

MINUTES OF THE FIFTH REGULAR MEETING OF THE COUNCIL OF THE TOWN OF GIBBONS HELD ON WEDNESDAY, MARCH 9, 2011

Council Present: Mayor Nimmo, Deputy Mayor Fraser, Councillors Horner, Parsons, Rollison, Sandahl and Wyatt

Staff Present: Henry Taylor, Town Manager and Chris Sutherland, Recording Secretary

Guests: Randy Boyd, Town of Bon Accord Mayor, Tam Andersen, Prairie Gardens, Staff Sgt. Mac Richards

As there was a quorum present, Mayor Nimmo called the meeting to order at 7:00 p.m.

ADDITIONS TO THE AGENDA

Mayor Nimmo advised that an in-camera was requested and the CAO has one item to add to his report.

ADOPTION OF THE AGENDA

11/038 Councillor Horner moved that the agenda be adopted as amended. CARRIED.

ADOPTION OF THE MINUTES

1. Regular Meeting – February 23, 2011

Deputy Mayor Fraser advised that he also attended the Emerging Trends.

11/039 Councillor Rollison moved that the minutes of the Regular Meeting held on February 23, 2011 be adopted as amended. CARRIED.

ACCOUNTS

1. Accounts

11/040 Mayor Nimmo moved that the total accounts payable in the amount of \$158,480.53 be ordered paid. CARRIED.

2. Monthly Statement – December 2010

11/041 Councillor Horner moved to approve the monthly statements for December 2010 as presented. CARRIED.

APPOINTMENTS


1. 7:05 p.m. - Tam Andersen, Prairie Gardens

Ms. Andersen attended to ask Council for a letter of support to provide to the Alberta Utilities Commission for the Public Hearing for the Heartland Transmission Project. She presented some back ground information and history of her business and how the Transmission Project would affect her business. Council advised that they would consider her request.

Tam Andersen left the meeting at 7:32 p.m.

OLD BUSINESS

1. Sturgeon River Pottery Guild – Request for Support

 Councillor Rollison expressed concern that precedence was being set if a donation was made and asked if the pottery guild had approached the Ag Society for support as suggested in the past. Councillor Sandahl advised that they had not. Administration will continue to work with the Pottery Guild regarding grants, etc.

11/042 Councillor Sandahl moved without prejudice to grant the Sturgeon River Potter Guild a one-time donation of \$1,627.00 to help cover expenses for 2011. CARRIED. Administration to follow up with the Guild.

NEW BUSINESS

1. AMSC – “2011 Swing Into Summer” Golf Tournament

Deputy Mayor Fraser moved to provide sponsorship by donating a door prize to consist of a round of golf for four with power cart and a \$100 dollar voucher, total cost not to exceed \$400.00. CARRIED.

11/043

2. AB Municipal Affairs – 2011 MSI Funding

This item was received for information.

STAFF REPORTS

1. CAO’s Report

Property Assessment - Administrative Changes 2011

Background

As Council is aware, in 2009 the Provincial Government passed Alberta Regulation 310/2009. This regulation provides for significant change to the administration of property assessment review and appeal procedures. In addition, the appeal period for property owners to dispute their property assessment was lengthened from 30 to 60 days. In addition, the MGA, sec 344 establishes the time between the issuance of the notice for the purpose of taxation and the payment. Our Town Bylaw establishes June 30th as the payment date which means that the tax notice to owners must be issued at the latest 30 days prior to the payment date. With the various levies and requisitions that must be received from outside sources, the Town usually issues the Tax notice and combines it with the assessment notice in mid-May after the 15th. With the new regulations the appeal date for the property assessment based on the above time frames would occur 30 days after the payment date under our present administrative procedures. Combining this with the rather rigid appeal application and adjudication process, Town Administration is proposing a change to the methodology of how these two notices are issued.

Historically, the Town has had very few formal requests for appeal; this is due to the hard work of our assessor and the proactive approach the Town has taken to resolve these concerns. However, there is no guarantee the Town will not be faced with no appeals to the assessment and given the new criteria our current procedures will have a potential impact on estimated revenues from taxation.

The obvious question would be “why can’t we just issue the Tax Notice earlier as well?” In order to meet the 60 day time frame for assessment appeals and provide for the payment deadline in June our combined Assessment and Tax Notices would need to be mailed no later than the end of April. To meet this deadline, Council would need to approve the Tax Rate Bylaw no later than early April. The problem arises with the timing of some of the requisitions the Town needs to complete the tax rate process, some of these requisition are not received until late April.

Proposed Solution:

Effective this year, Administration will no longer issue these two notices as one document. In order to meet the timeframes now set out in the MGA, the Notice of Assessment will be issued early in the year and the Notice for the purpose of Taxation will be issue at a later date.

The proposed issue date of the Assessment Notice will be March 11, 2011.

Our assessor is also in favor of sending out the assessment earlier as this provides additional time to interact with property owners in addressing their concerns.

