a pilot program recommendation for consideration.



The FoodCycler Product Family

The FoodCycler product family offers closed-loop solutions to food waste, with zero emissions or odours. This sustainable process reduces your organic waste to a tenth of its original volume. Small and compact, FoodCycler products can fit anywhere. They operate quietly and efficiently, using little energy.

<p>FOODCYCLER™ FC-30</p> 	<table border="0"> <tr> <td>2.5 L</td> <td>VOLUME CAPACITY</td> <td>5.0 L</td> </tr> <tr> <td>30.5 L</td> <td>UNIT VOLUME</td> <td>28.9 L</td> </tr> <tr> <td>4-8 HOURS</td> <td>PROCESSING TIME</td> <td>6-8 HOURS</td> </tr> <tr> <td>0.8 kWh</td> <td>POWER CONSUMPTION PER CYCLE</td> <td>1.3 kWh</td> </tr> <tr> <td>2 REFILLABLE FILTERS</td> <td>ODOUR CONTROL</td> <td>1 REFILLABLE FILTER</td> </tr> <tr> <td>BACK</td> <td>VENT LOCATION</td> <td>TOP</td> </tr> </table>	2.5 L	VOLUME CAPACITY	5.0 L	30.5 L	UNIT VOLUME	28.9 L	4-8 HOURS	PROCESSING TIME	6-8 HOURS	0.8 kWh	POWER CONSUMPTION PER CYCLE	1.3 kWh	2 REFILLABLE FILTERS	ODOUR CONTROL	1 REFILLABLE FILTER	BACK	VENT LOCATION	TOP	<p>FOODCYCLER™ Eco 5</p> 
2.5 L	VOLUME CAPACITY	5.0 L																		
30.5 L	UNIT VOLUME	28.9 L																		
4-8 HOURS	PROCESSING TIME	6-8 HOURS																		
0.8 kWh	POWER CONSUMPTION PER CYCLE	1.3 kWh																		
2 REFILLABLE FILTERS	ODOUR CONTROL	1 REFILLABLE FILTER																		
BACK	VENT LOCATION	TOP																		



Recycle Your Food Waste in 3 Easy Steps

Step 1:

Place your food waste into the FoodCycler™ bucket. The FoodCycler™ can take almost any type of food waste, including fruit and vegetable scraps, meat, fish, dairy, bones, shells, pits, coffee grinds and filters, and even paper towels.



Step 2:

Place the FoodCycler™ bucket into your FoodCycler™ machine. The FoodCycler™ machine can be used anywhere with a plug such as a kitchen countertop, basement, laundry room, heated garage, etc.



Step 3:

Press Start. In 8 hours or less, your food waste will be transformed into a nutrient rich soil amendment that can be integrated back into your soil. The cycle runs quietly and with no odours or GHG emissions.

