

**TOWN OF GIBBONS
AGENDA
NINETEENTH REGULAR MEETING OF COUNCIL
NOVEMBER 9, 2022
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 Organizational Meeting of Council October 26, 2022
 - 6.2 Regular Meeting of Council October 26, 2022
- 7.0 FINANCE
 - 7.1 Accounts Paid as at November 7, 2022
 - 7.2 Fortis Franchise Fee - 2023
- 8.0 APPOINTMENTS
- 9.0 OLD BUSINESS
 - 9.1 Council Code of Conduct
 - 9.2 Sturgeon Victim Services
- 10.0 NEW BUSINESS
 - 10.1 Library Board Appointments
 - Debbie Cook
 - Julie Arbo
 - Rebecca Babichuck
 - Chantal Firmaniuk
 - Lori Thompson
 - 10.2 Office Closure – Christmas Hours
 - 10.3 Hometown Weekend Events
- 11.0 BYLAWS & POLICIES

- 11.1 Short-Term Borrowing Bylaw – ALT 3-22
- 12.0 STAFF REPORTS
 - 12.1 Administration Report
- 13.0 COMMITTEE REPORTS
- 14.0 PRESS COMMENTS & QUESTIONS
- 15.0 CORRESPONDENCE
 - 15.1 Honourable Rebecca Schulz – Minister of Municipal Affairs
- 16.0 CLOSED SESSION
 - 16.1 South End Development *FOIP S.25*
 - 16.2 Downtown Project *FOIP S.25*
 - 16.3 Personnel *FOIP S.19*
- 17.0 ADJOURNMENT

**MINUTES OF THE ORGANIZATIONAL MEETING OF THE COUNCIL OF THE TOWN OF GIBBONS
HELD ON WEDNESDAY, OCTOBER 26, 2022**

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

Council Absent:

Staff Present: Farrell O'Malley - CAO
Mike Dubreuil - Assistant CAO
Monique Jeffrey – Interim Director Corporate Services
Louise Bauder – Planning and Development
Eric Lowe – Superintendent of Public Works
Laura Schmidt – Manager Family and Support Services
Chris Pinault – Recording Secretary

Staff Absent:

Kelsea Brown – Interim Director Community Services is away at a conference

As there was a quorum present, Mayor Deck called the meeting to order at 6:30 pm.

1.0 ADOPTION OF THE AGENDA

Councillor Kozak moved that Council accept the agenda as presented.

22.288	MOTION CARRIED
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2.0 COMMITTEE APPOINTMENTS

2.1 PROPOSED COMMITTEE CHART

Councillor Berry moved to appoint Council members to the various committees as per the attached schedule.

22.289	MOTION CARRIED
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3.0 SETTING TIME AND PLACE OF REGULAR COUNCIL MEETINGS

3.1 2023 PROPOSED COUNCIL MEETING/EVENT CALENDAR

Councillor Harris moved to accept the 2023 Proposed Council Meeting/Event Calendar as presented with day meetings scheduled at 10:00 am and evening meetings scheduled at 7:00 pm and all meetings to take place in Council Chambers at the Civic Office.

22.290	MOTION CARRIED
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4.0 APPOINTMENTS

4.1 APPOINTMENT OF THE MUNICIPAL AUDITOR

Councillor Sandahl moved that Council appoint the Metrix Group LLP as the Municipal Auditor for the 2022 Business Year.

22.291	MOTION CARRIED
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4.2 APPOINTMENT OF THE MUNICIPAL ASSESSOR

Councillor Yushchyshyn moved that Council appoint the Municipal Assessor as Dan Kanuka of Municipal Assessment Services Group Inc. for the 2023 Taxation Year.

22.292	MOTION CARRIED
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5.0 REVIEW OF IMPORTANT DATES

5.1 FEDERATION OF CANADIAN MUNICIPALITIES – TORONTO, ON MAY 25-28, 2023

5.2 ALBERTA MUNICIPALITIES CONVENTION – EDMONTON SEPTEMBER 27-29, 2023

**5.3 RURAL MUNICIPALITIES OF ALBERTA
FALL CONVENTION NOVEMBER 7-10, 2022
SPRING CONVENTION MARCH 20-22, 2023**

Councillor Kozak moved to accept this as information.

22.293	MOTION CARRIED
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6.0 ADJOURNMENT

There being no further business Mayor Deck adjourned the meeting at 6:56 pm.

Mayor, Dan Deck

CAO, Farrell O'Malley

COMMITTEE APPOINTMENTS

M = Member

A = Alternate

Outside Bodies	DAN DECK	LORAIN BERRY	AMBER HARRIS	WILLIS KOZAK	JAY MILLANTE	NORM SANDAHL	DALE YUSHCHYSHYN
Alberta Industrial Heartland Association	M						
Capital Region Northeast Water Services Commission						M	A
Capital Region Wastewater Commission				M			
Community Futures Tawatinaw			M				
Edmonton Global	M						
Edmonton Regional Waste Advisory Committee							M
Edmonton Salutes			M				
Homeland Housing Foundation		M					
Northeast Edmonton Business Association				M			
Northern Lights Library System		M					
Provincial FCSSAA		M					
Rosieridge Landfill Commission	M						A
Sturgeon Regional Emergency Management Advisory Committee	M				A		
Sturgeon Regional Partnership	M						
Sturgeon River Watershed Alliance					M		A

*Alternate is current Deputy Mayor

Local Bodies	DAN DECK	LORAIN BERRY	AMBER HARRIS	WILLIS KOZAK	JAY MILLANTE	NORM SANDAHL	DALE YUSHCHYSHYN
Assessment Review Board	M		M				
Disaster Services Committee							
Gibbons Fire Department					M		
Gibbons Trail Services Committee							M
Intermunicipal Subdivision and Development Appeal Board						M	
Library Board		M			A		
Subdivision Authority				M	M		M

Updated

November 1, 2022

COMMITTEE APPOINTMENTS

M = Member

A = Alternate

Outside Bodies	DAN DECK	LORAIN BERRY	AMBER HARRIS	WILLIS KOZAK	JAY MILLANTE	NORM SANDAHL	DALE YUSHCHYSHYN
Alberta Industrial Heartland Association	M						
Capital Region Northeast Water Services Commission						M	A
Capital Region Wastewater Commission				M			
Community Futures Tawatinaw			M				
Edmonton Global	M						
Edmonton Regional Waste Advisory Committee							M
Edmonton Salutes			M				
Homeland Housing Foundation		M					
Northeast Edmonton Business Association				M			
Northern Lights Library System		M					
Provincial FCSSAA		M					
Rosieridge Landfill Commission	M						A
Sturgeon Regional Emergency Management Advisory Committee	M				A		
Sturgeon Regional Partnership	M						
Sturgeon River Watershed Alliance					M		A

*Alternate is current Deputy Mayor

Local Bodies	DAN DECK	LORAIN BERRY	AMBER HARRIS	WILLIS KOZAK	JAY MILLANTE	NORM SANDAHL	DALE YUSHCHYSHYN
Assessment Review Board	M		M				
Disaster Services Committee							
Gibbons Fire Department					M		
Gibbons Trail Services Committee							M
Intermunicipal Subdivision and Development Appeal Board						M	
Library Board		M			A		
Subdivision Authority				M	M		M

