

**TOWN OF GIBBONS
AGENDA
REGULAR MEETING OF COUNCIL
FEBRUARY 12, 2025
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 January 22, 2025
- 7.0 FINANCE
 - 7.1 Accounts Paid as at February 7, 2025
- 8.0 APPOINTMENTS
 - 8.1 Capital Region Northeast Water Services Commission
 - Gene Sobolewski, Commission Manager
 - Bill Tonita, Board Chair
- 9.0 OLD BUSINESS
- 10.0 NEW BUSINESS
 - 10.1 Letter of Support – MCSNet
 - 10.2 Schedule of Council Meetings
 - 10.3 Anti-Bullying Day – February 26, 2025
- 11.0 BYLAWS & POLICIES
 - 11.1 TBE 1-25 Approving Authorities and Municipal Planning Commission – 3rd Reading
 - 11.2 ALT 2-25 Short-Term Borrowing Bylaw Hydrovac Truck
- 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 Personnel – *FOIP S.19*
 - 16.2 Management of Personnel – *FOIP S.24*
- 17.0 ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF GIBBONS HELD ON WEDNESDAY, JANUARY 22, 2025, AT 4807 – 50th 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: Eric Lowe – Assistant CAO
Monique Jeffrey – Director of Corporate Services
Terra Pattison – Finance Manager
Stephanie Peters – Director of Community Services
Curtis Parsons – Operations Manager
Chris Pinault – Recording Secretary

Staff Absent:

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

3.0 ADDITIONS TO THE AGENDA

Mr. Lowe requested that item 7.9 Canada Community Building Fund grant be added to the agenda.

10.4 Municipal Inspection

4.0 ADOPTION OF THE AGENDA

Councillor Berry moved to accept the agenda as amended.

25.020 MOTION CARRIED

5.0 ADOPTION OF THE PUBLIC HEARING MEETING MINUTES

6.0 ADOPTION OF THE MINUTES

6.1 REGULAR MEETING OF COUNCIL – JANUARY 8, 2025

Councillor Yushchyshyn noted that Councillor Harris was listed in both present and absent and requested that it be corrected to show she was absent.

Councillor Berry moved to accept the minutes of the January 8, 2025, Regular Meeting of Council as amended.

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

25.021 MOTION CARRIED

7.0 FINANCE

7.1 INTERIM CAO

Councillor Millante moved to accept appoint Eric Lowe, Assistant CAO as Interim Chief Administrative Officer to perform the duties and functions of the Chief Administrative Officer until such time as a suitable candidate is found.

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

25.022 MOTION CARRIED

7.2 ACCOUNTS PAID AS AT JANUARY 17, 2025

Councillor Kozak moved to accept the Accounts Paid as at January 17, 2025, 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

25.023 MOTION CARRIED

7.3 ADMINISTRATIVE FINANCIAL REPORTING CHANGES

Councillor Millante moved that Council approve the following Administrative changes to be implemented by the March 26, 2025, Regular Meeting of Council:

- Monthly Statements of cash position that will show whether the municipality can meet its expenses and liabilities
- Monthly cash flow statement that will show how changes in balance sheet accounts and income affect cash and cash equivalents (cash in – cash out)
- Quarterly Balance sheet reports
- Quarterly Variance to Budget reports
- Starting immediately, all cheques presented for signature will have attached back-up documentation.

25.024 MOTION CARRIED

7.4 SALE OF ASSETS

Councillor Millante moved that Council approves the sale of Lots 10 and 11, Block 4, Plan 1130HW and that the asking price to be set at \$222,508 per lot.

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

25.025 MOTION CARRIED

7.5 SIGNING AUTHORITIES

Councillor Yushchyshyn moved that Council appoints the following persons as authorized signatories, Mayor Dan Deck, Councillors Amber Harris, Loraine Berry, Jaycinth Millante, Willis Kozak, Norm Sandahl, Dale Yushchyshyn, Interim CAO Eric Lowe, Interim Assistant CAO

Stephanie Peters, and Director of Corporate Services, Monique Jeffrey and that cheques require two signatures, one from Council and the other from Administration.

Councillor Harris requested 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

25.026 MOTION CARRIED

7.6 PAY ADVANCES POLICY

Councillor Millante moved that Council direct Administration to discontinue the Pay Advances Policy immediately.

25.027 MOTION CARRIED

7.7 POLICY L 2-25 REMUNERATION TO MEMBERS OF COUNCIL

Councillor Yushchyshyn moved that Council accept Policy L 2-25 Remuneration to Members of Council as presented.

Councillor Yushchyshyn withdrew the motion.

Councillor Harris moved to table this item until the next regular meeting of Council.

Councillor Harris requested a recorded vote.

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

25.028 MOTION CARRIED

7.8 AUDIT PLAN

Councillor Berry moved that Council accept the 2024 Audit Plan 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

25.029 MOTION CARRIED

7.9 CANADA COMMUNITY BUILDING FUND

Councillor Berry moved that Council authorizes Administration to apply to the CCBF grant funding in the amount of \$435,230 towards Memorial Park for the 2024 grant funding year.

25.030 MOTION CARRIED

8.0 APPOINTMENTS

8.1 DARRELL BURAK – RESIDENT

Councillor Berry moved that Council accept this as information.

25.031 MOTION CARRIED

9.0 OLD BUSINESS

10.0 NEW BUSINESS

10.1 INTERMUNICIPAL COLLABORATION FRAMEWORK AGREEMENT EXTENSION

Councillor Millante moved that Council extend the deadline of the Intermunicipal Collaboration Framework Agreement Bylaw AWOB 1-21 until June 30, 2027.

25.032 MOTION CARRIED

10.2 2025 FCM CONVENTION

Councillor Millante moved that Council does not attend the 2025 FCM Convention.

25.033 MOTION CARRIED

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	In Favour

10.3 APPOINTMENT OF DIRECTOR OF EMERGENCY MANAGEMENT

Councillor Harris moved that Council appoint Stephanie Peters as the Town of Gibbons Director of Emergency Management.

Councillor Harris requested a recorded vote.

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

25.034 MOTION CARRIED

10.4 MUNICIPAL INSPECTION

Councillor Harris moved that Council request Municipal Affairs to conduct a municipal inspection and that the necessary funds be expended if required.

Councillor Harris requested a required vote.

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

25.035 MOTION CARRIED

11.0 BYLAWS AND POLICIES

11.1 POLICY L 1-25 COUNCIL CONFERENCE POLICY

Councillor Berry moved that Council approve Policy L 1-25 Council Conference Policy as presented.

25.036 MOTION CARRIED

11.2 TBE 1-25 APPROVING AUTHORITY AND MUNICIPAL PLANNING COMMISSION BYLAW

Councillor Millante moved that Council change the name of the Subdivision Authority on the Committee Appointment chart to the Municipal Planning Commission.

25.037 MOTION CARRIED

Councillor Kozak moved that Council give 1st Reading to Bylaw TBE 1-25 Approving Authorities and Municipal Planning Commission 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

25.038 MOTION CARRIED

Councillor Berry moved that Council give 2nd Reading to Bylaw TBE 1-25 Approving Authorities and Municipal Planning Commission 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

25.039 MOTION CARRIED

Councillor Kozak moved that Council hold 3rd Reading of Bylaw TBE 1-25 Approving Authorities and Municipal Planning Commission Bylaw.

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

25.040 MOTION CARRIED DEFEATED

12.0 STAFF REPORTS

12.1 ADMINISTRATION REPORT

Councillor Berry moved to accept the Administration Report as information.

25.042 MOTION CARRIED

13.0 COMMITTEE REPORTS

Councillor Berry had nothing to report.

Councillor Harris had nothing to report due to current sanctions.

Councillor Kozak had nothing to report.

Councillor Millante had nothing to report.

Councillor Sandahl attended:

- Community Futures Tawatinaw meeting
- Capital Region Northeast Water Services Commission

Councillor Yushchyshyn had nothing to report.

Mayor Deck is absent.

Councillor Yushchyshyn moved to accept the committee reports as information.

25.043 MOTION CARRIED

Deputy Mayor Sandahl called a recess at 8:23 pm.

Deputy Mayor Sandahl called the meeting back to order at 8:33 pm.

14.0 CORRESPONDENCE

15.0 NOTICE OF MOTION

16.0 CLOSED SESSION

Councillor Yuschchyshyn moved that Council move to Closed Session as per *Section 197 (2)* of the *Municipal Government Act* concerning the following item at 8:31 pm.

25.044 MOTION CARRIED

Councillor Kozak moved that Council revert to normal seating 9:02 pm

25.045 MOTION CARRIED

16.1 MANAGEMENT OF PERSONNEL

Councillor Yuschchyshyn moved to direct Administration to prepare a borrowing bylaw to purchase the Vac-Truck utilizing Servus Credit Union as the lender.

25.046 MOTION CARRIED

17.0 ADJOURNMENT

There being no further business Deputy Mayor Sandahl adjourned the meeting at 9:03 pm.

Deputy Mayor Norm Sandahl

Assistant CAO Eric Lowe



TOWN OF GIBBONS

Cheque Listing For Council

2025-Feb-7
9:17:44AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250048	2025-01-17	RECEIVER GENERAL/SCS	1542	RP0002 - DEC FIRE DEPT DEDUCTI	3,169.48	3,169.48
20250049	2025-01-17	RECEIVER GENERAL/SCS	1544	RP0002 - COUNCIL DEDUCTIONS JA	116.82	116.82
20250050	2025-01-20	BROWNLEE LLP	578972 579080 579090	CONFIDENTIAL COUNCIL MATTER - : PRIVACY COMPLAINT/CODE OF COM FOIP REQUEST	1,273.55 519.75 1,110.90	2,904.20
20250051	2025-01-20	CANOE PROCUREMENT GROUP OF CANADA	AB255431	FOUNTAIN TIRE SERVICE CALL	418.18	418.18
20250052	2025-01-20	CAPITAL REGION NORTHEAST WATER	2024080	DECEMBER 2024 CONSUMPTION	35,062.20	35,062.20
20250053	2025-01-20	DRIVEN REPAIR & MAINTENANCE LTD	117474 117674 117820	SWEEPER - REMOVED FAN & REPAI 3/4" X 4' HYDRAULIC HOSE 1/2" X 6' HYDRAULIC HOSE	441.00 236.25 82.95	760.20
20250054	2025-01-20	FLOWPOINT ENVIRONMENTAL SYSTEMS	WE5295	DEC - 836 TRANS @ 0.4182	367.10	367.10
20250055	2025-01-20	KENNER MEDIA (EDMONTON) LTD.	1054-9244	DECEMBER 2024 ANNUAL	2,564.10	2,564.10
20250056	2025-01-20	KOBZA, JENNIFER	149	DEC 15 - 28/24 CLEANING CONTRAC	627.53	627.53
20250057	2025-01-20	MCEWEN'S FUELS & FERTILIZERS LTD.	C000484	DECEMBER DIESEL FUEL PURCHAS	5,458.06	5,458.06
20250058	2025-01-20	P3 CAPITAL PARTNERS INC.	1863	OCT/24 ADVISORY	5,250.00	5,250.00
20250059	2025-01-20	PARKLAND CORPORATION	57067792	DEC FAS GAS FUEL PURCHASES	1,211.48	1,211.48
20250060	2025-01-20	PUROLATOR COURIER LTD.	535079655 5901909748	COURIER TO TRINUS TECHNOLOGIE COURIER TO GFL ENVIRONMENTAL	38.54 59.02	97.56
20250061	2025-01-20	REDLICK, BRIAN	44	DECEMBER SENIOR BUS DRIVER	490.00	490.00
20250062	2025-01-20	ROSERIDGE WASTE COMMISSION	20250041	DEC 2024 WEIGHTS	2,495.73	2,495.73
20250063	2025-01-20	SELECT ENGINEERING CONSULTANTS LTD	2501-0041	001-24066 2024 SANITARY SEWER A	2,321.55	2,321.55
20250064	2025-01-20	SPROUSE FIRE & SAFETY	0454149	GFRC ALARM REPAIRS & BATTERY	323.38	323.38
20250065	2025-01-20	TELSCO SECURITY SYSTEMS INC.	981966 981967	CORRECT TIME & DATE ON TWO NV 3V LITHIUM BATTERY PW SHOP	162.75 9.45	172.20
20250066	2025-01-20	ZEMBAL ELECTRIC INC.	2526	COMMUNITY SIGN/ARENA/TOWN OF	4,749.36	4,749.36
20250067	2025-01-20	DOLLYWOOD FOUNDATION OF CANADA	125621	PROGRAM EXPENSE DOLLY PARTOI	348.62	348.62
20250068	2025-01-20	GOVERNMENT OF ALBERTA	DEC 31 24	DEC/24 LAND TITLE CHARGES	10.00	10.00
20250069	2025-01-20	LANDSOLUTIONS INCC.	043064	ASSET DIGITIZATION FOR ASSESSM	16,481.06	16,481.06
20250070	2025-01-20	TC INFRASTRUCTURE SERVICES LTD.	15852HB	HOLDBACK HEARTLAND COMMON S	52,308.66	52,308.66
20250071	2025-01-20	ALBERTA MUNICIPAL SERVICES CORP/SCS	313433575019	INV#25-1057198 DEC/24 GAS/POWE	49,357.10	49,357.10
20250073	2025-01-20	BON ACCORD/GIBBONS FOOD BANK	22	FOOD BANK ONATION FROM J-ROCI	200.00	200.00
20250074	2025-01-20	CANADIAN NATIONAL RAILWAY COMPANY	91773091	JANUARY RR XING MAINTENANCE	365.50	365.50
20250075	2025-01-20	CATALIS TECHNOLOGIES CANADA LTD.	INV308340192	GIS WEBMAP/ANNUAL LICENSE/GIS	27,293.13	27,293.13
20250076	2025-01-20	CHARTRAND, DENISE	347	TAP FOR DEW DROP INN & PW SHO	334.42	334.42
20250077	2025-01-20	ENERCON WATER TREATMENT LTD	INV0131595	ARENA SUPPIES - URISOL & DYNAC	463.75	463.75
20250078	2025-01-20	EUROPEAN CUTTERS LTD	93193	2 ZAMBONI BLADES	1,060.50	1,060.50
20250079	2025-01-20	GIBBONS SCHOOL	2025	WINTER WALK DAY	250.00	250.00
20250080	2025-01-20	GOVERNMENT FINANCE OFFICERS ASSOC	11239	2025 GFOA ANNUAL MEMBERSHIP R	346.50	346.50
20250081	2025-01-20	INGENIOUS SOFTWARE	9023	2025 FIREPRO2 SERVICE & COMPE	3,865.23	3,865.23
20250082	2025-01-20	KOBZA, JENNIFER	150	DEC 29 & 30/24 & JAN 1 - 11 2025 CLI	1,073.54	1,073.54
20250083	2025-01-20	MORINVILLE & DIST CHAMBER OF COMMERCE	12651	2025 BUSINESS MEMBERSHIP	225.75	225.75
20250084	2025-01-20	MORINVILLE HOME HARDWARE	109-1338	1 PALLET OF ICE MELT	999.01	999.01