FoodCycler Funded Pilot Program – Subsidy Model

FoodCycler FC-30



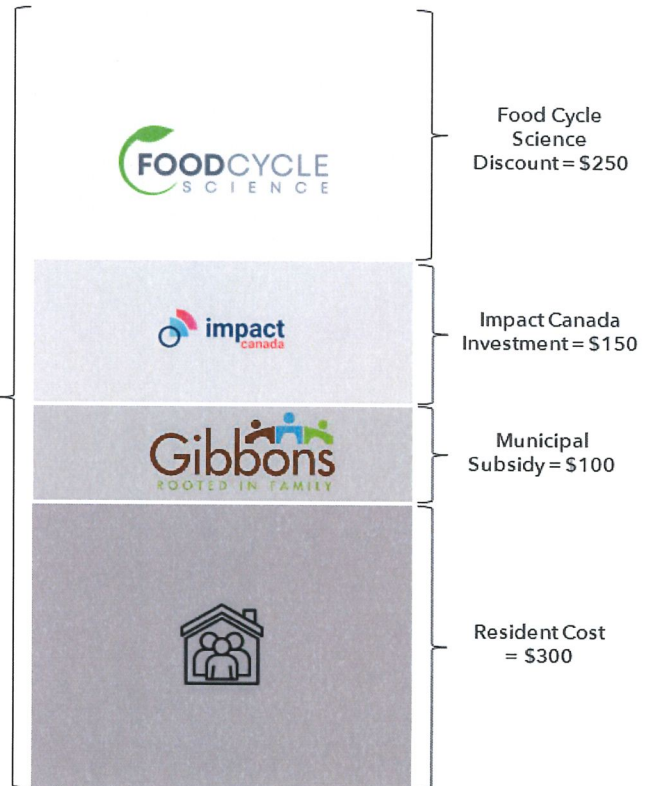
Retail Price = \$500



FoodCycler Eco 5



Retail Price = \$800



FoodCycler Funded Pilot Program Recommendation and Details

Based on the demographics and current waste management system in place at the Town of Gibbons, Food Cycle Science is recommending a pilot program involving 50 households.

The funded pilot program is based on a cost subsidy model where Food Cycle Science provides an initial discount, we contribute an investment from AAFC/Impact Canada, the Town of Gibbons provides a subsidy, and the resident provides the remaining contribution. The purpose of this model is to make this technology accessible to more Canadians at an affordable price.

The total investment from AAFC/Impact Canada for a 50 household pilot would amount to **\$5,000.00¹**.

Through this partnership-based program, the **municipal investment for Town of Gibbons is \$100.00 per household**, regardless of which device is selected. Residents will then have the option to choose the FoodCycler™ model that best suits their household and budget.

Each FoodCycler™ is estimated to divert at least 2 tonnes of food over its expected lifetime. Based on average market rates of \$100 per tonne of waste (fully burdened), 50 households participating would divert 100 tonnes of food waste and save the municipality an estimated **\$10,000.00** in costs.

Total Invoiced Amount

	Price	Quantity	Total
FoodCycler FC-30 Municipal Rate	\$250	25	\$6,250
FoodCycler Eco 5 Municipal Rate	\$400	25	\$10,000
Shipping Estimate			\$900
Total Invoice Amount			\$17,150

Plus applicable taxes.

Net Municipal Cost:

	Price	Quantity	Total
Total Invoice Amount			\$17,150
Less Resident Resale: FC-30	\$150	25	\$-3,750
Less Resident Resale: Eco 5	\$300	25	\$7,500
Net Municipal Cost			\$5,900

Plus applicable taxes.

Volume Discount: Orders of 500 total units or more are eligible to receive an additional \$50.00 per unit discount on the FoodCycler Eco 5. If applicable, this discount is automatically calculated in the pricing shown above. The Municipality shall maintain a minimum of \$100.00 per household subsidy, thus passing on these savings directly to residents, reducing the resident contribution on the Eco 5 to \$250.00.

¹ Based on an estimated 50/50 split between FC-30 and Eco 5s. Will vary depending on the quantity of FoodCyclers purchased and the model ultimately selected by residents.

Purchase and Program Terms

Confirmation Deadline: Confirmation of order (Council resolution and/or signed partnership agreement) to be received no later than September 30, 2024.

Price Guarantee: Food Cycle Science will honour these rates on subsequent orders of 50 units or more, placed within the 2024 calendar year.

Shipping: Shipping estimates to your location may range from \$700.00 – \$1,100.00 and the \$900.00 quoted is an estimated average based on today's shipping rates. The Municipality may choose the shipping option that best suits their budget and needs. The higher cost shipping options will generally provide superior shipping accuracy.

FoodCycler Model Selection: During a registration period, residents will be given the option to indicate their preferred FoodCycler model. The total allotment of each FoodCycler model can be either predetermined or determined by resident selection.

Payment Terms: Payment is 100% due upon receipt of goods.

Accessories:

- **Wholesale:** Additional filters and other accessories may be purchased from FoodCycler at wholesale rates for resale to residents under the pilot program with no additional freight cost provided they are included in the initial order.
- **Online Portal:** An online purchase portal is available to residents of our municipal programs which offers the online purchase of filters and accessories at discounted rates. Accessories are conveniently shipped direct-to-home.
- **Filter Refill Station:** The municipality may choose to provide filter refills by establishing a refill station at a central location within the community. The cost to design and procure a refill station ranges from \$3,000-\$5,000. FCS will collaborate with the municipality to source local bulk amounts of carbon pellets. Over the life of the technology, this option is the most cost effective and environmentally sound.

