

**TOWN OF GIBBONS
AGENDA
TWENTIETH REGULAR MEETING OF COUNCIL
NOVEMBER 23, 2022
TO BE HELD AT THE MUNICIPAL OFFICE AT 7:00 PM**

- 1.0 ROLL CALL
- 2.0 CALL TO ORDER
- 3.0 ADDITIONS TO THE AGENDA
- 4.0 ADOPTION OF THE AGENDA
- 5.0 PUBLIC HEARING MINUTES
- 6.0 ADOPTION OF THE MINUTES
 - 6.1 Regular Meeting of Council November 9, 2022
- 7.0 FINANCE
 - 7.1 Accounts Paid as at November 21, 2022
- 8.0 APPOINTMENTS
- 9.0 OLD BUSINESS
- 10.0 NEW BUSINESS
 - 10.1 Sturgeon Victim Services – Appointment of Alternate
- 11.0 BYLAWS & POLICIES
 - 11.1 Council Code of Conduct Bylaw MOG 2-22
- 12.0 STAFF REPORTS
 - 12.1 Administration Report
- 13.0 COMMITTEE REPORTS
- 14.0 PRESS COMMENTS & QUESTIONS
- 15.0 CORRESPONDENCE

15.1 Municipal Affairs – Library Funding

16.0 CLOSED SESSION

16.1 South End Development – *FOIP S.25*

16.2 Downtown Project – *FOIP S.25*

17.0 ADJOURNMENT

MINUTES OF THE NINETEENTH REGULAR MEETING OF THE COUNCIL OF THE TOWN OF GIBBONS HELD ON WEDNESDAY NOVEMBER 9, 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
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: Mike Dubreuil, Assistant CAO

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

3.0 ADDITIONS TO THE AGENDA

4.0 ADOPTION OF THE AGENDA

Councillor Kozak moved to accept the agenda as presented.

22.309	MOTION CARRIED
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5.0 ADOPTION OF THE PUBLIC HEARING MEETING MINUTES

6.0 ADOPTION OF THE MINUTES

6.1 ORGANIZATIONAL MEETING OF COUNCIL – OCTOBER 26, 2022

Councillor Berry moved to accept the minutes of the October 26, 2022; Organizational Meeting of Council as presented.

22.310	MOTION CARRIED
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6.2 REGULAR MEETING OF COUNCIL – OCTOBER 26, 2022

Councillor Yushchysyn moved to accept the minutes of the October 26, 2022, Regular Meeting of Council as presented.

22.311	MOTION CARRIED
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7.0 FINANCE

7.1 ACCOUNTS PAID AS AT NOVEMBER 7, 2022

Councillor Millante moved that Council accept the Accounts Paid as at November 7, 2022, as information as presented.

22.312	MOTION CARRIED
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7.2 FORTIS FRANCHISE FEE 2023

Councillor Sandahl moved that Council maintain the Fortis Franchise Fee at 10% for 2023.

22.313	MOTION CARRIED
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8.0 APPOINTMENTS

9.0 OLD BUSINESS

9.1 COUNCIL CODE OF CONDUCT BYLAW MOG 1-18

Councillor Harris moved that Council review the Council Code of Conduct and forward any changes on the Bylaw to the CAO and the draft Bylaw be brought forward to Council at the next Regular Meeting of Council.

22.314	MOTION CARRIED
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9.2 STURGEON VICTIM SERVICES – COUNCIL DELEGATE

Councillor Sandahl moved that Council appoint Councillor Harris to be the Council delegate to the Sturgeon Victim Services Board and that the Council Committee Chart be updated.

22.315	MOTION CARRIED
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10.0 NEW BUSINESS

10.1 GIBBONS LIBRARY BOARD APPOINTMENTS

Councillor Berry moved that Council appoint the following individuals to the Gibbons Library Board for a period of 3 years based on the recommendation of the Library Board.

Debbie Cook
Julie Arbo
Rebecca Babichuck
Chantal Firmaniuk
Lori Thompson

22.316	MOTION CARRIED
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10.2 OFFICE CLOSURE – CHRISTMAS 2022

Councillor Sandahl moved that Council accept this as information.

22.317	MOTION CARRIED
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10.3 HOMETOWN WEEKEND

Councillor Berry moved that Council accept this as information.

