

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF GIBBONS HELD ON WEDNESDAY, DECEMBER 11, 2024, AT 4807 – 50<sup>th</sup> AVENUE IN COUNCIL CHAMBERS**

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

**Council Absent:** Mayor Dan Deck – with regrets

**Staff Present:** Farrell O’Malley - CAO  
Eric Lowe – Assistant CAO  
Terra Pattison – Finance Manager  
Stephanie Peters – Director of Community Services  
Louise Bauder – Planning and Development  
Curtis Parsons – Operations Manager  
Chris Pinault – Recording Secretary

**Staff Absent:** Monique Jeffrey – Director of Corporate Services - with regrets.

As a quorum was present, Deputy Mayor Sandahl called the meeting to order at 10:00 am.

**3.0 ADDITIONS TO THE AGENDA**

Councillor Kozak requested that the presentations be moved to 7.0 and that Finance be renumbered as 8.0.

**4.0 ADOPTION OF THE AGENDA**

Councillor Millante moved to accept the agenda as amended.

**24.316 MOTION CARRIED**

**5.0 ADOPTION OF THE PUBLIC HEARING MEETING MINUTES**

**6.0 ADOPTION OF THE MINUTES**

**6.1 REGULAR MEETING OF COUNCIL – NOVEMBER 27, 2024**

Councillor Berry moved to accept the minutes of the November 27, 2024, Regular Meeting of Council as presented.

**24.317 MOTION CARRIED**

**7.0 APPOINTMENTS**

**7.1 LANDING TRAIL SCHOOL PARENT INVOLVEMENT ASSOCIATION**

Deputy Mayor Sandahl presented a cheque from the proceeds of the Golf Cart Lottery to Landing Trail School PIA Chair, Ryan Button and Treasurer, Casey-Lee Cox.

**7.2 GIBBONS SCHOOL PARENT ASSOCIATION COUNCIL**

Deputy Mayor Sandahl presented a cheque from the proceeds of the Golf Cart Lottery to Gibbons School PAC Secretary, Beth Rusnak.

**7.3 LONG TERM SERVICE AWARDS**

Deputy Mayor Sandahl presented the Long-Term Service Awards to the following staff members:

Jim Adams	10 Years
Anthony Norris	5 Years
Kylie Ferguson	5 Years

Councillor Yushchyshyn moved to accept the presentations as information.

**24.318 MOTION CARRIED**

**8.0 FINANCE**

**8.1 ACCOUNTS PAID AS AT DECEMBER 6, 2024**

Councillor Berry moved that Council accept the Accounts Paid as of December 6, 2024, as information as presented.

Councillor Harris requested a recorded vote:

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

**24.319 MOTION CARRIED**

**8.2 UTILITY ACCOUNT WRITE-OFFS**

Councillor Kozak moved that Council authorize Administration to write-off the following uncollectable utility accounts for a total of \$294.30.

Account	Amount
1083.006	\$ 87.07
1306.004	\$ 207.22

**24.320 MOTION CARRIED**

**8.3 ANGEL DONOR PROGRAM**

Councillor Millante moved that Council accept the Angel Donor Program update as at November 29, 2024, as information.

Councillor Harris requested a recorded vote:

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

**24.321 MOTION CARRIED**

Councillor Harris moved to direct Administration to bring back to Council a detailed explanation of the December 2022 Expenditures of \$10, 900.00 in the Angel Donor Program.

Councillor Harris requested a recorded vote:

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

**24.322 MOTION CARRIED**

**8.4 PROPOSED 2025-2029 INTERIM CAPITAL BUDGET**

Councillor Millante moved that Council approve the 2025-2029 Interim Capital Budget in the amount of \$2,965,000.00 to be funded through the utilization of Federal and Provincial Grant Programs, Municipal Reserves, and Municipal Debentures as identified.