It is important to note that Town Administration will continue to work proactively with our property owners to resolve any and all concerns regarding the assessed market value of their properties as we have done in the past.

Does Council concur with this administrative change?

It was the consensus of Council that the assessment and tax notice will remain the same and will be sent out as a combined document.

It was suggested that a resolution regarding this matter be forward to AUMA.

Accounts Payable:

At the last Council meeting there was a question related to a possible duplication of an invoice for snow removal. Cheque 20110288 for \$19,136.25 for snow clearing was not a duplicate; it was for a second invoice of a similar amount.

Proposed Acceleration Ramp Design:

Sturgeon County was contacted to see if they had any initial concerns regarding the design of an acceleration Ramp south of TWP 560 to be included as part of the planned Highway 28A twinning project. They have no concern at this time but we did agree to send the preliminary designs to them for comment prior to Council's viewing and presentation to Alberta transportation. With respect to asking Sturgeon County of possible participating in the funding of this design is still very preliminary.

Sturgeon County Regional Partnership All-Council Meeting:

The Sturgeon County Region Partnership is looking at the Possibility of having an "All Council Meeting" on April 16th 2011. They are looking at holding it at the Goose Hummock Golf Course. The time and agenda have not been set.

Does this date work for Council?

Mr. Taylor advised that this item will be brought to the CRB meeting on Mar 10th for discussion.

Sanitary Lift Station:

Fortis was trenching the lines for the small lift station on March 2nd and ATCO Gas had their trenching equipment on site on March 3rd. The commissioning of the Lift Station will occur sometime in the middle of March as a key member of the Waste Commission is on vacation.

Local Government Studies – Grade Six Classes Gibbons School:

Once again we have been invited to hold our Regular Council meeting at the Gibbons School. Because of spring break, it is proposed to hold a Council meeting at the Gibbons School in the small gym on March 23rd 2011, the proposed time is 9:30 am to 12:00 pm. The afternoon option is no longer available due to other events planned at the school in which the grade six-class is involved. Besides the Council meeting, the Mayor has been invited to the class for a Q&A by the students and there will be a tour of the Town Office, these times have yet to be scheduled.

A resolution is required to change the meeting time and location.

Councillor Sandahl moved to change the time and location for the next regular meeting of Council to be held on March 23, 2011, to 9:30 a.m. in the small gym at Gibbons School. CARRIED.

11/044

Tax Write Off

Mr. Taylor requested a resolution from Council to write off outstanding manufactured home taxes in the amount of \$378.70. He explained that a long time resident had passed away in 2007 and the son inherited the mobile unit. The son had paid the balance of the 2007 taxes and the unit was moved out in 2009 without notice and we are unable to locate the son. The amount would be taken out of the 2010 surplus.



11/045

Deputy Mayor Fraser moved concurrence with administration's recommendations to write off the outstanding taxes in the amount of \$378.70. CARRIED.

2. Public Works Report

a) Water

- Chlorine is at 1.35 mg/ltr average for two weeks. The minimum chlorine is 0.5 mg/ltr the high is 1.5 mg/ltr. This is at the reservoir. We also do grab samples at various locations through the Town 5 days a week and send in a Bacterial Test to the lab once a week from various spots around Town.
- Reservoir is at 80% it has been maintaining this level steady.

b) Sewer

- Industrial Park holding tanks are being pumped out once every two week now.
- No backups this reporting period.
- c) Roads
 - Snow removal is still ongoing, we are grading and picking streets as time and other jobs permit.
 - Lanes are being cleared and should all be gone over once since this week's snow fall.
 - 51 Street between 50 and 48 Ave is being looked after the best we can.
- d) Parks
 - Nothing until spring.
 - Outdoor arena was cleared and flooded. This may not happen again until next week.
- e) General
 - Lift station construction: as of this time the power line is trenched in to the little lift station but not connected yet. ATCO has dropped off a trencher for the gas line but it is not in the ground yet. This is as of 07:30, 4 March 2011
 - JCB is back from the dealer cost \$5000.00.
 - Complaints have slowed down.
 - Dave Babbage is happy to be back.

3. Sustainable Development Report

Meetings

- February 10 – Emerging Trends yearly workshop.
- February 15 - I met with Courtney Usenik from Strata Development. We talked briefly about future development and advertising. They would really like to have the town look at some sort of signage to help visitors find new housing development with in the town. They are not looking for directional signs to their new houses as per say, but to subdivisions. They would be willing to look at absorbing some of the cost of the signs.

I have included examples of a few signs that might fit with the image we are trying to portray on Main Street. You will notice one example is a light post mounted sign which might not be too intrusive.

Would council be willing to look at a proposal from Strata regarding signs? Council requested that a sign policy be developed.