22.318	MOTION CARRIED
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11.0 BYLAWS AND POLICIES

11.1 SHORT-TERM BORROWING BYLAW ALT 3-22

Councillor Harris moved that Council give 1st Reading to Bylaw ALT 3-22 Short-Term Borrowing Bylaw.

22.319	MOTION CARRIED
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Councillor Millante moved that Council give 2nd Reading to Bylaw ALT 3-22 Short-Term Borrowing Bylaw.

22.320	MOTION CARRIED
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Councillor Yushchyshyn moved that Council hold 3rd Reading of Bylaw ALT 3-22 Short-Term Borrowing Bylaw.

22.321	MOTION CARRIED UNANIMOUSLY
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Councillor Kozak moved that Council give 3rd Reading to Bylaw ALT 3-22 Short-Term Borrowing Bylaw.

22.322	MOTION CARRIED
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12.0 STAFF REPORTS

12.1 ADMINISTRATION REPORT

Councillor Yushchyshyn moved to accept the Administration Report as information.

22.323	MOTION CARRIED
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13.0 COMMITTEE REPORTS

Councillor Berry attended:

- Homeland Housing Board meeting
- Gibbons Library Board meeting

Councillor Harris had nothing to report.

Councillor Kozak attended:

- Edmonton Global Shareholders Briefing
- Go East of Edmonton AGM
- Meeting with the RCMP during RMA

Councillor Millante had nothing to report.

Councillor Sandahl attended:

- Alberta Counsel – Elected Lobbyists
- Edmonton Global Shareholders Briefing
- Morinville Chamber of Commerce Luncheon

Councillor Yushchyshyn attended:

- Edmonton Global Shareholders Briefing
- Completed Municipal Elected Officials Emergency Management Course

Mayor Deck attended:

- First Poppy for the Poppy campaign

- Alberta Counsel – Elected Lobbyists
- Edmonton Global Shareholder Briefing
- Roseridge Landfill Commission Strategic Planning Session
- Morinville Chamber of Commerce Luncheon
- Remembrance Day Services at Sturgeon Composite High School
- Congratulations to Sturgeon Composite High School Spirits Ceremony
- Meeting with the RCMP during RMA

Councillor Harris moved to accept the committee reports as information.

22.324	MOTION CARRIED
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15.0 CORRESPONDENCE

15.1 HONOURABLE REBECCA SCHULZ – MINISTER OF MUNICIPAL AFFAIRS

Councillor Sandahl moved that Council accept the correspondence as information.

22.325	MOTION CARRIED
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Mayor Deck called a 10-minute recess at 10:53 am.

Mayor Deck called the meeting back to order at 11:03 am.

16.0 CLOSED SESSION

Councillor Berry moved that Council move to Closed Session as per Section 197 (2) of the *Municipal Government Act* concerning the following items at 11:03 am.

22.326	MOTION CARRIED
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Councillor Harris moved that Council revert to normal seating at 11:13 am.

22.327	MOTION CARRIED
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16.1 SOUTHEND DEVELOPMENT

Councillor Sandahl moved that Council accept this as information.

22.328	MOTION CARRIED
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16.2 DOWNTOWN PROJECT

Councillor Yushchyshyn moved that Council accept this as information.

22.329	MOTION CARRIED
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16.3 PERSONNEL

Councillor Kozak moved that Council accept this as information

22.330	MOTION CARRIED
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17.0 ADJOURNMENT

There being no further business Mayor Deck adjourned the meeting at 11:13 am.

