

**Town of Bon Accord
AGENDA
Regular Council Meeting
February 20, 2024 9:00 a.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel**

- 1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1. Regular Meeting of Council; February 6, 2024 (enclosure)
- 4. DELEGATION**
 - 4.1. 9:10 a.m. Kevin Bernhardt – MCSnet (enclosure)
 - 4.2. 9:40 a.m. Brenda Gosbjorn – Bon Accord Public Library Board – Plan of Service (enclosure)
 - 4.3. 10:00 a.m. Sgt. Lew Simms – Morinville RCMP – Q3 Policing Report (enclosure)
- 5. DEPARTMENTS REPORT**
 - 5.1. February 2024 (enclosure)
- 6. UNFINISHED BUSINESS**
- 7. NEW BUSINESS**
 - 7.1. New Ice Plant Facility Tour: Funding Partner Recognition (enclosure)
 - 7.2. Appointment of CRASC ARB Members (enclosure)
 - 7.3. Allocation of LGFF surplus and Re-allocation of CCBF (enclosure)
 - 7.4. Notice of Motion: Distribution Charges (enclosure)
 - 7.5. Appointment of Intermunicipal SDAB Members (enclosure)
- 8. BYLAWS/POLICIES/AGREEMENTS**
- 9. WORKSHOPS/MEETINGS/CONFERENCES**
 - 9.1. Municipal Planning 101 Workshop (enclosure)
 - 9.2. Council Workshop: Emergency Preparedness (enclosure)
- 10. COUNCIL REPORTS**
 - 10.1 Mayor Holden (enclosure)
 - 10.2 Deputy Mayor May (enclosure)
 - 10.3 Councillor Bidney (enclosure)
 - 10.4 Councillor Laing (enclosure)
 - 10.5 Councillor Larson (enclosure)
- 11. CORRESPONDENCE
REQUIRING ACTION**
 - 11.1. Sturgeon Victim Services AGM (enclosure)
 - 11.2. Families First Society Fundraiser (enclosure)

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12. NOTICE OF MOTION

12.1. Town Security – Mayor Holden (enclosure)

12.2. National Police Federation – Mayor Holden (enclosure)

12.3. Healthcare Professionals Transfers – Advocate to Alberta Municipalities–
Councillor Laing (enclosure)

13. CLOSED SESSION

13.1. Personnel – *FOIP Act Section 19 Confidential evaluations*

14. ADJOURNMENT

**Town of Bon Accord
Public Hearing and Regular Meeting of Council Minutes
February 6, 2024 6:00 p.m.
Live streamed on Bon Accord YouTube Channel**

**COUNCIL
PRESENT**

Mayor Brian Holden
Deputy Mayor Tanya May
Councillor Lynn Bidney
Councillor Lacey Laing
Councillor Timothy J. Larson – virtual

ADMINISTRATION

Jodi Brown – Town Manager
Jenny Larson – Economic Development and Planning Officer
Kaitie Blackwell – Corporate Services Supervisor
Jessica Caines – Legislative Services and Communications Coordinator

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Mayor Holden called the meeting to order at 6:00 p.m.

ADOPTION OF AGENDA

DEPUTY MAYOR MAY MOVED THAT Council adopt the February 6, 2024 agenda as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-039

PROCLAMATIONS

Pink Shirt Day

ADOPTION OF MINUTES

Regular Meeting of Council and Public Hearing; January 16, 2024

COUNCILLOR LARSON MOVED THAT Council approves the January 16, 2024 Regular Meeting of Council and Public Hearing minutes as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-040

Committee of the Whole Meeting; January 24, 2024

COUNCILLOR BIDNEY MOVED THAT Council approve the January 24, 2024 Committee of the Whole Meeting minutes as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-041

Special Meeting of Council; January 31, 2024

COUNCILLOR LAING MOVED THAT Council approve the January 31, 2024 Special Meeting of Council minutes as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-042

**Town of Bon Accord
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February 6, 2024 6:00 p.m.
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DELEGATION

Brad Reid and Matt Roblin – Sturgeon County – Annual Fire and Bylaw Services Reports

DEPUTY MAYOR MAY MOVED THAT Council accept the delegations as information.

CARRIED UNANIMOUSLY RESOLUTION 24-043

UNFINISHED BUSINESS

Security Fee for Change of Registered Owner

COUNCILLOR BIDNEY MOVED THAT, by virtue of being a long-term occupant of the residence, Lana McBride's \$200 security deposit be waived.

CARRIED UNANIMOUSLY RESOLUTION 24-044

NEW BUSINESS

Council Community Connections

COUNCILLOR BIDNEY MOVED THAT Council cancel the Council Community Connections for the last quarter of 2023 due to unforeseen circumstances.

CARRIED UNANIMOUSLY RESOLUTION 24-045

DEPUTY MAYOR MAY MOVED THAT Council directs administration to plan and advertise the Council Community Connections public engagement session on March 7, 2024 from 5-7 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-046

BYLAWS/POLICIES/AGREEMENTS

Branded Apparel Policy Amendments

COUNCILLOR LARSON MOVED THAT Council approve the amendments to the Branded Apparel for Employees and Council Policy as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-047

Rescinding Outdated Policies

COUNCILLOR LAING MOVED THAT Council rescind the Fees for Service Delivery Policy.

CARRIED UNANIMOUSLY RESOLUTION 24-048

DEPUTY MAYOR MAY MOVED THAT Council rescind the Facility Rentals Policy.

CARRIED UNANIMOUSLY RESOLUTION 24-049

COUNCILLOR BIDNEY MOVED THAT Council rescind the Tax Penalties Policy.

CARRIED UNANIMOUSLY RESOLUTION 24-050

COUNCILLOR LARSON MOVED THAT Council rescind the Release of Information Policy.

**Town of Bon Accord
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CARRIED UNANIMOUSLY RESOLUTION 24-051

COUNCILLOR LAING MOVED THAT Council rescind the Business License Fees and Penalties Policy.

CARRIED UNANIMOUSLY RESOLUTION 24-052

Community Service Appreciation Policy Amendment

DEPUTY MAYOR MAY MOVED THAT Council approve the amendment to the Community Services Appreciation Award Policy as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-053

WORKSHOPS/MEETINGS/CONFERENCES

FCM Conference

COUNCILLOR BIDNEY MOVED THAT Council direct administration to register Mayor Holden and Deputy Mayor May for the 2024 FCM Conference in person in Calgary.

CARRIED UNANIMOUSLY RESOLUTION 24-054

COUNCILLOR LAING MOVED THAT Council direct administration to book accommodations for the 2024 FCM Conference for Mayor Holden and Deputy Mayor May.

CARRIED UNANIMOUSLY RESOLUTION 24-055

CORRESPONDENCE

Minister Dreeshen – Engine Retarder Brakes Response

COUNCILLOR BIDNEY MOVED THAT Council accept the correspondence as information.

CARRIED UNANIMOUSLY RESOLUTION 24-056

Elisabeth Melvin – Sturgeon Victim Services Shared Funding Model

DEPUTY MAYOR MAY MOVED THAT Council accept the correspondence as information.

CARRIED UNANIMOUSLY RESOLUTION 24-057

NOTICE OF MOTION

Distribution Charges – Deputy Mayor May

CLOSED SESSION

Arrow Utilities – FOIP Act Sections 17 Disclosure harmful to personal privacy, 21 Disclosure harmful to intergovernmental relations, and 23 Advice from officials

DEPUTY MAYOR MAY MOVED THAT Council enter closed session to discuss Arrow Utilities – FOIP Act Sections 17 Disclosure harmful to personal privacy, 21 Disclosure harmful to intergovernmental relations, and 23 Advice from officials at 7:04 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-058

**Town of Bon Accord
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COUNCILLOR BIDNEY MOVED THAT Council come out of closed session at 7:20 p.m.
CARRIED UNANIMOUSLY RESOLUTION 24-059

Arrow Utilities – FOIP Act Sections 17 Disclosure harmful to personal privacy, 21 Disclosure harmful to intergovernmental relations, and 23 Advice from officials

DEPUTY MAYOR MAY MOVED THAT Council directs administration to draft a position statement for review and approval at the next Regular Council Meeting on March 05th, 2024.

CARRIED UNANIMOUSLY RESOLUTION 24-060

ADJOURNMENT

DEPUTY MAYOR MAY MOVED THAT the February 6, 2024 Regular Meeting of Council adjourn at 7:22 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-061