Councillor Harris requested a recorded vote:

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

<b>24.323</b> <b>MOTION CARRIED</b>
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#### **8.5      2025 INTERIM OPERATING BUDGET**

Councillor Berry moved that Council approve the 2025 Interim Operating Budget based on the 2024 Operating Budget with revenues of \$7,445,766.00 against expenditures of \$10,909,627.00.

Councillor Harris requested a recorded vote:

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

<b>24.324</b> <b>MOTION CARRIED</b>
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#### **8.6      2025 SALARIES – COLA INCREASE**

Councillor Kozak moved that Council approve a 2% COLA increase to the 2025 salaries and wages effective December 29, 2024.

Councillor Harris requested a recorded vote:

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

**24.325 MOTION CARRIED**

Councillor Berry moved that Council approve the addition of 3 new positions to the 2025 Town staffing component as presented.

Councillor Harris requested a recorded vote:

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

**24.326 MOTION CARRIED**

**9.0 OLD BUSINESS**

**10.0 NEW BUSINESS**

**10.1 GIBBONS LIBRARY BOARD APPOINTMENT**

Councillor Berry moved that Council appoint Teri-Lynn James to the Gibbons Library Board for a term of 3 years based on the recommendation of the Library Board.

**24.327 MOTION CARRIED**

**10.2 LETTER OF SUPPORT – HOMELAND HOUSING**

Councillor Berry moved that Council direct Administration to prepare a letter of support for Homeland Housing for the proposed 22 St. Thomas Street Community Affordable Housing project.

**24.328 MOTION CARRIED**

**11.0 BYLAWS AND POLICIES**

**11.1 PI 4-24 WATERWORKS AND SEWER SERVICING BYLAW**

Councillor Yuschchyshyn moved to give 2<sup>nd</sup> Reading to Bylaw PI 4-24 Waterworks and Sewer Servicing Bylaw.

Councillor Harris requested a recorded vote:

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

**24.329 MOTION CARRIED**

Councillor Berry moved to give 3<sup>rd</sup> and final Reading to Bylaw PI 4-24 Waterworks and Sewer Servicing Bylaw.

Councillor Harris requested a recorded vote:

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

**24.330 MOTION CARRIED**

**11.2 PI 3-24 MUNICIPAL MASTER RATES BYLAW**

Councillor Yushchyshyn moved to give 2<sup>nd</sup> Reading to Bylaw PI 3-24 Municipal Master Rates Bylaw.

Councillor Harris requested a recorded vote:

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

**24.331 MOTION CARRIED**

Councillor Kozak moved to give 3<sup>rd</sup> and final Reading to Bylaw PI 3-24 Municipal Master Rates Bylaw.

Councillor Harris requested a recorded vote:

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

**24.332 MOTION CARRIED**

**11.3 MOG 1-24 CRIMINAL RECORD CHECKS FOR ELECTION CANDIDATES**

Councillor Berry moved that Council give 2<sup>nd</sup> Reading to Bylaw MOG 1-24 Criminal Record Check for Election Candidates.

Councillor Harris requested a recorded vote:

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

**24.333 MOTION CARRIED**

Councillor Millante moved that Council give 3<sup>rd</sup> Reading to Bylaw MOG 1-24 Criminal Record Check for Election Candidates.

Councillor Harris requested a recorded vote:

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

**24.334 MOTION CARRIED**

**12.0 STAFF REPORTS**

**12.1 ADMINISTRATION REPORT**

Councillor Millante moved to accept the Administration Report as information.

**24.335 MOTION CARRIED**

**13.0 COMMITTEE REPORTS**

Councillor Berry attended:

- Homeland Housing Board meeting
- Northern Lights Library Systems Board meeting
- Sturgeon Schools Community Input Session

Councillor Harris had nothing to report due to current sanctions.