Mayor, Dan Deck

CAO, Farrell O'Malley



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Cheque Listing For Council

2022-Nov-21
9:12:11AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20222386	2022-11-15	FLANAGAN, LORI A				
20222387	2022-11-15	GILES, CHRISTINE M				
20222388	2022-11-15	RICHARDSON, ELIZABETH D				
20222389	2022-11-15	OSBORNE, CINDY				
20222390	2022-11-15	ELENIAC, RONALD J				
20222391	2022-11-15	ALLEN, JAMES R				
20222392	2022-11-15	LOWE, ERIC D				
20222393	2022-11-15	CHARTRAND, DENISE M				
20222394	2022-11-15	STEVENTON, CHRISTINE A				
20222395	2022-11-15	SCHMIDT, LAURA L				
20222396	2022-11-15	HERBOLD, MICHAEL W				
20222397	2022-11-15	PARISIAN, NOELLE J				
20222398	2022-11-15	PINAULT, CHRISTINA J				
20222399	2022-11-15	ADAMS, JIM W				
20222400	2022-11-15	TERLECKI, QUENTIN G				
20222401	2022-11-15	STEVENTON, KENDRA N				
20222402	2022-11-15	BRADLEY, HAILEY				
20222403	2022-11-15	DUBREUIL, MICHAEL D				
20222404	2022-11-15	NORRIS, ANTHONY J				
20222405	2022-11-15	PATTISON, TERRA L				
20222406	2022-11-15	POWLESLAND, JOEL F				
20222407	2022-11-15	LOCHRIE, JAMES D				
20222408	2022-11-15	PATERSON, ERIC D				
20222409	2022-11-15	FERGUSON, KYLIE				
20222410	2022-11-15	PARSONS, CURTIS				
20222411	2022-11-15	GINGELL, SUSAN				
20222412	2022-11-15	KOBZA, JESSICA				
20222413	2022-11-15	BROWN, KELSEA				
20222414	2022-11-15	ANTONIUK, LUKAS				
20222415	2022-11-10	2100036 ALBERTA LTD. (REVIEW & FREE PRESS)	1417	PAYMENT REMEMBRANCE DAY ADVERTISING	393.75	393.75
20222416	2022-11-10	BAUDER, LOUISE				
20222417	2022-11-10	BERRY, LORAINÉ	43	PAYMENT MILEAGE	594.86	594.86
20222418	2022-11-10	BRANDT TRACTOR LTD	064673319	PAYMENT BLOCK HEATER FOR BACKHOE	520.04	520.04
20222419	2022-11-10	BROWN, KELSEA	25	MILEAGE/ARPA/MUSEUM	1,221.74	
20222420	2022-11-10	BROWNLEE LLP	539540	PAYMENT MASTER RATES BYLAW	248.59	248.59

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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20222421	2022-11-10	CALMONT EQUIPMENT	P54956	PAYMENT LEFTHAND BOB/TACH HYDROLIC CY	945.00	945.00
20222422	2022-11-10	CANOE PROCUREMENT GROUP OF CANADA	PF-10666-103050	PAYMENT OCT/22 FUEL PURCHASES	2,329.20	2,329.20
20222423	2022-11-10	CHARTRAND, DENISE	296	SHOP SUPP/HEALTH/SAFETY	900.03	
20222424	2022-11-10	CIMCO REFRIGERATION	90841399	PAYMENT ARENA SUPPLIES	403.10	403.10
20222425	2022-11-10	CRYSTAL CLEAN WATER DELIVERY	W245180	PAYMENT SHOP WATER	16.00	16.00
20222426	2022-11-10	CUMMINS WESTERN CANADA LP	BM66032	PAYMENT REPAIR COOLANT WARNING	1,473.97	1,473.97
20222427	2022-11-10	DISTRIBUTEL COMMUNICATIONS LTD	1293219	PAYMENT NOV/22 BILLING	481.97	481.97
20222428	2022-11-10	DUBREUIL, MICHAEL				
20222429	2022-11-10	FIRST TRUCK CENTRE EDMONTON INC	R0011647163:01	PAYMENT REPAIRS TO SHIFTER/REPLACE TCL	4,136.43	4,136.43
20222430	2022-11-10	GILES, CHRIS				
20222431	2022-11-10	HERBOLD, MIKE				
20222432	2022-11-10	HUNTERS PRINT & COPY	1232	PAYMENT DESK CALENDAR/TAPE/MECH PENC	29.57	29.57
20222433	2022-11-10	LOCHRIE, JAMES				
20222434	2022-11-10	LOCK SURGEON SALES & SERVICE	62175	PAYMENT FIRE HALL SERVICE CALL	305.55	305.55
20222435	2022-11-10	MORINVILLE & DIST CHAMBER OF COMMERCE	9670	PAYMENT LUNCH * LEARN	90.00	90.00
20222436	2022-11-10	MORINVILLE HOME HARDWARE	103.70553	PAYMENT BLADES/HAMMER/SHOVELS/KEYS	86.40	86.40
20222437	2022-11-10	MUNISIGHT LTD	INV4313631	PAYMENT NOV/22 SUPPORT AGREEMENT	1,416.17	1,416.17
20222438	2022-11-10	NORRIS, ANTHONY				
20222439	2022-11-10	PARSONS, CURTIS				
20222440	2022-11-10	PATERSON, ERIC				
20222441	2022-11-10	PINAULT, CHRISTINA				
20222442	2022-11-10	POWLESLAND, JOEL	80	PURCHASE ICE SCRAPER	700.00	
20222443	2022-11-10	PUROLATOR COURIER LTD.	451954048	PAYMENT GOV'T OF ALBERTA POLICING PAYM	37.02	37.02
20222444	2022-11-10	REGENT SUPPLY	297336	PAYMENT SQUEEGEE SET	378.07	378.07
20222445	2022-11-10	ROCKY MOUNTAIN PHOENIX		PAYMENT		489.83