Updated

November 1, 2022

Calendar 2023 Canada

Calendarpedia
Your source for calendars

January	February	March	April	May	June	July	August	September	October	November	December
1 Su <small>New Year's Day</small>	1 We	1 We	1 Sa	1 Mo	1 Th	1 Sa <small>Canada Day</small>	1 Tu	1 Fr	1 Su	1 We	1 Fr
2 Mo <small>New Year's Day (obs.)</small>	2 Th	2 Th	2 Su	2 Tu	2 Fr	2 Su	2 We	2 Sa	2 Mo	2 Th	2 Sa
3 Tu	3 Fr	3 Fr	3 Mo	3 We	3 Sa	3 Mo	3 Th	3 Su	3 Tu	3 Fr	3 Su
4 We	4 Sa	4 Sa	4 Tu	4 Th	4 Su	4 Tu	4 Fr	4 Mo <small>Labour Day</small>	4 We	4 Sa	4 Mo
5 Th	5 Su	5 Su	5 We	5 Fr	5 Mo	5 We	5 Sa	5 Tu	5 Th	5 Su	5 Tu
6 Fr	6 Mo	6 Mo	6 Th	6 Sa	6 Tu	6 Th	6 Su	6 We	6 Fr	6 Mo	6 We
7 Sa	7 Tu	7 Tu	7 Fr <small>Good Friday</small>	7 Su	7 We	7 Fr	7 Mo <small>Civic Holiday</small>	7 Th	7 Sa	7 Tu	7 Th
8 Su	8 We <small>AM Council</small>	8 We <small>AM Council</small>	8 Sa	8 Mo	8 Th	8 Sa	8 Tu	8 Fr	8 Su	8 We <small>AM Council</small>	8 Fr
9 Mo	9 Th	9 Th	9 Su	9 Tu	9 Fr	9 Su	9 We	9 Sa	9 Mo <small>Thanks-giving</small>	9 Th	9 Sa
10 Tu	10 Fr	10 Fr	10 Mo	10 We <small>AM Council</small>	10 Sa	10 Mo	10 Th	10 Su	10 Tu	10 Fr	10 Su
11 We <small>PM Council</small>	11 Sa	11 Sa	11 Tu	11 Th	11 Su	11 Tu	11 Fr	11 Mo	11 We <small>AM Council</small>	11 Sa <small>Remem-brance Day</small>	11 Mo
12 Th	12 Su	12 Su	12 We <small>AM Council</small>	12 Fr	12 Mo	12 We	12 Sa	12 Tu	12 Th	12 Su	12 Tu
13 Fr	13 Mo	13 Mo	13 Th	13 Sa	13 Tu	13 Th	13 Su	13 We <small>AM Council</small>	13 Fr	13 Mo	13 We <small>AM Council</small>
14 Sa	14 Tu	14 Tu	14 Fr	14 Su	14 We <small>AM Council</small>	14 Fr	14 Mo	14 Th	14 Sa	14 Tu	14 Th
15 Su	15 We	15 We	15 Sa	15 Mo	15 Th	15 Sa	15 Tu	15 Fr	15 Su	15 We	15 Fr
16 Mo	16 Th	16 Th	16 Su	16 Tu	16 Fr	16 Su	16 We	16 Sa	16 Mo	16 Th	16 Sa
17 Tu	17 Fr	17 Fr	17 Mo	17 We	17 Sa	17 Mo	17 Th	17 Su	17 Tu	17 Fr	17 Su
18 We	18 Sa	18 Sa	18 Tu	18 Th	18 Su	18 Tu	18 Fr	18 Mo	18 We	18 Sa	18 Mo
19 Th	19 Su	19 Su	19 We	19 Fr	19 Mo	19 We	19 Sa	19 Tu	19 Th	19 Su	19 Tu
20 Fr	20 Mo <small>Family Day</small>	20 Mo	20 Th	20 Sa	20 Tu	20 Th	20 Su	20 We	20 Fr	20 Mo	20 We
21 Sa	21 Tu	21 Tu	21 Fr	21 Su	21 We	21 Fr	21 Mo	21 Th	21 Sa	21 Tu	21 Th
22 Su	22 We <small>AM Council</small>	22 We <small>PM Council</small>	22 Sa	22 Mo <small>Victoria Day</small>	22 Th	22 Sa	22 Tu	22 Fr	22 Su	22 We <small>PM Council</small>	22 Fr
23 Mo	23 Th	23 Th	23 Su	23 Tu	23 Fr	23 Su	23 We <small>PM Council</small>	23 Sa	23 Mo	23 Th	23 Sa
24 Tu	24 Fr	24 Fr	24 Mo	24 We <small>Travel FCM</small>	24 Sa	24 Mo	24 Th	24 Su	24 Tu	24 Fr	24 Su
25 We <small>AM Council</small>	25 Sa	25 Sa	25 Tu	25 Th <small>FCM</small>	25 Su	25 Tu	25 Fr	25 Mo <small>AB Munis</small>	25 We <small>PM Council</small>	25 Sa	25 Mo <small>Christmas Day</small>
26 Th	26 Su	26 Su	26 We <small>AM Council</small>	26 Fr <small>FCM</small>	26 Mo	26 We <small>PM Council</small>	26 Sa	26 Tu <small>AB Munis</small>	26 Th	26 Su	26 Tu <small>Boxing Day</small>
27 Fr	27 Mo	27 Mo	27 Th	27 Sa <small>FCM</small>	27 Tu	27 Th	27 Su	27 We <small>AB Munis</small>	27 Fr	27 Mo	27 We
28 Sa	28 Tu	28 Tu	28 Fr	28 Su <small>FCM</small>	28 We <small>AM Council</small>	28 Fr	28 Mo	28 Th	28 Sa	28 Tu	28 Th
29 Su		29 We	29 Sa	29 Mo	29 Th	29 Sa	29 Tu	29 Fr	29 Su	29 We	29 Fr
30 Mo		30 Th	30 Su	30 Tu	30 Fr	30 Su	30 We	30 Sa <small>NDTR</small>	30 Mo	30 Th	30 Sa
31 Tu		31 Fr		31 We		31 Mo	31 Th		31 Tu		31 Su

MINUTES OF THE EIGHTEENTH REGULAR MEETING OF THE COUNCIL OF THE TOWN OF GIBBONS HELD ON WEDNESDAY OCTOBER 26, 2022, AT 4807 – 50th AVENUE IN COUNCIL CHAMBERS

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

Council Absent:

Staff Present: Farrell O'Malley – CAO
Mike Dubreuil, Assistant CAO
Monique Jeffrey – Interim Director of Finance
Eric Lowe – Superintendent of Public Works
Louise Bauder – Planning and Development
Kelsea Brown – Interim Director Community Services
Chris Pinault – Recording Secretary

Staff Absent:

As there was a quorum present, Mayor Deck called the meeting to order at 7:01 pm.

3.0 ADDITIONS TO THE AGENDA

Mr. O'Malley requested that item 7.2 – ATCO Gas Franchise Fee 2023 be added to the agenda. Councillor Harris requested that item 10.3 Council Code of Conduct review and 16.3 Personnel be added to the agenda.

4.0 ADOPTION OF THE AGENDA

Councillor Sandahl moved to accept the agenda as amended.

22.293	MOTION CARRIED
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5.0 ADOPTION OF THE PUBLIC HEARING MEETING MINUTES

6.0 ADOPTION OF THE MINUTES

6.1 REGULAR MEETING OF COUNCIL – OCTOBER 12, 2022

Councillor Berry moved to accept the minutes of the October 12, 2022; Regular Meeting of Council as presented.

22.294	MOTION CARRIED
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7.0 FINANCE

7.1 ACCOUNTS PAID AS AT OCTOBER 24, 2022

Councillor Millante moved that Council accept the Accounts Paid as at October 24, 2022, as information as presented.

22.295	MOTION CARRIED
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7.2 ATCO GAS FRANCHISE FEE 2023

Councillor Harris moved that Council maintain the ATCO Gas Franchise Fee at 30% for 2023.

22.296	MOTION CARRIED
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8.0 APPOINTMENTS

9.0 OLD BUSINESS

9.1 STURGEON REGIONAL PARTNERSHIP

Councillor Berry moved that Council remain as part of the Sturgeon Regional Partnership and recommend that all of Council to be in attendance and the meetings be held on a quarterly basis.

22.297	MOTION CARRIED
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10.0 NEW BUSINESS

10.1 COMMUNITY SERVICE GRANTS

Councillor Harris moved that Council approve the following Community Service Grants for a total of \$1,724.00:

1. 1st Gibbons Scouts

Amount Requested: \$ 1,000.00

Name of Project: Youth Field Trips
Encourages activity & learning experiences.

Total Project Cost: \$ 2,500.00
Recommended: \$ 1,000.00

2. KidSport Fort Saskatchewan
Name of Project: Pub Night Fundraiser
To help youth participate in organized sports.

Amount Requested: \$ 1,000.00
Total Project Cost: \$ 1,250.00
Recommended: \$ 625.00

3. Kings Kids Preschool
Name of Project: Play Carpet
To provide a comfortable space to learn and play

Amount Requested: \$ 99.00
Total Project Cost: \$ 199.00
Recommended: \$ 99.00

22.298 **MOTION CARRIED**

10.2 MEETING WITH RCMP DURING RMA CONVENTION

Councillor Kozak moved that Council send Mayor Deck, Deputy Mayor Harris, and Councillor Kozak to a meeting with Senior Officers of the RCMP on November 7, 2022, from 3:30-3:50 pm At the Edmonton Convention Centre.

22.299 **MOTION CARRIED**

10.3 COUNCIL CODE OF CONDUCT

Councillor Harris moved to bring the Council Code of Conduct forward at the next Regular Meeting of Council.

22.300 **MOTION CARRIED**

11.0 BYLAWS AND POLICIES

12.0 STAFF REPORTS

12.1 ADMINISTRATION REPORT

Councillor Harris moved to accept the Administration Report as information.

22.301 **MOTION CARRIED**

13.0 COMMITTEE REPORTS

Councillor Berry attended:

- Morinville Chamber of Commerce Regional Business Breakfast
- The FCSSAA Board Meeting
- Local Business Breakfast

Councillor Harris attended:

- Community Futures Tawatinaw meeting

Councillor Kozak attended:

- Morinville Chamber of Commerce Regional Business Breakfast
- Local Business Breakfast
- Alberta Capital Region Wastewater Commission meeting

Councillor Millante attended:

- Taste of Gibbons and Open House
- Morinville Chamber of Commerce Regional Business Breakfast
- Sturgeon River Watershed Alliance

Councillor Sandahl attended:

- Local Business Breakfast

Councillor Yushchyshyn attended:

- Update on Town Projects with Mr. O'Malley
- Currently enrolled in the Municipal Elected Official Emergency Management Course

Mayor Deck attended:

- Roseridge Landfill Commission meeting
- Morinville Chamber of Commerce Business Breakfast
- Waste to Resource Tour
- Meeting with a Developer
- Local Business Breakfast

Councillor Yushchyshyn moved to accept the committee reports as information.

22.302	MOTION CARRIED
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Mayor Deck called a 10-minute recess at 7:47 pm.

Mayor Deck called the meeting back to order at 7:58 pm.

15.0 CORRESPONDENCE

15.1 TOWN OF BON ACCORD – COMMITTEE NOTIFICATION

15.2 TOWN OF BON ACCORD – INVITATION

Councillor Sandahl moved that Council accept the correspondence as information.

22.303 **MOTION CARRIED**

16.0 CLOSED SESSION

Councillor Kozak moved that Council move to Closed Session as per Section 197 (2) of the *Municipal Government Act* concerning the following at 7:59 pm.

22.304 **MOTION CARRIED**

Councillor Yushchyshyn moved that Council revert to normal seating at 10:41 pm.

22.305 **MOTION CARRIED**

16.1 PERSONNEL

Councillor Millante moved that Council accept the proposal by the Gibbons Volunteer Fire Department Association as suggested and proceed as planned.

22.306 **MOTION CARRIED**

16.2 SOUTH END DEVELOPMENT

Councillor Sandahl moved to direct Administration to provide a letter of support to Minister Jason Copping regarding physician recruitment.

22.307 **MOTION CARRIED**

16.3 PERSONNEL

Councillor Harris moved that Council direct the CAO Review Committee to proceed as discussed.

22.308 **MOTION CARRIED**

17.0 ADJOURNMENT

There being no further business Mayor Deck adjourned the meeting at 8:43 pm.