Councillor Kozak attended:

- Edmonton Global virtual meeting
- Arrow Utilities Committee virtual meeting

Councillor Millante attended:

- The Gibbons Fire Department Food Bank Drive

Councillor Sandahl attended:

- Business Breakfast
- Served Pancakes at Landing Trail School

Councillor Yushchyshyn attended:

- Alberta Municipalities webinar – Outstanding Resolutions
- Morinville Light Up Parade and Mixer
- Business Breakfast
- Volunteer at the Gibbons Youth Centre

Mayor Deck is absent with regrets.

Councillor Yushchyshyn moved to accept the committee reports as information.

**24.336 MOTION CARRIED**

**14.0 CORRESPONDENCE**

**15.0 NOTICE OF MOTION**

**16.0 CLOSED SESSION**

Deputy Mayor Sandahl called a recess at 11:27 am.



Deputy Mayor Sandahl called the meeting back to order at 11:36 am

Councillor Kozak moved that Council move to Closed Session as per *Section 197 (2)* of the *Municipal Government Act* concerning the following item at 11:26 am.

<b>24.337</b>	<b>MOTION CARRIED</b>
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Deputy Mayor Sandahl recused himself and relinquished the chair to Councillor Yushchyshyn.

Councillor Kozak moved that Council revert to normal seating 12:03 pm.

Deputy Mayor Sandahl returned to the meeting at 12:03 pm.

<b>24.338</b>	<b>MOTION CARRIED</b>
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#### **16.1 PERSONNEL**

Councillor Berry moved to proceed with an investigation conducted by Councillor Yushchyshyn as discussed.

<b>24.339</b>	<b>MOTION CARRIED</b>
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<b>17.0 ADJOURNMENT</b>
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There being no further business Councillor Yushchyshyn adjourned the meeting at 12:05 pm.

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Deputy Mayor Norm Sandahl

[ORIGINAL DOCUMENT IS SIGNED]