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20222445	2022-11-10	ROCKY MOUNTAIN PHOENIX	IN0137435 IN0137470	GLOVE EXTRICARION GLADIATORS FRONT STANDARD 6" STYLE 25	218.93 270.90	489.83
20222446	2022-11-10	ROSERIDGE WASTE COMMISSION	20220541	PAYMENT OCTOBER 2022 WEIGHTS	6,049.87	6,049.87
20222447	2022-11-10	ROYAL CANADIAN LEGION BR. 226	233049	PAYMENT REMEMBRANCE DAY WREATH	30.00	30.00
20222448	2022-11-10	SCHMIDT, LAURA				
20222449	2022-11-10	SELECT COMMUNICATIONS INC.	6591025	PAYMENT NOV-DEC/22	156.56	156.56
20222450	2022-11-10	SELECT ENGINEERING CONSULTANTS LTD	2211-0030 2211-0031 2211-0032 2211-0033	PAYMENT 0001-22057 2022 CONCRETE PROGF 0001-22059 PROJECT MANAGEMEN 0001-22060 CONCEPT PLAN/DESIGN 0001-22061 TOANE RD & SANITARY I	765.45 6,418.64 6,173.23 7,875.00	21,232.32
20222451	2022-11-10	STEVENTON, KENDRA				
20222452	2022-11-10	TOWN OF MORINVILLE	IVC12482 IVC12483	PAYMENT OFFICER TRAINING/MAY & JUNE 202 JULY-SEPT/22 ENFORCEMENT SER	9,400.00 13,875.00	23,275.00
20222453	2022-11-10	ULINE CANADA CORPORATION	11276042	PAYMENT DELIVERY OF WASTE CONTAINERS	825.30	825.30
20222454	2022-11-10	WORKERS' COMPENSATION BOARD - AB/SCS	25837455	PAYMENT 4TH QUARTER PAYMENT	6,920.00	6,920.00
20222455	2022-11-10	ANTONIUK, LUKAS				
20222456	2022-11-10	BANNER TRAILERS	TG008/TG009	PAYMENT BANNER TRAILERS/RINK & PETERBI	4,501.22	4,501.22
20222457	2022-11-10	EPCOR/SCS	559904	PAYMENT ANDREW LAWSON FINAL BILL	379.67	379.67
20222458	2022-11-10	GO EAST REGIONAL TOURISUM ORGANIZATION	1287	PAYMENT AGM & 10TH ANNIVERSARY	80.00	80.00
20222459	2022-11-10	IRONEX SUPPLY LTD.	195	PAYMENT IRONEX/LUG PIN//RETAINER/DELIVE	384.40	384.40
20222460	2022-11-10	LIONEL'S GRADALL SERVICE LTD.	0621/0607	PAYMENT LIONEL'S GRADALL SERVICE LTD. 06	17,029.95	17,029.95
20222461	2022-11-10	MFC	22432	PAYMENT #3348 & #3352	787.48	787.48
20222462	2022-11-10	PERFECT PEN & STATIONERY	500062481	PAYMENT PERFECT PEN & STATIONERY CALC	485.05	485.05
20222463	2022-11-10	ROSS, JESSE				
20222464	2022-11-10	WAJAX	TBO-7100079337	PAYMENT RESCUE 6 REPAIRS	945.70	945.70
20222465	2022-11-15	ALBERTA MUNICIPAL SERVICES CORP/SCS	46320157015	PAYMENT NOV 2022 GAS/POWER	36,761.19	36,761.19
20222466	2022-11-15	GFL ENVIRONMENTAL INC	388074	PAYMENT (NOV/22) GARBAGE CONTRACT	15,829.83	15,829.83
20222467	2022-11-15	RECEIVER GENERAL/SCS	1274	PAYMENT RP0001 DEDUCTIONS NOV 1-15/22	19,776.40	19,776.40
20222468	2022-11-17	ASSOCIATED FIRE SAFETY	33866	PAYMENT SUPPLIES	76.21	76.21