TOWN OF GIBBONS

Cheque Listing For Council

2025-Feb-7

9:17:44AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250085	2025-01-20	MUNICIPAL ASSESSMENT SERVICES	192	JAN 1 - MAR 31 2025 CONTRACT	9,712.50	9,712.50
20250086	2025-01-20	NORTHERN LIGHTS LIBRARY SYSTEM	11262 11295 11297	NLSS 2025 MUNICIPAL LEVY CHARG THERMAL RECEIPT PAPER - SUPPLI SPINE LABEL PROTECTORS	17,279.73 12.50 39.90	17,332.13
20250087	2025-01-20	NR CAER	538	NR CAER 2025 MEMBERSHIP FEE	2,416.61	2,416.61
20250088	2025-01-20	P3 CAPITAL PARTNERS INC.	1912	JANUARY 2025 ADVISORY	5,250.00	5,250.00
20250089	2025-01-20	PATTISON, TERRA	28	YEARLY SUBSCRIPTION	1,872.00	1,872.00
20250090	2025-01-20	PITNEY BOWES	3202496761	LATE FEES	13.47	13.47
20250091	2025-01-20	PITNEYWORKS	JAN2025	POSTAGE FOR METER	3,150.00	3,150.00
20250092	2025-01-20	PRIME 2 FINISH LTD.	A00266	GCC REPAIR & PAINT SERVUS ROOI	1,396.50	1,396.50
20250093	2025-01-20	PUROLATOR COURIER LTD.	515107162	AMSC INSURANCE SERV/LAPP COU	65.66	65.66
20250094	2025-01-20	REGENT SUPPLY	362599 363724	ARENA BUSINESS CARDS - T CORR' GCC SUPPLIES	182.67 922.26	1,104.93
20250095	2025-01-20	SELECT COMMUNICATIONS INC.	7190262	JANUARY 2025 TELEPHONE ANSWE	177.05	177.05
20250096	2025-01-20	SUMMIT TRUCK EQUIPMENT LTD (CANADA)	0101696015	JAN 2025 RENTAL OF WESTERN STA	12,075.00	12,075.00
20250097	2025-01-20	TELSCO SECURITY SYSTEMS INC.	105169361	JANUARY - MARCH 2025 SECURITY I	2,123.10	2,123.10
20250098	2025-01-20	THINKTEL	1355521	JANUARY PHONE SYSTEM CHARGE	488.63	488.63
20250099	2025-01-20	TRINUS TECHNOLOGIES INC.	9313	JANUARY IT SUPPORT BILLING	10,551.19	10,551.19
20250100	2025-01-20	ALBERTA DEVELOPMENT OFFICERS ASSOC.	25-074	2025 ADOA YEARLY MEMBERSHIP FI	175.00	175.00
20250101	2025-01-20	[REDACTED]	114382	REFUND ANIMAL LICENCE - CERTIFI	30.00	30.00
20250102	2025-01-20	DOLLYWOOD FOUNDATION OF CANADA	0225620	PROGRAM EXPENSE - IMAGINATION	407.95	407.95
20250103	2025-01-20	EDMONTON METROPOLITAN REGION ECONOMIC DE	3420	2025 SHAREHOLDER CONTRIBUTIOI	9,296.98	9,296.98
20250104	2025-01-20	GO EAST OF EDMONTON REGIONAL TOURISM	1778	2025 MEMBERSHIP - MUNICIPAL TOI	750.00	750.00
20250105	2025-01-20	LANDING TRAIL SCHOOL	43065	WINTER WALK DAY	250.00	250.00
20250106	2025-01-20	[REDACTED]	89046	REFUND GST ON FOOD CYCLER	15.75	15.75
20250107	2025-01-20	SHANTI CARE LTD.	425892	GCC - FLOORS STRIP, WAX AND SE/	2,940.00	2,940.00
20250108	2025-01-20	[REDACTED]	425893	REFUND BANK CHARGE FOR NSF P.	45.00	45.00
20250109	2025-01-20	[REDACTED]	8267	REFUND CHARGE FOR MUNICIPAL T	125.00	125.00
20250110	2025-01-27	TELUS/SCS	3435	NOV & DEC 2024 PHONE / FAX CHAF	1,231.58	1,231.58
20250111	2025-01-28	RECEIVER GENERAL/SCS	1545 1546	RP0001- DEC 29-JAN 11DEDUCTION; RP0002 - DEC 29 - JAN 11 DEDUCTI	24,277.18 2,632.19	26,909.37
20250112	2025-01-28	STAPLES	5395d249	OFFICE SUPPLIES - BINDING CASES	200.40	200.40
20250113	2025-01-28	ORKIN CANADA	22734944 22734945 22734946 22734947 22734948 22734949	DEC/24 GFRC PEST CONTROL DEC/24 GCC PEST CONTROL DEC/24 PW SHOP PEST CONTROL DEC/24 FIREHALL PEST CONTROL DEC/24 CURL CLUB PEST CONTROL DEC/24 ARENA PEST CONTROL	127.73 127.73 119.07 119.07 127.73 127.73	749.06
20250114	2025-01-28	GFL ENVIRONMENTAL INC	388097	DECEMBER 2024 GARBAGE CONTR,	13,276.56	13,276.56
20250115	2025-01-28	AIR LIQUIDE CANADA	78284985	DEC/24 SMALL CYLINDER LEASE	44.27	44.27
20250116	2025-01-28	ALFREDO'S PLUMBING AND GASFITTING, ALFREDO \	066504	4526 46 STREET MAIN SEWER LINE	577.50	577.50
20250117	2025-01-28	EDMONTON GRANITE MEMORIALS LTD	12492	NICHE INSCRIPTIONS - [REDACTED]	619.50	619.50
20250118	2025-01-28	HEARTLAND STATION COMMERCIAL LTD.	90 91	SUPPLY & INSTALL ECO-FLEX WALL LOCK BLOCK SYSTEM & REMOVE O	84,000.00 84,874.10	168,874.10



TOWN OF GIBBONS

Cheque Listing For Council

2025-Feb-7
9:17:44AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250119	2025-01-28	RAM ELEVATORS & LIFTS INC.	77791	SERVICE LIFT/ELEVATOR, BI-FOLD I	619.50	619.50
20250120	2025-01-28	RICOH CANADA INC.	SCO94736600	OCT 1 - DEC 30/24 GFRC COPY CHA	637.73	637.73
20250121	2025-01-28	STURGEON COUNTY	IVC22235	MUTUAL AID DEC 13/24 CALL	720.00	720.00
20250122	2025-01-28	TOWN OF MORINVILLE	IVC14669	OCT - DEC 2024 ENFORCEMENT SI	31,722.00	31,722.00
20250123	2025-01-28	LEDCOR HIGHWAYS LTD.	69298	SALT & PICKLED SAND MIXING	5,834.83	5,834.83
20250124	2025-01-28	SCAMPER DELIVERY SERVICE LTD.	425894	COURIER SERVICE TO WESTLAND II	94.50	94.50
20250125	2025-01-28	TETZ, DARRYL	35-2024	WALKING GROUP INSTRUCTOR - DE	150.00	150.00
20250126	2025-01-28	WINTHER, JACQUELINE	516619794	MURDER MYSTERY PLANNING	150.00	150.00
20250127	2025-01-28	2100036 ALBERTA LTD. (REVIEW & FREE PRESS)	6844	JAN 22 & 29/25 OPEN HOUSE - LAND	703.50	703.50
20250128	2025-01-28	564045 ALBERTA LTD O/A RICHARDS	7441	ZAMBONI TIRE REPAIR	42.53	42.53
20250129	2025-01-28	AIR LIQUIDE CANADA	78184286	2025 YEARLY CYLINDER LEASE	156.66	156.66
20250130	2025-01-28	CANOE PROCUREMENT GROUP OF CANADA	23595730	BARTLE & GIBSON - OUTDOOR RIN	179.08	179.08
20250131	2025-01-28	DRIVEN REPAIR & MAINTENANCE LTD	118918	1/2"X15' HYDRAULIC HOSE FOR GR/	588.00	588.00
20250132	2025-01-28	GREGG DISTRIBUTORS CO. LTD.	000-138391	HALOGEN BULBS FOR LOADER	22.31	22.31
20250133	2025-01-28	HORIZON AG & TURF	P42269 P42270	SCRAPER BLADE & LEFT & RIGHT S CASTER WHEELS & BUSHINGS FOR	474.83 577.27	1,052.10
20250134	2025-01-28	MEMJ CONSULTING LTD.	2021100	JAN 16 - 31 2025 CONTRACT	8,729.91	8,729.91
20250135	2025-01-28	MORINVILLE HOME HARDWARE	101-549626	DOOR KNOB & 15 AMP PLUG/SOCKE	21.23	21.23
20250136	2025-01-28	MORINVILLE NAPA	033-184530	HIGH VISIBILITY HOODIES	139.69	139.69
20250137	2025-01-28	PRIME 2 FINISH LTD.	A-00265	YOUTH CENTER PAINTING	1,869.00	1,869.00
20250138	2025-01-28	ROCKY MOUNTAIN PHOENIX	in0149632 INO149682	4 - FIRE DEPT COAT & PANT GEAR 6" FRONT STANDARD BADGE	19,051.20 100.80	19,152.00
20250139	2025-01-28	TELSCO SECURITY SYSTEMS INC.	1006472	12 VOLT 7 AMP BATTERY	73.50	73.50
20250140	2025-01-28	TRINUS TECHNOLOGIES INC.	9554	MULTI-DOMAIN SSL CERTIFICATE 1 Y	261.45	261.45
20250141	2025-01-28	ZEMBAL ELECTRIC INC.	2548	ELECTRICAL WORK AT OUTDOOR R	1,559.22	1,559.22
20250142	2025-01-28	ALBERTA ASSOCIATION OF RECREATION, FACILITY P		<i>AREP 2025 Facility Membership</i>		463.05
20250143	2025-01-28	BERRY, LISA	114383	JAN 22/25 MILEAGE TO MORINVILLE	33.60	33.60
20250144	2025-01-28	BIDDISCOMBE GLASSWORKS LTD.	1548	SUPPLY & INSTALL WIRE GLASS AT	640.50	640.50
20250145	2025-01-28	FORT SASK RENO INC.	15125	CUSTOM MADE CABINETS AT GFRC	2,430.21	2,430.21
20250146	2025-01-28	HEATHER LINGTON, KIM	20241213	DRIVERS ABSTRACT & CRIMINAL CF	86.00	86.00
20250147	2025-01-28	██████████	20241214	REFUND JAN 25/25 LT DD RENTAL	500.00	500.00
20250148	2025-01-28	JD DOORS	0021148-IN	DOOR SERVICES AT FIREHALL & PW	1,070.37	1,070.37
20250149	2025-01-28	LIVUN LTD.	00069297	EQUIPMENT WIPES	1,018.50	1,018.50
20250150	2025-01-28	MASSE, MELISSA	89047	SELF-CARE LIBRARY PROGRAMS W	457.35	457.35
20250151	2025-01-28	THOMPSON, LORI	9024	KITCHEN PARTY EVENT	77.96	77.96
20250152	2025-01-30	JD DOORS	0021561-IN	SUPPLY 3 OVERHEAD DOOR MOTOI	4,310.90	4,310.90
20250153	2025-01-28	SHAW CABLESYSTEMS/SCS	1563 1564 1565 1566 1567 1568 1569	1356 - JAN 11-FEB 11/25 PHONE / INT 0506 JAN-FEB 17/25 - PHONE / WIFI / 1271 JAN 21 - FEB 21/25- INTERNET 5858 JAN 20 - FEB 20/25 - INTERNET 3724 JAN 2-FEB2/25 GCC PHONES/ 1365 JAN-FEB 27/25- INTERNET / PH 4945 JAN-FEB 2/25- GCC INTERNET/	173.25 223.55 173.25 173.25 173.25 186.85 173.25	1,983.30