Mayor, Dan Deck

CAO, Farrell O'Malley



TOWN OF GIBBONS

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Cheque Listing For Council

2022-Nov-7
11:10:11AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20222259	2022-10-26	BRAKE, NATHAN M				
20222260	2022-10-26	SHAW CABLESYSTEMS PAYMENT CENTER/SCS		PAYMENT		1,367.59
			1272	1356 - PHONE / INTERNET CHARGES	125.95	
			1273	0506 - PHONE / WIFI / FAX	180.44	
			1274	1271 - INTERNET	105.00	
			1275	5858 - INTERNET	94.45	
			1276	3724 - GCC PHONES/ INTERNET / WI	125.95	
			1277	1365 - INTERNET / PHONE / WIFI	160.60	
			1278	4945- GCC INTERNET/WIFI	125.95	
			1279	3275 - SECONDARY WIFI CONNECTI	108.10	
			1280	3662 GFRC INTERNET	146.95	
			1281	5751-FITNESS PHONE/ TV/ WIFI	194.20	
20222261	2022-10-26	TELUS MOBILITY/SCS		PAYMENT		447.09
			24232389	AUG & SEPT TABLETS	53.13	
			24232390	OCT 11 CELL PHONES / IPADS	393.96	
20222262	2022-10-26	TELUS/SCS		PAYMENT		570.80
			3407	OCT 20 PHONE / FAX CHARGES	570.80	
20222263	2022-10-26	EDMONTON ACADEMY		PAYMENT		705.00
			557048	POINTSETTAS FOR SENIOR ALMOS	705.00	
20222264	2022-10-28	OSBORNE, CINDY				
20222265	2022-10-28	ELENIK, RONALD J				
20222266	2022-10-28	ALLEN, JAMES R				
20222267	2022-10-28	LOWE, ERIC D				
20222268	2022-10-28	CHARTRAND, DENISE M				
20222269	2022-10-28	STEVENTON, CHRISTINE A				
20222270	2022-10-28	SCHMIDT, LAURA L				
20222271	2022-10-28	HERBOLD, MICHAEL W				
20222272	2022-10-28	PARISIAN, NOELLE J				
20222273	2022-10-28	PINAULT, CHRISTINA J				
20222274	2022-10-28	ADAMS, JIM W				
20222275	2022-10-28	TERLECKI, QUENTIN G				
20222276	2022-10-28	STEVENTON, KENDRA N				
20222277	2022-10-28	BRADLEY, HAILEY				
20222278	2022-10-28	DUBREUIL, MICHAEL D				
20222279	2022-10-28	NORRIS, ANTHONY J				
20222280	2022-10-28	PATTISON, TERRA L				
20222281	2022-10-28	POWLESLAND, JOEL F				
20222282	2022-10-28	LOCHRIE, JAMES D				
20222283	2022-10-28	PATERSON, ERIC D				
20222284	2022-10-28	FERGUSON, KYLIE				
20222285	2022-10-28	PARSONS, CURTIS				
20222286	2022-10-28	GINGELL, SUSAN				
20222287	2022-10-28	KOBZA, JESSICA				
20222288	2022-10-28	BROWN, KELSEA				
20222289	2022-10-28	SANDEHL, NORMAN				

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7.1



TOWN OF GIBBONS

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Cheque Listing For Council

2022-Nov-7
11:10:11AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20222290	2022-10-28	BERRY, LORAIN M				
20222291	2022-10-28	MILLANTE, JAYCINTH J				
20222292	2022-10-28	DECK, DAN J				
20222293	2022-10-28	KOZAK, WILLIS				
20222294	2022-10-28	YUSHCHYSHYN, DALE				
20222295	2022-10-28	ANTONIUK, LUKAS				
20222296	2022-10-28	AIR LIQUIDE CANADA	74970473	PAYMENT OCT 2022 - OCT 2023 CYLINDER LEA	122.71	122.71
20222297	2022-10-28	BEHREND'S BRONZE INC	221899	PAYMENT RECOGNITION WALL UPDATED NAM	118.29	118.29
20222298	2022-10-28	BENSON, WILLIAM R	163	PAYMENT FIRE DEPT COURSE LUNCH	443.75	443.75
20222299	2022-10-28	BUFFALO HEATING & AIR CONDITIONING INC	533805	PAYMENT REPLACED THERMOSTAT - ZAMBON	215.25	215.25
20222300	2022-10-28	BUNZL	1871364	PAYMENT FLOOR CLEANER BATTERIES - GCC	1,573.53	1,573.53
20222301	2022-10-28	CANADIAN RECREATION SOLUTIONS INC	2712	PAYMENT IN GROUND PICNIC TABLES FOR MI	20,590.50	20,590.50
20222302	2022-10-28	CANOE PROCUREMENT GROUP OF CANADA	0531129984	PAYMENT KUBOTA TIRES FROM FOUNTAIN TIF	253.25	253.25
20222303	2022-10-28	CHEYENNE TREE FARMS LTD.	538435	PAYMENT GREEN ASH, CRABAPPLE, POPLAR	3,858.75	3,858.75
20222304	2022-10-28	CIMCO REFRIGERATION	90838849	PAYMENT DOWN PAYMENT FOR COMPRESSOR	3,355.64	3,355.64
20222305	2022-10-28	CRYSTAL CLEAN WATER DELIVERY	245097	PAYMENT WATER FOR PW SHOP	16.00	16.00
20222306	2022-10-28	E & S MOTORSPORTS LTD	46606	PAYMENT SPARKPLUG ASSEMBLY FOR HYDR	255.75	255.75
20222307	2022-10-28	EUROPEAN CUTTERS LTD	84935	PAYMENT SHARPENED ZAMBONI & ICE KING E	509.25	509.25
20222308	2022-10-28	FCSSAA	1577	PAYMENT 2022/23 FCSS ASSOC. MEMBERSHIP	578.00	578.00
20222309	2022-10-28	HUNTERS PRINT & COPY	9014 9015	PAYMENT ROAD SIGNAGE MONTHLY PLANNERS (6)	198.45 129.97	328.42
20222310	2022-10-28	J.R. PAINE & ASSOCIATES LTD.	IN023871	PAYMENT CONCRETE TEST - CEMETERY	593.25	593.25
20222311	2022-10-28	LOWE, ERIC D	626 627	PAYMENT FIRE DEPT RESCUED FREIGHTLINE FIRE DEPT SUPPLIES & LUNCH FOR	1,137.75 586.69	1,724.44
20222312	2022-10-28	MASTER LOCKSMITH & SECURITY SYSTEMS LTD	5760210	PAYMENT KEYS CUT & NEW PADLOCKS - AREI	200.55	200.55
20222313	2022-10-28	MEMJ CONSULTING LTD.	2021046	PAYMENT OCT 16-31 2022 CONTRACT	8,691.33	8,691.33
20222314	2022-10-28	MORINVILLE NAPA	033-035332 033-036824	PAYMENT SAFETY VESTS & WINDSHIELD WAS EAR PLUGS	60.84 33.60	94.44
20222315	2022-10-28	PARISIAN, NOELLE				
20222316	2022-10-28	PARSONS, CURTIS		PAYMENT		787.49

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Cheque Listing For Council

2022-Nov-7
11:10:11AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20222316	2022-10-28	PARSONS, CURTIS	31	LAPTOP FOR SAFETY & MAINTENAN	787.49	787.49
20222317	2022-10-28	PATTISON, TERRA	6	PAYMENT GFOA MILEAGE & SUBSISTENCE	501.73	501.73
20222318	2022-10-28	RECEIVER GENERAL/SCS	1271	PAYMENT SEPT 16-OCT 15 2022 GARNISHMEN	480.88	480.88
20222319	2022-10-28	REDLICK, BRIAN	19	PAYMENT OCT 2022 SENIOR BUS PER DIEM	400.00	400.00
20222320	2022-10-28	REGENT SUPPLY	295948-1 296397	PAYMENT CLEANING CLOTHES FOR ARENA, M TISSUR PAPER & PAPER TOWEL FOI	596.78 106.19	702.97
20222321	2022-10-28	SCHMIDT, LAURA	276	PAYMENT MILEAGE FPR SENIORS CONFEREN	109.80	109.80
20222322	2022-10-28	SELECT ENGINEERING CONSULTANTS LTD	2210-0172 2210-0173 2210-0174 2210-0175	PAYMENT GENERAL ENGINEERING PERIOD E HEARTLAND COMMONS - PERIOD E AREA STRUCTURE PLAN HEARTLAN COTTAGES DESIGN	590.10 6,997.03 15,763.36 3,937.50	27,287.99
20222323	2022-10-28	STURGEON COUNTY	IVC 18657	PAYMENT COUNTY FIRE AID OCT 1 2022	521.00	521.00
20222324	2022-10-28	TELSCO SECURITY SYSTEMS INC.	775077	PAYMENT REPLACED BATTERY IN SECURITY S	9.45	9.45
20222325	2022-10-28	WELLS, DYLAN	149	PAYMENT FIRE DEPT COURSE DINNER	125.69	125.69
20222326	2022-10-28	ACFA REGIONALE DE CENTRALTA	3592	PAYMENT LEARN FRENCH COURSES SALC	900.00	900.00
20222327	2022-10-28	BENTLEY, KRYSTA	51835	PAYMENT FIRE DEPT - 1051 EXAM PROCTOR 8	350.00	350.00
20222328	2022-10-28	BERVIAN, GIOVANA	51834	PAYMENT SEPT-OCT YOGA	600.00	600.00
20222329	2022-10-28	BRADLEY, HAILEY	51836	PAYMENT MILEAGE TO BISSELL CENTRE - FC	40.26	40.26
20222330	2022-10-28	CANSEL SURVEY EQUIPMENT INC., C/O TX4102C	91240736	PAYMENT GREEN & BLUE FLAGS, SURVEY PAI	241.02	241.02
20222331	2022-10-28	CELEBRATIONS FLARE CATERING	SI-492	PAYMENT CATERING FOR SENIORS CHRISTM/	6,250.13	6,250.13
20222332	2022-10-28	FOSTER, CALEB	132893	PAYMENT MAISIE METRUNEC SCHOLARSHIP	1,000.00	1,000.00
20222333	2022-10-28	JRS SERVICES LTD.	146	PAYMENT FIRE DEPT EXTRICATION TRAINING	7,866.60	7,866.60
20222334	2022-10-28	MASON LANDSCAPING INC.	22430	PAYMENT BARK MULCH FOR PLANTED TREES	226.80	226.80
20222335	2022-10-28	NAPA FORT SASKATCHEWAN	296-868079	PAYMENT BATTERY FOR DODGE TRUCK	216.10	216.10
20222336	2022-10-28	OAKCREEK GOLF & TURF LP.	2313868	PAYMENT PARTS & WINDOWS FOR TORO MOV	4,948.15	4,948.15
20222337	2022-10-28	POLYLEVEL ALBERTA CORP.	INT22-10-017A	PAYMENT MANHOLE LININGS 51AVE/50ST & 51	11,190.38	11,190.38
20222339	2022-10-28	THOMPSON, JARED	19434	PAYMENT SEPT-OCT FITNESS CLASSES MFC	600.00	600.00
20222340	2022-10-28	TIRSCHIMANN, TAYLOR				