Mayor Brian Holden

Jodi Brown, CAO



The Town of Bon Accord



**Presentation to Council
20 Feb, 2024**

About MCSnet

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

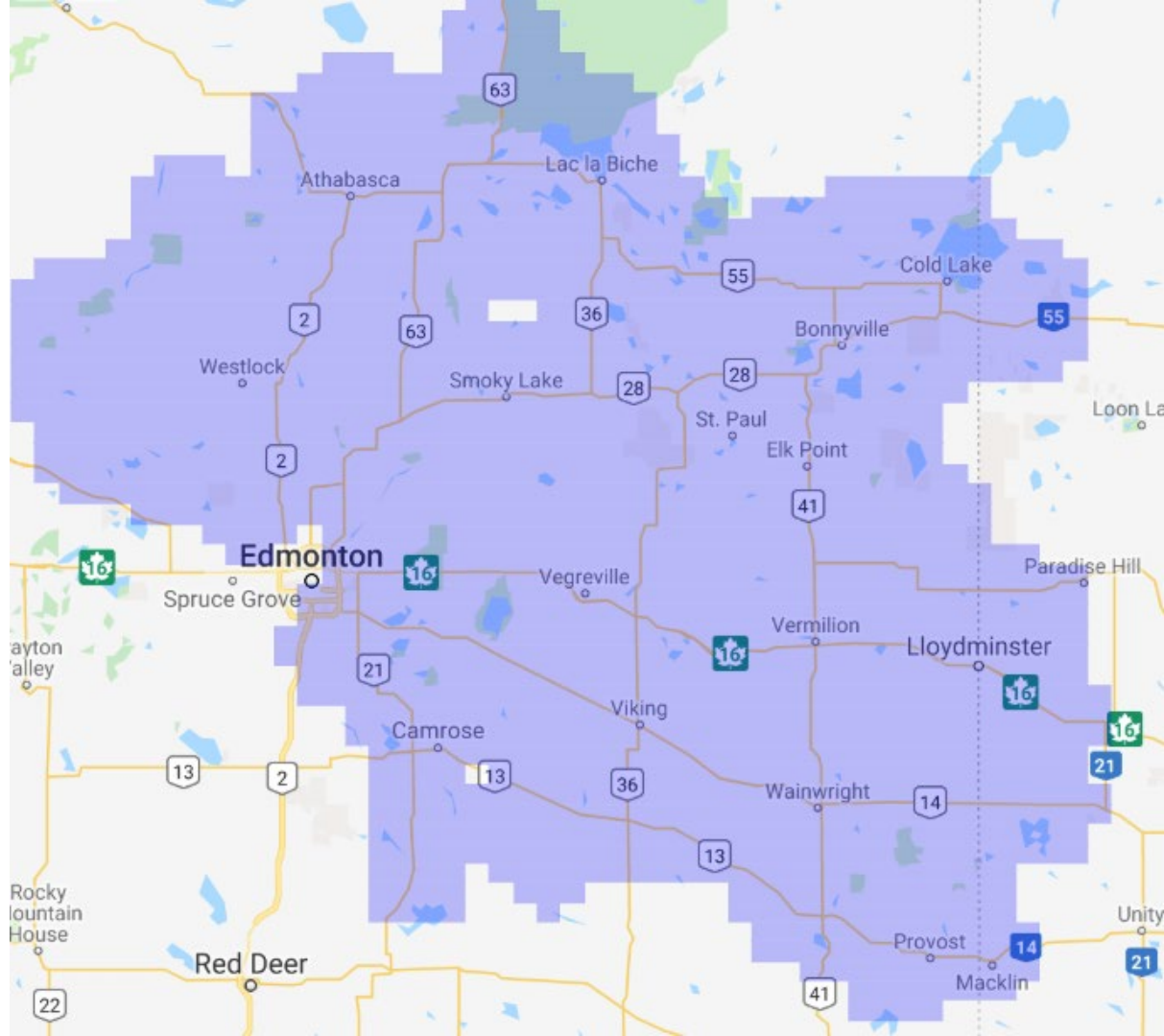
We are never satisfied with the status quo and have always searched for innovative ways to deliver high speed internet services. It started off with finding something faster than dial-up.



MCSnet Today

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

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



Transit Fiber

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

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

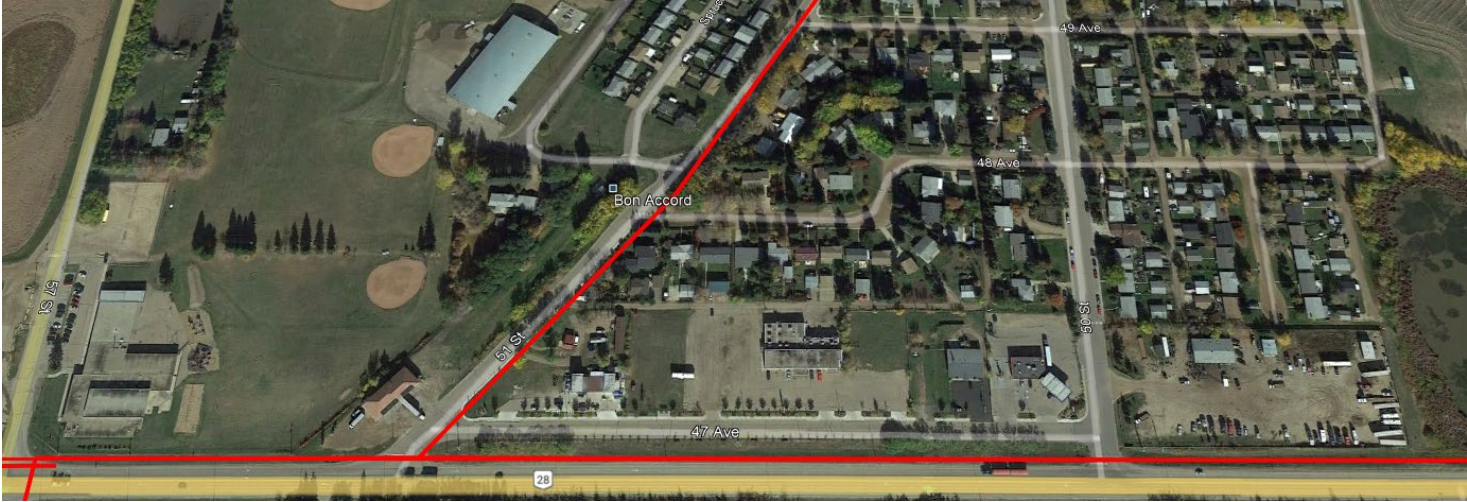




GigAir uses 60 GHz technology to form a mesh or web-like network within your neighbourhood. This service requires a short distance between connections and an unobstructed view of the surrounding neighbourhood, which makes it ideal for towns, villages, hamlets and industrial parks. MCSnet is a leading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



Planned Fiber Route



GigAir Municipality Partnerships

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



GigAir Internet Plans

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



GigAir Corporate Plans & Pricing

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

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

GIGAIR CORPORATE INCLUDES:

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

Thank You!



Bon Accord Public Library

Plan of Service

2024-2028

Message from the Board Chair

The previous Plan of Service was interrupted by the COVID pandemic. While we were required to close our doors to the public, our incredible library staff found ways to continue providing services to our community. Through curbside pickups and drop offs, our library was able to provide books, movies, puzzles and craft kits to our patrons. Once restrictions were lifted, our library became the hub of our small town. It is a warm, welcoming environment where you can come to have a cup of tea, work on a puzzle, use the computers or just browse. There are many interesting items on display available to purchase from our local artisans.

This Plan of Service will focus on developing programs designed to inform and educate the community on all the options that digital resources offer. The written word will always be cherished, and our collection of print books will remain current. However, this pandemic has shown us how important it is to stay connected with each other and we look forward to helping our community achieve that. It will also include goals relating to emergency services that we would like to develop in our library.

Thank you to all who participated in completing this Plan of Service. Whether you completed a survey or were part of the team compiling the information and developing goals, I am sincerely grateful.

Brenda Gosbjorn,

Chairperson, Bon Accord Public Library Board

Bon Accord Public Library Mission Statement

The library will provide a wide variety of materials in all formats to encourage patrons of all ages with opportunities for lifelong learning. We will strive to provide a safe, comfortable, inviting and enriched environment for our patrons.

Overview

The Bon Accord Public Library was built in 1982 and existed as a volunteer-run library for many years. In 2002 the library joined the Northern Lights Library System. The library has evolved to become a central gathering place for many of the residents and continues to offer educational and entertaining programs.

Serviced Communities

The Bon Accord Public Library serves the town of Bon Accord, a community of just over 1500 located 30 minutes north of Edmonton. Our proximity to the larger centers of Morinville, St. Albert, Fort Saskatchewan and Edmonton make us a bedroom community with most of our working population commuting out of the town for employment.

We also service the surrounding residents of Sturgeon County along with the neighbouring libraries of Gibbons, Morinville, Edmonton Garrison and Redwater. Many Sturgeon County residents visit the Bon Accord Public Library for the programs that we offer.

Plan of Service Committee

A committee made up of the Library Manager and members of the board met regularly to formulate this plan of service using the following resources:

- 2018-2023 Bon Accord Public Library Plan of service

Needs Assessment

A needs assessment was conducted in 2023 with information being gathered through community surveys and stakeholder input, including library patrons, staff and volunteers.

81 surveys revealed the following:

- 60% of respondents lived in the town of Bon Accord
- 51% of the respondents were between the ages of 31-60. 40% were over 60.
- 65% of respondents had a Bon Accord Public Library Borrowers Card.
- 75% of respondents are frequent visitors of the Bon Accord Public Library
- 62% of the respondents are fans of the Bon Accord Public Library Facebook Page.
- 58% of the respondents visit the Bon Accord Public Library Website

Outcomes:

The results of our needs assessment indicate that we need to:

- **OPERATIONAL GOAL** - Keep in stride with ever-changing technology and strive to provide staff and patrons of all ages with training opportunities in the library.
- **EMERGENCY SERVICES GOAL** – Implement procedures and practices that will enable us to assist the town in meeting the needs of the community in emergency situations.
- **REVENUE/ARTIST GOAL** – Develop ways to generate revenue via merchandise sales and grant applications. Provide opportunities for artists in the community to display and sell their works.

Operational Goal

To continue to provide top quality library services for the town of Bon Accord and the surrounding area. Keep in stride with ever-changing technology and strive to provide staff and patrons of all ages with training opportunities in the library.

Objective 1 Give board, staff and volunteer's the tools to make their role in the library easier

Key Performance Indicators:

- a) Maintain our policies and procedures.
- b) Maintain job descriptions and evaluations to increase staff effectiveness.
- c) Encourage staff and board participation in training and conferences such as the NLLS annual conference. Ensure the library is equipped with up-to-date technology and tools required for staff training and development.

Objective 2 To increase awareness of digital resources available at the Bon Accord Public Library

Key Performance Indicators:

- a) Offer instructional programming to maximize the understanding of our digital resources (Libby, Hoopla)
- b) Advertise events and programs throughout the community and surrounding area on our website and Facebook page.
- c) Increase our digital inventory to keep current.

Objective 3 To create fun and educational programming for all ages.

Key Performance Indicators:

- a) Enhance our programming to better reflect the interests of our community and surrounding area. Genealogy club, crafts nights, gamer/pizza night, gardening.
- b) Maintain programming to meet needs of the community. Financial planning, health and wellness, computer courses.
- c) Host presentations and special events to inform and educate our community and surrounding area. Travel talks, special presentations on various topics, host a gathering of groups with similar interests (knit or knots).