TOWN OF GIBBONS

Cheque Listing For Council

2025-Feb-7
9:17:44AM

Cheque			Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name				
20250153	2025-01-28	SHAW CABLESYSTEMS/SCS	1570 1571 1572	3275 JAN-FEB 7/25 - SECONDARY W 3662 JAN-FEB 1/25 GFRC INTERNET 5751-JAN-FEB 20/25 FITNESS PHONI	173.25 173.25 360.15	1,983.30
20250154	2025-02-04	AMSC INSURANCE SERVICES	45342	FEB/25 BENEFITS INV #1978-2025-02	24,101.41	24,101.41
20250155	2025-02-04	BELL MOBILITY/SCS	307 308	JAN 15 - CELL PHONES / IPADS - CO JAN 8 - PHONES / BULK WATER DAT	882.97 777.16	1,660.13
20250156	2025-02-04	EVANS , JEANNE	6	JANUARY 2025 MILEAGE	58.80	58.80
20250157	2025-02-04	FAHLMAN, KATIE	5	JANUARY MILEAGE	67.20	67.20
20250158	2025-02-04	LAPP C/O ASP	129 130	DEC 29 - JAN 11 2025 CONTRIBUTIOI JAN 12 - 25 2025 CONTRIBUTIONS	12,354.41 12,488.11	24,842.52
20250159	2025-02-04	TELUS/SCS	3436	JANUARY 10 PHONE / FAX CHARGE	628.23	628.23
20250160	2025-02-04	[REDACTED]	20241215	RETURN NICHE 1201-2-2B-19	1,312.50	1,312.50
20250161	2025-02-04	[REDACTED]	202502032	CREDIT BALANCE PAID	937.67	937.67
20250162	2025-02-04	[REDACTED]	202502031	CREDIT BALANCE PAID	2,306.30	2,306.30
20250163	2025-02-04	U.F.A.	REPL-20242828 REPL-20242828	Replacement Cheque Replacement Cheque	41.95	41.95
20250164	2025-02-06	INDUSTRIAL SCIENTIFIC CANADA ULC	1210757	CYLINDER CALIBRATION GAS	364.52	364.52
20250165	2025-02-06	NORTH FRINGE INDUSTRIAL TECHNOLOGIES ALBER'	INS00005	CLEANED LIFT STATION	315.00	315.00
20250166	2025-02-06	ZEMBAL ELECTRIC INC.	2449 2469 2489	ELECTRICAL WORK DONE AT VARIO ELECTRICAL WORK DONE AT GCC 8 ELECTRICAL WORK DONE AT VARIO	4,614.47 984.11 1,156.10	6,754.68
20250167	2025-02-06	AIR LIQUIDE CANADA	78394871	3 SMALL CYLINDER - JAN/25	44.27	44.27
20250168	2025-02-06	ALBERTA MUNICIPALITIES	ASR202501-705 RG202501-005	2025 MUSEUM MEMBERSHIP 2025 MEMBERSHIP FEE	63.00 4,606.72	4,669.72
20250169	2025-02-06	AMILIA ENTERPRISES INC.	1571307	JAN 2025 SUBSCRIPTIONS & SERVIC	1,127.21	1,127.21
20250170	2025-02-06	BROWNLEE LLP	580598 580601	GENERAL EMPLOYMENT MATTERS CONFIDENTIAL COUNCIL MATTER	687.23 816.28	1,503.51
20250171	2025-02-06	BUFFALO HEATING & AIR CONDITIONING INC	534978	TOWN OFFICE NO HEAT ON ROOFTO	1,517.83	1,517.83
20250172	2025-02-06	CANADIAN NATIONAL RAILWAY COMPANY	91777905	FEBRUARY RR XING MAINTENANCE	365.50	365.50
20250173	2025-02-06	CRYSTAL CLEAN WATER DELIVERY	W251567	WATER FOR PW SHOP	32.00	32.00
20250174	2025-02-06	GOODBRAND AUTO	3420	F150 CEL DIAGNOSIS AND PARTS &	2,098.07	2,098.07
20250175	2025-02-06	GREGG DISTRIBUTORS CO. LTD.	000-149385	2 FURNACE FILTERS	202.10	202.10
20250176	2025-02-06	MEMJ CONSULTING LTD.	2021101	FEB 3 - FEB 10 2025 CONTRACT WO	4,170.96	4,170.96
20250177	2025-02-06	PATTISON, TERRA	29	YEARLY SUBSCRIPTIONS	1,248.00	1,248.00
20250178	2025-02-06	PRIME 2 FINISH LTD.	A-00268	GCC REPAINT FRONT ENTRANCE S	4,331.25	4,331.25
20250179	2025-02-06	PUROLATOR COURIER LTD.	505121308	COURIER 3 CHEQUES IN EDMONTO	116.07	116.07
20250180	2025-02-06	RBC COMMERCIAL AVION VISA/SCS	V334_55595 V437_597 V450_1266 V675_12	LOWE-BELL MOBILITY DEC 8 & 15/AF O'MALLEY/LGAA RENEW/REFUNDAC PINAUT/MEMBERSHIPS/EMERGING RBC INTEREST	1,636.63 26.20 2,650.06 230.27	4,543.16
20250181	2025-02-06	RBC COMMERCIAL VISA/SCS	151 152 V205_348 V369_325 V569_156 V619_127 V629_153 V660_64	JAN 26 - FEB 8 2025 CLEANING CON JAN 12 - 25 2025 CLEANING CONTRA CHARTRAND- JD DOORS INC DEPOX SCHMIDT-FAMILY DAY/GFRC RENOS PETERS-GFRC SUPPL/SALC SUPPL/ POWLESLAND-CURL CLUB SUPPLY/ KOBZA/RESALE SUPPLEMENTS/SUF EDMONDS/EVENTS/SUPPLIES/PROC	851.40 879.78 1,000.00 7,166.72 1,839.79 201.63 396.73 3,176.05	16,970.93



TOWN OF GIBBONS

Cheque Listing For Council

2025-Feb-7
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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250181	2025-02-06	RBC COMMERCIAL VISA/SCS	V676_84 V699_38 V700_123	JEFFREY-ITM INSTRUMENTS INC. BI KOZAK -SUBSISTENCE CREDIT CARD CHARGE FOR LATE P	829.47 181.36 448.00	16,970.93
20250182	2025-02-06	RFS CANADA	5032972343 5032972344	MARCH GFRC COPIER LEASE MARCH 1 - MAY 31 2025 COPIER LEA	189.00 548.00	737.00
20250183	2025-02-06	SELECT COMMUNICATIONS INC.	7211639	JAN 29 - FEB 25 2025 ANSWERING S	180.59	180.59
20250184	2025-02-06	STURGEON COUNTY	IVC22431	2024 OPERATING SREMP AGREEME	10,226.92	10,226.92
20250185	2025-02-06	SUMMIT TRUCK EQUIPMENT LTD (CANADA)	0101696016	FEBRUARY RENTAL OF WESTERN S	12,075.00	12,075.00
20250186	2025-02-06	THE SIGN GURU	27431	JAN 2025 RENTAL OF 3 SIGNS	472.50	472.50
20250187	2025-02-06	TRINUS TECHNOLOGIES INC.	9617 9694	FEBRUARY IT SUPPORT INTEREST INVOICE	10,532.28 18.48	10,550.76
20250188	2025-02-06	ZEMBAL ELECTRIC INC.	2556	ELECTRICAL WORK AT VARIOUS FAC	4,065.24	4,065.24
20250189	2025-02-06	BROGAN FIRE AND SAFETY	30201482	SPEEDIKLEEN ABSORBENT 20 LB B/	172.94	172.94
20250190	2025-02-06	GOVERNMENT OF ALBERTA	01312025	JAN 2025 LAND TITLE CHARGES	120.10	120.10
20250191	2025-02-06	LEDCOR HIGHWAYS LTD.	762229	SALT & PICKLED SAND MIXING	1,905.40	1,905.40
20250192	2025-02-06	OMNISPORT INC.	9451	ARENA PLEXGLASS CLIPS	147.67	147.67
69	2025-01-17	OSBORNE, CINDY				
71	2025-01-17	LOWE, ERIC D				
73	2025-01-17	STEVENTON, CHRISTINE A				
75	2025-01-17	HERBOLD, MICHAEL W				
77	2025-01-17	PINAULT, CHRISTINA J				
79	2025-01-17	TERLECKI, QUENTIN G				
81	2025-01-17	BRADLEY, HAILEY				
83	2025-01-17	PETERS, STEPHANIE G				
85	2025-01-17	POWLESLAND, JOEL F				
87	2025-01-17	FERGUSON, KYLIE				
89	2025-01-17	GINGELL, SUSAN				
91	2025-01-17	MOLNAR, BRAM				
93	2025-01-17	CHISHOLM, MACKENZIE				
95	2025-01-17	FAHLMAN, KATARINA				
97	2025-01-17	HEATHERINGTON, KIM				
99	2025-01-17	KUGLER, SARA E				
101	2025-01-17	KOBZA, JENNIFER L				
103	2025-01-17	KOBZA, BROOKELYNN L				
105	2025-01-17	SAUNDERS, MIKAYLA				
107	2025-01-17	ANTONIUK, LILY				
109	2025-01-17	HEDSTROM, REESE				
111	2025-01-17	DRAKE, LESLIE				
113	2025-01-30	BERRY, LORAIN M				
115	2025-01-30	DECK, DAN J				
117	2025-01-30	YUSHCHYSHYN, DALE				
119	2025-01-31	OSBORNE, CINDY				



TOWN OF GIBBONS

Cheque Listing For Council

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
121	2025-01-31	LOWE, ERIC D				
123	2025-01-31	STEVENTON, CHRISTINE A				
125	2025-01-31	HERBOLD, MICHAEL W				
127	2025-01-31	PINAULT, CHRISTINA J				
129	2025-01-31	TERLECKI, QUENTIN G				
131	2025-01-31	BRADLEY, HAILEY				
133	2025-01-31	PETERS, STEPHANIE G				
135	2025-01-31	POWLESLAND, JOEL F				
137	2025-01-31	FERGUSON, KYLIE				
139	2025-01-31	GINGELL, SUSAN				
141	2025-01-31	MOLNAR, BRAM				
143	2025-01-31	CHISHOLM, MACKENZIE				
145	2025-01-31	FAHLMAN, KATARINA				
147	2025-01-31	LOCKEN, JODY L				
149	2025-01-31	RICHARDSON, ELIZABETH D				
151	2025-01-31	KOBZA, JENNIFER L				
153	2025-01-31	KOBZA, BROOKELYNN L				
155	2025-01-31	SAUNDERS, MIKAYLA				
157	2025-01-31	SENTEN, EMILY				
159	2025-01-31	COUTTS, CAROL				
161	2025-01-31	HEATHERINGTON, KIM				
1070	2025-01-17	ALLEN, JAMES R				
1072	2025-01-17	CHARTRAND, DENISE M				
1074	2025-01-17	SCHMIDT, LAURA L				
1076	2025-01-17	PARISIAN, NOELLE J				
1078	2025-01-17	ADAMS, JIM W				
1080	2025-01-17	STEVENTON, KENDRA N				
1082	2025-01-17	NORRIS, ANTHONY J				
1084	2025-01-17	PATTISON, TERRA L				
1086	2025-01-17	LOCHRIE, JAMES D				
1088	2025-01-17	PARSONS, CURTIS				
1090	2025-01-17	ANTONIUK, LUKAS				
1092	2025-01-17	DURAND, BRETT M				
1094	2025-01-17	CORRY, TYLER				
1096	2025-01-17	EVANS, JEANNE M				
1098	2025-01-17	LOCKEN, JODY L				
1100	2025-01-17	RICHARDSON, ELIZABETH D				
1102	2025-01-17	MAHONEY, SAMANTHA C				
1104	2025-01-17	EDMONDS, RYAN A				
1106	2025-01-17	BOETTGER, VALERIE				



TOWN OF GIBBONS

Cheque Listing For Council

2025-Feb-7

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Cheque						Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description		Amount	Amount
1108	2025-01-17	SENTEN, EMILY					
1110	2025-01-17	COUTTS, CAROL					
1112	2025-01-30	SANDAHL, NORMAN					
1114	2025-01-30	MILLANTE, JAYCINTH J					
1116	2025-01-30	KOZAK, WILLIS					
1118	2025-01-31	KNELLER, AVALYN					
1120	2025-01-31	ALLEN, JAMES R					
1122	2025-01-31	CHARTRAND, DENISE M					
1124	2025-01-31	SCHMIDT, LAURA L					
1126	2025-01-31	PARISIAN, NOELLE J					
1128	2025-01-31	ADAMS, JIM W					
1130	2025-01-31	STEVENTON, KENDRA N					
1132	2025-01-31	NORRIS, ANTHONY J					
1134	2025-01-31	PATTISON, TERRA L					
1136	2025-01-31	LOCHRIE, JAMES D					
1138	2025-01-31	PARSONS, CURTIS					
1140	2025-01-31	ANTONIUK, LUKAS					
1142	2025-01-31	DURAND, BRETT M					
1144	2025-01-31	CORRY, TYLER					
1146	2025-01-31	EVANS, JEANNE M					
1148	2025-01-31	KUGLER, SARA E					
1150	2025-01-31	GIBBONS, DENISE A					
1152	2025-01-31	MAHONEY, SAMANTHA C					
1154	2025-01-31	EDMONDS, RYAN A					
1156	2025-01-31	ANTONIUK, LILY					
1158	2025-01-31	HEDSTROM, REESE					
1160	2025-01-31	DRAKE, LESLIE					
1162	2025-01-31	BERRY, LISA					