- In the afternoon we met with Inspection Group regarding permits.
- February 16 - I attended the Sturgeon County Mayor's Address and Winter Business Breakfast at CFB Edmonton Officers Mess. They highlighted their new Economic Development web site <http://www.startinsturgeon.ca> it is very nicely done with quite a bit of information on Gibbons.
- I then attended the Alberta Government and Northwest Upgraders press conference in Fort Saskatchewan. I was great to finally get an announcement. We are working on a brochure for them to hand out to workers.
- That afternoon I attended the Capital Region Board Economic roadmap workshop which looked at the white papers for Creating Vibrant Communities and Becoming the World's leading Circumpolar Region.

The Greater Edmonton Economic Development Professionals have also come out with their own discussion paper harnessing collective strengths for economic growth; so far it is for internal discussion only. It looks to me as another layer of organization which hopes to become attached to the CRB. They assume the organization will need 2 to 3 million a year to run and 75% will come from the CRB.

- February 22 - the Gibbons Regional Business Association had their executive meeting at the office. We did not have a quorum. Their next luncheon will be the 30th of March with someone from the RCMP talking about robbery proofing your business.
- February 23 - met with Steve Brittain from Select Engineering to finalize engineering deficiencies with Landing Trails Estates.
- In the afternoon I attended the presentations by Enigma and Sprung on the proposed multicultural centre.
- That evening I attended council meeting to get council's take on an in camera development issue.

- February 24 – we met with Bob Hanewich to look at some development issues.
- March 2 - I have been meeting, over the phone with a professional fundraiser regarding what he can do for our community centre. Turns out it is a subscription service and not what we need.
- March 3 and 4 - Attended my economic development workshop – Opportunity Identification and Project Management

Attached is a copy of a New Resident Report created out of statistics kept last year. Interestingly it proves what we have often observed, people move to Gibbons because they grew up here, they have family or friends here, or because it is affordable. We are truly rooted in family.

4. Permit Report – February 2011

This item was received as information.

5. Sturgeon County – February 2011

This item was received as information.

6. Significant Events Report – February 2011

This item was received as information.

11/045 Councillor Wyatt moved to accept the Staff Reports as presented. CARRIED.

COMMITTEE REPORTS

1. FCSSAA Board

Councillor Rollison attended the three-day FCSSAA Retreat. He advised that the FCSS Board will be making minor changes to the bylaw as he is not able to sit on the board as the bylaw stands right now.

2. Alberta Juvenile Provincial Curling

Councillor Parsons advised that Katie Roskewich's team won the 2011 Alberta Juvenile Provincials. A congratulations letter will be sent.

3. AB Fish & Game Conference

Councillor Horner advised that he was a delegate at the Alberta Fish & Game Conference.

4. Provincial Budget Meeting

Councillor Horner attended.

5. New Fire Truck

Mayor Nimmo and Councillor Horner were present for the arrival of the new Fire Truck.

6. Premier's Dinner

Mayor Nimmo and Councillor Wyatt attended this dinner.

7. Gibbons/Bon Accord Atoms Hockey Team

Councillor Wyatt advised that the Gibbons/Bon Accord Atoms Hockey Team will be playing in the Provincials on the 18th, 19th & 20th.

8. Curling Club

Councillor Sandahl attended the Curling Club regular meeting and advised that the Club will have a representative at the New Civic Centre Open House on March 21st.

9. Library Board

Councillor Sandahl advised that he will not be attending the board meeting or the retreat in Jasper as he will be on holidays.



10. Principles of Assessment

Councillors Rollison and Sandahl attended this training session. Councillor Sandahl felt that it was a little deep for what council needed if for.

11. Emerging Trends

Deputy Mayor Fraser attended.

12. Roseridge Landfill Open House

Deputy Mayor Fraser attended and advised that it was very well done.

13. Sturgeon County – Official Fire Truck Presentation

Mayor Nimmo, Deputy Mayor Horner and Mr. Taylor were present for the Official Presentation of the New Fire Truck.

14. Community Futures Tawatinaw Region

Mayor Nimmo attended and advised that Western Diversification has committed for another year. They are also having issues with their roof he suggested that they inquire about a CFEP grant.

15. 55+ Winter Games, St Albert

Mayor Nimmo attended the Opening Ceremonies for the 55+ Winter Games in St Albert.

16. CRB Advocacy Meeting

Mayor Nimmo attended. A consultant talked about Strategic Planning. He suggested that they target the MLA's that encompass the area and make sure that they know who the CRB is.

17. Northern Alberta Playdowns Mixed Champions

Mayor Nimmo advised that Matt Yeo and his team won the Northern Alberta Playdowns Mix Curling.

Randy Boyd was invited to stay for the in-camera.

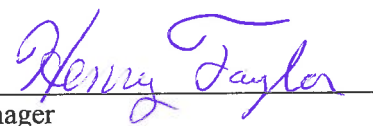
11/046 Deputy Mayor Horner moved to go in camera to discuss policing and development issues. CARRIED. Council went in-camera at 8:40 p.m.

11/047 Councillor Wyatt moved to revert to normal sitting. CARRIED. Council reverted to normal sitting at 9:36 p.m.

There being no further business, Mayor Nimmo adjourned the meeting at 9:36 p.m.



Mayor



Manager