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TOWN OF GIBBONS

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Cheque Listing For Council

2022-Nov-7
11:10:11AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20222341	2022-10-28	O'MALLEY, FARRELL		PAYMENT		8,280.02
			467	CORRECTIONS TO NOV 15 PAY	19.32	
			469	NOVEMBER 30 CONTRACT	8,260.70	
20222342	2022-10-31	RECEIVER GENERAL/SCS		PAYMENT		32,371.68
			1272	RP0001- DEDUCTIONS OCT 31/22	18,815.25	
			1273	RP0002 - DEDUCTIONS OCT 31/22	13,556.43	
20222343	2022-10-31	WESTERN DIRECTIVES		PAYMENT		525.00
			10.31.22	SPONSORSHIP PACKAGE FILM "SPE	525.00	
20222344	2022-11-01	GOVERNMENT OF ALBERTA		PAYMENT		90,105.00
			1800026966	21-22 POLICE FUNDING MODEL	90,105.00	
20222345	2022-11-02	GOVERNMENT OF ALBERTA		PAYMENT		450.00
			2021-H628	DRIVER OPERATOR EXAM	450.00	
20222346	2022-11-03	564045 ALBERTA LTD O/A RICHARDS		PAYMENT		747.19
			#3344	INSPECTION/REPAIRS	521.13	
			3217	OIL/FILTER/FLUID/EZE BOX	111.85	
			3285	CHANGE OIL & FILTER	114.21	
20222347	2022-11-03	AMSC INSURANCE SERVICES		PAYMENT		19,029.66
			40069	NOV/22 PREMIUMS	19,029.66	
20222348	2022-11-03	BARRICADES AND SIGNS		PAYMENT		1,946.07
			47287	POSTS/SIGNS/PARTS	1,946.07	
20222349	2022-11-03	BUFFALO HEATING & AIR CONDITIONING INC		PAYMENT		1,645.35
			533832	LTS KITCHEN	324.45	
			533834	GCC WALKIN COOLER	1,320.90	
20222350	2022-11-03	CANADIAN NATIONAL RAILWAY COMPANY		PAYMENT		296.50
			91657071	SIGNAL CROSSING	296.50	
20222351	2022-11-03	CAPITAL REGION NORTHEAST WATER		PAYMENT		34,126.24
			20220078	OCTOBER 2022 CONSUMPTION	34,126.24	
20222352	2022-11-03	CHEYENNE TREE FARMS LTD.		PAYMENT		4,725.00
			538709	TREES	4,725.00	
20222353	2022-11-03	CUBEX LIMITED		PAYMENT		734.33
			P02430	PARTS	734.33	
20222354	2022-11-03	DIRECT ENERGY REGULATED SERVICES/SCS		PAYMENT		78.25
			7	SEPT-OCT 2022	78.25	
20222355	2022-11-03	FLANAGAN, LORI		PAYMENT		383.06
			117	OCT/22 MILEAGE	383.06	
20222356	2022-11-03	GLOBAL PUBLIC AFFAIRS		PAYMENT		5,250.00
			014445	DECEMBER 2021 CONSULTING	5,250.00	
20222357	2022-11-03	GREGG DISTRIBUTORS CO. LTD.		PAYMENT		448.05
			000-941916	PARTS FOR SHOP FOR REPAIRS	448.05	
20222358	2022-11-03	HOMEFIELD		PAYMENT		840.00
			1087-17837	NOV/22 DIGITAL ADS	840.00	
20222359	2022-11-03	HUNTERS PRINT & COPY		PAYMENT		53.55
			9068	FIRE REPORT BOOKLET	53.55	
20222360	2022-11-03	J.R. PAINE & ASSOCIATES LTD.		PAYMENT		5,817.00
			023982	LAGOON RD. UPGRADES	5,817.00	
20222361	2022-11-03	LANDREX INC.		PAYMENT		10,500.00
			2022-187	NOV 2022 MANAGEMENT FEES	10,500.00	
20222362	2022-11-03	LAPP C/O ASP		PAYMENT		11,765.38
			70	OCT 16-31/22	11,765.38	
20222363	2022-11-03	LONGRIDERS LIMITED		PAYMENT		1,644.25
			2022-1127-001	NOV 27/22 HAYRIDE	1,644.25	
20222364	2022-11-03	MORINVILLE HOME HARDWARE		PAYMENT		2,378.80

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TOWN OF GIBBONS

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Cheque Listing For Council

2022-Nov-7
11:10:11AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20222364	2022-11-03	MORINVILLE HOME HARDWARE	109-429 133-1279	ICE MELT BLACK EARTH	2,115.04 263.76	2,378.80
20222365	2022-11-03	NIKIFORUK CONSTRUCTION LTD	2022-101 2022-102	PAYMENT LONGRIDERS MH BACKLANE CC REPAIRS	1,893.34 8,081.85	9,975.19
20222366	2022-11-03	P3 CAPITAL PARTNERS INC.	1454	PAYMENT NOV/22 ADVISORY	5,250.00	5,250.00
20222367	2022-11-03	PATERSON, ERIC	60	PAYMENT OCT/22 MILEAGE	569.74	569.74
20222368	2022-11-03	ROSERIDGE WASTE COMMISSION	20220540	PAYMENT SEPT/22 WEIGHTS	7,192.02	7,192.02
20222369	2022-11-03	ROYAL CANADIAN LEGION BR. 226	233048	PAYMENT WREATH PURCHASES	180.00	180.00
20222370	2022-11-03	TRINUS TECHNOLOGIES INC.	R78852-36879	PAYMENT NOV/22 MONTHLY BILLING	3,850.06	3,850.06
20222371	2022-11-03	CLUB 60 ROSES	91240737	PAYMENT CLUB 60 ROSES SALC RENTAL	350.00	350.00
20222372	2022-11-03	DELCORP ENVIRONMENTAL SERVICES INC	10925	PAYMENT INFILTRATION STUDY FLOW MONITC	5,418.00	5,418.00
20222373	2022-11-03	ELITE PROMOTIONAL MARKETING, (ELITE SPORTSW	559902	PAYMENT ELITE PROM FISH POND GRAND OP	420.48	420.48
20222374	2022-11-03	GOVERNMENT OF ALBERTA	2021-H535	PAYMENT NFPA 1072(2017)	225.00	225.00
20222375	2022-11-03	GSL LANDSCAPING LTD.	2615	PAYMENT GSL ISLAND DEVELOP PROJECT	47,490.50	47,490.50
20222376	2022-11-03	M & M CATERING	22431	PAYMENT DEC 14/23 XMAS LUNCH	500.00	500.00
20222377	2022-11-03	STURGEON SCHOOL DIVISION TRANSPORATION	159728	PAYMENT BURRY, DAX & RYLAN	690.00	690.00
20222378	2022-11-03	WESTVAC INDUSTRIAL LTD.	W12958	PAYMENT REPAIR FIRE TRUCK 6T	630.12	630.12
20222379	2022-11-04	GOVERNMENT OF ALBERTA	A095419/OCT	PAYMENT OCT 2022 LAND TITLES	30.00	30.00
20222380	2022-11-05	GOVERNMENT OF ALBERTA	2021-H322	PAYMENT FIRE OFFICER LEVEL 1 EXAM	315.00	315.00
20222381	2022-11-05	HOUNSELL, CASSANDRA				
20222382	2022-11-04	O'MALLEY, FARRELL	2022.11.04	PAYMENT 1 WEEK VACATION PAY	3,502.48	3,502.48

Total 492,641.50

*** End of Report ***

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Report to Council



Date Submitted: November 9, 2022
Submitted to: Mayor Deck and Members of Council
Submitted by Monique Jeffrey, Interim Director of Finance
Report Topic: Fortis Franchise Fee - 2023

Introduction

The purpose of this report is to respectfully request that Council considers the Fortis Alberta Franchise Fee that it collects each year on the Town's behalf. The current Fortis Alberta franchise fee is set at 10% however; this fee can be adjusted annually, up to a cap of 20%.

Background

Administration would like to point out that in 2018 the Town collected \$137,041 from the Electric Franchise Fee and in 2019 the Franchise Fee Revenue was \$141,157. The 2020 Franchise Fee collected was \$156,970.23, in 2021 the fees collected were \$167,899.67. To the end of October 2022, the Town has already received \$149,367.23, estimation is that we should reach \$179,241 in revenues by the end of 2022. The 2023 Franchise Fee is estimated to be \$184,342.

To increase from 10% to the Maximum 20% would result in an additional \$186,544 based on the Fortis forecasting as indicated above. The resulting impact to the customer's annual billing is required to be advertised to residents.