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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20222469	2022-11-17	BENSON, WILLIAM R	165	PAYMENT ACTIVE 911 TV	360.15	360.15
20222470	2022-11-17	BROWNEE LLP	534022 534904 539537	PAYMENT COUNCIL MATTER (STC1) COUNCIL MATTER (STC1) COUNCIL MATTER (STC1)	1,524.44 243.34 634.05	2,401.83
20222471	2022-11-17	CHEYENNE TREE FARMS LTD.	32206803	PAYMENT TREE ORDER	11,975.25	11,975.25
20222472	2022-11-17	CIMCO REFRIGERATION	90842530	PAYMENT REPLACEMENT OF C1 COMPRESSO	6,231.91	6,231.91
20222473	2022-11-17	DISTRIBUTEL COMMUNICATIONS LTD	1295628	PAYMENT NOV 2022 CHARGES	482.29	482.29
20222474	2022-11-17	INKSTER, DYVONNA	51223	PAYMENT CONTRACT COMPLETION	3,091.00	3,091.00
20222475	2022-11-17	KOBZA, JENNIFER	72	PAYMENT OCT 16 - NOV 15 2022	1,621.92	1,621.92
20222476	2022-11-17	MEMJ CONSULTING LTD.	2021047	PAYMENT NOV 1-15, 2022 CONTRACT	6,418.13	6,418.13
20222477	2022-11-17	ORKIN CANADA	302	PAYMENT 1ST SERVICE PW SHOP	220.50	220.50
20222478	2022-11-17	PARISIAN, NOELLE	22	PAYMENT GCC SUPPLIES	52.66	52.66
20222479	2022-11-17	RFS CANADA	5022403055	PAYMENT GFRC COPIER	189.00	189.00
20222480	2022-11-17	RULAM CONTRACTING LTD	6246	PAYMENT 01-22057-4.5 2022 CONCRETE REPL	96,789.42	96,789.42
20222481	2022-11-17	STURGEON PLUMBING & HEATING 2018 INC	1715	PAYMENT HEATING SYSTEM	7,460.67	7,460.67
20222482	2022-11-17	TELSCO SECURITY SYSTEMS INC.	781950	PAYMENT GCC 12 VOLT BATTERY	73.50	73.50
20222483	2022-11-17	ULINE CANADA CORPORATION	11283444	PAYMENT ARENA BLK TRASH LINERS	361.20	361.20
20222484	2022-11-17	WATER EXCHANGE LP	WE3265	PAYMENT OCT 2022	345.28	345.28
20222485	2022-11-17	WELLS, DYLAN	150	PAYMENT TST UNIFORMS & MILEAGE TO PICK	1,413.63	1,413.63
20222486	2022-11-17	1ST GIBBONS SCOUTS	132894	PAYMENT COMMUNITY GRANT	1,000.00	1,000.00
20222487	2022-11-17	ANDERSON, ROSE				
20222488	2022-11-17	BRENNAN, JEN				
20222489	2022-11-17	CASEY, FLO	91240738	PAYMENT CASEY, F HOME TOWN WEEKEND H	200.00	200.00
20222490	2022-11-17	CHAPMAN, KATRINA				
20222491	2022-11-17	CONFIDENT CONSULTING 1ST AID TRAINING	638	PAYMENT CONFIDENT CONSULTING 1ST AID	819.00	819.00
20222492	2022-11-17	DAIGLE, ASHLEY	10926	PAYMENT DAIGLE A. PAINTING CIB ROCK	150.00	150.00