EMERGENCY SERVICES GOAL

Implement procedures and practices that will enable us to assist the town in meeting the needs of the community in emergency situations.

Objective 1 Identify and maintain amenities in our building to use during emergencies. (Air-conditioning, computer access, meeting room, kitchen, public washrooms).

Key Performance Indicators:

- a) Advertise on town and library websites of the services that are available.
- b) Keep computers updated and technology current.
- c) Ensure public areas are maintained and available in emergencies.

Objective 2 Ensure staff and volunteers have the equipment, support, and training to help them meet the needs of our community in an emergency. (Minor first-aid, defibrillator on site, assistance in accessing social service agencies).

Key Performance Indicators:

- a) Ensure staff and volunteers are current in their first aid training and encourage personal development in all areas of health and wellness.
- b) Maintain a current phone list of emergency services numbers and post in library.
- c) Support Sturgeon Regional Emergency Management Partnership. (Reception Center volunteers)

Objective 3 Enhance our informal afterschool care program– snacks, warm and welcoming environment that is safe. Unbiased, listening ears. Assistance with homework.

Key Performance Indicators:

- a) Maintain a supply of nutritious snacks and beverages.
- b) Enforce a no tolerance of unkindness policy in the library with consequences assigned when necessary.
- c) Assist patrons in finding tutors when necessary.

REVENUE/ARTIST GOAL

Develop ways to generate revenue via merchandise sales and grant applications. Provide opportunities for artists in the community to display and sell their works.

Objective 1 Generate revenue through library services and sale of merchandise.

Key Performance Indicators:

- a) Promote library memberships and services provided (photocopying, faxing) to all patrons.
- b) Hold used book sales at least twice each year, Prepare “Gifts on the Go” for sale during Christmas and other holidays.
- c) Accept donations of money and crafts to sell where the proceeds go directly to the library.

Objective 2 Developing an awareness of grants available to us and completing applications for relevant grants.

Key Performance Indicators:

- a) Research and educate the board on the grants that are available to us.
- b) Identify specific projects where there’s a possibility of receiving a grant from local businesses.
- c) Form a committee to take on the roles of completing the applications as well as the final reporting documents required.

Objective 3 Encourage local artisans to display their works of art for sale at the library to support their trades as well as create a community gallery for our local talent.

Key Performance Indicators:

- a) Apply for the Alberta Cultural Days Grant each year to host an event celebrating local art during the month of September.
- b) Encourage local artists to display their art in the library with contact information for potential buyers.
- c) Develop a consignment contract for local artisans indicating our percentage of any sales.

Conclusion

What will it look like if the Bon Accord Public Library is meeting its goals and objectives?

Operational Goal:

- The library staff and volunteers will be well trained and confident in their abilities. They will also be regularly recognized for their contributions.
- Our digital resources will become more popular as patrons are made familiar with them through training and advertising.
- The library will be a hub of activity, bringing together members of the community who share common interests by providing educational and entertaining programming.

Emergency Services Goal

- Our facility will be known as a safe place to go if in need of assistance during emergencies.
- Our staff will have the equipment and training required to meet the needs of the community.
- The youth in the community will feel safe coming to the library after school for a snack, help with homework, or just to relax in a safe and caring environment.

Revenue/Artist Goal

- Our revenue will increase as more people become aware of all we have to offer.
- The board trustees will develop a better understanding of the grants available to us and how they can assist us in meeting our objectives.
- Our library will also serve as a community art gallery showcasing the talents of our local artists while giving us the opportunity to earn revenue through consignment.



2024-02-12

Sgt. Lew Simms
A/Detachment Commander Morinville RCMP
Morinville, Alberta

Dear Mayor Brian Holden,

Please find the quarterly Community Policing Report attached that covers the October 1st to December 31st, 2023 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Morinville RCMP.

I would also like to update you on one of our current technological endeavours. Over the last decade, the RCMP has utilized Remotely Piloted Aircraft Systems (RPAS) to support our specialized units, i.e. our Emergency Response Teams – which has been incredibly effective for enhancing police and public safety. Although the advancement of technology benefits industry and recreation, it facilitates greater accessibility for criminals, which requires a strategic response. To remain current in our ever-changing environment, and to be responsive to public reviews that call for better access to air support such as the Nova Scotia Mass Casualty Commission of Inquiry, we are actively researching and testing new technologies in a policing environment to enhance public safety. One such technology is how we might use RPAS for potential new police applications. This includes how we might use RPAS to assist with select calls for service, crime photography, search and rescue, and unfolding critical incidents, i.e. an active shooter. With its potential and capability for wider applications, we are further considering program options for our municipal, rural, and Indigenous communities; scalable depending on community need and interest. While we will always need a helicopter and fixed-wing aircraft for the movement of resources, these larger assets are not always immediately available. RPAS technology is providing an opportunity for our communities to effectively have their own police air support, at a significantly lower cost. As I learn more about further opportunities and challenges, I will be sure to keep you updated and informed.

Your ongoing engagement and the feedback you provide guides our Detachment team, and supports the reinforcement of your policing priorities. I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Sgt. Lew Simms
A/Detachment Commander
Morinville RCMP



RCMP Provincial Policing Report

Detachment	Morinville
Detachment Commander	Sgt. Lew Simms *Acting
Quarter	Q3 ▼
FTE Utilization Plan	2023/24
Date of Report	2024-02-08

Community Consultations

Date	2023-11-01
Meeting Type	Community Connection ▼
Topics Discussed	Community connection, with discussions on; Mental Health, Property Crime, Vehicle Thefts, and Traffic Safety. Very well received by the community.
Notes/Comments	On 2023-11-01 Sgt. Simms attended the Morinville Cultural Centre for a Coffee with a Cop. There were approximately 8 people in attendance.

	Delete Current Consultation
Insert Consultation Before this One and Go to it	Insert Consultation After this One and Go to it

Date	2023-12-14
Meeting Type	Community Connection ▼
Topics Discussed	Community connection, with discussions on; Mental Health, Property Crime, Vehicle Thefts, and Traffic Safety. Very well received by the community.
Notes/Comments	On 2023-12-14 Sgt. Simms attended town counsel office, Bon Accord for a Coffee with a Cop. There were approximately 20 people in attendance.

	Delete Current Consultation
Insert Consultation Before this One and Go to it	Insert Consultation After this One and Go to it



Community Priorities

<p>Priority 1</p>	<p>Crime Reduction</p>
<p>Current Status & Results</p>	<p>The lock it or lose it program has dwindled down a bit and the members have been advised to increase patrols and give out the pamphlets. This is the most opportune time to check given that the temperatures have dropped and most people start their vehicles to let it warm up. The members have bought into it and there will be an increased amount for the next quarter.</p> <p>3rd Quarter Hot Spot checks completed October - 231 November - 297 December - 193</p> <p>A marked increase in reporting this quarter in large part the result of accurate record keeping by each Watch Commander.</p>
<p>Priority 2</p>	<p>Workplace: Employee Wellness & Respect</p>
<p>Current Status & Results</p>	<p>All watches are still getting together frequently when off shift. Some watches get together for breakfast on shift or go out for a lunch break together. These same watches also are seen playing online games together when off shift or meeting up a house and watching a hockey game. All watches get together well and many interact amongst all watches. The morale has seen an improvement and will only continue to get stronger.</p>
<p>Priority 3</p>	<p>Enhance Awareness and Education</p>
<p>Current Status & Results</p>	<p>On 2023-11-01 Sgt. Simms attended the Morinville Cultural Centre for a Coffee with a Cop. There were approximately 8 people in attendance. Community connection, with discussions on; Mental Health, property crime, vehicle thefts, and traffic safety. Very well received by the community.</p> <p>On 2023-12-14 Sgt. Simms attended town counsel office, Bon Accord for a Coffee with a Cop. There were approximately 20 people in attendance. Community connection, with discussions on; property crime, vehicle thefts, and traffic safety. Very well received by the community.</p>



Priority 4	Enhance Road Safety
Current Status & Results	<p>As per APIS, 66 violation tickets were issued in the Morinville area. 16 in October, 25 in November and 25 in December. We are down 43 violation tickets from last quarter.</p> <p>To increase road safety and Provincial Statute Offenses; to initiate one check-stop per watch per quarter, and to organize a radar/laser course to the members of the Morinville Detachment who do not have the course.</p>

[Delete Last Priority](#) [Add and go to Priority](#)



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	October - December			January - December		
	2022	2023	% Change Year-over-Year	2022	2023	% Change Year-over-Year
Total Criminal Code	396	318	-20%	1,471	1,569	7%
<i>Persons Crime</i>	91	82	-10%	339	369	9%
<i>Property Crime</i>	248	192	-23%	896	962	7%
<i>Other Criminal Code</i>	57	44	-23%	236	238	1%
Traffic Offences						
<i>Criminal Code Traffic</i>	16	22	38%	88	77	-13%
<i>Provincial Code Traffic</i>	664	568	-14%	2,436	2,307	-5%
<i>Other Traffic</i>	3	1	-67%	21	10	-52%
CDSA Offences	0	3	N/A	15	11	-27%
Other Federal Acts	4	7	75%	31	26	-16%
Other Provincial Acts	70	125	79%	414	429	4%
Municipal By-Laws	6	9	50%	42	43	2%
Motor Vehicle Collisions	183	180	-2%	566	485	-14%

1. Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest





Provincial Police Service Composition Table²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	16	14	2	1
Detachment Support	4	5	0	0

2. Data extracted on December 31, 2023 and is subject to change.

3. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

4. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers: Of the 16 established positions, 14 officers are currently working. There are two officers away on special leave (one Parental, one Medical). One position has been backfilled to ensure coverage. Two positions have two officers assigned to them. There is one hard vacancy at this time.

Detachment Support: Of the four established positions, five resources are currently working. There are two resources Surplus to Establishment. There are no hard vacancies.