Total 883,351.48

*** End of Report ***



Presentation to **Town of Gibbons**

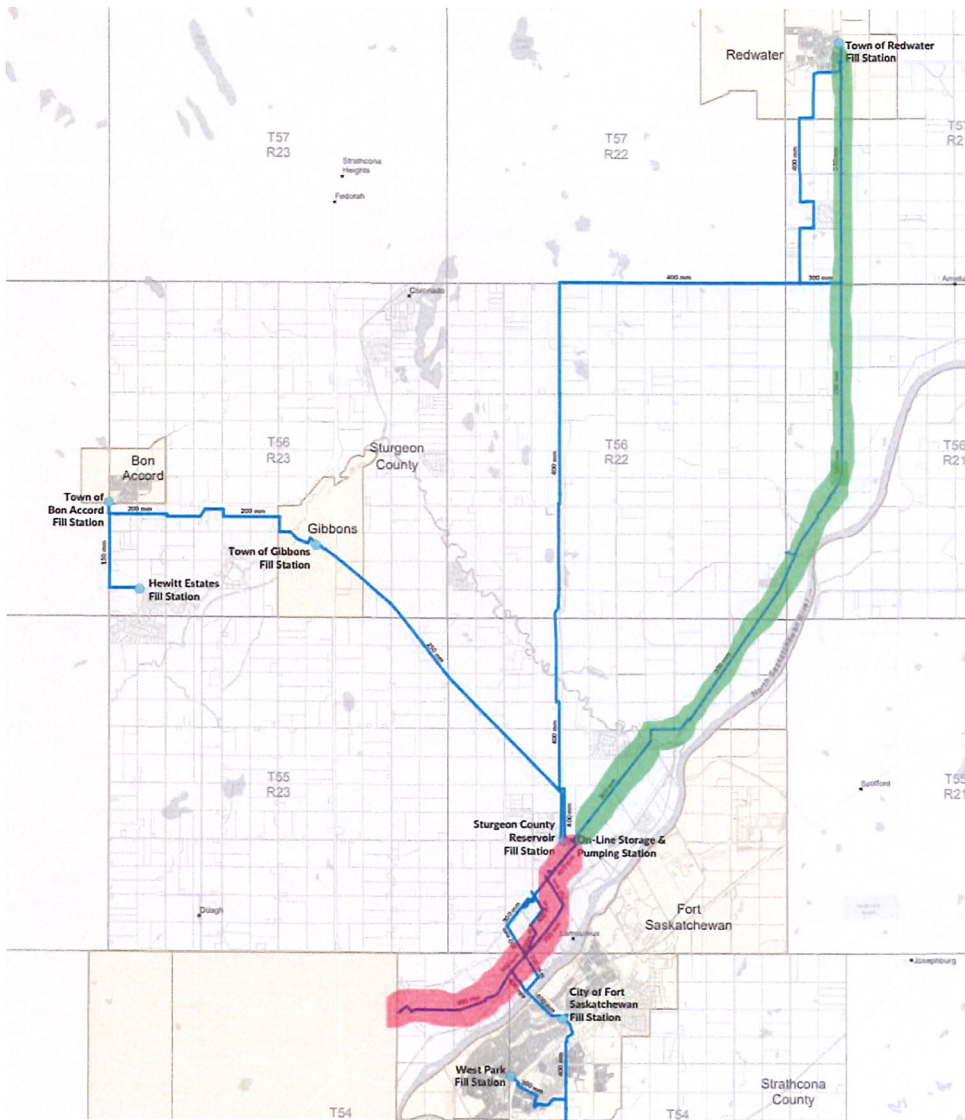
A Brief Overview Of The Commission



EDMONTON REGION WATER SERVICE AREA

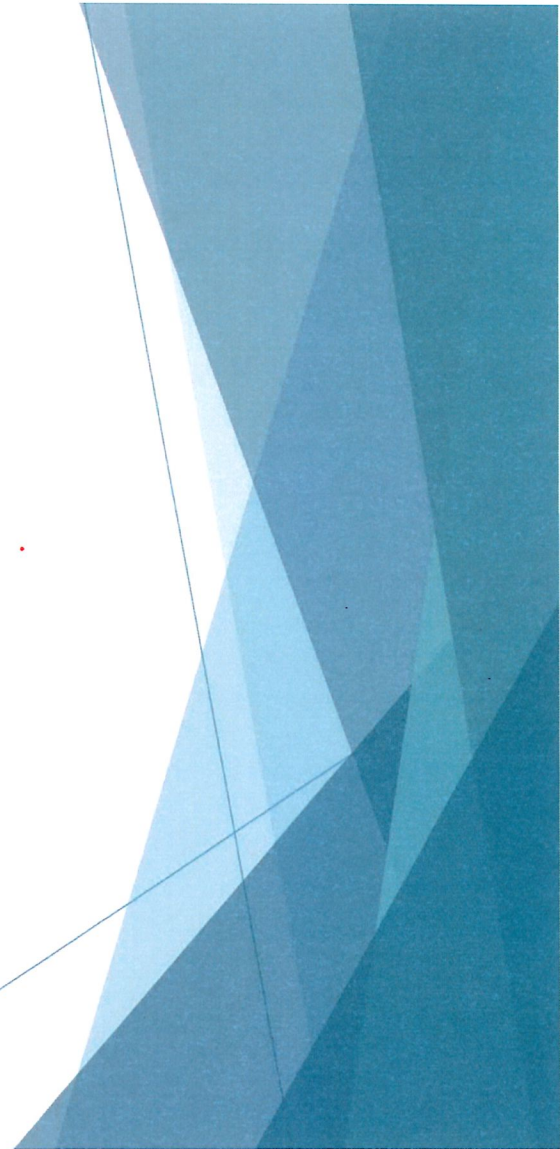
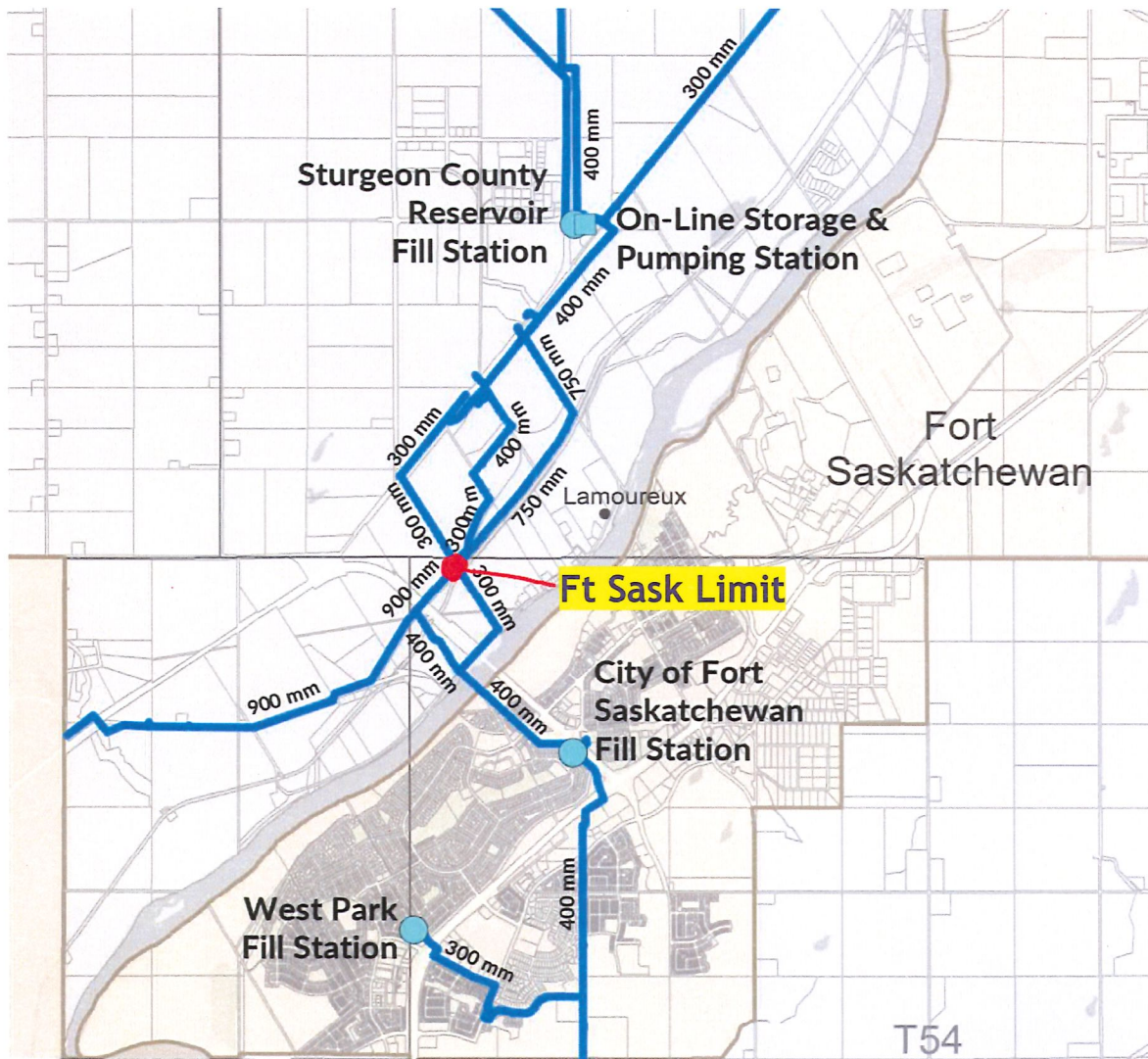


Approximate Population Served By The Commission = 280,000



CRNWSC Fun Facts:

- 109.13 km of Pipe
- 9.4 km PCCP pipe (1984)
- 28.1 km AC Pipe (1970)
- 73.5 km PVC, HDPE, Steel



CRNWSC Board of Directors



BILL TONITA (CHAIR)
COUNCILLOR – STRATHCONA COUNTY



DAVE MCRAE (DEPUTY-CHAIR)
MAYOR – TOWN OF REDWATER



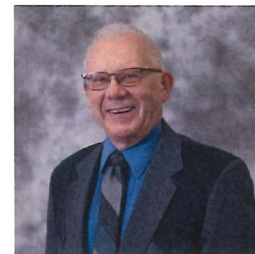
NEAL COMEAU
COUNCILLOR – STURGEON COUNTY



GORD HARRIS
COUNCILLOR – CITY OF FORT
SASKATCHEWAN



TIMOTHY LARSON
COUNCILLOR – TOWN OF BON ACCORD



NORM SANDAHL
COUNCILLOR – TOWN OF
GIBBONS

CRNWSC Historical Management/Managing Partners

- 1969 to Dec 2008 CITY OF FORT SASKATCHEWAN
- Jan 2009 to Nov 2013 STURGEON COUNTY
- Nov 2013 to Oct 2016 STRATHCONA COUNTY
- Oct 2016 to Nov 2023 Lyle Clarke (Management Contract)
- Nov 2023 to Present Gene Sobolewski (Employee)

CRNWSC Interesting Historical Facts

- **Original NE Committee Members 1970:**
 - Town of Fort Saskatchewan
 - Strathcona County
 - Sturgeon County
 - Town of Redwater
 - Thorhild County
- **1970: Waterline Constructed From Strathcona County to Redwater**
- **1977: Gibbons Waterline Constructed**
- **1982: 900 mm Waterline/Online Constructed To Accommodate Vegreville Commission, Fort Saskatchewan and Other Members. Thorhild County Was Signatory To Agreement.**

CRNWSC Interesting Historical Facts

- **1984: Capital NE Commission Formed:** **Town of Fort Saskatchewan
Strathcona County
Sturgeon County
Town of Redwater
Town of Gibbons**
- **1993: Waterline Constructed From Redwater To Thorhild County (Formed Separate Commission At That Time)**
- **2003: Bon Accord Waterline Constructed, became member.**
- **2013: Heartland Waterline Constructed - Sized For Proposed/Projected Heartland Industrial Developments**
- **2013: Thorhild Commission Dissolved, Hwy 28/63 Commission Formed**

EMPLOYEES and STRATEGIC PARTNERSHIPS

Management and Operating Services

CEO/Commission Manager	Gene Sobolewski, C.E.T.
Executive Clerk	Tara Harder
Operator	Kana Environmental - Ken Buhagiar
Financial agency	Royal Bank of Canada (RBC)
Accountant	Givens LLP - Shellian Larmond
Auditor	METRIX Group LLP
Engineering services	Associated Engineering Alberta Ltd.
Solicitor	Brownlee LLP
Investment agency	Alberta Treasury Branch (ATB) Financial

TOTAL 2024 CONSUMPTION and TOTAL % USED

City of Fort Saskatchewan	Sturgeon County	Town of Gibbons	Town of Bon Accord	Town of Redwater	Hwy 28/63 Thorhild	John S Batiuk Vegreville	Total
223,411.26	66,439.00	23,620.00	11,138.00	18,262.20	35,477.00	180,060.00	558,407.46
173,285.26	61,435.00	18,302.00	7,961.00	13,344.97	27,446.00	144,788.00	446,562.23
175,013.28	64,372.00	18,097.00	8,250.00	13,403.67	29,421.00	146,757.00	455,313.95
239,395.54	78,967.00	25,352.00	11,823.00	19,147.95	40,716.00	201,525.00	616,926.49
194,240.44	59,858.00	19,648.00	10,186.00	15,405.46	35,910.00	166,014.00	501,261.90
202,335.80	60,456.00	21,037.00	10,557.00	15,702.71	39,842.00	159,027.00	508,957.51
298,675.27	81,125.00	32,039.00	15,280.00	23,773.10	58,060.00	274,090.00	783,042.37
212,539.80	78,295.00	19,527.00	9,127.00	15,512.01	35,920.00	159,303.00	530,223.81
260,413.07	71,511.00	25,009.00	14,044.00	21,116.52	42,302.00	207,672.00	642,067.59
203,944.82	72,231.00	19,966.00	9,907.00	16,017.19	31,939.00	161,613.00	515,618.01
192,494.35	54,220.00	19,118.00	9,067.00	16,728.29	29,338.00	152,928.00	473,893.64
212,420.47	61,300.00	21,744.00	10,890.00	17,221.93	32,946.00	170,857.00	527,379.40
2,588,169.35	810,209.00	263,459.00	128,230.00	205,636.00	439,317.00	2,124,634.00	6,559,654.34
39.46%	12.35%	4.02%	1.95%	3.13%	6.70%	32.39%	-145,077.84