Options Available

The options for consideration by Council include the following:

1. That Council maintain the Fortis Franchise Fee at 10% for 2023.
2. That Council increase the Fortis Franchise Fee to 20% for 2023.
3. 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:

That Council maintain the Fortis Franchise Fee at 10% for 2023.

Submitted by:

A handwritten signature in black ink, appearing to read "Monique Jeffrey".

Monique Jeffrey
Interim Director of Finance

Approved by:

A handwritten signature in black ink, appearing to read "Farrell O'Malley".

Farrell O'Malley
CAO

MUNICIPAL FRANCHISE FEE RIDERS

Availability: Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to each rate class.

Price Adjustment:

A percentage surcharge per the table below will be added to the total distribution tariff, including both the transmission and distribution charges, and excluding any Riders, calculated for every Point of Service within each Municipality and will be billed to the applicable Retailer.

FortisAlberta will pay to each Municipality each month, in accordance with the franchise agreements between FortisAlberta and the Municipalities or an agreement with a non-municipality, the franchise fee revenue collected from the Retailers.

Muni Code	Municipality	Rider	Effective	Muni	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	2%	2022/01/01
02-0011	Athabasca	14%	2022/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	15%	2022/04/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	12%	2021/01/01
02-0387	Banff	6%	2020/01/01	03-0054	Carmangay	15%	2021/01/01
07-0164	Banff Park	4%	2019/10/01	03-0055	Caroline	12%	2021/01/01
03-0363	Barnwell	5%	2013/07/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	12%	2016/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	2%	2021/01/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	6%	2016/01/01	02-0065	Claresholm	5%	2022/04/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	10%	2020/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	15%	2017/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	13%	2022/01/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalhurst	5%	2022/04/01
03-0029	Bittern Lake	7%	2016/01/01	02-0070	Cochrane	17%	2020/01/01
02-0030	Black Diamond	10%	2017/01/01	03-0076	Coutts	3%	2017/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0077	Cowley	5%	2016/01/01
02-0034	Bon Accord	19%	2022/01/01	03-0078	Cremona	10%	2016/01/01
02-0039	Bow Island	8.50%	2018/01/01	02-0079	Crossfield	0%	2015/01/01

Muni Code	Municipality	Rider	Effective	Muni	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	02-0188	Killam	9%	2021/01/01
04-0080	Crystal Springs	0%	2016/01/01	01-0194	Lacombe	17.13%	2022/01/01
03-0081	Czar	5%	2013/10/01	04-0196	Lakeview	2%	2016/01/01
02-0082	Daysland	7%	2018/01/01	02-0197	Lamont	7.50%	2020/01/01
02-0086	Devon	13%	2013/01/01	04-0378	Larkspur	3%	2020/04/01
02-0088	Didsbury	17%	2016/01/01	01-0200	Leduc	16%	2014/01/01
02-0091	Drayton Valley	10%	2016/01/01	02-0202	Legal	15%	2021/01/01
03-0093	Duchess	15%	2018/01/01	03-0207	Lomond	15%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0208	Longview	17%	2017/01/01
03-0096	Edberg	13%	2021/01/01	03-0209	Lougheed	5%	2016/01/01
03-0097	Edgerton	15%	2022/01/01	02-0211	Magrath	10%	2021/01/01
02-0100	Edson	4.75%	2020/01/01	04-0210	Ma-Mc-O Beach	0%	2016/01/01
03-0109	Ferintosh	11%	2016/01/01	02-0215	Mayerthorpe	11%	2022/01/01
03-0112	Foremost	7%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
02-0115	Fort Macleod	15%	2018/10/01	02-0218	Milk River	12%	2017/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	02-0219	Millet	16%	2019/01/01
02-0124	Gibbons	10%	2013/01/01	03-0220	Milo	20%	2017/01/01
03-0128	Glenwood	5%	2022/04/01	02-0224	Morinville	20%	2013/07/01
04-0129	Golden Days	0%	2017/01/01	04-0230	Nakamun Park	0%	2013/10/01
02-0135	Granum	5.50%	2013/07/01	02-0232	Nanton	9%	2019/01/01
04-0134	Grandview	0%	2016/01/01	02-0236	Nobleford	0%	2013/10/01
04-0138	Gull Lake	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0358	Half Moon Bay	0%	2021/01/01	04-0237	Norglenwold	5%	2015/01/01
02-0143	Hardisty	9.50%	2021/01/01	04-0385	Norris Beach	0%	2016/01/01
03-0144	Hay Lakes	9%	2021/01/01	02-0238	Okotoks	20%	2021/01/01
02-0148	High River	20%	2015/07/01	02-0239	Olds	15%	2019/01/01
03-0149	Hill Spring	5%	2014/01/01	02-0240	Onoway	10%	2022/01/01
02-0151	Hinton	11.73%	2022/01/01	04-0374	Parkland Beach	0%	2015/01/01
03-0152	Holden	4%	2016/01/01	02-0248	Penhold	19%	2014/01/01
03-0153	Hughenden	5%	2016/01/01	02-0249	Picture Butte	11%	2022/01/01
03-0154	Hussar	12.50%	2017/01/01	02-0250	Pincher Creek	13%	2017/01/01
02-0180	Innisfail	15%	2021/04/01	04-0253	Point Alison	0%	2017/01/23
03-0182	Irma	20%	2015/01/01	04-0256	Poplar Bay	0%	2016/01/01
02-0183	Irricana	0%	2013/10/01	02-0257	Provost	20%	2015/01/01
04-0185	Island Lake	0%	2016/01/01	02-0261	Raymond	16%	2022/01/01
04-0186	Itaska Beach	0%	2017/10/01	02-0265	Redwater	8%	2022/04/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0266	Rimbey	20%	2022/01/01
04-0187	Kapasiwin	0%	2018/04/01	02-0268	Rocky Mtn House	12%	2017/01/01

Muni Code	Municipality	Rider	Effective
03-0270	Rockyford	5%	2015/04/01
03-0272	Rosemary	14.50%	2020/01/01
04-0273	Ross Haven	0%	2016/01/01
03-0276	Ryley	3%	2016/01/01
04-0279	Seba Beach	4%	2014/01/01
02-0280	Sedgewick	9%	2020/01/01
04-0283	Silver Sands	3%	2018/01/01
04-0369	South Baptiste	0%	2005/05/01
04-0288	South View	3%	2019/01/01
01-0291	Spruce Grove	20%	2016/01/01
01-0292	St. Albert	10%	2021/01/01
03-0295	Standard	0%	2015/01/01
02-0297	Stavely	6%	2021/01/01
03-0300	Stirling	12%	2019/01/01
02-0301	Stony Plain	20%	2013/01/01
09-0302	Strathcona County	0%	TBD
02-0303	Strathmore	20%	2020/07/01
03-0304	Strome	9%	2022/01/01
02-0307	Sundre	10%	2020/01/01
04-0386	Sunrise Beach	0%	2018/01/01
04-0308	Sunset Point	10%	2017/01/01
02-0310	Sylvan Lake	15%	2019/01/01
02-0311	Taber	18%	2020/07/01
02-0315	Thorsby	20%	2014/01/01
02-0318	Tofield	5%	2015/01/01
02-0321	Turner Valley	10%	2017/01/01
04-0324	Val Quentin	0%	2016/01/01
02-0326	Vauxhall	8%	2022/01/01
02-0331	Viking	8%	2013/01/01
02-0333	Vulcan	20%	2013/10/01
03-0364	Wabamun	10%	2017/01/01
02-0335	Wainwright	11%	2020/04/01
07-0159	Waterton Park	8%	2018/10/01
03-0338	Warburg	10%	2015/01/01
03-0339	Warner	5%	2021/01/01
04-0344	West Cove	0%	2018/01/01
02-0345	Westlock	14.75%	2022/01/01
01-0347	Wetaskiwin	13.80%	2020/01/01

Muni Code	Municipality	Rider	Effective
04-0371	Whispering Hills	5%	2016/10/01
02-0350	Whitecourt	3.32%	2021/01/01
04-0354	Yellowstone	3%	2016/01/01

Advertisement Template

FRANCHISE FEE INCREASE/DECREASE NOTICE

Please be advised that the (City) (Town) (Village) (Summer Village) of _____ is proposing to increase the local access fee, which is charged to FortisAlberta Inc. (FortisAlberta) for use of municipal lands for its power lines effective **January 1, 2023***.

The fee is recovered by FortisAlberta from its customers as the local municipal access fee on electric billings of all customers that receive electric service in the (City) (Town) (Village) (Summer Village). This local access fee will be increased/decreased from \$__ (__%) to \$__ (__%) ** of the delivery charge of FortisAlberta, excluding energy related riders. This calculation is based on 640 kWh consumption in 30 days.

Questions or concerns should be directed to _____ (Name), _____ (Position) at (____) _____ (Phone Number).

Thank you.

***Your advertisement must include the full date**

****Your advertisement must have the \$ amount and the % amount**

*These numbers are calculated for you once you enter the proposed change in the Franchise Calculator on the first tab (yellow box); **the second tab** (Residential Bill Impact) automatically populates with the estimated Residential Bill Impact by dollar & percentage.*

Existing (Current) Typical Residential Customer Monthly Costs				
Rate 11 (Effective Jan. 1, 2020) Distribution Tariff (Estimated Rate Filings) Based on Current 0% Franchise Fee				
Delivery Service Charge				
ATWV Delivered	\$0.063758	640 kWh		\$40.17
Basic Daily Charge	\$0.8167	30 Days		\$24.50
				\$64.67
Current Franchise Fee	0.00%			\$0.00
GST	5.0%			\$3.23
				\$67.90
Current Annual Franchise Fee Costs: \$0 * 12 = \$0				

Proposed Residential Customer Monthly Costs				
Rate 11 (Proposed January 2021 Estimated Distribution Tariff) Based on NEW 2% Franchise Fee				
Delivery Service Charge				
ATWV Delivered*	\$ 0.067565	640 kWh		\$43.24
Basic Daily Charge*	\$ 0.85967	30 Days		\$25.79
				\$69.03
Estimated Proposed Franchise Fee	2.00%			\$1.35
GST	5.0%			\$3.52
				\$73.93
Proposed Annual Franchise Fee Cost: \$1.35 * 12 = \$16.56				
* Includes estimated Rate change's				



Please email your 2022-2023 franchise decision by **November 10th, 2022** to Kelsey Nixon.