Quarterly Financial Drivers





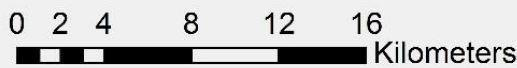
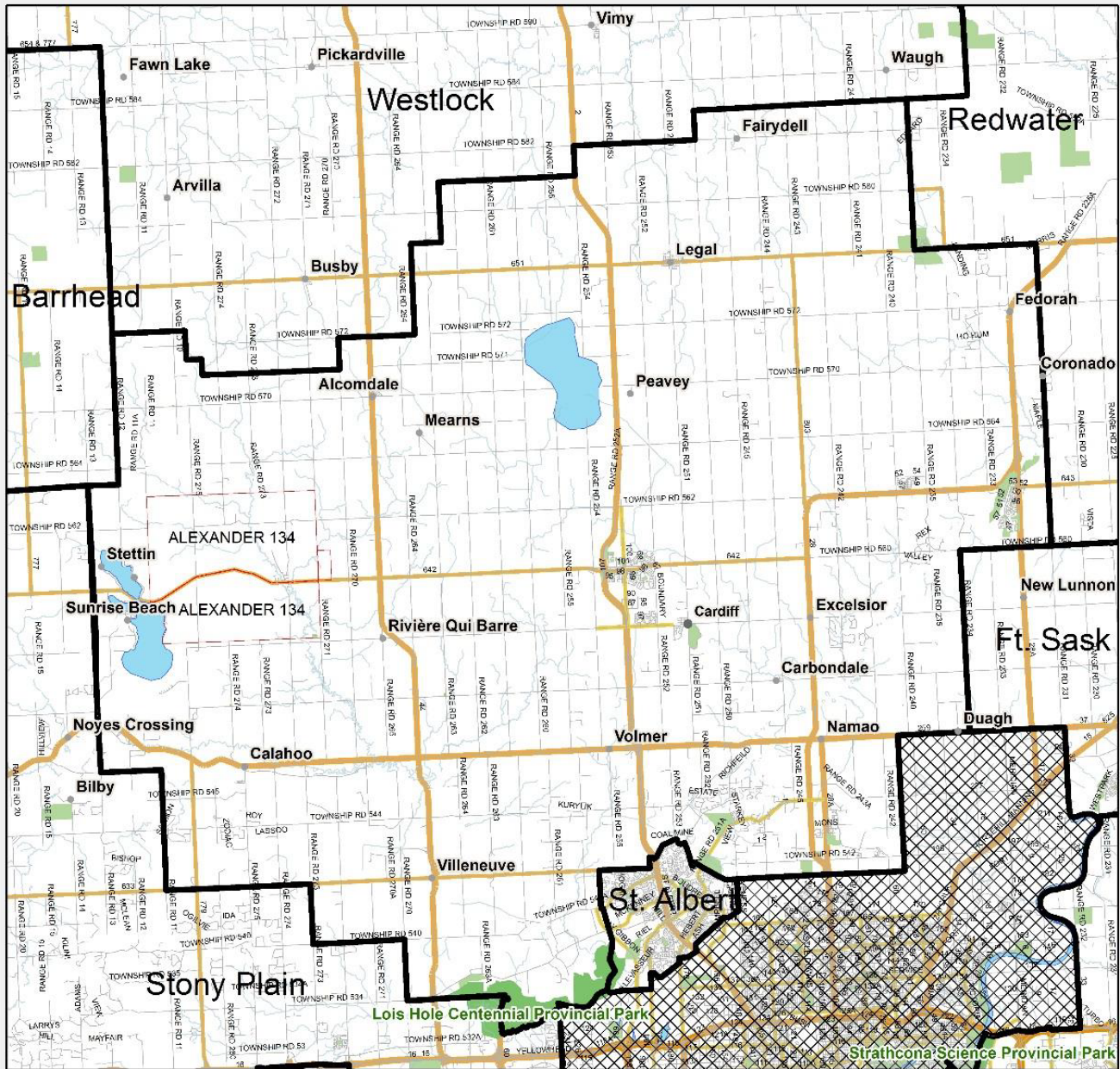
Morinville RCMP
Town of Bon Accord
Police Report
Quarter 3



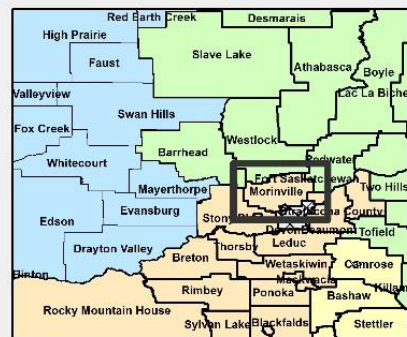
Prepared: February 12, 2024
Sgt. Lew Simms



Morinville Detachment



Reference Scale: 1:300,000



Morinville RCMP Jurisdiction

- The Morinville Provincial detachment is divided into 3 zones. Sturgeon County, Lac St Anne County and Alexander First Nation. Sturgeon County includes the Town of Bon Accord, Town of Legal, Town of Gibbons, the Hamlets of Riviere Que Barre, Calahoo, Villeneuve, Sandy Beach, Cardiff, Namao and other small communities. This also includes CFB Edmonton.
- The Morinville Municipal detachment covers the municipality of Morinville only.
- The Morinville RCMP detachment covers 24-hour policing.

Human Resources:

- The Morinville RCMP Detachment compliment is 33 (+1) personnel consisting of:
 - 1 Staff Sergeant
 - 1 Sergeant
 - 5 Corporals
 - 18 (+1) Constables
 - 4 Public Service Employees
 - 4 Town of Morinville Employees
- Officers are supported by Sturgeon Victim Services (9 in total) and 5 guards.

Current Resourcing Levels:

Police Officers: Of the 16 established Provincial positions, 14 officers are currently working. There are two officers away on special leave (one Parental, one Medical). One position has been backfilled to ensure coverage. One position has two officers assigned to them. There is one hard vacancy at this time.

Detachment Support: Of the four established positions, they are all currently working. There is one hard vacancy.

Crime Report

- Persons Crime is down from 91 to 82 this year- 2023, with 9% decrease from previous year.
- Property Crime is down from 248 to 192 this year- 2023, with a 26% decrease from previous year.



**Morinville Provincial Detachment
Crime Statistics (Actual)
Policing Report Quarter 3:
2019 - 2023**

January 8, 2024

All categories contain "Attempted" and/or "Completed"

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	2	0	N/A	-100%	0.2
Robbery		1	2	0	0	2	100%	N/A	0.0
Sexual Assaults		3	7	13	8	5	67%	-38%	0.5
Other Sexual Offences		1	2	4	1	1	0%	0%	-0.1
Assault		44	35	39	47	33	-25%	-30%	-1.0
Kidnapping/Hostage/Abduction		2	0	0	2	3	50%	50%	0.4
Extortion		1	0	1	0	2	100%	N/A	0.2
Criminal Harassment		12	8	6	8	17	42%	113%	1.0
Uttering Threats		11	12	17	23	19	73%	-17%	2.7
TOTAL PERSONS		75	66	80	91	82	9%	-10%	3.9
Break & Enter		47	34	30	31	32	-32%	3%	-3.3
Theft of Motor Vehicle		32	31	32	28	18	-44%	-36%	-3.1
Theft Over \$5,000		9	9	7	4	6	-33%	50%	-1.1
Theft Under \$5,000		51	58	38	66	39	-24%	-41%	-1.6
Possn Stn Goods		23	42	28	14	21	-9%	50%	-3.2
Fraud		29	28	21	21	22	-24%	5%	-2.1
Arson		2	3	1	5	2	0%	-60%	0.2
Mischief - Damage To Property		37	46	44	47	23	-38%	-51%	-2.7
Mischief - Other		30	26	22	32	29	-3%	-9%	0.4
TOTAL PROPERTY		260	277	223	248	192	-26%	-23%	-16.5
Offensive Weapons		8	15	10	8	4	-50%	-50%	-1.5
Disturbing the peace		4	11	6	6	15	275%	150%	1.7
Fail to Comply & Breaches		16	18	15	29	11	-31%	-62%	0.1
OTHER CRIMINAL CODE		10	17	18	14	14	40%	0%	0.5
TOTAL OTHER CRIMINAL CODE		38	61	49	57	44	16%	-23%	0.8
TOTAL CRIMINAL CODE		373	404	352	396	318	-15%	-20%	-11.8



CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		3	3	6	0	2	-33%	N/A	-0.5
Drug Enforcement - Trafficking		1	0	3	0	1	0%	N/A	0.0
Drug Enforcement - Other		0	1	0	0	0	N/A	N/A	-0.1
Total Drugs		4	4	9	0	3	-25%	N/A	-0.6
Cannabis Enforcement		1	0	0	0	0	-100%	N/A	-0.2
Federal - General		1	6	0	4	4	300%	0%	0.4
TOTAL FEDERAL		6	10	9	4	7	17%	75%	-0.4
Liquor Act		13	4	5	2	7	-46%	250%	-1.4
Cannabis Act		3	1	3	1	5	67%	400%	0.4
Mental Health Act		36	44	43	25	42	17%	68%	-0.7
Other Provincial Stats		54	62	42	42	71	31%	69%	1.4
Total Provincial Stats		106	111	93	70	125	18%	79%	-0.3
Municipal By-laws Traffic		1	0	0	1	0	-100%	-100%	-0.1
Municipal By-laws		5	9	12	5	9	80%	80%	0.4
Total Municipal		6	9	12	6	9	50%	50%	0.3
Fatals		2	1	4	2	5	150%	150%	0.7
Injury MVC		16	23	16	18	33	106%	83%	2.9
Property Damage MVC (Reportable)		136	119	144	146	131	-4%	-10%	1.7
Property Damage MVC (Non Reportable)		24	15	33	17	11	-54%	-35%	-2.4
TOTAL MVC		178	158	197	183	180	1%	-2%	2.9
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	14	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	4	N/A	N/A	N/A
Total Provincial Traffic		1,088	702	807	664	568	-48%	-14%	-107.8
Other Traffic		11	2	4	3	1	-91%	-67%	-1.9
Criminal Code Traffic		46	55	34	16	22	-52%	38%	-8.7
Common Police Activities									
False Alarms		48	17	30	16	13	-73%	-19%	-7.1
False/Abandoned 911 Call and 911 Act		35	45	41	2	16	-54%	700%	-8.1
Suspicious Person/Vehicle/Property		164	134	124	114	132	-20%	16%	-8.4
Persons Reported Missing		12	16	17	16	11	-8%	-31%	-0.2
Search Warrants		0	1	1	0	0	N/A	N/A	-0.1
Spousal Abuse - Survey Code (Reported)		49	58	57	60	37	-24%	-38%	-2.2
Form 10 (MHA) (Reported)		4	3	5	1	3	-25%	200%	-0.4

Thank you.