TOTAL 2024 WATER SALES and TOTAL % Paid

City of Fort Saskatchewan	Sturgeon County	Town of Gibbons	Town of Bon Accord	Town of Redwater	Hwy 28/63 Thorhild	John S Batiuk Vegreville	Total
360,250.65	107,132.89	38,087.25	17,960.03	29,447.80	57,206.66	186,902.28	796,987.56
279,422.48	99,063.94	29,511.98	12,837.11	21,518.76	44,256.68	150,289.94	636,900.89
282,208.92	103,799.85	29,181.41	13,303.13	21,613.42	47,441.36	152,333.77	649,881.85
386,025.31	127,334.29	40,880.10	19,064.59	30,876.07	65,654.55	209,182.95	879,017.85
313,212.71	96,521.03	31,682.40	16,424.93	24,841.30	57,904.88	172,322.53	712,909.78
326,266.47	97,485.30	33,922.16	17,023.16	25,320.62	64,245.23	165,070.03	729,332.97
481,613.86	130,814.06	51,662.89	24,639.00	38,334.12	93,621.75	284,505.42	1,105,191.11
342,720.42	126,250.69	31,487.29	14,717.29	25,013.12	57,921.00	165,356.51	763,466.31
419,916.07	115,311.49	40,327.01	22,645.95	34,050.39	68,211.98	215,563.54	916,026.42
328,861.03	116,472.49	32,195.18	15,975.04	25,827.72	51,501.64	167,754.29	738,587.37
310,397.13	87,429.75	30,827.78	14,620.54	26,974.37	47,307.53	158,739.26	676,296.36
342,528.01	98,846.25	35,062.20	17,560.13	27,770.36	53,125.43	177,349.57	752,241.93
\$ 4,173,423.07	\$ 1,306,462.01	\$ 424,827.64	\$ 206,770.88	\$ 331,588.04	\$ 708,398.67	\$ 2,205,370.10	\$ 9,356,840.39
1.6125	1.6125	1.6125	1.6125	1.6125	1.6125	1.038	
44.60%	13.96%	4.54%	2.21%	3.54%	7.57%	23.57%	

WATER RATES

The 2025 water rates established by the Commission were based on Option #2, as follows:

- The equalized base rate (all Members and Customers as equal rate) equals: \$1.42/m³. To address a major concern of Ft. Sask. was to recognize that the City is only served by a smaller portion of the total system, therefore would contribute a smaller portion of the overall capital.
- Wholesale water rates: **\$1.483 per m³** for member municipalities (except Ft. Sask) and Hwy 28/63 Water Commission
- **\$1.395 m³** for the City of Ft. Saskatchewan John S. Batiuk Water Commission.

RELATIVE PIPE CAPACITIES – To Date 2024

	Sum		Q (l/s)	Peak	Pipe Dia. (m)	Pipe Capacity (l/s)	% Capacity (ADD)	% Capacity (Peak)
City of Fort Saskatchewan (400mm)	2,588,169.35	2,588,169.35	81.85	114.58	0.40	188.40	43.44%	60.82%
Sturgeon County Line 1	2,060.00	2,327,216.00	73.59	103.03	0.75	662.34	11.11%	15.56%
W4 Reservoir	184,809.00							
Sturg0	15,713.00							
John S. Batiuk Regional Water Commission	2,124,634.00	1,215,501.00	570,548.00	8.70%				
Town of Gibbons	263,459.00	263,459.00	8.33	11.66	0.20	47.10	17.69%	24.76%
Town of Bon Accord	128,230.00							
2B (+Hewitt)	22,890.00	165,309.00	5.23	7.32	0.25	73.59	7.10%	9.94%
2G	14,189.00							
Line 3	570,548.00				.4 + (.3+.25)/2			
Town of Redwater	205,636.00	1,215,501.00	38.44	53.81	0.19	278.18	13.82%	19.34%
Hwy 28/63 RWSC	439,317.00				-			
Total Sold	6,559,654.35	7,775,155.35	245.87	344.22	0.90	953.78	25.78%	36.09%
Total Meter Read From Strathcona County								
	Days =	366		1.40	= 2024 Peak			

RELATIVE ALLOCATIONS – 2023/2024

1984 SYSTEM

Municipality/Commission	igpm	Adjusted (Hwy 28/63) m3/min	l/s	m3/hr	m3/yr	2023 Consumption	% of Total Allocation	Actual 2024	% of Member Allocation
1984 Agreement System	14,804		1,122.64	4,041.49	35,403,469.9	6,329,289.84	17.88%	6,559,654	18.53%
1984 Agreement - 900 mm Pipe Only	12,704	57.75	963.39	3,468.19	30,381,361.9	6,329,289.84	20.83%	6,559,654	21.59%
Strathcona County (exist 1970)	150		11.38	40.95	358,722.0				
Ft Sask (exist 1970)	1,950		147.88	532.35	4,663,386.0				
Theoretical Ft Sask (1970 +1984 total)							15.17%		15.94%
Ft Sask (1984)	4,994.00	22.02	366.93	1,320.95	11,571,527.46	2,463,252.12	21.29%	2,588,169	22.37%
Sturgeon County	1,572.00	6.93	115.50	415.81	3,642,459.19	732,905.00	20.12%	810,209	22.24%
Gibbons (Bon Accord)	1,111.00	4.90	81.63	293.87	2,574,282.54	385,791.00	14.99%	391,689	15.22%
Redwater	694.00	3.06	50.99	183.57	1,608,057.68	203,898.02	12.68%	205,636	12.79%
JSB	4,333.00	19.70	328.30	1,181.89	10,353,378.11	2,109,415.00	20.37%	2,124,634	20.52%
Per 2013 WSA		1.15	19.20	69.13	605,549.0	435,549.00	71.93%	439,317	72.55%

The Commission has adopted a new Strategic Plan

- Will set direction and goals to embrace new opportunities
- Enhance our collaborative and cooperative efforts with members in 2025
- Address the City of Ft Saskatchewan Issues in 2025 (Rates/Governance Model)
- Review and Update Bylaws and Policies
- Resolve the JSBRWSC Issue in 2025
- Move forward with Capital Planning model
- Adopted 12 Goals with 23 Actions - measurable targets/goals



Key Governance Issues:

1. Imbalance in Contribution and Benefit

- 2024: Ft. Sask Consumption (39.46%) vs Total Revenue Contribution (44.60%)
- 2024: JSB Consumption (32.39%) vs Total Revenue Contribution (23.57%)

2. Ft. Sask Representation (Governance)

- Largest Contributor
- 1/6 Vote - Unwanted Budget/Consequences

3. Bylaw 2022-004 is Punitive (Adding/Removing Members)



PRELIMINARY GOVERNANCE MODEL

Based on the EU (European Union Council):

- 1) **Simple Majority.** The vote structure of a simple majority could be based on quorum (50% +1)
- 2) **Qualified Majority.** The vote structure could be a mathematical threshold based on some form of established weighting assigned to a member
- 3) **Unanimous Vote.** The unanimous vote would be required for major matters of the corporation requiring all members to vote in favour of a motion

PRELIMINARY GOVERNANCE MODEL(s)

Qualified Vote (Weighted - Non Auto)								
	Strathcona County	City of Fort Saskatchewan	Sturgeon County	Town of Gibbons	Town of Bon Accord	Town of Redwater		
	-12,898.50	2,588,169.35	810,209.00	263,459.00	128,230.00	205,636.00	3,995,703.34	Threshold
	0%	65%	20%	7%	3%	5%	100%	
Adjust Option 1	10	40	20	10	10	10	100	65 Pass
	10	0	20	10	10	10	60	65 Fail
	0	40	0	10	10	0	60	65 Fail
	0	40	20	0	0	0	60	65 Fail
	0	40	20	10	0	0	70	65 Pass
	0	40	0	10	10	10	70	65 Pass
	10	40	0	10	10	10	80	65 Pass

Table 1.0 – Option – 65 Point Threshold

Qualified Vote (Weighted - Non Auto)								
	Strathcona County	City of Fort Saskatchewan	Sturgeon County	Town of Gibbons	Town of Bon Accord	Town of Redwater		
	-12,898.50	2,588,169.35	810,209.00	263,459.00	128,230.00	205,636.00	3,995,703.34	Threshold
	0%	65%	20%	7%	3%	5%	100%	
Adjust Option 1	10	40	20	10	10	10	100	75 Pass
	10	0	20	10	10	10	60	75 Fail
	0	40	0	10	10	0	60	75 Fail
	0	40	20	0	0	0	60	75 Fail
	0	40	20	10	0	0	70	75 Fail
	0	40	20	10	10	0	80	75 Pass
	10	40	0	10	10	10	80	75 Pass

Table 2.0 – Option – 75 Point Threshold



Are there any Questions/Comments?

DATE SUBMITTED: FEBRUARY 12, 2025
SUBMITTED TO: MAYOR DECK AND MEMBERS OF COUNCIL
SUBMITTED BY: ERIC LOWE, INTERIM CAO
REPORT TOPIC: LETTER OF SUPPORT - MCSNET

Introduction

The purpose of this report is to respectfully request that Council give consideration to providing a letter of support for MCSNet.

Background

At the March 27, 2024, Regular Meeting of Council, Kevin Bernhardt of MCSNet presented to Council on MCSNet and their wireless internet service. The presentation is attached to this report to refresh Council on the presentation.

MCSNet is currently seeking a letter of support from Gibbons as they are seeking to place their infrastructure on Fortis Alberta's poles.

Options Available

The options for consideration by Council include the following:

1. 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 advise Administration as to how it would like to proceed.

Submitted by:



Eric Lowe,
Interim CAO

Fortis Alberta
11 Bayside Place
Strathmore, AB, T1P 1C8

Dear Fortis Alberta

RE: Support for MCSnet's application for "Joint Use: Small Connected Devices"

The Town of Gibbons would like to express its support for MCSnet and their application to Fortis Alberta for the attachment and deployment of radio devices on Fortis Alberta Infrastructure within the Town of Gibbons to enable the launch of their GigAir broadband service. This technology will enhance rural broadband connectivity for the residents of our community.

By providing an alternative high-speed option, MCSnet will be able to help close the gap in connectivity for our residents and businesses. These upgrades are essential in meeting the government's objective of helping every Canadian receive access to high-speed internet. These services are also essential for meeting the rapid growth in bandwidth demands for our anchor institutions, residents, and businesses.

The Town of Gibbons therefore fully supports MCSnet's application to install necessary small devices (radios) to upgrade our existing broadband services.

Thank you for your consideration.

Your truly,

Dan Deck
Mayor, Town of Gibbons



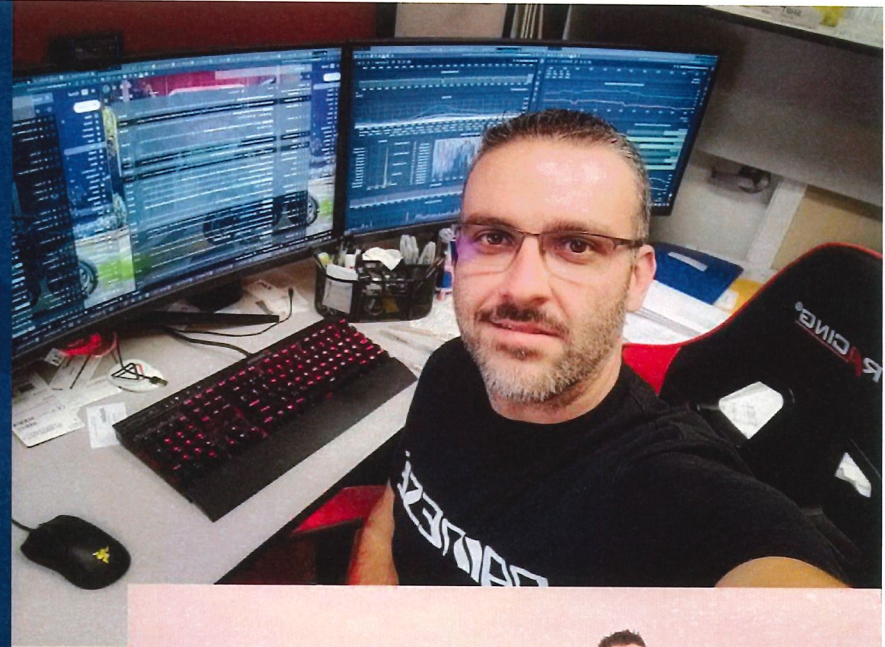
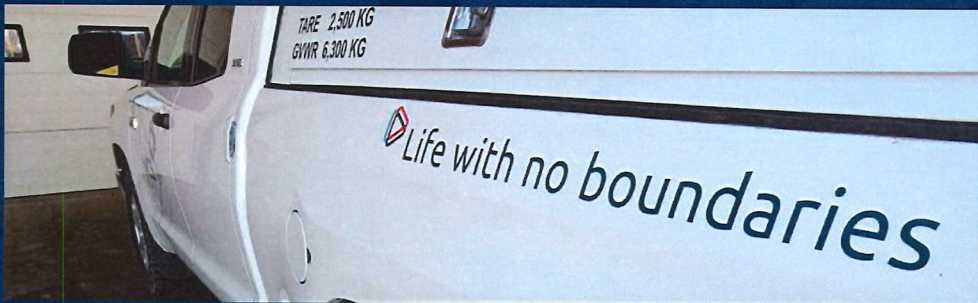
The Town of Gibbons

Presentation to Council

About MCSnet

MCSnet of is a family-owned and operated business based in St. Paul, Alberta. Founded in 1995, MCSnet is one of Canada's largest Wireless Internet Service Providers (WISPs) in operation within the telecommunication industry.