Warranty: 1-year standard manufacturer's warranty starting on date of delivery of all FoodCycler units to the Town of Gibbons. We will repair or replace any defects during that time. Extended warranties may be purchased at additional cost of \$25.00 per year for up to 5 years.

Buyback Guarantee: Through this program, we are aiming for optimal community awareness of this initiative. In the event that sales are not meeting the anticipated targets, the Town of Gibbons will collaborate with Food Cycle Science and diligently explore all reasonable avenues to enhance awareness and increase participation within the community. Should units remain unsold after one year, despite thorough and diligent efforts, Food Cycle Science will buy back any unsold units. All units must be returned in new and unopened condition. The Town of Gibbons is responsible for covering the return shipping to one of our warehouses (Vancouver, BC, Ottawa, ON, or Tacoma, WA), along with a \$25.00 per unit restocking fee.

Marketing and Promotion: The Town of Gibbons and Food Cycle Science mutually grant permission to use the name and/or logo or any other identifying marks for purposes of marketing, sales, case studies, public relations materials, and other communications solely to recognize the partnership between Food Cycle Science and the Town of Gibbons. The Town of Gibbons staff may be asked to provide a quote / video testimonial regarding the program.

Surveys / Tracking:

- The trial / survey period will be for 12 weeks starting on or before November 15, 2024.
- Residents will be asked to track weekly usage of the FoodCycler during each week of the trial. Tracking sheets will be provided as part of a Resident Package prepared by Food Cycle Science.
- At the end of the 12 weeks, residents must report their usage and answer a number of survey questions. Survey is to be provided by Food Cycle Science and approved by the Town of Gibbons.
- The survey is to be administered either by the Town of Gibbons or by Food Cycle Science, by request and with permission. All survey results are to be shared between the Town of Gibbons and Food Cycle Science. The Town of Gibbons shall ensure all personal information of participants is removed from any data ahead of sharing with Food Cycle Science.
- The Town of Gibbons may administer additional touchpoints with participants at their discretion.

Final Report and Feasibility Study: Food Cycle Science will prepare a final report summarizing program performance including waste diversion, potential for expansion, and other factors deemed relevant by the Town of Gibbons. To facilitate this, the Town of Gibbons may be called upon to provide data regarding disposal and transportation costs, landfill capacity, and other region-specific variables crucial for evaluating the viability of implementing FoodCyclers within the municipality.

Customer Support / Replacement Units:

- Food Cycle Science has a dedicated municipal support team that is available to assist residents directly with any troubleshooting, repairs, or replacement when required.
- Food Cycle Science may provide a small number of spare FoodCycler units with the initial order to be used for replacements if/when required. The Town of Gibbons would be tasked with assisting residents with replacements where necessary. Replacement units will be supplied at no cost to the municipality and may represent up to 2% of the total initial order. This represents our anticipated/accepted failure rates.
 - Any unused spare units remaining after the warranty period shall be donated to a local school, with priority given to schools participating in EcoSchools Canada programs.

Summary and Acceptance of Terms

We respectfully ask that you confirm your participation no later than September 30, 2024 in order to respect the timeline of the Impact Canada Food Waste Reduction Challenge.

Summary of pilot program costs:

Program Recommendation	Invoice Amount	→	Net Municipal Cost
50 Households	\$17,150	→	\$5,900

Terms Accepted and Agreed by Town of Gibbons:

Name / Title

Name / Title

Signature

Date

Signature

Date

Food Cycle Science looks forward to working with the Town of Gibbons to reduce the amount of food waste going to landfill in a manner that is convenient and cost-effective.

Sincerely,

Jacob Hanlon

Municipal Solutions Manager

jacobh@foodcyclers.com | +1 613-316-4094



Food Cycle Science Corporation
371A Richmond Road, Suite #4
Ottawa, ON K2A 0E7
www.foodcyclers.com

Report to Council



Date Submitted: September 11, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Eric Lowe, Assistant CAO
Report Topic: Rail Safety Week

Introduction

The purpose of this report is to respectfully request that Council declare September 23 – 29, 2024 as Rail Safety Week.