Sgt. Lew Simms
Morinville RCMP-GRC
A/Detachment Commander

News | Projects | Events

News

- The Town encourages everyone to participate in Pink Shirt Day on February 28th, 2024.
- The Town recently invited applications from residents to volunteer for the Intermunicipal Subdivision and Appeal Board. Two applications were received. Council reviews the appointment of both individuals to the ISDAB once required training has been completed.
- The Town is still seeking Dark Sky Ad Hoc Committee members and Community Services Advisory Board members. If interested, please contact the Town office.
- Thank you to the residents of Bon Accord for significantly reducing non-essential water use during the recent water demand measure implemented by EPCOR. The Town is a member of the Capital Region Northeast Water Services Commission which in turn receives water from EPCOR.

Projects

- The new ice plant is now operational. The old ice plant equipment has been removed. Permanent fencing will be installed soon. Thank you to the Municipal Climate Change Action Centre and to Sturgeon County for their financial contributions to this project.
- The new audio-video system for Council Chambers has been delayed; additional equipment has been ordered by the contractor.
- Town staff have been completing snow removal as needed given the light snowfall this season.

Events

- An All-Staff Team Meeting is planned for February 29th from 2:00 – 4:00 PM. The Town office will be closed to ensure that all staff may participate in this meeting. A cyber security training session will be included.
- January 25th Service Canada Seniors Presentation; 6 registered, 1 walk-in.
- Adult field trip to Bountiful Farmers' Market on February 11th with 22 in attendance.
- January 31st PD Day Programming.
- Teacher's Convention Day camp was held February 9th.
- Babysitters Safety Course February 8th: 9 registered.
- Home Alone Course February 9th: 16 registered.

Key Meetings

- Jan. 18th: Meeting with Sturgeon School Division Representatives regarding student apprenticeship programs and collaboration (Mayor Holden, Town Manager, and Corporate Services Manager)
- Jan. 19th: Meeting with Magna Engineering re: Stormwater Management Grant Application
- Jan. 22nd: School Evacuation Meeting with Bon Accord Community School Representatives (Town Manager, Infrastructure Manager, Arena Supervisor).
- Jan. 25th: Meeting with Developer (Town Manager, Infrastructure Manager, Economic Development and Planning Officer)
- Feb. 05th: Sturgeon Region Emergency Management Program Advisory Committee Meeting (Councillor Larson, Town Manager—DEM, Corporate Services Supervisor—Deputy DEM.
- Feb. 26th: Sturgeon Regional Partnership Committee Meeting (Mayor and Town Manager)
- Feb 12th: Meeting with consultants hired by Sturgeon County relative to the recreation cost share agreement with the Town, to review the Town's asset management planning program.

Conferences and Training

- Feb. 06th: LGFF Webinar with Municipal Affairs (Town Manager)
- Feb. 08: Presentation regarding insurance requirements for contractors (Leadership Team)
- Feb 9 – Reynolds Mirth Richards and Farmer – Municipal Law Seminar (Town Manager, Legislative Services and Communications Coordinator)
- Feb 15 – Brownlee Emerging Trends (Economic Dev/Planning Officer, Corporate Services Manager, Corporate Services Supervisor, and Town Manager)

Department Highlights

Administration | Town Manager

- Town staff were advised by the Town's insurance provider that contractors hired by the Town are required to provide Certificates of Insurance. The Leadership Team attended a training session provided by our insurance provider to review these requirements.
- The Town will be offering a Municipal Government 101 session for new municipal staff in late March. Ron Leaf is an experienced senior municipal government manager and will be delivering the half-day course. Staff from Sturgeon County and the Town of Morinville will be attending the course hosted by the Town of Bon Accord to help offset the cost of providing this training to our staff.
- Staff annual performance reviews were completed this month as per the Employment Policy.
- Met with the Infrastructure Manager and the consulting team hired by Sturgeon County to review asset management planning relative to the Recreation Cost Sharing Agreement. This included completion of an asset management survey that included some helpful information for future planning.
- Met with the auditor to discuss the 2023 financial audit taking place this month.
- Working on planning the All-Staff Team Meeting and cyber security training scheduled this month.
- Providing support to the Ice Plant project and the Stormwater Management Project.
- Assisting with planning for the Joint Use Committee Meeting.
- Review of several contracts and agreements (Inspections Group and the Economic Development and Naming Rights/Sponsorship Agreements).

Community Services

- Met with the principal at Lilian Schick school on January 29th. The school is looking for ways that the students can be more involved in the community.
- Held a community collaboration session on February 7th with a great turnout and conversations about the community. Quarterly meetings will be held. Groups and organizations discussed challenges and solutions, as well as ways to work together.
- Upcoming programs and events include:
 - February 20th, Financial Literacy for Youth
 - February 21st Art Night
 - February 21st Canada Revenue Income Tax/Scams
 - February 24th Family Day Activities
 - February 28th Pink Shirt Day
 - March 7th Parent's Night Off
 - March 11th PD Day Programming
 - March 20th Art Night

- March 29th Easter Egg Hunt

Corporate Services

- Prepared requested documents for the auditor. Audit held February 12-14 in office, with follow-up by email or phone if necessary for preparation of financial statements.
- The Local Government Fiscal Framework (LGFF) allocations were announced earlier this year – this is the funding that replaces MSI. The Town's operating allocation is \$119,284 for 2024; the capital allocation is \$380,306 for 2024 and \$422,612 for 2025.
 - The guidelines for projects should remain similar to MSI. Some of the key differences include:
 - Multiple projects in the same functional category (i.e. road construction) can be submitted in one application (Max. 20 projects).
 - Minimum application threshold is now 10% of the year's allocation versus 5%, meaning that capital applications submitted must be \$38,031 or greater.
 - Reporting will now include project outcome information.
 - Restrictions include investment in infrastructure ratio, identifying communities where investment in infrastructure is less than the cost of depreciation. This will indicate that the community's dependence on grants is higher than average. Should this restriction be triggered, the community will only be allowed to spend LGFF funds on core infrastructure.

Planning | Economic Development | Bylaw

- Dealing with Bylaw Complaints
 - Parked vehicles
 - Snow removal/resident sidewalks x 4 (all complied)
 - Parked trailers
- Connected businesses and landowners with an interested party.
- Participated in 2 webinars:
 - Impact of Housing on Rural Economic Development
 - Alberta Jobs, Economy and Trade
- The Greater Edmonton Economic Development Team participated at the ICSC Whistler conference. GEEDT representatives promoted all GEEDT members, including Bon Accord.
- Attended Safety meeting, Economic Development Association Mentorship meeting, Social Committee meeting, Leadership meetings.
- Work Hub Health and Safety training completed; on-going.
- Attended Brownlee Emerging Trends Legal Seminar.
- Participating in ICS 300 training at the end of the month.
- Start of weekly meetings with Municipal Experts – 2nd step to Ec. Dev Assessment Plan.

- Postponed signing of Postmedia advertisement contract.
- Finalized the paperwork for the land sale of the 4.59 acres.

Operations | Public Works

- As for the lack of any significant snowfalls this period, the snow volumes were not enough to initiate a removal cycle. Town walkways, trails and Town-maintained sidewalks were cleared of snow.
- The Christmas decorations around town were taken down for the season, serviced, and stored.
- Numerous repairs, along with regular servicing, were done on town vehicles, equipment, and municipal buildings.
- A complete building assessment was completed at the Town office/firehall and library to determine the possibility of asbestos products contained in the building materials. This information is necessary to plan for any asbestos abatement which may be required prior to any future renovations.
- The new ice plant at the arena is up and running. The old ice plant and condenser have been removed from the site. The perimeter fencing around the new building and condenser is still to be constructed. Landscaping the site will follow in the spring. Bi-weekly progress meetings have been ongoing.
- Fire alarms for the two new dressing rooms at the arena have been ordered and should be installed in the next couple of weeks.
- There were some minor issues with the elevator at the arena that were addressed. The Zamboni room fire door has now been brought up to a full repair state. A recent arena insurance inspection highlighted some areas of concern/repair, all of which have been since corrected.
- Met with new engineers to start planning for the 2024 road rehab project and sewer main re-lining. Lined up a contractor for two spot repairs on the sewer main to be completed prior to the re-lining.
- Operators are still working on the required Health and Safety courses through the WorkHub platform.
- The newest Public Works employee has successfully completed the Town's probationary period and is now a permanent member of our team.