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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20222493	2022-11-17	GOODIN, SAMANTHA				
20222494	2022-11-17	GOSBJORN, BRENDA	1288	PAYMENT GOSBJORN, B. CONTRACT	700.00	700.00
20222495	2022-11-17	GOSTEVSKYH, MARFA				
20222496	2022-11-17	HEWITT, MELISSA	6652346	PAYMENT HEWITT, M PCMG PROGRAM	300.00	300.00
20222497	2022-11-17	JARISCH, JASMIN				
20222498	2022-11-17	KIDSPORT FORT SASKATCHEWAN	2546	PAYMENT KIDSPORT COMMUNITY GRANT	625.00	625.00
20222499	2022-11-17	KINGS KIDS PRESCHOOL	2545	PAYMENT COMMUNITY GRANT	99.00	99.00
20222500	2022-11-17	LAIRD, NICHOLLE	16089	PAYMENT LAIRD CHILD MINDER CONTRACT	240.00	240.00
20222501	2022-11-17	PRO DETAIL SUPPLY 2008 INC	64866	PAYMENT SUPPLIES DOLPHIN DAYCARE	237.87	237.87
20222502	2022-11-17	RYAN SNOW BAND	16472	PAYMENT RYAN SNOW BAND NOV 25/2022 PEF	2,000.00	2,000.00
20222503	2022-11-17	SHANTI CARE LTD.	528945	PAYMENT SHANTI CARE CLEAN GCC CHAIRS	2,772.00	2,772.00
20222504	2022-11-17	STACK, SUZANNE				
20222505	2022-11-17	TETZ, DARRELL	33-2022	PAYMENT TETZ D. FITNESS CLASSES	225.00	225.00
20222506	2022-11-17	TURNER, GREGORY				
20222507	2022-11-17	VANROOYEN CONSTRUCTION	740	PAYMENT VANROOYEN 01-22059-4.5	173,198.37	173,198.37
20222508	2022-11-17	WESTCON PRECAST INC.	107020	PAYMENT MANHOLE LID	104.95	104.95
20222509	2022-11-17	HARRIS, AMBER C				
20222528	2022-11-18	HARRIS, AMBER	63	PAYMENT COUNCIL ADVANCE	5,000.00	5,000.00

Total 559,728.25

*** End of Report ***

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Report to Council



Date Submitted: November 23, 2022
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Sturgeon Victim Services – Board Alternate

Introduction

The purpose this report is to respectfully request that Council give consideration to the Sturgeon Victim Services Board appointment.

Background

At the November 9, 2022, Regular Meeting of Council, Councillor Amber Harris was appointed to the Sturgeon Victim Services Board, but an alternate was not appointed in the event that Councillor Harris is unable to attend a meeting.

Options Available

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

Submitted By:

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

Farrell O'Malley

CAO

Report to Council

Date Submitted: November 23, 2022
Submitted to: Mayor Deck and Members of Council
Submitted by: Farrell O'Malley, CAO
Report Topic: Council Code of Conduct Bylaw MOG 2/22

Introduction

The purpose of this report is to respectfully request that Council consider to the proposed Council Code of Conduct Bylaw MOG 1/18 (see Attachment 1) that was initially discussed at the November 9, 2022 Regular Meeting of Council that incorporates the Feedback provided to Administration.

Background

Council, at its November 9, 2022 Regular Meeting, pertaining to the Council Code of Conduct Bylaw MOG 1/18 that was adopted on June 27, 2018 (see Attachment 2). Members of Council adopted motion 22.314 that states:

Councillor Harris moved that Council review the Council Code of Conduct and forward any changes on the Bylaw to the CAO and the draft Bylaw be brought forward to Council at the next Regular Meeting of Council.

In response to the motion, administration received a number of suggested changes which are as follows:

Councillor Sandahl:

I believe that Voting must be a very important thing and all information must be fully understood.

Therefore, I suggest that random drug and alcohol testing be part of the process

Feedback: Administration is currently awaiting call from Legal Counsel as to legalities of addition.

Councillor Berry:

I recommend making the following changes to the Code of Conduct Bylaw:

- replace the word "statues" with "statutes" in the first and last "Whereas" section.
- in 11. Complaint System, add the words "and one designate" after the word Mayor in e. i.
- in 12. Sanctions, add "If the investigation has determined that there has been misconduct of a criminal nature, the information gathered in the investigation will be forwarded to the RCMP."
- add an additional section after 13. Review, which reads " At the swearing in of each new Council, and thereafter, at each annual Organizational Meeting, members of Council will swear under oath to abide by all the terms of the Council Code of Conduct."

Feedback: The changes have been incorporated into the draft bylaw Council Code of Conduct MOG 2/22

Councillor Millante:

- I would like to have a privacy piece of not disclosing medical and personal information on the health and wellness of staff and Council so that it would not to be discussed without permission/consent in official meetings.

Feedback: Administration was able to locate the following clause that has been adopted by the City of Spruce Grove (see clause below) and incorporated in the draft Council Code of Conduct Bylaw MOG 2/22:

Report to Council

- When dealing with Personal Information, a Councillor must comply with the provisions of the Freedom of Information and Protection of Privacy Act. All reasonable and necessary measures must be taken to ensure that the personal or private information of individuals is protected;

Mayor Deck:

Verbiage:

- Change In- Camera to Closed session.