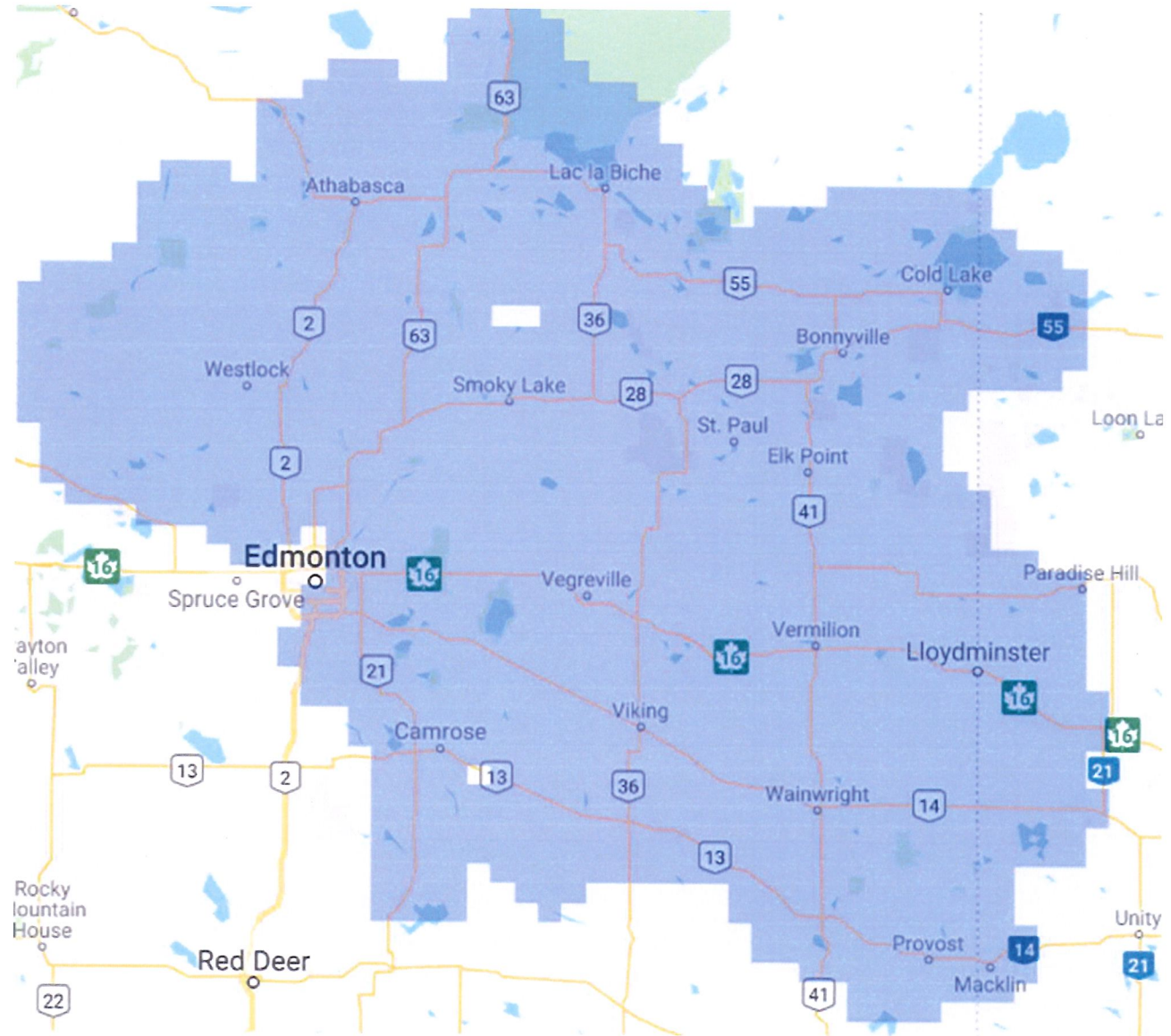
We are never satisfied with the status quo and have always searched for innovative ways to deliver high speed internet services. It started off with finding something faster than dial-up.



MCSnet Today

Today, we serve over 25,000 customers throughout northeastern Alberta and a small section of northwestern Saskatchewan.

We have invested in and built an internal network of over 540 fixed wireless towers, 2000 km of fiber, 3 fiber-to-the-premise (FTTP) communities (Cherry Grove, Mallaig, Ft. Kent), and we are a pioneer in our ever-expanding GigAir technology.



Transit Fiber

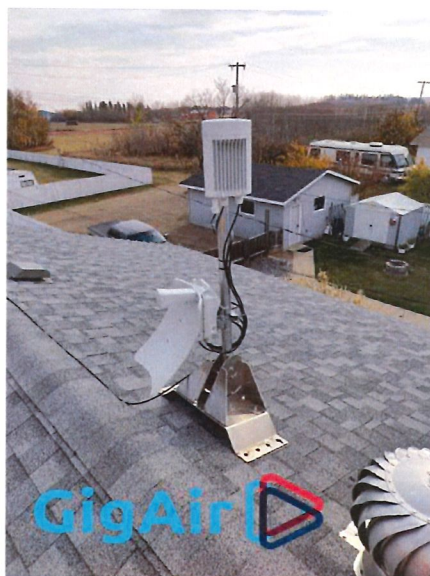
Fiber Optics provide the backbone for high speed internet options in rural Alberta.

Since 2015, MCSnet has been building fiber to our towers in order to increase bandwidth, create better reliability, increase speeds, and to provide for new technologies that will meet today's demand as well as the future's.

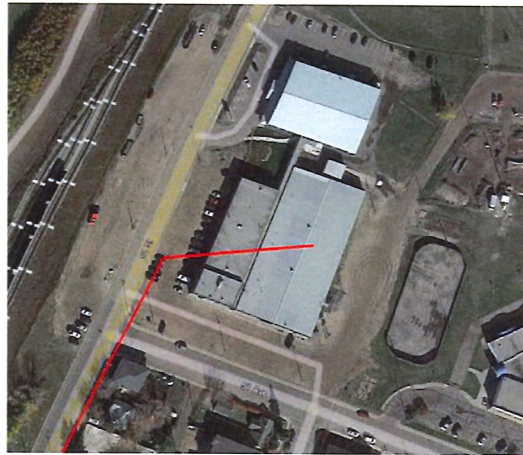




GigAir uses 60 GHz technology to form a mesh or web-like network within your neighbourhood. This service requires a short distance between connections and an unobstructed view of the surrounding neighbourhood, which makes it ideal for towns, villages, hamlets and industrial parks. MCSnet is a leading provider in this smart technology and plans to expand this service throughout its network and beyond.



Planned Fiber Route



GigAir Municipality Partnerships

MCSnet is committed to working with municipalities to leverage existing assets to create project efficiency and potentially lower final project costs. MCSnet is willing to contribute equipment, free installation, and complimentary Wi-Fi Hotspots for public-use facilities to build a mutually-beneficial network.



GigAir Internet Plans

Package	Top Down Speed	Top Up Speed	Monthly Traffic	Monthly Price
GigAir Unlimited	1000 Mbps	1000 Mbps	Unlimited	\$89.95
GigAir Ultra	1000 Mbps	1000 Mbps	2,000 GB	\$69.95
GigAir Advanced	1000 Mbps	1000 Mbps	500 GB	\$49.95
GigAir Basic	1000 Mbps	1000 Mbps	200 GB	\$39.95

We recommend GigAir Corporate packages for business or organizations that cannot afford to be without internet. For example, businesses with a point of sale device should be on a GigAir Corporate plan.

GigAir Corporate Plans & Pricing

Package	Top Down Speed	Top Up Speed	Monthly Traffic	Monthly Price	Install Fee
1 Year	1000 Mbps	1000 Mbps	Unlimited	\$200	\$950
3 Year	1000 Mbps	1000 Mbps	Unlimited	\$150	\$0

GIGAIR CORPORATE INCLUDES:

- Dedicated tech support
- Same business day onsite repairs
- Monitored 24/7
- Up to 10 static IP addresses
- Optional Service Level Agreement

Thank You!



DATE SUBMITTED: FEBRUARY 12, 2025
SUBMITTED TO: MAYOR DECK AND MEMBERS OF COUNCIL
SUBMITTED BY: ERIC LOWE, INTERIM CAO
REPORT TOPIC: SCHEDULE OF COUNCIL MEETINGS

Introduction

The purpose of this report is to respectfully request that Council give consideration to the Council Meeting Schedule presented at the Organizational Meeting on October 23, 2024.

Background

Firstly, when the Council Meeting schedule was presented to Council, it included the dates for the Federation of Canadian Municipalities Convention. At the January 22, 2025, Regular Meeting of Council, Council decided not to send any representatives to the Convention. This decision now allows Council to now set a Regular Meeting of Council for that 4th Wednesday in May, May 28, 2025.

Secondly changes to Section 201.1 of the *Municipal Government Act*, via Bill 20, include timelines for, what is now, Mandatory Orientation Training. Orientation has been split into 2 sessions. The Government of Alberta has stated that Session 1 must be completed prior to or on the same day as the Organizational Meeting following a general election. (See attached notices from the Government of Alberta.)

The election timeline is as follows:

Date of Election	October 20, 2025
Recount days (if necessary)	October 21 – 23, 2025
Declaration Date	By noon on the 4 th day after the election - October 24, 2025, (Section 97 of the <i>Local Authorities Election Act</i>)

Historically, our Organizational Meeting is held before the Regular Meeting of Council on the 4th Wednesday in October and is currently set as October 22, 2025. Given that the Declaration date is after the Organizational Meeting date, a change is required to the schedule. As an additional consideration to setting the date of the Organizational meeting, the MGA also requires that an Organizational Meeting needs to be held not more than 2 weeks after the 3rd Monday in October (Section 192) which means that an Organizational Meeting must be held by November 3, 2025.

Additional Information

Administration is currently working with our regional partners to offer joint Orientation to take place within the required timeframe.

Options Available

The options for consideration by Council include the following:

1. That Council set a Regular Meeting of Council on May 28, 2025, at 7:00 pm.
2. That Council move the Organizational and Regular Meetings of Council to October 29, 2025 with the Organizational Meeting time to be set at 6:30 pm and the Regular Meeting of Council to be set at 7:00 pm.



3. 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 set a Regular Meeting of Council on May 28, 2025, at 7:00 pm.
2. That Council move the Organizational and Regular Meetings of Council to October 29, 2025, with the Organizational Meeting time to be set at 6:30 pm and the Regular Meeting of Council to be set at 7:00 pm.

Submitted by:

Eric Lowe,

Interim CAO

Changes to the *Municipal Government Act (MGA)* 2024

Mandatory Councillor Training

Relevant *MGA* section

- *MGA* s. 201.1

Previous *MGA* requirements

Previously, municipalities were required to offer orientation training within 90 days of a councillor taking the oath of office. However, it was not mandatory for the councillor to attend the training.

What has changed

The *MGA* was amended to make it mandatory for the councillor to attend the training, and timelines were established for this training.

What municipalities need to know

Under the amendments, the municipality must offer, and councillors are required to attend, training on:

- the roles of municipalities;
- municipal organization and function;
- roles and responsibility of council and councillors;
- roles and responsibility of the chief administrative officer and staff; and
- the municipality's code of conduct.

This training must take place prior to the first organizational meeting. In the case of a councillor elected at a by-election, the training must be provided before the day that the councillor takes the oath of office.

In addition, prior to the first regularly scheduled council meeting after a general election, the municipality must offer, and the councilors must attend, training on:

- key municipal plans, policies, and projects;
- budgeting and financial administration; and
- public participation.

The deadline for training on this second group of topics may be extended by up to 90 days by council resolution. If elected through a by-election, the councillor must attend training on these topics within 90 days of taking the oath of office.

Effective date

This change took effect upon proclamation of Bill 20 on October 31, 2024.

Resources

To learn more, please refer to:

- Strengthening local elections and councils: <https://www.alberta.ca/strengthening-local-elections-and-councils>
- Bill 20: https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill-020.pdf
- Amendment summary for Bill 20: <https://www.alberta.ca/system/files/ma-municipal-affairs-statutes-amendment-act-fact-sheet.pdf>

Contact us

Phone: 780-427-2225
Toll-free in Alberta: 310-0000
Email: ma.advisory@gov.ab.ca

Councillor Orientation

Changes to the *Municipal Government Act (MGA)*

This fact sheet has been developed as an explanatory resource. It is not legal advice and cannot be used in place of consulting with a lawyer.

What changed?

Municipalities are required to offer orientation training and each councillor is now required to attend orientation training offered by the municipality. Previously, the municipality was only required to offer training to councillors.

What topics must be covered in the training?

The topics that must be covered are broken into two parts.

The topics in the **first group** are:

- role of municipalities in Alberta;
- municipal organization and function;
- roles and responsibilities of council and councillors;
- the municipality's code of conduct; and
- roles and responsibilities of the chief administrative officer and staff.

The topics in the **second group** are:

- key municipal plans, policies and projects;
- budgeting and financial administration;
- public participation; and
- any other topic prescribed by the regulations.

What are the timelines for the training?

Training on the **first group** of topics must be held prior to or on the same day as the organizational meeting following a general election. In the case of a by-election, training on the first group of topics must be held on or before the day the councillor takes the oath of office.

Training on the **second group** of topics must be held prior to or on the same day as the first regularly scheduled council meeting, or in the case of a councillor elected via by-election, within 90 days after that councillor takes the oath of office.

For the second group of topics, council has the authority to extend the time for this training, by resolution, by up to 90 days.

Who is impacted by the change?

Councillors and municipal staff are both impacted by changes to councillor orientation requirements. Councillors are required to attend the training and administrative staff will have to ensure training materials are available and delivered with these timelines in mind.

Who can I contact for more information?

If you have questions about new councillor orientation requirements, please contact municipal advisory at 780-427-2225 (Toll-free by dialing 310-0000 first) or via email at: ma.advisory@gov.ab.ca.

Where can I find additional resources?