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Interim CAO, Eric Lowe



	A	B	C	D	E	F	G	H	I	J	K	L	M	
45			<b>2025 Expenses</b>	<b>2026 Expenses</b>	<b>2027 Expenses</b>	<b>2028 Expenses</b>	<b>2029 Expenses</b>	<b>LGFF Capital</b>	<b>CCBF (FGTF)</b>	<b>Off Site</b>	<b>Reserves</b>	<b>Other</b>		
46	Maintenance & Operating	Sidewalk -Pedestrian Corridor Expansion	\$ 300,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ (293,569)	\$ -		\$ -	\$ (6,431)	(300,000)	
47		Arena Replacement Study	\$ -	\$ 80,000	\$ 150,000								0.00	
48		Sidewalk accessibility improvements	\$ -	\$ -					\$ -				\$ -	0.00
49		<b>Total Maintenance</b>	<b>\$ 300,000</b>	<b>\$ 230,000</b>	<b>\$ 300,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ (293,569)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (6,431)</b>	<b>\$ (300,000)</b>
50	Vehicle Upgrades & Replacements	Electric SUV	\$ -		\$ -			\$ -			\$ -	\$ -	\$ 0	
51		Community Servcies Truck	\$ 75,000	\$ -	\$ -			\$ (75,000)				\$ -	(\$75,000)	
52		Backhoe			\$ 300,000	\$ -			\$ -				\$ 0	
53		Skid Steer (buy back program)	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ (35,000)	(\$35,000)
54		2 Electric Gators	\$ -	\$ -		\$ -		\$ -	\$ -			\$ -	\$ -	\$ 0
55		Flat Deck Truck chassis	\$ -	\$ 30,000	\$ 150,000	\$ -		\$ -	\$ -					\$ 0
56		Ventrax	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -			\$ -		\$ 0
57		Sweeper	\$ -	\$ 335,000	\$ -			\$ -	\$ -			\$ -		\$ 0
58		Service truck	\$ -		\$ 200,000			\$ -	\$ -				\$ -	\$ 0
59	<b>Total Vehicles</b>	<b>\$ 110,000</b>	<b>\$ 365,000</b>	<b>\$ 750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (75,000)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (35,000)</b>	<b>(\$110,000)</b>	
60	Land	Heartland Cottages Properties - funds to come from LOC	\$ -									\$ -	\$ 0	
61		<b>Total Land</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>
62	Equipment Upgrades & Replacement	Mower	\$ -		\$ 30,000	\$ -	\$ -					\$ -	\$ 0	
63		Tractor and Tow Behind Mower	\$ 115,000					\$ -					\$ (115,000)	(\$115,000)
64		Land File Digitization	\$ -					\$ -	\$ -					\$ 0
65		Water Reservoir Upgrades	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (200,000)	\$ -	\$ -	\$ (200,000)	(\$400,000)
66		AFRAC Radios	\$ -					\$ -					\$ -	\$ 0
67		John Deere (Lawn mower)I585	\$ -	\$ -	\$ 77,000	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
68		IT-Main Server	\$ 32,000	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ (32,000)	(\$32,000)
69	<b>Total Equipment Upgrades &amp; Replacement</b>	<b>\$ 547,000</b>	<b>\$ -</b>	<b>\$ 107,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (200,000)</b>	<b>\$ -</b>	<b>\$ (347,000)</b>	<b>(\$547,000)</b>	
70	<b>Total Annual Capital</b>	<b>\$ 2,965,000</b>	<b>\$ 3,069,400</b>	<b>\$ 2,626,000</b>	<b>\$ 885,000</b>	<b>\$ 800,000</b>							<b>(\$2,965,000)</b>	
71														
72		<b>Total P39 Borrowing Principal only</b>	<b>\$ 1,468,697</b>	<b>\$ 1,339,450</b>	<b>\$ 1,207,216</b>	<b>\$ 1,071,926</b>	<b>\$ 933,509</b>							
73		To Reserves-Restricted/Defined (from Utility)	\$ 61,500	\$ 61,500	\$ 61,500	\$ 61,500	\$ 61,500				\$ 61,500			
74		Operating Budget Non Capital, Borrowing Skatepark-\$32,672, GCC 2nd floor - \$23.581, Rec Master Plan - \$25,000, Signage - \$7,000,	\$ 88,253	\$ 88,253	\$ 88,253	\$ 88,253	\$ 88,253				\$ 88,253			
75		Facility Debenture - Principal Payment to Operating Budget - Final Dec 15, 2027	\$ (244,339)	\$ (250,565)	\$ (256,949)	\$ (263,496)	\$ (263,496)				\$ -	\$ -		
76		Project 39 Local Improvement Borrowing 15 year Bylaw 2019 - 2034 1st pymt due March 2020 and every 6 months thereafter Principal Payment Only	\$ (129,247)	\$ (132,234)	\$ (135,290)	\$ (138,417)	\$ (141,616)							
77		Williams Park 2018 Residential San/Sewer Payback \$87,700 over 10 years	\$ 1,385	\$ 1,385	\$ 1,385	\$ 1,385	\$ -				\$ 1,385			
78		Project 39 Local Improvement Borrowing 15 year Bylaw 2019 - 2034 1st pymt due March 2020 and every 6 months thereafter Interest Payment Only	\$ (35,982)	\$ (32,995)	\$ (29,939)	\$ (26,812)	\$ (23,613)							
79		Project 39 Local Improvement Borrowing 15 year Bylaw 2019 - 2034 1st pymt due March 2020 and every 6 months thereafter include both Principal and Interest	\$ (165,229)	\$ (165,229)	\$ (165,229)	\$ (165,229)	\$ (165,229)							
80		<b>Grant and Reserve spent</b>						\$ (628,569)	\$ (241,307)	\$ (200,000)	\$ 270,247	\$ (1,860,124)		
81		<b>Unspent Grant and Reserves Available</b>						\$ -	\$ -	\$ 91,591	\$ 424,355	\$ (1,860,124)	\$515,946	
82		<b>Total Capital Budget</b>	<b>\$ 2,965,000</b>	<b>\$ 3,069,400</b>	<b>\$ 2,626,000</b>	<b>\$ 885,000</b>	<b>\$ 800,000</b>						<b>\$ (2,965,000)</b>	
83														
84										515,946				
85		Date Interim Capital Budget Passed:	<u>[original document is signed]</u>			<u>[original document is signed]</u>								
86		December 11, 2024	Mayor:			CAO:								