Background

Rail Safety Week is intended to enhance public awareness of avoidable accidents and fatalities associated with railway crossing and pedestrian trespassing on railway rights-of-way.

Options Available

1. That Council declares September 23-29, 2024, as Rail Safety Week.
2. That Council advise Administration as to how it would like to proceed.

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

1. That Council declares September 23-29, 2024, as Rail Safety Week.

Submitted By:

A handwritten signature in blue ink, appearing to read "Eric Lowe".

Eric Lowe,

Assistant CAO

RESOLUTION
IN SUPPORT OF RAIL SAFETY WEEK

WHEREAS *Rail Safety Week* is to be held across Canada from September 23 to 29, 2024;

WHEREAS, 229 railway crossing and trespassing incidents occurred in Canada in 2023; resulting in 66 avoidable fatalities and 39 avoidable serious injuries;

WHEREAS, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens; and

WHEREAS Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

WHEREAS CN and Operation Lifesaver have requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is hereby **RESOLVED** to support national *Rail Safety Week* to be held from September 23 to 29, 2024.

Report to Council



Date Submitted: September 11, 2024
Submitted to: Mayor Deck and Members of Council
Submitted by: Eric Lowe, Assistant CAO
Report Topic: Sturgeon River Watershed Alliance

Introduction

The purpose of this report is to respectfully request that Council give consideration to providing a letter of support to the Sturgeon River Watershed Alliance

Background

As per the attached information, Sturgeon River Watershed Alliance (SWRA) is applying for an Alberta Community Partnership Grant to continue and further develop the Sturgeon River Watershed Alliance and implement the SWRA Watershed Management Plan. To assist them in their application, SWRA is appealing to member municipalities for a letter of support in their application.

Options Available

1. That Council supports the application for funding to the Alberta Community Partnership grant program, which will enable the continuation and further development of the work of the Sturgeon River Watershed Alliance and the implementation of the SRWA's Watershed Management Plan (WMP).
2. That Council advise Administration as to how they would like to proceed.

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

1. That Council supports the application for funding to the Alberta Community Partnership grant program, which will enable the continuation and further development of the work of the Sturgeon River Watershed Alliance and the implementation of the SRWA's Watershed Management Plan (WMP).

Submitted By:

A handwritten signature in blue ink, appearing to read 'Eric Lowe'.

Eric Lowe,

Assistant CAO

Sturgeon River Watershed Alliance

The Sturgeon River Watershed Alliance (SRWA) is a municipally-supported watershed stewardship group that works in partnership with the North Saskatchewan Watershed Alliance (NSWA). The SRWA is guided by a Steering Committee of elected officials and a Technical Advisory Committee of staff and volunteers. Promoting knowledge transfer and sharing of BMPs.

SRWA has been able to complete an array of technical reports that address data and/or information gaps. In addition, educational communications materials have been produced for SRWA to utilize. Together these resources are readily available and are advisory. Their purpose is to provide guidance to members in order to sustain and advance watershed health and implementation of the Sturgeon River Watershed Management Plan.

To maintain momentum, SRWA is applying to the 2024 Government of Alberta's Community Partnership Grant (ACP) - Intermunicipal Collaboration Stream (Application Due October 1, 2024).

Project Title: Sturgeon River Watershed Alliance Intermunicipal Watershed Planning Project

Component 1: Sturgeon River Watershed Water Quality Evaluation.

- Further examination into trends, flow and land use influences (point source + non-point source)

Component 2: Infrastructure Management Framework for Watershed Health

- Highlight infrastructure hot spots and provide guidance on rehabilitation and solutions
- Workshops (classroom + field) that delve into water quality and flooding in relation to watercourse crossing infrastructure

The actions will be further discussed, reviewed and finalized with the SRWA through consensus-based decision making.

To increase SRWA's chances of success we ask that member municipalities pass a motion and provide a letter of support.

Suggested Motion: [Insert Name] supports the application for funding to the Alberta Community Partnership grant program, which will enable the continuation and further development of the work of the Sturgeon River Watershed Alliance (SRWA) and the implementation of the SRWA's Watershed Management Plan (WMP).