Kelsey Nixon – Stakeholder Relations Advisor

780-464-8859

kelsey.nixon@fortisalberta.com

From:

Municipality:

Phone:

Email:

☐ No Change

☐ Increase, From _____% to New Percentage: _____%

☐ Decrease, From _____% to New Percentage: _____%

Please email Kelsey and include the following attachments if **any** changes are being made to the Franchise

Fee:

- ☐ Clear copies of **both** advertisements (**ran consecutively for two weeks**).
- ☐ Publication dates for **both** advertisements.
- ☐ **Name & location** of newspaper.

Signature

Print Name

Title

Municipality

Date

Report to Council



Date Submitted: November 9, 2022
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Council Code of Conduct MOG 1 – 18

Introduction

The purpose of this report is to respectfully request that Council give consideration to the Council Code of Conduct Bylaw MOG 1 – 18 as requested by Councillor Harris at the Regular Meeting of Council held on October 26, 2022.

Background

Councillor Harris brought forward a Notice of Motion that the Council Code of Conduct Bylaw be brought forward for review at the next Regular Meeting of Council.

Options Available

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

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

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

Submitted By:

A handwritten signature in dark ink, appearing to read "Farrell O'Malley", is written over a light blue horizontal line.

Farrell O'Malley

CAO



TOWN OF GIBBONS

Council Code of Conduct

Bylaw MOG 1/18

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

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

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

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

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

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

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

TITLE:

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

DEFINITIONS:

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

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

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

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

"MGA" means the Municipal Government Act.

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

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

AMENDING PROCEDURES:

1. This Bylaw shall not be repealed, amended or suspended, except so far as the terms hereof permit, unless it is repealed, amended or suspended:
 - a. by a Bylaw unanimously passed at a regular or special meeting of Council at which all the Council members thereof are present.

1. CODE OF CONDUCT

Each Member of Council shall:

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

2. COMMUNICATING ON BEHALF OF THE TOWN

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

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

3. THE DECISION-MAKING PROCESS

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

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

4. ADHERENCE TO POLICIES, PROCEDURES AND BYLAWS

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

5. RESPECTFUL INTERACTIONS WITH COUNCILLORS, STAFF AND THE PUBLIC

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

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

6. CONFIDENTIALITY

All Councillors shall:

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

7. CONFLICT OF INTEREST

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

8. IMPROPER USE OF INFLUENCE

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

9. USE OF MUNICIPAL ASSETS AND SERVICES

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

10. ORIENTATION AND OTHER TRAINING

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

11. COMPLAINT SYSTEM

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

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

12. SANCTIONS

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

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

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

13. REVIEW

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

14. ENACTMENT

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

Read a first time this 13th of June 2018.

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

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

Mayor

Chief Administrative Officer

Report to Council



Date Submitted: November 9, 2022
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Sturgeon Victim Services – Council Delegate

Introduction

The purpose of this report is to follow up with Council regarding a Council Delegate for the Sturgeon Victim Services.

Background

At the September 14, 2022, Regular Meeting of Council, Councillor Harris put forward a motion directing Administration to touch base with Sturgeon Victim Services to request an invitation to sit on the board. Administration has reached out to Elisabeth Melvina, Executive Director, and attached is the request for a member of Council to sit on the Sturgeon Victim Services Board.

Attached is a description of the relationship between Non-Profits and the Municipal Government and other agencies for review.

Options Available

1. That Council appoint 1 member of Council to sit as a delegate on the Sturgeon Victim Services Board.
2. That Council advise Administration as to how it would like to proceed.

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

1. That Council appoint 1 member of Council to sit as a delegate on the Sturgeon Victim Services Board.

Submitted By:

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

Farrell O'Malley

CAO



Town of Gibbons
P.O Box 68
4807- 50th Avenue
Gibbons, AB
T0A 1N0

Dear Chief Administrative Officer Farrell O'Malley,

Sturgeon Victim Services is seeking a Council Delegate from Gibbons Town Council.

Our agency has been serving residents of your municipality for over 30 years. We support persons impacted by crime and traumatic events. We work in partnership with Morinville RCMP and respond 24 hours a day, 7 days a week at the request of Morinville RCMP. In addition to crisis support our staff works closely with Family Community Support Services, Child and Family Services and Crown Prosecution Services to provide information and programming to persons in your community.

Our group of volunteer Advocates and Board Members are integral to Sturgeon Victim Services impact and longevity in the community. We want your engagement and collaboration with our program. Council participation on the Sturgeon Victim Services Board provides an opportunity for two-way communication of community and Council perspectives on policy issues and issues that impact people in the community in the interest of community wellbeing.

The professional connection requires a collaborative effort in the following ways:

1. Investing in Community Services
 - a. Program development & service delivery
2. Building Non-profit capacity
 - a. Address emerging social issues
3. Co-designing Program and Policies
 - a. Non-profits, municipalities, and First Nations collaborate to design new policies and programs.
4. Engaging Communities and Community Wellbeing
 - a. Municipalities and First Nations communities may rely on non-profits to help local governments provide diverse services and programs that contribute to community wellbeing.

The Council Delegate commitment is one monthly meeting on the 2nd Thursday of each month. We break in the summer months. Additional participation is voluntary for budget, Annual general meetings, or special events. Our Relationship Between Non-profits and Municipal Government and First Nations policy is attached for your viewing.

To assign a Council Delegate to Sturgeon Victim Services, please contact:

Elisabeth Melvin
Executive Director
780-939-1656
emelvin@sturgeonvictimservices.com

Municipal Council Participation on Sturgeon Victim Services Board

Municipal governments establish committees, boards and commissions under the Municipal Government Act and municipal bylaws. Council participation on the SVS Board provides an opportunity for two-way communication of community and Council perspectives on policy issues and issues that impact people in the community in the interest of community wellbeing.

Relationship Between Non-profits and Municipal Government

Non-profit organizations have a positive role on our communities, and they play an important role in identifying local voices for decision-makers. Municipalities rely on the non-profit sector to deliver community services to citizens. The non-profit sector is an important partner in identifying and responding to emerging community issues. Non-profit organizations ensure that residents and local voices are heard by policymakers in local governments.

Municipalities and non-profit organizations collaborate and support communities in multiple ways. Non-profits and municipalities collaborate in four ways:

1. Investing in Community Service

Municipalities deliver effective programs and services in targeted areas, develop and advance strategies, and construct and manage assets.

2. Building Non-profit Capacity

Municipalities provide funding to non-profits to strengthen their organizational effectiveness, increase their programs' impact, and address emerging social issues and trends that impact residents in the municipality.

3. Co-Designing Programs & Policies

Non-profits and municipalities collaborate to design new policies and programs.

4. Engaging Communities and Community Wellbeing

Municipalities may rely on non-profits to help local governments provide diverse services and programs that contribute to community wellbeing.

Policy Statement:

The Municipalities may assign a member of Council or staff as a Liaison, Council Delegate, or Board Appointee to the Sturgeon Victim Services (SVS) Board when the group's mandate is aligned with Council's Strategic Plan and goals.

Purpose:

To establish guidelines of interaction of members of Council and/or staff with SVS, and to clarify their roles and responsibilities in support of the organization.

1. Appointments

As an outside agency to that of the Municipality, participants roles may vary and are determined by applicable legislation and/or the terms of reference.

- a. Board Appointee - Council Delegate (voting), appointed by individual Municipal Councils.
- b. Staff Liaison (voting), appointed by individual Municipal CAO

1.1 Appointments – Members of Council

The mayor, of a specific municipality, will bring forward recommendations to Council respecting Council member appointment to SVS.

1.2 Appointment Duration

Appointments are generally annual and are approved by Council as required.

1.3 Confirmation of Appointments

The Corporate Officer of the municipality, or delegate thereof, will provide confirmation of the appointment to SVS.

2. Roles and Responsibilities

2.1 Board Appointees

A member of Council will be appointed as a Board Appointee of SVS Board of Directors to bring a Council perspective to the meetings and facilitate a clear and open dialogue between Council and SVS.

A member of Council or staff that is appointed to SVS Board of Directors will participate fully on the Board of Directors. There is no conflict for a Council member who is appointed to sit on such a Board who then participates in debates and discussions at the Council table about the municipalities continuing involvement in such a regional function or any other debate related to Council's involvement with SVS.

However, while a member of Council is appointed to SVS to facilitate ongoing communication between Council and SVS on matters of mutual interest, Council Delegates will attend SVS's meetings as a voting board member. Council Delegates should not participate in any voting if there is a conflict of interest. It is recommended that Council Delegates provide a Council update and participate in any relevant agenda items.

Council Delegates must not participate at meetings, or portions thereof, that deal with personnel, legal matters or other confidential matters such as negotiations with their respective or other municipalities in the region. Doing so may put the Council Delegate and/or the Municipality in a position of conflict with respect to matters that come before Council having to do with SVS.

Council Delegates must not make commitments on behalf of the Municipality that are not in alignment with Council's Strategic Plan or already covered by policy or a previously approved standard of service. It is recommended that the Council Delegate should respond to requests by passing them to their CAO to

delegate to the appropriate senior staff member and follow up on the outcome and response to the request, per the municipality's policies and process.

At their discretion, Council Delegates will provide a verbal update regarding the SVS at a regular Council meeting.