Structure:

Section 11

Sub E

- I do not feel the council or mayor should investigate them selves the optics of this is not acceptable.
- It would be better if the complaint was received by council, and then turned over to an independent 3rd party say a neighboring municipality which we could provide the same service too.
- In the event the incident being criminal it should be immediately turned over to the law enforcement agency having jurisdiction even if it means this happens before it is brought to council.

Feedback: Proposed changes have been incorporated in the draft Council Code of Conduct Bylaw MOG 2/22

It is important to note that although all members of Council have not provided specific suggestions for change; they have either seen that another member had submitted changes that they may have been contemplating.

Options Available:

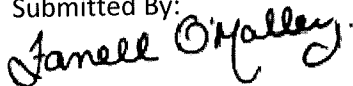
1. That Council provide Council Code of Conduct Bylaw MOG 2/22 be given 1st, 2nd, and 3rd Reading.
2. That Council provide Administration with direction as to how it would like to proceed.
3. That Council accept the Draft Council Code of Conduct Bylaw MOG 2/22 for information.

Recommendation for Action

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

That Council provide Council Code of Conduct Bylaw MOG 2/22 be given 1st, 2nd, and 3rd Reading.

Submitted By:



Farrell O'Malley, CAO



GIBBONS

Council Code of Conduct

Bylaw MOG 2/22

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.

TOWN OF GIBBONS COUNCIL CODE OF CONDUCT BYLAW MOG 2/22

"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; and
 - b. show respect for each Member and their views; and
 - 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; and
 - 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; and
- b. not use confidential information for personal or private gain; and
- c. When dealing with Personal Information, a Councillor must comply with the provisions of the Freedom of Information and Protection of Privacy Act. All reasonable and necessary measures must be taken to ensure that the personal or private information of individuals is protected; and
- d. upon leaving office, members of Council shall continue to keep all information concerning matters deemed confidential acquired as a member of Council in perpetuity.

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 "Closed" 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; and
- ii. provide a detailed account of the complaint; and
- iii. provide information on witnesses, if any and if known.

e. Council shall:

- i. as a whole, receive any complaint put forward involving any member of Council and that the complaint will be then turned over to an independent 3rd party for investigation unless the complaint is criminal in nature at which time it will be immediately turned over to the law enforcement agency having jurisdiction even if this means the complaint is submitted prior to it coming to council; and
 - ii. authorize the Mayor and one designate or in the case of a perceived wrongdoing of the Mayor, the Deputy Mayor to investigate the complaint and report to Council; and
 - iii. dismiss the report or complaint as invalid if so deemed; or
 - iv. request a legal opinion if deemed necessary; and
 - v. 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.
- i. If the investigation has determined that there has been misconduct of a criminal nature, the information gathered in the investigation will be forwarded to the RCMP.

13. REVIEW

The Council Code of Conduct Bylaw shall be at the swearing in of each new Council, and thereafter, at each annual Organizational Meeting, members of Council will swear under oath to abide by all the terms of the Council Code of Conduct.

14. ENACTMENT

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

15. REPEAL

Bylaw MOG 1/18 is hereby repealed.

Read a first time this ____ of ____, ____.

Read a second time this ____ of ____, ____.

Read a third and final time this ____ of ____, ____.

Mayor

Chief Administrative Officer

Name of Councillor

Date Signed

Name of Councillor

Date Signed

Name of Councillor

Date Signed

Name of Councillor

Date Signed

Name of Councillor

Date Signed

Name of Councillor

Date Signed



TOWN OF GIBBONS

Council Code of Conduct

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-

- 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

2022

Building the next chapter of our success!

KEY MEETINGS

- Meeting MP Dane Lloyd, MP Shannon Stubbs, and Mayor Deck
- Meetings with Developers
- Edmonton Global Roundtable – Talent and Labour Force
- Celebration of Planning Gala University of Alberta
- Alberta Counsel - Navigating Ottawa & Fiscal Update



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:

- Hometown Weekend events are this weekend.
- Gym Fitness programs are running well
- Community Garden Fence – verbal update

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
- 12 Days of Christmas project

SUCCESS OCCURS WHEN
OPPORTUNITY MEETS
PREPARATION

Public Works Department/Fire Department

- Snow Removal
- Installing Water Meters
- Christmas Lights have been hung

FIRE DEPARTMENT

- Town Calls – 142
- County Calls – 147
- Membership is at 23
- Foodbank Drive is December 4th