Attachments

- Town Manager:
 - Action List
- Corporate Services Manager:
 - Variance Report
- Economic Development and Planning Officer:
 - Citation Report
 - Incident Report
 - Dandelion Renewables – 2023 Operation and Maintenance Report

Town Manager Action List

Date: February 20th, 2024
Reporting Period: January 17th, 2024 – February 20th, 2024
Submitted by: Jodi Brown (Town Manager)

ACTON ITEM LIST: IN PROGRESS

Action Item	Status
Arrow Utilities – Council directs administration to draft a position statement for review and approval at the next Regular Council Meeting on March 05th, 2024.	March 05 th , 2024 Regular Council Meeting Agenda Item
Community Life Survey Report Council accepted the Community Life Survey Results Report as information and directed administration to set up a Trail and Active Transportation Committee.	March 27 th , 2024 Committee of the Whole Meeting Agenda Item
Notice of Motion: Bus Service Council direct administration to research collaborating with local towns to use a shuttle bus to serve youth, adults, seniors and community members.	Administration is working with the St. Albert Seniors Association to establish a partnership.
Urban Hens and Beekeeping Survey Resolutions #23-254 and #23-255 Council directs administration to start the process of amending the Land Use Bylaw 2016-03 to allow laying hens in all districts except R3 and Commercial districts and FURTHER that Council directs administration to amend the Animal Control Bylaw 2019-10 and prepare an Urban Beekeeping Program and Laying Hens Program that align with the Town's bylaws.	February 28 th , 2024 Committee of the Whole Meeting

COMPLETED ACTION ITEMS

Action Item	Status
<p>Branded Apparel Policy Council direct administration to review the Branded Apparel for Employees and Council Policy and bring back to Council for the next regular meeting.</p>	<p>The Branded Apparel Policy has been updated to reflect the new requirements for Council branded apparel.</p>
<p>Land Sale Council directed that the 4.59-acre land parcel from Lot 2-Plan 9022300 be sold for \$120,000 to Livingspring Investments Inc. Council directed that the Mayor and CAO sign the contract as discussed.</p>	<p>This land sale transaction has now been completed.</p>
<p>FCM Conference Council direct administration to register Mayor Holden and Deputy Mayor May for the 2024 FCM Conference in person in Calgary.</p>	<p>Mayor Holden and Deputy Mayor May have been registered for the FCM Conference in Calgary and accommodations confirmed.</p>
<p>Community Service Appreciation Policy Amendment Council approve the amendment to the Community Services Appreciation Award Policy as presented.</p>	<p>The amended policy is now on the Town's website and the nomination deadline advertised.</p>
<p>Council Community Connections: Council directs administration to plan and advertise the Council Community Connections public engagement session on March 7, 2024 from 5-7 p.m.</p>	<p>The public engagement session has been advertised accordingly.</p>
<p>Spring Municipal Leader's Caucus Council direct administration to RSVP to meet the Minister of Municipal Affairs during the 2024 Municipal Spring Leader's Caucus to discuss the following topics: transportation funding and Local Government Fiscal Framework funding.</p>	<p>An email has been sent to Minister McIver requesting a meeting for discussion on the described topics.</p>
<p>Spring Municipal Leaders' Caucus Council direct administration to register Mayor Holden, Councillor Bidney, Councillor Laing and Councillor Larson in person and Deputy Mayor May virtually for at the 2024 Spring Municipal Leaders' Caucus.</p>	<p>Council has now been registered for the SMLC and the Town Manager will also attend.</p>
<p>Inspections Group Agreement Council directs administration to enter into an agreement with the Inspections Group for a 3-year term.</p>	<p>A new agreement for a 3-year term has now been signed by administration as directed.</p>
<p>Utility Safety Partners – Support Proposed Damage Prevention Legislation COUNCILLOR LARSON MOVED THAT Council accept the proposal as information and direct administration to send a letter to our MLA in support of the Proposed Damage Prevention Legislation.</p>	<p>The template letter provided by the USP was completed by administration and sent to the MLA.</p>



Year-to-Date Variance Report (Unaudited)
 for the year ending December 31, 2024
 Reporting period: up to February 12, 2024

DEPARTMENT	REVENUES			EXPENSES			NET	NET	NET	% Change between Actual & Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	
General Municipal	28,194	27,969	225	-	-	-	28,194	27,969	225	1%
TOTAL MUNICIPAL	\$ 28,194.00	\$ 27,969.17	\$ 224.83	\$ -	\$ -	\$ -	\$ 28,194	\$ 27,969	\$ 225	1%
Election	-	-	-	-	333	- 333	-	(333)	333	#DIV/0!
Council	-	-	-	8,352	9,273	- 921	(8,352)	(9,273)	921	-11%
TOTAL COUNCIL	\$ -	\$ -	\$ -	\$ 8,352	\$ 9,607	-\$ 1,255	-\$ 8,352	-\$ 9,607	\$ 1,255	13%
Administration	1,654	1,501	153	47,572	56,983	- 9,411	(45,918)	(55,482)	9,564	-21%
TOTAL ADMINISTRATION	\$ 1,654	\$ 1,501	\$ 153	\$ 47,572	\$ 56,983	-\$ 9,411	-\$ 45,918	-\$ 55,482	\$ 9,564	17%
Fire Services	10,709	10,149	560	31,901	31,069	832	(21,192)	(20,920)	(272)	1%
Emergency Services	-	-	-	1,226	1,476	-250	(1,226)	(1,476)	250	-20%
Bylaw	1,150	508	642	11,096	11,043	54	(9,946)	(10,534)	588	-6%
TOTAL PROTECTIVE SERVICES	\$ 11,859	\$ 10,657	\$ 1,202	\$ 44,223	\$ 43,588	\$ 635	-\$ 32,364	-\$ 32,930	\$ 566	2%
Municipal Planning	1,667	2,417	- 750	20,112	20,194	- 82	(18,445)	(17,778)	(668)	4%
Economic Development	-	-	-	7,991	7,041	950	(7,991)	(7,041)	(950)	12%
TOTAL PLANNING & DEVELOPMEN	\$ 1,667	\$ 2,417	-\$ 750	\$ 28,103	\$ 27,236	\$ 867	-\$ 26,436	-\$ 24,819	-\$ 1,617	7%
Public Works - Roads	-	-	-	30,977	32,593	- 1,616	(30,977)	(32,593)	1,616	-5%
Storm Sewer & Drain	-	-	-	2,520	1,714	806	(2,520)	(1,714)	(806)	32%
Water	44,696	44,609	87	29,867	35,042	-5,175	14,829	9,567	5,262	35%
Sewer	28,122	29,239	- 1,117	15,994	29,759	-13,765	12,128	(520)	12,648	104%
Garbage	8,551	8,391	160	11,216	11,314	-98	(2,665)	(2,923)	258	-10%
Cemetery	1,050	-	1,050	1,159	1,025	135	(109)	(1,025)	916	-840%
TOTAL PUBLIC WORKS	\$ 82,419	\$ 82,239	\$ 180	\$ 91,733	\$ 111,447	-\$ 19,714	-\$ 9,314	-\$ 29,208	\$ 19,894	68%
FCSS	1,251	1,179	72	7,940	11,068	- 3,128	(6,689)	(9,889)	3,200	-48%
TOTAL FCSS	\$ 1,251	\$ 1,179	\$ 72	\$ 7,940	\$ 11,068	-\$ 3,128	-\$ 6,689	-\$ 9,889	\$ 3,200	32%
Parks	56,382	55,858	524	7,331	9,966	- 2,635	49,051	45,892	3,159	6%
Arena	117,227	115,383	1,844	36,984	36,383	601	80,243	79,000	1,243	2%
Recreation	185,898	184,311	1,587	7,443	8,872	- 1,429	178,455	175,439	3,016	2%
TOTAL REC & COMMUNITY SERVIC	\$ 359,507	\$ 355,552	\$ 3,955	\$ 51,758	\$ 55,221	-\$ 3,463	\$ 307,749	\$ 300,331	\$ 7,418	2%
Library	-	-	-	32,672	30,737	1,935	(32,672)	(30,737)	(1,935)	6%
TOTAL LIBRARY	\$ -	\$ -	\$ -	\$ 32,672	\$ 30,737	\$ 1,935	-\$ 32,672	-\$ 30,737	-\$ 1,935	6%
Total Excl. General Municipal	\$ 458,357	\$ 453,546	\$ 4,811	\$ 312,353	\$ 345,886	-\$ 33,533	\$ 146,004	\$ 107,660	\$ 38,344	26%
Total Incl. General Municipal	\$ 486,551	\$ 481,515	\$ 5,036	\$ 312,353	\$ 345,886	-\$ 33,533	\$ 174,198	\$ 135,629	\$ 38,569	

Budget approved at the November 7, 2023, regular meeting of council Resolution #23-474

Variance Report Notes

Reporting Period: up to February 12, 2024

Municipal:

Franchise fees received to date.

Protective Services:

The fire hall rental revenue from Sturgeon County came in \$560 higher than budgeted;

An increase of 8% versus the budgeted increase of 3%, higher CPI.

Fire contracted services is \$149 higher than budgeted (higher CPI).

Water:

Bulk water sales are over budget by \$1,003.

Water sales are under budget by \$847.00

Sewer:

Sewer sales are under budget by \$1,085.

Recreation, Parks, and Arena

The Sturgeon Recreation Grant came in \$3,081 higher than budgeted due to higher CPI.