Report to Council



KEY MEETINGS

- Meetings with Developers
- Meet the Community Night

News, Ongoing Events & Projects

Community Services Department

Key Items in Progress

- Meet the Community was the largest ever with 57 groups and organizations and 12 vehicles for the Touch a Truck Event
- Recreation programs begin the 3rd week in September
- Youth centre has been at capacity several times
- GFRC is seeing an increase in at risk clients
- Upcoming Events:
 - Truth and Reconciliation Event – October 2nd.
 - Seniors Conference – October 3rd.
- See the Monthly Newsletter on our website for more events!

Corporate Services Department

Key items in progress:

- 2 properties slated for Tax Sale have entered into tax repayment agreements
- Continuing to work on Tax Enforcement
- Working on 2025 Operating Budget

Planning & Development Department

Key Items in Progress:

- Reminders for the Mayor's Lunch being held on October 18, 2024, have been sent out.
- Filming of another movie has started in town.
- Currently reviewing the Draft Land Use Bylaw.

SUCCESS OCCURS WHEN OPPORTUNITY MEETS PREPARATION



VOYENT ALERT!
GIBBONS Free
Notification App
SIGN UP TODAY!

STAFF MEETINGS

- Department Heads (2)
- All Staff ()



Public Works Department/Fire Department

- Water Meter installations are ongoing as appointments are made
- Concrete work is complete for the season
- Grass mowing and tree planting is ongoing

FIRE DEPARTMENT

- Current Membership is at 28
- 2024 Calls: Town Calls: 111 - County Calls: 145
- The new truck is now fully operational



Project Updates

Memorial Park

- Awaiting accessibility grant status

Heartland Station

- Loblaws and CRU unit are on schedule
- Traffic lights at 28A and Heartland Drive should be operational within a month

Scheduled Meetings & Workshops

- Alberta Industrial Heartland Annual Convention
 - Alberta Municipalities Convention
 - Meeting with Minister Ric McIver



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
4	2	\$23,100.00	\$4,000,000.00	1	\$94.50	\$300.00							3	\$23,194.50	\$4,000,300.00
5	2	\$479.40	\$55,000.00	6	\$3,942.75	\$962,501.00	2	\$500.33	\$16,300.00	3	\$834.75	\$421,500.00	13	\$5,757.23	\$1,455,301.00
6	3	\$1,837.39	\$387,825.00	4	\$430.50	\$8,375.00	3	\$299.25	\$17,175.00	2	\$252.00	\$36,000.00	12	\$2,819.14	\$449,375.00
7	6	\$5,156.95	\$1,285,000.00	7	\$1,109.85	\$47,350.00	5	\$619.50	\$24,000.00	4	\$787.50	\$41,000.00	22	\$7,673.80	\$1,397,350.00
8	7	\$2,240.19	\$558,768.11	18	\$2,341.50	\$55,742.03	6	\$761.25	\$19,340.00	2	\$362.25	\$28,968.00	33	\$5,705.19	\$662,818.14
Total	27	\$73,289.09	\$13,608,893.11	48	\$9,845.85	\$1,202,441.03	23	\$2,889.08	\$145,574.00	14	\$2,520.00	\$532,068.00	112	\$88,544.02	\$15,488,976.14

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)

Motion #1 That Council direct administration to provide a detailed listing of all accounts payable made to vendors, consultants and contractors for the period of January 1, 2022 through to August 31, 2024. This information will be made available at the September 25, 2024 Regular meeting of Council. Should this meeting be canceled for any reason, the information will be available at the next evening (7pm) Regular Council meeting.

Motion # 2 That going forward indefinitely, Administration is to provide Council, a detailed listing of all accounts payable made to vendors, consultants and contractors on a quarterly basis.

MOTION #3 That Council direct Administration to provide a detailed statement (payables and receivables) for the Town's line(s) of credit for the period from January 1, 2022 - August 31, 2024. This information will be made available at the September 25, 2024 Regular meeting of Council. Should this meeting be canceled for any reason, the information will be available at the next evening (7pm) Regular Council meeting.

MOTION #4 That going forward indefinitely, Administration is to provide Council a detailed statement for the line(s) of credit on a quarterly basis.