- The ministry will develop a further resource on this topic and notify municipalities when the training is available.
- The *MGA*, available on the King's Printer: https://kings-printer.alberta.ca/1266.cfm?page=m26.cfm&leg_ty pe=Acts&isbncIn=9780779846009
- Bill 20: Legislative Assembly of Alberta: <https://www.assembly.ab.ca/assembly-business/bills/bill?billInfoId=12039&from=bills>



DATE SUBMITTED: FEBRUARY 12, 2025
SUBMITTED TO: MAYOR DECK AND MEMBERS OF COUNCIL
SUBMITTED BY: STEPHANIE PETERS, DIRECTOR OF COMMUNITY SERVICES
REPORT TOPIC: PROCLAMATION – ANTI-BULLYING DAY/PINK SHIRT DAY

Introduction

The purpose of this report is to respectfully request that Council give consideration to proclaiming **February 26, 2025** as Anti-Bullying Day/Pink Shirt in Gibbons.

Background

On **February 26, 2025**, we encourage everyone to practice kindness, and wear PINK to symbolize that you do not tolerate bullying. Bullying is a major problem in our schools, workplaces, homes, and over the Internet and with the Town of Gibbons officially joining this movement on **February 26, 2025**, it will help bring bullying awareness and education to its members and supports its effort to be a community “Rooted in Family”.

The benefits of Proclaiming February 26, 2025, Anti-Bullying Day in Gibbons:

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

Options Available

The options for consideration by Council include the following:

1. That Council proclaim February 26, 2025, as Anti-Bullying Day/Pink Shirt Day in Gibbons.
2. That Council revise/change the Anti-Bullying Day in Gibbons Proclamation as they see fit.
3. 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 February 26, 2025 as Anti-Bullying Day/Pink Shirt Day in Gibbons

Submitted by:

Stephanie Peters
Director, Community Services

Approved by:

Eric Lowe
Interim CAO



DATE SUBMITTED: FEBRUARY 12, 2025
SUBMITTED TO: MAYOR DECK AND MEMBERS OF COUNCIL
SUBMITTED BY: SUSAN GINGELL – DEVELOPMENT OFFICER
REPORT TOPIC: TBE 1-25 APPROVING AUTHORITY AND MUNICIPAL PLANNING COMMISSION BYLAW

Introduction

The propose of this bylaw is to identify the approving authority for development and subdivision applications.

Background

The current bylaw has the Chief Administrative Officer as the Development Authority and the Subdivision Authority. The intent of this bylaw is to move the discretionary use development permit applications, and development permit applications requiring a variance approval to the Municipal Planning Commission. The subdivision application approvals will be done by a Registered Planner appointed by Council.

As a result of this Bylaw and for clarity, a motion by Council to change the name on the Committee Appointments chart, that was approved at the Organizational Meeting in October, from the Subdivision Authority to the Municipal Planning Commission is required.

Options Available

The options for consideration by Council include the following:

1. That Council proceeds with 3rd Reading of Bylaw TBE 1-25 Approving Authority and Municipal Planning Commission Bylaw.
2. That Council amend Bylaw TBE 1-25 Approving Authority and Municipal Planning Commission Bylaw.
3. That Council direct 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 give 3rd Reading to Bylaw TBE 1-25 Approving Authority and Municipal Planning Commission Bylaw.

Submitted by:

Susan Gingell
Development Officer

Approved by:

Eric Lowe
Interim CAO



TOWN OF GIBBONS

Approving Authorities and Municipal Planning Commission Bylaw

Bylaw TBE 1-25

BEING A BYLAW OF TOWN OF GIBBONS IN THE PROVINCE OF ALBERTA TO ESTABLISH APPROVING AUTHORITIES FOR DEVELOPMENT AND SUBDIVISION WITHIN THE TOWN OF GIBBONS.

WHEREAS, Section 623 of the Municipal Government Act, RS.A. 2000 Chapter M-26 as amended, requires that a Municipal Council must establish a Subdivision Authority by bylaw;

AND WHEREAS, Section 624 of the Municipal Government Act, RS.A. 2000 Chapter M-26 as amended, requires that a Municipal Council must establish a Development Authority by bylaw;

AND WHEREAS, Section 626 of the Municipal Government Act, RS.A. 2000 Chapter M-26 as amended, authorizes Town of Gibbons to establish a Municipal Planning Commission bylaw;

WHEREAS, NOW THEREFORE, The Council for Town of Gibbons in the Province of Alberta, duly assembled, enacts as follows:

1. TITLE

- 1.1 This bylaw may be cited as the "Approving Authorities **and Municipal Planning Commission** Bylaw".

2. DEFINITIONS

The following words and phrases mean:

- 2.1. "Act" means the Municipal Government Act, RS.A. 2000, as amended
- 2.2. "Chief Administrative Officer" shall be the Chief Administrative Officer, as appointed by Council.
- 2.3. "Council" means the Council of Town of Gibbons.

Document History

Bylaw Adopted – Resolution #		Bylaw Repealed	
Bylaw Amended and Adopted - Resolution #		Date to be Reviewed	

- 2.4. "Development Application" means an application made in accordance with the Land Use Bylaw for the purpose of obtaining a development permit.
- 2.5. "Development Authority" means the authority established under this bylaw to perform the duties and functions of a Development Authority under the Act.
- 2.6. "Development Officer" means ~~a person appointed by the Development Authority to perform the powers, duties, and functions as assigned by the Development Authority the Development Officer as established under the Designated Officers Bylaw.~~
- 2.7. "Development Permit" means a document authorizing development issued in accordance with the Land Use Bylaw.
- 2.8. "Land Use Bylaw" means the current Town of Gibbons Land Use Bylaw, as amended, or replaced from time to time.
- 2.9. "Member" means a member of the Municipal Planning Commission.
- 2.10. "Municipal Planning Commission" means the Municipal Planning Commission as established by this Bylaw.
- 2.11. "Municipal Planning Commission Secretary" means the person(s) appointed to the position as established by this Bylaw.
- 2.12. "Regulations" means the Regulations proclaimed pursuant to the Act.
- 2.13. "Schedule of Fees Bylaw" means the current Municipal Master Rates Bylaw as amended or replaced from time to time.
- 2.14. "Subdivision Authority" means the person(s) established under this bylaw to perform the duties and functions of a Subdivision Authority under the Act.
- ~~2.15. "Subdivision Approving Officer" means a person appointed by the Subdivision Authority to perform all the powers, duties, and functions as assigned by of the Subdivision Authority.~~
- 2.16. "Subdivision and Development Appeal Board" means the Intermunicipal Subdivision and Development Appeal Board established under the Intermunicipal Subdivision and Development Appeal Board Bylaw, as amended, or replaced from time to time and in accordance with the Act.

3. DEVELOPMENT AUTHORITY

- 3.1. The Development Authority is hereby established.
- 3.2. The Development Authority for the Town is: ~~shall be the Chief Administrative Officer.~~
- ~~3.2. Responsibilities and Functions:~~

Document History

Bylaw Adopted – Resolution #		Bylaw Repealed	
Bylaw Amended and Adopted - Resolution #		Date to be Reviewed	

~~3.3.1 The powers and duties of the Development Authority shall include the powers, duties and functions as described in the Act, the Subdivision and Development Regulation, the Land Use Bylaw, and any other applicable legislation.~~

~~3.3.2 The Development Authority may make rules as are necessary for the conduct of its business that are consistent with the Act, regulations, the Land Use Bylaw and this Bylaw.~~

~~3.3. Notwithstanding Section 3.3.1, the Development Authority may forward an application for development approval to Council.~~

~~3.5 In respect to a direct control district, Council may decide on a development permit application or delegate the decisions to a development authority with directions that it considers appropriate.~~

3.2.1 The Development Officer for an application for development approval which is a permitted use under the Land Use Bylaw, and which complies with the requirements and regulations set out in the Land Use Bylaw.

3.2.2 The Development Officer for an application for development approval which is a permitted use under the Land Use Bylaw, and which requests a minor waiver not more than 10 percent of a measurable standard or any other waiver as specifically authorized in the Land Use Bylaw.

3.2.3 The Municipal Planning Commission when the application for development approval for development is:

3.2.3.1 A discretionary use under the Land Use Bylaw; or

3.2.3.2 A permitted use under the Land Use Bylaw which does not otherwise comply with the requirements and regulations as set out in the Land Use Bylaw, except where the Development Authority is authorized as per Section 4(b).

3.3 Notwithstanding Section 4(c), the Development Authority may forward applications for development approval to the Municipal Planning Commission for a decision.

3.4 If the Development Officer is away or the position is vacant, the CAO or such delegate as assigned by the CAO, may exercise all the powers, duties, or functions of the Development Officer.

3.5 Unless otherwise specified in the Land Use Bylaw, Council is the Development Authority for all Development Permit applications in Direct Control Districts.

4. MUNICIPAL PLANNING COMMISSION

Document History

Bylaw Adopted – Resolution #		Bylaw Repealed	
Bylaw Amended and Adopted - Resolution #		Date to be Reviewed	

- 4.1 The Municipal Planning Commission is hereby established.
- 4.2 The Municipal Planning Commission shall consist of three (3) Council Members appointed by resolution of Council for a term of one (1) year.
- 4.3 Members shall be appointed at the annual Organizational Meeting of Council and may be reappointed upon the expiry of the term.
- 4.4 A Member's appointment shall terminate upon his/her ceasing to be a member of Council.
- 4.5 In the event of a vacancy, Council may appoint by resolution a new member of Council to serve for the remainder of the vacating Member's term.
- 4.6 When two (2) or more Members of the Municipal Planning Commission may have a potential conflict of interest, the Council may appoint additional Members of the Municipal Planning Commission for a specific period of time, as the Council see fit, to ensure that the Municipal Planning commission will have a quorum for a meeting.
- 4.7 A Member shall not be the Development Authority, Subdivision Authority, member of the Subdivision and Appeal Board or an employee of the Town.

APPOINTMENT OF CHAIR AND VICE-CHAIR

- 4.8 At the first meeting of the Municipal Planning Commission following the appointment of Members each year, a Chair and Vice-Chair shall be elected.
- 4.9 A Member may be re-elected to the position of Chair or Vice-Chair.

SECRETARY OF THE MUNICIPAL PLANNING COMMISSION

- 4.10 The position for the limited purpose of carrying out the function of the Secretary to the Municipal Planning Commission is hereby established. ("Municipal Planning Commission Secretary")
- 4.11 The Chief Administration Officer shall appoint the Municipal Planning Commission Secretary and shall not be a Member of the Municipal Planning Commission.
- 4.12 The Municipal Planning Commission Secretary shall have the following responsibilities and functions:
 - 4.12.1 Makes and keeps a record of the Municipal Planning Commission proceedings.
 - 4.12.2 Compiles and provides Agenda and meeting packages to Members and makes available to the public; and
 - 4.12.3 Signs orders, decisions, approvals, notices, and other items given by the Municipal Planning Commission on its behalf.
- 4.13 The Municipal Planning Commission Secretary shall have prepared and maintain a file of written Minutes of the business transacted at all meetings and hearings of the

Document History

Bylaw Adopted – Resolution #		Bylaw Repealed	
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Municipal Planning Commission.

QUORUM AND MEETINGS

- 4.14 A quorum of the Municipal Planning Commission shall be two (2) Members of the Municipal Planning Commission.
- 4.15 The Municipal Planning Commission shall meet at such intervals as are necessary to consider and decide on matters before it.

PROCEDURE MATTERS

- 4.16 If any Member has any interest, whether direct or indirect, in any matter before the Municipal Planning Commission, the Member shall declare such interest to the Municipal Planning Commission before discussion of the matter and shall not participate in the deliberations or vote upon the matter. The abstention shall be recorded in the minutes.
- 4.17 A Member who is for any reason unable to attend the whole or part of the deliberations on a particular application, shall not participate in the continued deliberations or in the decision of the Municipal Planning Commission on that application.
- 4.18 The Municipal Planning Commission may make rules as are necessary for the conduct of its business that are consistent with the Act, Regulations, the Land Use Bylaw and this Bylaw.
- 4.19 The decision of the majority of the Members present at a meeting duly convened shall be deemed the decision of the whole Municipal Planning Commission. A Decision of the Municipal Planning Commission is not final until it is issued in writing.
- 4.20 In the event of a tie vote, the matter before the Municipal Planning Commission shall be deemed to be denied or defeated

RESPONSIBILITIES

- 4.21 The Municipal Planning Commission shall:
 - 4.21.1 Advise and assist the Council with regards to the planning of orderly and economic development within the Town; and
 - 4.21.2 Act as Development Authority where provided for in this bylaw.

5. SUBDIVISION AUTHORITY

- 5.1 The Subdivision Authority is hereby established.
- 5.2 The Subdivision Authority shall be ~~the Chief Administrative Officer.~~ that person or organization as appointed by Council at the annual Organizational Meeting

Document History

Bylaw Adopted – Resolution #		Bylaw Repealed	
Bylaw Amended and Adopted - Resolution #		Date to be Reviewed	

5.3 Responsibilities And Functions:

5.1.1 The powers and duties of the Subdivision Authority shall include the powers, duties and functions as described in the Act, the Subdivision and Development Regulation, the Land Use Bylaw, this Bylaw, and any other applicable legislation.

5.1.2 The Subdivision Authority may make rules as are necessary for the conduct of its business that are consistent with the Act, Regulations, the Land Use Bylaw, and this Bylaw.

6. SEVERABILITY

6.1 Should any provision of this Bylaw become invalid, void, illegal or otherwise unenforceable, it shall be considered separate and severable from the Bylaw and the remainder shall remain in force and be binding as though such provision had not been invalid.

7.0. ENACTMENT

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

Bylaw TBE 1-23 and all subsequent amendments are now repealed.

Read a first time this 22nd of January 2025.

Mayor

Assistant CAO

Read a second time this 22nd of January 2025.