Sturgeon County

Statistics from: 1/1/2024 12:00:00AM to 1/31/2024 11:59:00PM

Citation Printout Report by Violation

Total Citations of (GLCR S.87.1(2)(B) TRANSPORT LIQUOR IN EASY ACCESS/ REACH OF ANY OCCUPANT.): 1
Total Mandatory Appearances: 0

Total Citations of (ROR S.30(B)(II) U-TURN AT INTERSECTION WITH TRAFFIC CONTROL DEVICE): 1
Total Mandatory Appearances: 0

Total Citations of (ROR S.44(I) PARK WITHIN 5 M FROM FIRE HYDRANT): 1
Total Mandatory Appearances: 0

Total Citations of (ROR S.45(1) IMPROPER PARALLEL PARK): 3
Total Mandatory Appearances: 0

Total Citations of (TRAFFIC SAFETY ACT (RSA CT-6) TRAFFIC SAFTY ACT): 1
Total Mandatory Appearances: 0

Total Citations of (TSA S.115(2)(P) EXCEED MAX SPEED LIMIT): 2
Total Mandatory Appearances: 0

Total Citations of (TSA S.76(1)(A) ABANDON MV ON HIGHWAY): 1
Total Mandatory Appearances: 0

Grand Total

Total Number of Citations Reported: **10**

Total Fine Amounts Reported: **\$424.00**

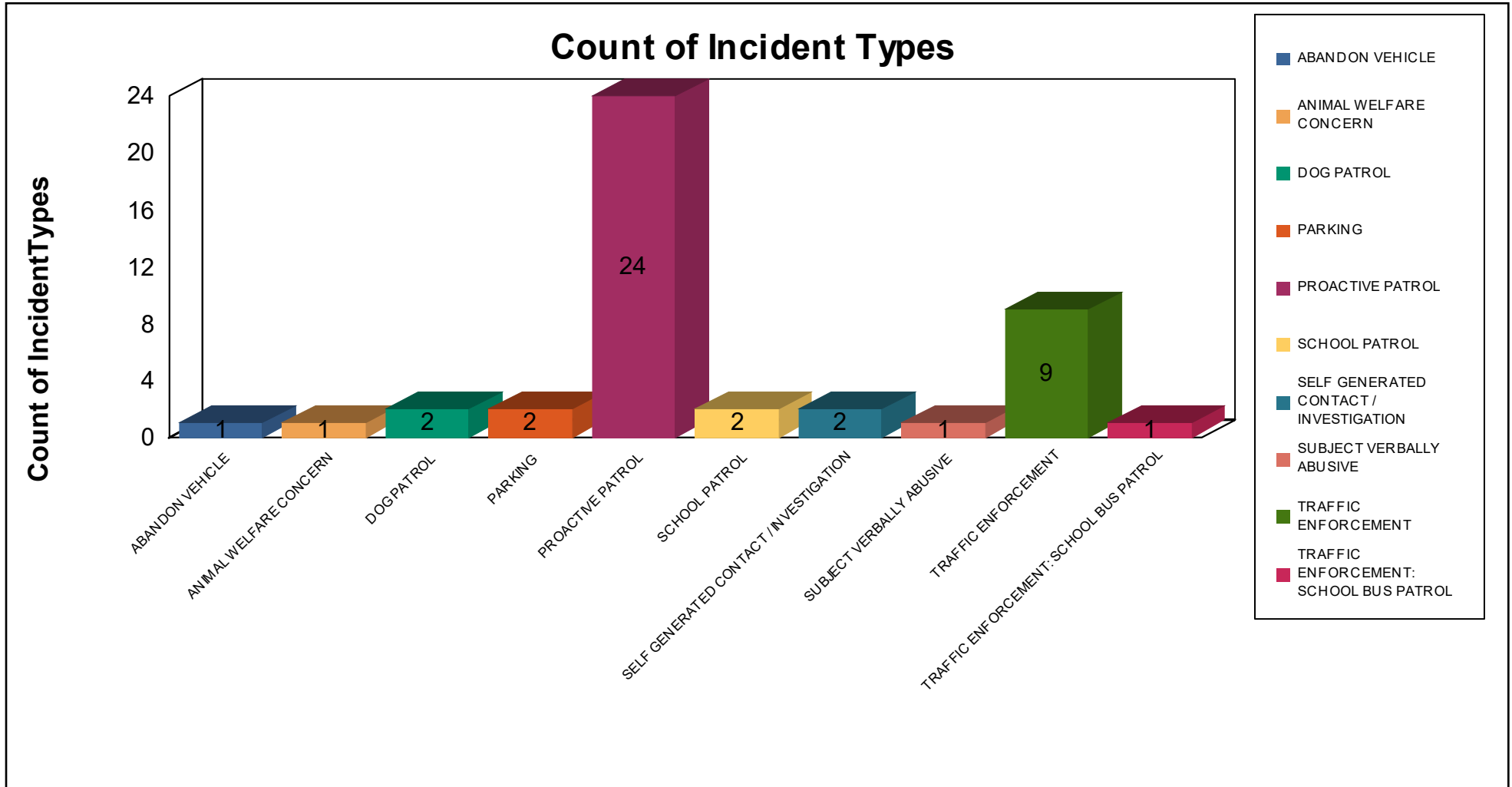
Total Mandatory Appearances: 0

Sturgeon County

Statistics from Occurred Date: 1/1/2024 12:00:00AM to 1/31/2024 11:59:00PM

Incident Report

STURGEON COUNTY ENFORCEMENT





Operation and Maintenance Report

648kWp Ground-Mount PV System
Located at Lagoon Blower Station, Bon Accord, AB

Sep 4, 2023

Prepared for:

Town of Bon Accord

Prepared by:

Steve Gladwin, P.Eng.
Dandelion Renewables
sg@dandelionrenewables.com
ph.main 780-566-3000

1. System Summary

System Commissioning Date	Aug 13, 2020
O&M Start Date	Sep 1, 2020
DC System Size	648 KW
Modules	1728x LONGi LR6-72HBD-375M Bifacial
Inverters	3x SMA, 150KW, 600VAC, 1500VDC

2. Annual System Production

The following figure shows the annual “actual vs expected” solar energy (electricity) generated from the solar photovoltaic (PV) system over recent 12-month periods, Sep 2020 through Aug 2023.

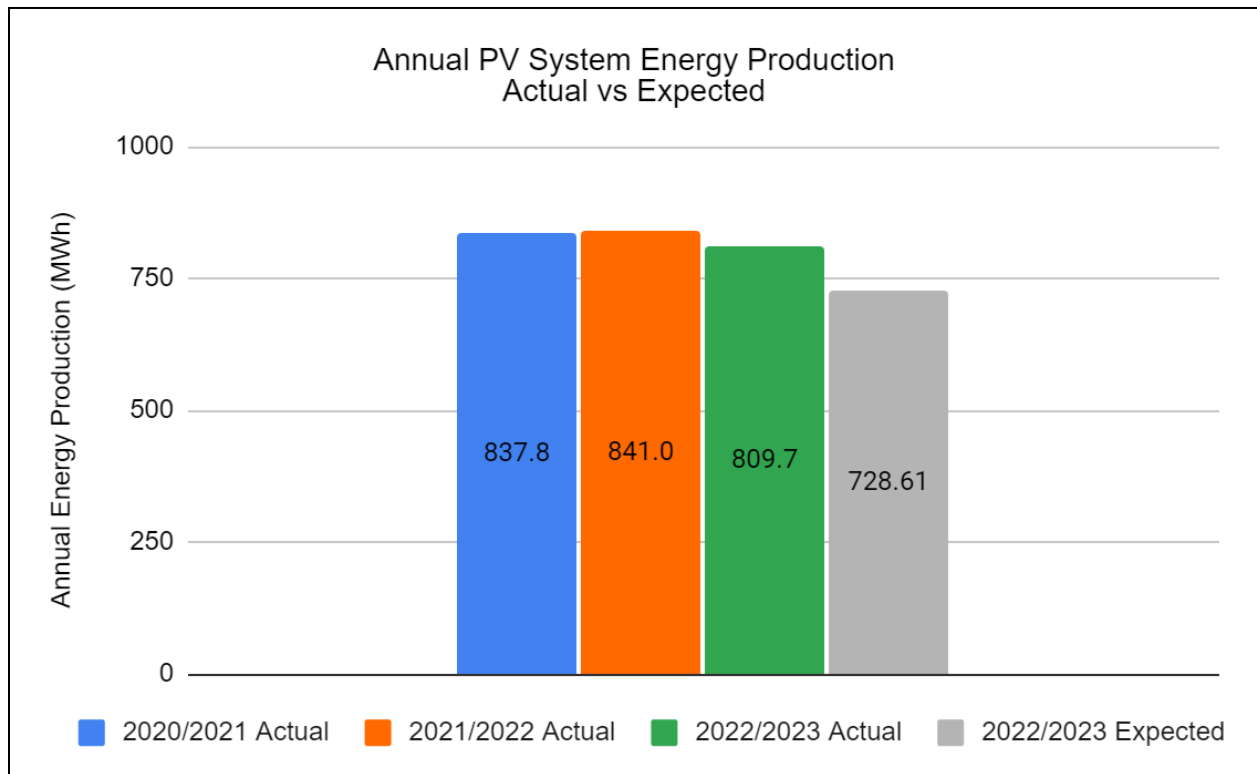


Figure 1: Annual PV System Production – Actual vs Expected

Overall, the system production has been outperforming the simulated (expected/typical) values. The system produced 11% more energy in 2022/2023 than the simulated production expectations.

3. Monthly system production

The following figure shows the monthly “actual vs expected” solar energy (electricity) generated from the solar PV system over the 12-month periods Sep 2020 through Aug 2023.