2.2 Staff Liaisons

Staff Liaisons, should one be appointed by their respective municipality, are voting members. The Staff Liaison may participate in discussions and provide their expertise but should not participate at meetings that deal with personnel, legal matters or other confidential matters such as negotiations with the Municipality.

2.3 Meeting Attendance

Members of Council and staff are requested to attend all meetings for which they are appointed and are to notify the meeting organizer and make arrangements for their alternate to attend (if applicable) when they are unable to attend.

Report to Council



Date Submitted: November 9, 2022
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Gibbons Library Board Appointment

Introduction

The purpose of this report is to respectfully request that Council give consideration to the appointments of:

Debbie Cook

Julie Arbo

Rebecca Babichuck

Chantal Firmaniuk

Lori Thompson

to the Gibbons Library Board for a term of 3 years at the request of the Library Board.

Options Available

1. That Council appoint Debbie Cook, Julie Arbo, Rebecca Babichuck, Chantal Firmaniuk, and Lori Thompson to the Gibbons Library Board for a term of 3 years based upon the recommendation of the Library Board.
2. That Council advise Administration as to how it would like to proceed.

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

1. That Council appoint Debbie Cook, Julie Arbo, Rebecca Babichuck, Chantal Firmaniuk, and Lori Thompson to the Gibbons Library Board for a term of 3 years based on the recommendation of the Library Board

Submitted By:

A handwritten signature in black ink, appearing to read "Farrell O'Malley".

Farrell O'Malley

CAO

Gibbons Public Library

Connect, Explore, Discover



Box 510, 5115 - 51 Street
Gibbons, AB T0A 1N0
Ph: 780-923-2004

Town of Gibbons
4807 50 Avenue
PO Box 68
Gibbons, Alberta T0A 1N0

28 October 2022

Dear Gibbons Town Council,

At our October 2022 Library Board meeting, the board accepted the applications of Debbie Cook, Julie Arbo, Rebecca Babichuck, Chantal Firmaniuk, and Lori Thompson to sit on the Library Board.

As Library Board Chairperson, I would like council to appoint them to the Town of Gibbons Library Board, for a term of up to three years, in accordance with the Alberta Libraries Act.

We look forward to working with these new members.

Thank you very much for your time.

Sincerely,

Gord Carey
Chairperson
Town of Gibbons Library Board

Report to Council



Date Submitted: November 9, 2022
Submitted to: Mayor Deck and Members of Council
Submitted by: Monique Jeffrey, Interim Director of Finance
Report Topic: Office Closure – Christmas 2022

Introduction

The purpose of this report is to respectfully inform Council of the hours that have been set for Office Hours during the holiday season. This year Christmas Stats fall on Sunday, December 25th and Monday, December 26th. In order to provide our Staff and Residents, as well as our neighboring municipalities with appropriate notice, Administration has made the following decision.

Background

In addition to the legislated statutory Christmas Days off (Christmas Day and Boxing Day) our offices have been closed for either a half day on Christmas Eve and/or a half day on New Year's Eve. Depending on how the two legislated stats fall in the work week, we have also combined the two half days to take an additional full day.

As Christmas Eve falls on the Saturday, our office be closed on Monday, December 26th, Tuesday December 27th in lieu of December 25th, as per policy of a floater Stat day off, on Wednesday, December 28th. We will be open for regular business on December 29th, and December 30th, 2022. The week between Christmas and New Year's Eve is typically a very quiet week, however, this still allows Thursday and Friday for business as usual.

The office will be closed for the January 2nd, 2023, in lieu of January 1st, 2023, which falls on Sunday. We will be open for business as usual on Tuesday, January 3rd.

Options Available

1. That Council accept this report as information.
2. That Council advised Administration as to how it would like to proceed.

Recommendation for Action

1. That Council accept this report as information.

Submitted by:

A handwritten signature in black ink, appearing to be "Monique Jeffrey".

Monique Jeffrey, Interim Director of Finance

Approved by:

A handwritten signature in black ink, appearing to be "Farrell O'Malley".

Farrell O'Malley, CAO

Report to Council



Date Submitted: November 9th, 2022
Submitted to: Mayor Deck and Members of Council
Submitted by: Kelsea Brown, Interim Director of Community Services
Report Topic: Hometown Weekend

Introduction

The purpose of this report is to respectfully request Council's acceptance of information for the upcoming Hometown Weekend Schedule.

Background

Administration has planned the Gibbons Hometown Weekend for November 25th – 27th with multiple events for its community.

At this time, Administration would like to recommend that Council accept the following Hometown Weekend schedule as information.

November 25th

- Seniors Almost Christmas Dinner at the GCC 5:00 pm-10:00 pm

November 26th

- Pancake Breakfast Dew Drop 8:30-10:30 am
- Christmas Craft Sale and Farmers Market at the GCC 10:00 am- 3:00 pm
- Free Public Skate at the Arena 11:45 pm-2:15 pm
- Free Youth Bingo and Movie Night 5:00 pm-9:00 pm

November 27th

- Free Public Skating with Santa at the Arena 12:45 pm-1:15 pm
- Hometown Afternoon Museum with Santa's Dollar Store 1:30 pm -4:00 pm
- Parade of Lights 5:30pm

Options Available

1. That Council accept this report as information.
2. That Council advises Administration on how to proceed.

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

1. That Council accept this report as information.

Report to Council

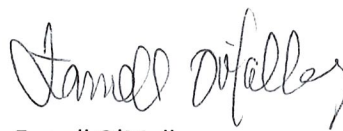
Submitted By:



Kelsea Brown

Interim Director of Community Services

Approved by:



Farrell O'Malley

Chief Administrative Officer

Report to Council



Date Submitted: November 9, 2022
Submitted to: Mayor Deck and Members of Council
Submitted by: Monique Jeffrey, Interim Director of Finance
Report Topic: Short-Term Borrowing Bylaw ALT 3-22

Introduction

The purpose of this report is to respectfully request that Council gives consideration to establishing a revolving line of credit of \$1,000,000 that can be utilized to offset Operating and/or Capital expenses by adopting the Short-Term Borrowing Bylaw ALT 3-22.

Background

Administration is proposing that the Town of Gibbons establish a revolving line of credit with Servus Credit Union to cover off possible shortfalls where incoming cash flows do or may not meet short-term spending needs. In most cases, rather than liquidating investments, it makes better financial sense to merely undertake short-term borrowing by way of an authorized revolving line of credit.

The negotiated line of credit is available year-round and generally will be used in situations where there is a gap between the beginning of the business year and when the full tax collection cycle begins and in specific situations where short-term capital funds are required (e.g. land purchases, etc.) so the Town can take advantage of opportunities that present themselves from time-to-time without having to exhaust funds held in reserves.

Further, being able to utilize a revolving line of credit may significantly reduce the cost of borrowing as the Town will only pay for what it uses versus having to pay the full-term interest owing on debentures even if the Town is in a position to retire the principal ahead of schedule.

It is important to note that there are minimal to no stand-by charges or administration fees for having a standing line of credit in place and that the Town will only pay for the actual usage when funds are accessed. Although it is not anticipated that the revolving line of credit will be utilized frequently; it is prudent to have our borrowing bylaw in place to protect our investments and help the Town control our interest cost on short-term projects whenever possible.

Supplemental Information

Administration is requesting that Council give consideration to giving all 3 readings to Bylaw ALT 3-22 Short-Term Borrowing Bylaw as it is being presented with no changes other than technical details (i.e. update bylaw numbers, dates, etc.)

Options Available

1. That Council proceeds with the establishment of a Revolving Line of Credit in the amount of \$1,000,000 by giving Bylaw ALT 3-22 Short-Term Borrowing Bylaw 1st, 2nd, and 3rd and final Reading.
2. That Council receives this report as information.
3. Council to direct Administration as to how it would like to proceed.

Report to Council

Recommendation for Action

Administration respectfully requests that Council give consideration to the following:

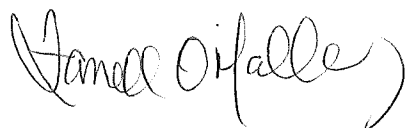
1. That Council proceed with the establishment of a Revolving Line of Credit in the amount of \$1,000,000 by giving Bylaw ALT 3-22 short-Term Borrowing Bylaw 1st, 2nd, and 3rd and final reading.

Submitted By:



Monique Jeffrey.
Interim Director of Finance

Approved by:



Farrell O'Malley
CAO



**Town of Gibbons
Short-Term Borrowing Bylaw No. ALT 3-22**

A BYLAW OF THE TOWN OF GIBBONS, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF BORROWING MONIES BY SECTION 256 ON THE MUNICIPAL GOVERNMENT ACT.

WHEREAS, the Municipal Government Act, R.S.A. 2000, cM-26, as amended or repealed and replaced from time to time, provides that the Council of a municipality may, by bylaw, acquire short term funding for the purposes of financing operating and capital expenditures is a specific year; and

WHEREAS the Council of the Town of Gibbons deems it necessary to establish an operating line of credit; and

NOW THEREFORE under the authority of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council of the Town of Gibbons, in the Province of Alberta, duly assembled enacts as follows:

1. This Bylaw may be cited as the **"Short-Term Borrowing Bylaw"**.
2. The municipality may borrow from Servus Credit Union, (SERVUS) up to the principal sum of One Million Dollars (\$1,000,000.00) repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by Servus, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - a. To apply to SERVUS for the aforesaid loan to the Corporation and to arrange with SERVUS the amount, terms and conditions for the loan and security or securities to be given to SERVUS.
 - b. As security for any money borrowed from SERVUS:
 - i. To execute promissory note and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debt.
 - ii. To give or furnish to SERVUS all such securities and promises as SERVUS may require repayment of such loans and interest thereon.
4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from SERVUS are: annual property taxes and/or Federal and/or Provincial Grants.
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. This bylaw shall come into force and take effect on the day of the third and final reading.
7. This bylaw shall expire December 31, 2023.

READ a first time on this _____ day of November, 2022.