**Interim Budget Summary 2025**

2/6/2025 0:00

	Revenues	Expenditures	2024 Net	2023 Net	Increase (Decrease)
Legislative & Council	-	319,459.00	319,459.00	306,791.00	12,668.00
General Administration	429,452.00	1,456,819.00	1,027,367.00	733,261.00	294,106.00
OH&S		31,002.00	31,002.00	-	31,002.00
Policing	71,593.00	190,555.00	118,962.00	58,690.00	60,272.00
Fire Department	158,691.00	318,932.00	160,241.00	85,754.00	74,487.00
Disaster Services	-	26,125.00	26,125.00	31,525.00	(5,400.00)
Bylaw Enforcement	18,600.00	131,647.00	113,047.00	103,039.00	10,008.00
Common Services	151,600.00	839,122.00	687,522.00	610,477.00	77,045.00
Roads/Transport	14,529.00	294,161.00	279,632.00	254,884.00	24,748.00
Water Supply	1,061,072.00	1,061,072.00	-	-	-
Sewage Services	780,107.00	780,107.00	-	-	-
Garbage	291,056.00	291,056.00	-	-	-
Environmental	18,750.00	1,000.00	- 17,750.00	- 55,250.00	37,500.00
FCSS	221,483.00	443,159.00	221,676.00	85,557.00	136,119.00
SALC (Sturgeon Adult Learning)	174,694.00	174,694.00	-	-	-
Cemetery	9,825.00	14,000.00	4,175.00	13,400.00	(9,225.00)
Planning, Zoning & Development	786,650.00	921,640.00	134,990.00	414,222.00	(279,232.00)
Communities in Bloom	7,300.00	27,789.00	20,489.00	16,539.00	3,950.00
Community Services Brd/Staff	30,000.00	191,820.00	161,820.00	128,953.00	32,867.00
Recreation, Parks & Facilities	611,742.00	645,383.00	33,641.00	103,726.00	(70,085.00)
Fitness Centre	54,116.00	214,407.00	160,291.00	158,563.00	1,728.00
Arena	480,419.00	575,134.00	94,715.00	115,338.00	(20,623.00)
Arena Concession	7,500.00	3,500.00	- 4,000.00	- 4,000.00	-
Curling Rink	37,900.00	112,494.00	74,594.00	55,813.00	18,781.00
Culture (Facility)	3,579.00	134,495.00	130,916.00	114,225.00	16,691.00
Museum	6,200.00	35,381.00	29,181.00	27,861.00	1,320.00
SSDLC	37,050.00	15,081.00	- 21,969.00	93,301.00	(115,270.00)
Resource Centre (GFRC)	66,029.00	102,043.00	36,014.00	68,172.00	(32,158.00)
Cultural Centre (GCC)	224,700.00	203,940.00	- 20,760.00	- 38,679.00	17,919.00
Library	74,415.00	233,965.00	159,550.00	157,656.00	1,894.00
General Revenues	1,616,714.00	1,084,645.00	(532,069.00)	(491,434.00)	(40,635.00)
Contingencies	-	\$ 35,000.00	35,000.00	35,000.00	-
Allowance for Non Collection			-	-	-
	7,445,766.00	10,909,627.00	\$ 3,463,861.00	\$ 3,183,384.00	



Budget Approved by Council: December 11, 2024

\$ 3,463,861.00

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Mayor

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