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

- Hometown Christmas Events
- Sturgeon Public Schools Value Scoping Session
 - Municipal Affairs Administrator Training

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

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

2022 Gibbons Issued Permits

Permit Issue Month	Permit Type														
	Building Permit			Electrical Permit			Gas Permit			Plumbing Permit			Total		
	#All Permits	Total Permit Fee Amount	Total Value (Materials and Labour)	#All Permits	Total Permit Fee Amount	Total Value (Materials and Labour)	#All Permits	Total Permit Fee Amount	Total Value (Materials and Labour)	#All Permits	Total Permit Fee Amount	Total Value (Materials and Labour)	#All Permits	Total Permit Fee Amount	Total Value (Materials and Labour)
1	2	\$744.50	\$114,000.00										2	\$744.50	\$114,000.00
2	3	\$1,849.30	\$480,000.00	2	\$273.80	\$5,750.00	2	\$255.00	\$17,715.73	3	\$450.00	\$26,456.48	10	\$2,828.10	\$529,922.21
3	1	\$172.00	\$35,000.00	7	\$855.00	\$29,900.00	6	\$650.00	\$19,985.00	3	\$355.00	\$12,257.00	17	\$2,032.00	\$97,142.00
4	2	\$1,841.60	\$400,300.00	5	\$470.00	\$8,500.00							7	\$2,311.60	\$408,800.00
5	1	\$1,510.06	\$420,000.00	4	\$685.00	\$24,500.00	2	\$180.00	\$8,000.00				7	\$2,375.06	\$452,500.00
6	2	\$600.00	\$19,000.00	5	\$485.00	\$8,449.00	1	\$85.00	\$5,000.00				8	\$1,170.00	\$32,449.00
7	1	\$165.00	\$65,000.00	6	\$570.00	\$9,342.00	1	\$85.00	\$3,500.00				8	\$820.00	\$77,842.00
8				8	\$680.00	\$5,850.00	5	\$455.00	\$30,428.00				13	\$1,135.00	\$36,278.00
9	1	\$304.20	\$30,000.00	3	\$421.05	\$10,300.00	3	\$316.00	\$11,400.00	1	\$157.50	\$10,554.00	8	\$1,198.75	\$62,254.00
10	2	\$2,012.96	\$580,000.00	4	\$393.75	\$7,000.00	2	\$199.50	\$17,635.00	2	\$330.75	\$20,758.00	10	\$2,936.96	\$625,393.00
Total	15	\$9,199.62	\$2,143,300.00	44	\$4,833.60	\$109,591.00	22	\$2,225.50	\$113,663.73	9	\$1,293.25	\$70,025.48	90	\$17,551.97	\$2,436,580.21

Filter: All Permits with: All of (Municipality Name = "GIBBONS", Permit Issue Date on or after 01-Jan-2022, Permit Issue Date on or before 31-Dec-2022)



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Shaw*



AR110116

November 10, 2022

Mayor Dan Deck
Town of Gibbons
PO Box 68
Gibbons AB T0A 1N0

Dear Mayor Deck:

Thank you for your letter of October 21, 2022, regarding a request to increase funding for the Northern Lights Library System.

The Government of Alberta is committed to library services. Budget 2022 provided stable operational funding to more than 230 library boards across Alberta, including library system boards like the Northern Lights Library System. Municipal Affairs has also maintained funding for Public Library Network services such as provincewide eContent, SuperNet connectivity, services for print-disabled readers, and interlibrary loan delivery.

I also recognize that while funding has remained stable and predictable, libraries must deal with rising inflation as well as new and increasing demands in a post-pandemic world. Although all levels of government and providers of public services must be mindful of the need for frugal management of taxpayer dollars, I recognize the critical value of libraries in rural Alberta as a place to build community and connect residents to Public Library Network services.

Municipal Affairs will give the funding request careful consideration as the Government of Alberta prepares for its next budget.

Thank you for your advocacy for library services in rural Alberta.

Sincerely,

Rebecca Schulz
Minister

cc: Honourable Travis Toews, President of Treasury Board and Minister of Finance
Brandy Cox, Deputy Minister, Municipal Affairs
Gary Sandberg, Assistant Deputy Minister, Municipal Services Division, Municipal Affairs
Diana Davidson, Director, Public Library Services Branch, Municipal Affairs