Chief Elected Official

Chief Administrative Officer

READ a second time on this _____ day of November, 2022.

Chief Elected Official

Chief Administrative Officer

READ a third and final time on this _____ day of November, 2022.

Chief Elected Official

Chief Administrative Officer

Report to Council

2022

Building the next chapter of our success!

KEY MEETINGS

- Meeting with Business Owner
- Edmonton Global Shareholder Briefing
- Meetings with Developers
- Fortis Franchise Meeting
- Morinville Chamber of Commerce Luncheon
- Meeting with RCMP during RMA



VOYENT ALERT!
GIBBONS Free
Notification App
SIGN UP TODAY!

STAFF MEETINGS

- Department Heads (2)
- All Staff (1)



News, Ongoing Events & Projects

Community Services Department

Key Items in Progress:

- Foodbank Drive will be on December 4th
- The Day of the Child event has been postponed
- Gym Numbers are increasing
- Preparing outdoor rinks

Corporate Services Department

Key items in progress:

- Continuing to work on Operating Budget for 2023

Planning & Development Department

Key Items in Progress:

- Preparing the Land Use Bylaw for a rewrite
- Working on sign permit for 4.5-acre parcel

SUCCESS OCCURS WHEN
OPPORTUNITY MEETS
PREPARATION

Public Works Department/Fire Department

- Snow Removal
- Swales are complete. Intersections should be opened soon
- Concrete work is complete for now, but contractors will be back in the spring
- Berm off Lunnon Dr. has been leveled
- Several trees have been planted in Echo Glen Park.

FIRE DEPARTMENT

- Town Calls – 133
- County Calls – 140
- Resuce unti still in the shop



Project Updates

EV Charging Stations

- Equipment arrival has been delayed due to supply chain issues. Working towards a resolutions and updated timelines

Arena/Curling Rink/Cultural Centre

- Automation grant has received approval for improvements to the arena, curling rink and GCC through MCCAC
- Work is slated to start January 2023

Memorial Park

- Lighting installation has been delayed. Currently working with Fortis for an updated timeline.

Cottages Subdivision

- Reservation of building lots has begun with 4 lots reserved.
- Work on engineering and design of in ground utilities is ongoing.



The Town of Gibbons

Scheduled Meetings & Workshops

- Edmonton Global Shareholder Briefing

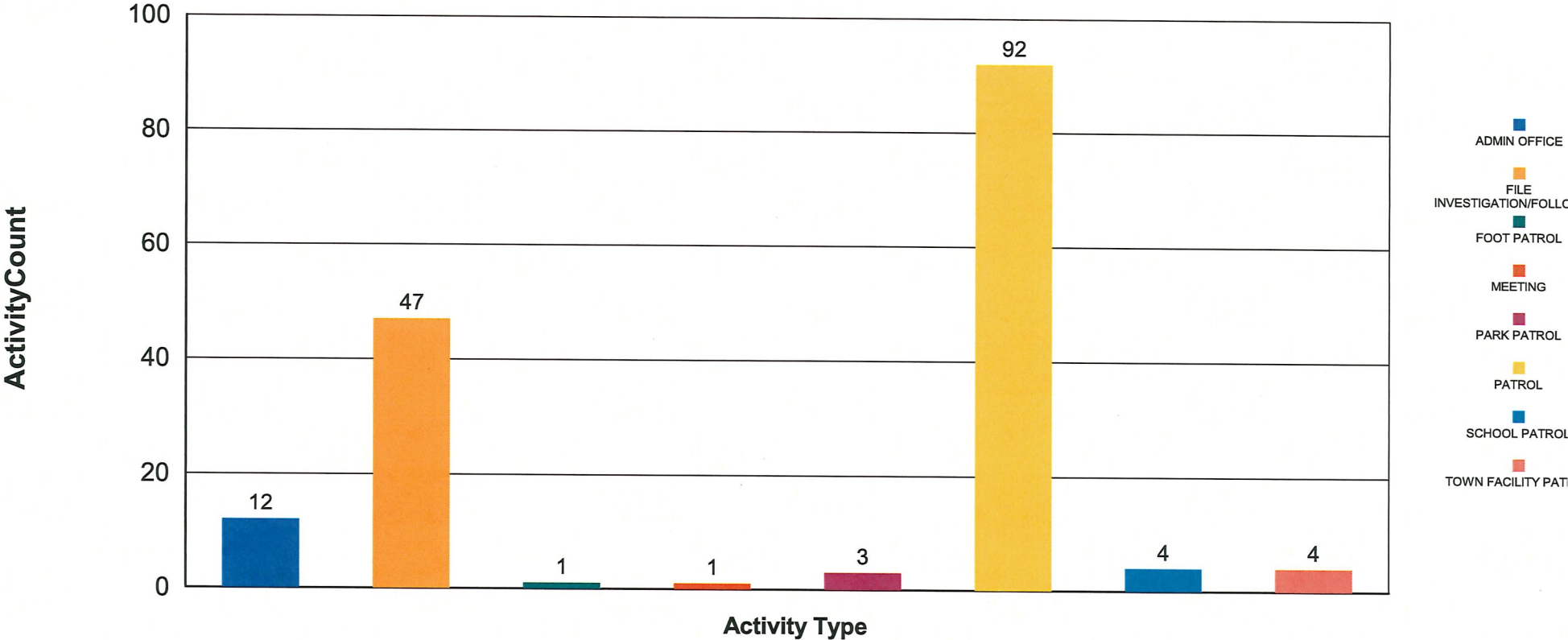
**Please note subject to change on short notice.*

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

Activity Count

Town of Morinville

Report Range : 2022/07/01 0000 To 2022/09/30 2359 Report Title : Daily Events Report



Enforcement Services

2022 Quarter 2 & 3 Report

(May – Sept)



Prepared By: Community Peace Officer Sgt. William Norton

Summary

- Since the inception of the newfound relationship Officers have been orientating themselves with Gibbons, its residents, and concerns
- Officers have been busy with a proportionally large amount of complaint files and are making headway in longstanding concerns.
- Scheduling has found balance with concerns and appropriate proactive patrols.
- Statistics shown are not for a full quarter 1 timeline with the services initiating in mid May 2022

Enforcement Highlights

In quarter 2 there were 3 tickets issued for \$4,610 in gross fine revenue. In quarter 3 there were 46 tickets issued for \$9557.00 in gross fine revenue. Traffic stops have led to arrest on warrants, charges for driving while suspended and numerous no insurance charges. Focus on network speeds and targeted efforts in school zones were a priority in summer months and the back-to-school season.

Next Quarter Planning

- Winter traffic enforcement and snow removal assistance.
- Residential sidewalk maintenance
- Further movement on school zone signage review

Enforcement Services Comparative Reporting

Type of Enforcement Incident Files

	1st Quarter	2nd Quarter	3rd Quarter	4 th Quarter	2021 1st Qtr	Total to date
Assist	-	1	4		-	5
Bylaw	-	20	29		-	49
Provincial	-	1	12		-	13
Criminal Code	-	0	0		-	0
Permits	-	0	2		-	2
Court	-	0	0		-	0
Warrants	-	1	1		-	2
Misc.	-	0	0		-	0
Internal	-	0	0		-	
Total	-	23	48		-	71

File Disposition

	1st Quarter	2nd Quarter	3rd Quarter	4 th Quarter	2021 1st Qtr	Total to date
Court	-	0	0		-	0
Forwarded to Other Agency/Dept.	-	0	1		-	1
Informational Only	-	0	3		-	3
Subject Charged	-	1	7		-	8
Subject Counseled/Warned Under Investigation	-	16	21		-	37
Unfounded	-	0	3		-	3
Unfounded	-	1	8		-	9
Unsolved/Gone on Arrival	-	3	1		-	4
Subject Arrested	-	2	2		-	4
Total	-	23	48		-	71

Bylaw Incident Files

	1st Quarter	2nd Quarter	3rd Quarter	4 th Quarter	2021 1st Qtr	Total to date
Traffic	-	4	10		-	14
Community Standards	-	9	6		-	15
Animal Control	-	6	12		-	18
Other	-	1	1		-	2
Total		20	29		-	49

Tickets By Legislation						
	1st Quarter	2nd Quarter	3rd Quarter	4 th Quarter	2021 1st Qtr	Total to date
Traffic Safety Act	-	1	28		-	28
Rules of the Road	-	-	3		-	3
Operator License and Vehicle Control	-	-	2		-	2
Vehicle Equipment	-	-	9		-	9
Commercial Vehicle	-	-	0		-	0
Gaming Liquor and Cannabis	-	-	1		-	1
Bylaw	-	2	3		-	5
Total	-	3	46		-	49

Tickets vs Warnings						
	1st Quarter	2nd Quarter	3rd Quarter	4 th Quarter	2021 1st Qtr	Total to date
Tickets	-	3	46		-	49
Warnings	-	26	68		-	94
Total	-	29	114		-	143



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Shaw*

October 28, 2022

Dear Chief Elected Officials and Public Library Boards:

I am honoured to serve as the new Minister of Municipal Affairs. I believe in the importance of local government to our province and its people, and I am excited to work with you to ensure Alberta's economic prosperity and strengthen the long-term viability of municipalities across the province.

As Minister of Municipal Affairs, I am committed to municipal capacity building, transparency, and accountability, which are essential elements for responsible local government. My ministry will continue to support municipalities, as you play a significant role in fostering the local economic conditions that improve Alberta's vibrant communities. Municipal Affairs will also continue to manage and provide financial support for the network of municipal library boards and regional library system boards that offer vital public library services for Albertans.

Through collaboration, we can reduce red tape and barriers by reviewing legislation and making certain Albertans are protected with appropriate safety codes, standards, and supports for the construction and maintenance of buildings and equipment.

I look forward to working together to strengthen municipalities in Alberta and to work with you on areas of shared interest.

Sincerely,

Rebecca Schulz
Minister of Municipal Affairs