Mayor

Assistant CAO

Document History

Bylaw Adopted – Resolution #		Bylaw Repealed	
Bylaw Amended and Adopted - Resolution #		Date to be Reviewed	

Read a third and final time this ____ of February 2025.

Mayor

Assistant CAO

Document History

Bylaw Adopted – Resolution #	Bylaw Repealed
Bylaw Amended and Adopted - Resolution #	Date to be Reviewed

DATE SUBMITTED: February 12, 2025
SUBMITTED TO: MAYOR DECK AND MEMBERS OF COUNCIL
SUBMITTED BY: MONIQUE JEFFREY, DIRECTOR OF CORPORATE SERVICES
REPORT TOPIC: BYLAW ALT 2-25 SHORT-TERM BORROWING BYLAW - HYDROVAC TRUCK

Introduction

The purpose of this report is to respectfully request that Council give consideration to Bylaw ALT 2-25 Short-Term Borrowing Bylaw - Hydrovac Truck.

Background

In November of 2023 the Town leased a hydrovac truck from Summit Truck Equipment for 12 months at the rate of \$11,500.00 plus GST of \$575.00 totaling \$12,075.00 per month. The agreement was that 70% of the lease payments for the first six months and 50% of the second six months would then go against the price of the truck. The price of the truck was \$387,500.00 and the rental credits acquired total \$84,180.00 leaving the amount of \$303,320.00 outstanding. Presently the town is paying the lease of \$11,500.00 per month and receiving no credit for these payments as the 12-month agreement has expired.

Administration is recommending that the Town now borrow the balance of \$303,320.00 either from Servus Credit Union at an interest rate of approximately 5.45% or from the leasing company at an interest rate of 7.99%.

At the meeting of January 22nd, 2025, Council directed Administration to prepare a borrowing bylaw to finance the purchase of the hydrovac truck from Servus Credit Union. The present debt limit worksheet has been prepared, and the Town does have the ability to enter into such an agreement. On page 4 of 4 in the attached document it states that the Town still has 25.87% of borrowing capacity available and 31.98% of debt limit servicing capacity still available.

What is helping the Town's borrowing power is the local improvement taxes that have been implemented on lands that were and are being developed, as well being collected from the developers that are developing within the Town limits.

Options Available

The options for consideration by Council include the following:

1. That Council gives 1st Reading to Bylaw ALT 2-25 Short-Term Borrowing Bylaw - Hydrovac Truck
2. That Council provide direction to Administration as to how it wishes to proceed.



Recommendation for Action

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

1. That Council give 1st Reading to Bylaw 2-25 Short-Term Borrowing Bylaw - Hydrovac Truck.

Submitted by:

Approved by:

Monique Jeffrey
Director of Corporate Services

Eric Lowe
Interim CAO



Town of Gibbons
Short-Term Borrowing Bylaw No. ALT 2-25

A BYLAW OF THE TOWN OF GIBBONS, IN THE PROVINCE OF ALBERTA, FOR THE AUTHORITY TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE IN THE AMOUNT OF \$303,320.00 FOR THE PURPOSE OF PURCHASING THE HYDROVAC TRUCK

WHEREAS, the Council of the Town of Gibbons has decided to issue a bylaw pursuant to Section 257 of the *Municipal Government Act* to authorize the financing of the purchase of a HYDROVAC truck. Plans and specifications have been prepared, and the total cost of the project is estimated to be \$387,500.00 and the Municipality estimates the following grants and contributions will be applied to the project:

Rental Credits Earned

\$84,180.00

Provincial Grants

\$

Debentures

\$303,320.00

Total Costs

\$387,500.00

To complete the project, it will be necessary for the Municipality to borrow the sum of \$303,320.00 for a period not to exceed five (5) years from the Province of Alberta or another authorized 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 more than ten (10) years.

The principal amount of the outstanding debt of the Municipality on December 31, 2024, is \$7,259,801.95 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained and the project follows all Acts and Regulations of the Province of Alberta.

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. That for the purpose of the purchase of a HYDROVAC truck the sum of Three Hundred Three Thousand Three Hundred Twenty Dollars (\$303,320.00) be borrowed from Servus Credit Union or another authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of \$303,320.00 is to be paid by the Municipality at large.

2. The Chief Elected Officer, and the Chief Administrative Officer are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Short-Term Bylaw ALT 2-25.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual principal equal payments and monthly interest payments not to exceed five (5) years calculated at a rate not exceeding the interest rate fixed by the Province of Alberta, or another authorized financial institution, on the date of the borrowing, and not to exceed seven (7) percent.
4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
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.
7. This bylaw comes into force on the date it is passed.

READ a first time on this _____ day of February 2025.

Mayor

Interim CAO

READ a second time on this _____ day of February 2025.

Mayor

Interim CAO

READ a third and final time on this _____ day of February 2025.

Mayor

Interim CAO



Loan to Local Authorities Debt Limit Worksheet Municipal Authorities and Regional Services Commissions

Protected A (when completed)

Loans to Local Authorities

Please read the instructions below and fill in the fields in absolute values. For definitions on 'borrowing', please refer to Section 241 (a.1) of the *Municipal Government Act*.

For the of Jurisdiction Name

Calculation of Debt Limit and Debt Service Limit as at: (Enter Today's Date / Calculation Date)

Bylaw Number(s)

Loan Amount

(If there is more than one loan application for the same borrowing date, please include the aggregate loan amount.)

Part 1

Total debt as at December 31, (prior year) being the aggregate of (a) + (b) + (c) - (d):

(a) Principal balances outstanding on debenture borrowing from the Province

(b) Principal balances outstanding on all other borrowing and as detailed in the Summary of Credit Facilities at the end of the worksheet.

(c) Principal outstanding at the calculation date on loans guaranteed by the municipality that are in good standing plus the amount (principal and interest) that the municipality is liable to pay between January 1, (current year) to (calculation date) on loans it has guaranteed that are not in good standing.

LESS:

(d) Amounts recoverable from another municipality in respect of (a) + (b) above:

Sub-Total

(e) Principal repayment of debt from January 1, (current year) to (calculation date):

(f) Early payout of debt (principal only) occurring January 1, (current year) to (calculation date):

PLUS:

(g) Debt issued from January 1, (current year) to (calculation date):

(h) Less amount recoverable from another municipality in respect of (g) if applicable:

(i) Debt issue applied for under Bylaw number(s):

Total debt for calculation of debt limit as at (calculation date): **(i)**

Part 2

Total revenue as defined by Alberta Regulation No. 255/2000, for the year ended December 31, (prior year), excluding government transfers for capital purposes and excluding amounts reported as contributed or donated tangible capital assets if those amounts are included in the total revenue:

Debt Limit

Most municipalities: 1.5 times revenue

City of Calgary, City of Edmonton, City of Medicine Hat, and Regional Municipality of Wood Buffalo: 2 times revenue

Regional Service Commissions:

- providing public utility services: 2 times revenue
- providing non-public utility services: 0.5 times revenue

(ii)

Part 3

Service on debt being the aggregate of:

(a) Total payments of principal and interest on borrowing to December 31, (prior year)

required to be paid to the Province between January 1 and December 31, (current year):

(b) Total payments of principal and interest required to be paid on all other loans (including demand loans)

between January 1 and December 31, (current year):

(c) [Pro-rata \(Go to Part 5 Pro-rata calculation\)](#) portion of principal and interest amount in respect of borrowing

where no principal payments are required during the next 12 months:

(d) Amount estimated to become due during the next 12 months as a result of guarantees referred to in

Section 266 of the *Municipal Government Act* that are not in good standing:

LESS:

(e) Amounts recoverable from another municipality in respect of (a) + (b) + (c) above:

(f) Total payments of principal and interest on loans from Province that matured between

January 1, (current year) to (calculation date):

PLUS:

(g) Annual payment of principal and interest payable on loans issued by the Province between

January 1, (current year) to (calculation date):

(h) Less amount recoverable from another municipality in respect of (g):

(i) Annual payment of principal and interest payable on the debt issue under Bylaw number(s):

[Click here for Loan Calculator to generate an estimated annual payment calculated at current lending rate](#)

Total service on debt for calculation of service on debt limit as at

(iii)

Part 4

Total revenue as defined by Alberta Regulation No. 255/2000, for the year ended December 31, **2024** (prior year):
excluding government transfers for capital purposes and excluding amounts reported as contributed or donated
tangible assets if those amounts are included in the total revenue:

\$13,018,533.33
(same as Part 2)

Service on Debt Limit

Most municipalities: 0.25 times revenue

City of Calgary, City of Edmonton, City of Medicine Hat, and Regional Municipality of Wood Buffalo: 0.35 times revenue

Regional Service Commissions:

- providing public utility services: 0.35 times revenue
- providing non-public utility services: 0.1 times revenue

(iv) **\$3,254,633.33**

**Part 5 - Pro-Rata Calculation as at the calculation date
(if required, i.e. if loan outstanding is more than 12 months)**

This Part 5 is in reference to [Part 3\(c\)](#) if required. Pro-rata calculation includes, for example, a loan where only interest payments are required for a portion of the term

Pro-rata amount to be included in the debt service calculation being the aggregate of:

(a) Principal balance outstanding at the calculation date on borrowings that do not require any principal payments during the next 12 months:

PLUS:

(b) Interest payments required from the calculation date to the end of the amortization period

(If the actual rate of interest under a borrowing is not known at the calculation date the current lending rates should be used):

LESS:

(c) Amounts recoverable from another municipality in respect of (a) or (b):

EQUALS:

(d) Total principal and interest from the calculation date to the end of the amortization period (a) + (b) - (c):

(e) Number of months from the calculation date to the end of the amortization period:

Pro-rata amount equals (d) multiplied by 12 divided by (e):

Summary of Debt Limit and Debt Service

Debt Limit (ii)	\$19,527,800.00	100.00%
Total Debt (i)	\$14,475,797.28	74.13%
Debt Limit Remaining	\$5,052,002.71	25.87%
Service on Debt Limit (iv)	\$3,254,633.33	100.00%
Total Service on Debt (iii)	\$2,213,948.55	68.02%
Total Service on Debt Limit Remaining	\$1,040,684.78	31.98%
Does the total debt for calculation of debt limit (i) exceed debt limit (ii)?		No
Does total service on debt (iii) exceed service on debt limit (iv)?		No

If answer to either question is yes, please attach approval of the borrowing by the Minister of Municipal Affairs.

Supplement to Part 1(b) and (c)

Summary of authorized credit facilities (excluding debentures held by the Province):

Include operating lines of credit, revolving loans, credit card facilities, capital leases, and/or capital/term loans. Also include any loans guaranteed by the municipality.

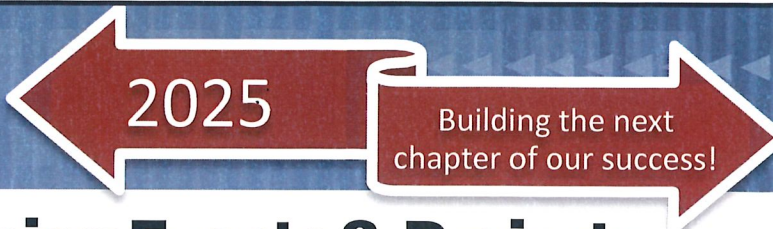
Lender	Type of Credit Facility*	Authorized Limit**	Outstanding amount as at Year-End Date***	Outstanding as at Calculation Date
SERVUS CREDIT UNION	LINE OF CREDIT OP	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00
SERVUS CREDIT UNION	LINE OF CREDIT CAP	\$2,800,000.00	\$2,781,843.33	\$2,781,843.33
SERVUS CREDIT UNION	EQUIPMENT LOAN	\$630,832.00	\$630,832.00	\$630,832.00
Totals		\$4,430,832.00	\$4,412,675.33	\$4,412,675.33

*E.g. Operating line, capital loan, capital lease, loan guarantee, revolving capital loan.

**For reducing facilities, use the amount outstanding as at the calculation date. For revolving facilities, use the authorized limit.

***This amount should equal the amount entered in part 1(b) and 1(c) of the worksheet above.

Report to Council



KEY MEETINGS

INTERIM CAO REPORT

Meetings:

- Select Engineering
- Davis Developments
- Regional CAO's
- Sturgeon Public Schools
- Landrex Developments
- Alberta Recycling Management Authority
- P3 Partnership

News, Ongoing Events & Projects

Community Services Department

Key Items in Progress

- February Events
 - Feb 15-16 Gibbons Curling Bonspiel
 - Feb 16 Family Day Dance
 - Feb 26 Youth Event Cookies with Council / Pink Shirt Day
 - Currently accepting applications for seasonal summer positions
 - GFRC is holding 3 income tax clinics between March & April
- See the monthly newsletter on our website for more events!

Corporate Services Department

Key items in progress:

- Working on 2025 Operating and Capital Budgets
- Cash Flow Management
- Working on 2024 Audit

Planning & Development Department

Key Items in Progress:

- 1st Public Engagement session of the Land Use Bylaw review held online.

SUCCESS OCCURS WHEN OPPORTUNITY MEETS PREPARATION



VOYENT ALERT!
GIBBONS Free
Notification App
SIGN UP TODAY!

STAFF MEETINGS

- Department Heads (1)
- All Staff ()



Public Works Department/Fire Department

- Water Meter changeouts as appointments are made
- Snow Removal and sanding in ongoing
- Equipment Maintenance and Repairs as needed.

FIRE DEPARTMENT

- Verbal Report



Project Updates

Heartland Station

- The Independent Grocery Store is now open
- 3 of the Commercial Retail Units are expected to open early 2025.



- **Scheduled Meetings & Workshops**
 - *Emerging Trends*
 - *Meeting with T. Peter, CAO Sturgeon County*
- **Please note subject to change on short notice.*

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