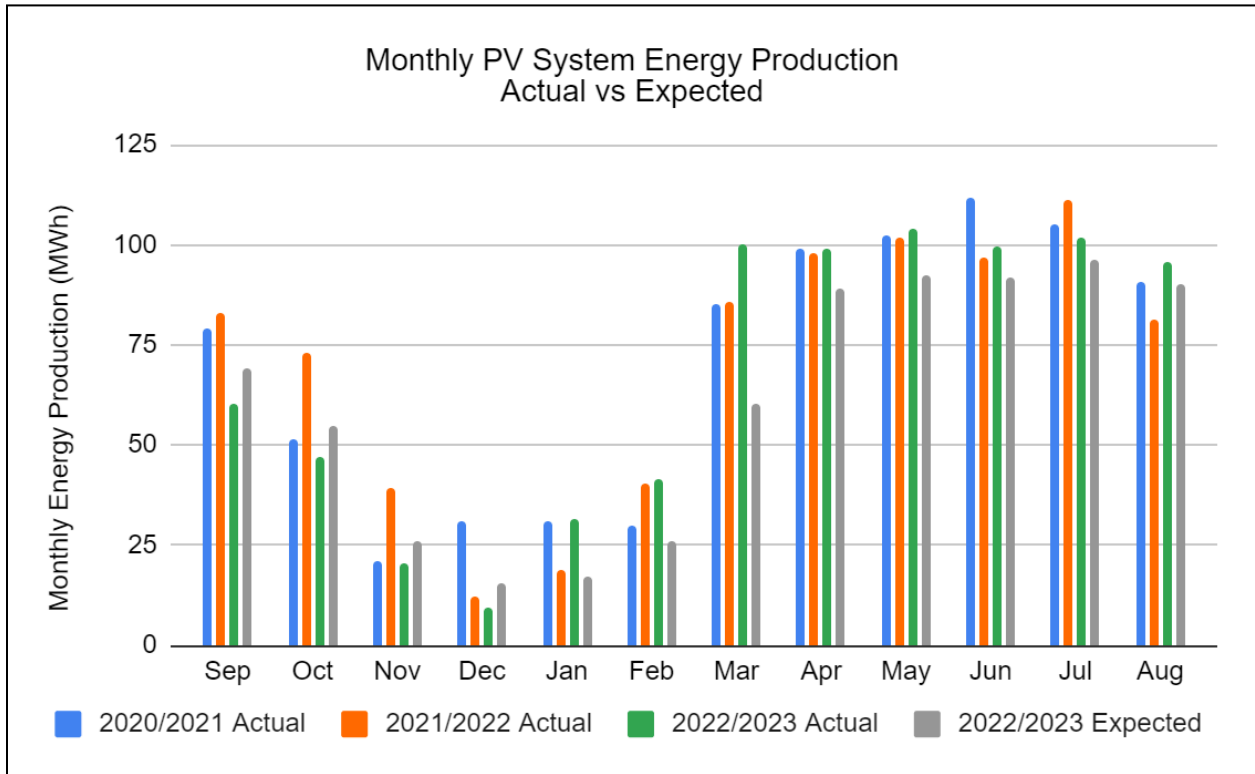


Figure 2: Monthly PV System Production – Actual vs Expected

The months that showed notable higher-than-expected solar production in 2022/2023 were January through March. The higher production can be attributed to favorable weather, resulting in less-than-expected impact from snow and clouds during those months.

The month of Aug 2022 showed lower-than-typical solar production due to degradation of a PV cable, which temporarily impacted system production. Dandelion Renewables was able to diagnose and repair the system during the month of Aug 2022.

4. Data Sources and Internet

The “expected” generation data comes from a solar PV simulation model (Helioscope) for the system. The expected production accounts for the solar modules aging, with degradation of 2% in the first year, and 0.5% in each following year.

The “actual” solar power generation data comes from the historical energy production data that is metered in the inverter and logged on the web portal (ennexOS). The inverter logs real-time and historical data, if an internet connection is available.

5. Maintenance, Service Work, and System Inspection

The system was inspected and maintained on-site by Dandelion Renewables during the O&M period.

Inverter warning messages were observed in late 2022, and resolved. After troubleshooting, the cause of the warning messages was found to be a degraded/worn PV cable. The cable was replaced, which resolved the warning messages.

Solar modules on the array were found to be damaged, cracked apparently from a rock or other hard object. To ensure safety, the modules were replaced by Dandelion Renewables following arrangements with the Town of Bon Accord.

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	February 20 th , 2024
Presented by:	Jodi Brown, Town Manager
Title:	New Ice Plant Facility Tour: Funding Partner Recognition
Agenda Item No.	7.1

BACKGROUND/PROPOSAL

The new ice plant project at the Bon Accord Arena is now substantially complete.

This project was funded by the Town, the Municipal Climate Change Action Centre, and Sturgeon County.

Administration recommends that the Town invite representatives from the above organizations as well as MLA Dale Nally and Rebecca Schulz (Minister of Environment and Protected Areas) to participate in a tour of the new ice plant facility and photos in recognition of project completion.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Town is required to recognize the contributions of the Municipal Climate Change Action Centre grant funding (provincial program) and further the recreation cost share funding received from Sturgeon County. Without these funding partners, this project would not have been possible.

This event would create the opportunity to personally express the Town’s appreciation to these funding partners and set the stage for photos to share with the public. Additionally, staff will provide a tour and brief overview of the new facility. The Town may also consider hosting an informal gathering with coffee and light pastries.

Next Steps:

- Letters of Invitation to Minister Schulz, MLA Dale Nally, Sturgeon County Council, and the Director of the Municipal Climate Change Action Centre or designate.
- Confirmation of date and time (preferably before the end of March when the new ice plant is in operation).

STRATEGIC ALIGNMENT

Value Statement: Collaboration

- Discussion is welcome from all levels of government, neighboring municipalities, residents and businesses in the Town, the place we call home.

Priority #3 Infrastructure

- The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

Priority #5: Collaboration

- The Town of Bon Accord has strong, sustainable relationships to enhance municipal programs and services.

COSTS/SOURCES OF FUNDING

Coffee and light pastries (\$50) from the Council Supplies budget.

RECOMMENDED ACTION (by originator)

Choose one of the following actions:

1. THAT Council direct administration to invite Minister Schulz, MLA Dale Nally, Sturgeon County Council, and the Municipal Climate Change Action Centre to participate in a tour of the new ice plant facility at the Bon Accord Arena AND FURTHER THAT administration determines a few options for date and time of the tour with Council via survey poll to be included in the invitation.
2. THAT Council direct administration to...

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	February 20, 2024
Presented by:	Jessica Caines, Legislative Services and Communications Coordinator
Title:	Appointment of CRASC ARB Members
Agenda Item No.	7.2

BACKGROUND/PROPOSAL

Each year, administration receives a listing of the Capital Region Assessment Services Commission (CRASC) clerk and panelists who are qualified to adjudicate on assessment complaints for the Assessment Review Board (ARB). Please refer to enclosed email request.

At the Town’s Organizational Meeting, members of Council are appointed to sit on the CRASC Board which oversees the Commission and ensures all decisions are made in its best interests. This differs from the CRASC ARB panel, which establishes a complaint process and reviews assessment complaints from within our municipality and the region.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The appointments of the CRASC ARB panelists and clerk are in accordance with ss. 455 and 456 of the Municipal Government Act RSA 2000, Chapter M-26.

All municipalities are required to appoint, by resolution, the following as your ARB officials for 2024:

ARB Chairman - Raymond Ralph

Certified ARB Clerk - Gerryl Amarin

Certified Panelists – Darlene Chartrand, Sheryl Exley, Tina Groszko, Stewart Hennig, Richard Knowles, Denis Meier and Raymond Ralph.

STRATEGIC ALIGNMENT

Value Statement: Professionalism

- Administration and Council manage the affairs of Bon Accord in a competent, reliable manner, to maintain a safe and prosperous community to work and live.

Priority 5: Collaboration

- The Town of Bon Accord has strong, sustainable relationships to enhance municipal programs and services.

COSTS/SOURCES OF FUNDING

N/A

RECOMMENDED ACTION (by originator)

THAT Council appoint Raymond Ralph as ARB Chair, Gerry Amorin as Certified ARB Clerk, and Darlene Chartrand, Sheryl Exley, Tina Groszko, Stewart Hennig, Richard Knowles, Denis Meier and Raymond Ralph as Certified Panelists, as requested.

From: [Jessica Caines](#)
To: [Jessica Caines](#)
Subject: FW: Appointment of ARB Officials 2024
Date: February 12, 2024 10:36:39 AM
Attachments: [image001.png](#)
Importance: High

From: Gerryl Amorin <gerryl@amorinaccounting.com>
Sent: Tuesday, February 6, 2024 10:59 AM
Subject: Appointment of ARB Officials 2024
Importance: High

Hello All,

As a participant in CRASC's ARB program, please be advised that your council is required to appoint the ARB Officials for 2024.

(As per MGA section 454)

-

All municipalities are required to appoint by resolution the following as your ARB officials for 2024.

ARB Chairman - Raymond Ralph

Certified ARB Clerk - Gerryl Amorin

Certified Panelists - Darlene Chartrand
Sheryl Exley
Tina Groszko
Stewart Hennig
Richard Knowles
Denis Meier
Raymond Ralph

If you have any questions concerning this request, please do not hesitate to contact me.

780 297 8185

Gerryl Amorin, CPA | **Manager, Finance Officer**

Capital Region Assessment Services Commission (CRASC)
11810 Kingsway Avenue
Edm AB T5G 0X5
Direct: 780 297 8185



**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	February 20, 2024
Presented by:	Terry Doerkson, Infrastructure Manager
Title:	Allocation of LGFF surplus and Re-allocation of CCBF
Agenda Item No.	7.3

BACKGROUND/PROPOSAL

The sanitary sewer mainline that collects effluent from residential lots on both sides of 52 Avenue between 52 Street and 54 Street is in need of repairs. The line lies in the boulevard on the north side of the avenue, just north of the Town sidewalk. In past years there were many large Manitoba maples growing right on top of this stretch of sewer main. The roots of these large trees have greatly deteriorated the line. Over the past couple years, Town staff have removed all the invading trees therefore halting further damage. However, the mainline now remains in a fragile state with multiple breaks and cracking. Recently camera footage of the line showed the extent of the damage. If left in this condition, the line runs the risk of a potential complete collapse and leaving the residents with no sewer service (and because of this also no water service) for an extended period of time. The Town would have a large expense having to dig up and replace the whole sewer line. Therefore, administration recommends re-lining the inside of this mainline with a cured-in-place lining.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Products available on the market offer a type of resin-coated poly lining that is pulled through the line and inflated. Once the resin is cured, the individual service inlets are cut open. Once fully cured the pipe will have been restored to close to original pipe strength with many more years of service. The procedure does not disturb any ground and could be completed within a day or two. There are two spot repairs on this line that would have to be fixed prior to the re-lining.

It is estimated that the re-lining, along with the spot repairs and any other associated costs could be accomplished for under \$200,000. This necessary re-lining project was approved in the Town of Bon Accord's capital budget with \$128,273.00 coming from reserves and the remaining \$71,727 from the Canada Community Building Fund. With the announcement of the Local Government Fiscal Framework (LGFF), the Town's allocation for capital is higher than expected, meaning the sewer line project could be funded through the LGFF grant program.

STRATEGIC ALIGNMENT

Priority #3: Infrastructure

- The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

COSTS/SOURCES OF FUNDING

The Town's LGFF capital allocation for 2024 is \$380,306. It was budgeted to be \$182,309, which was the amount of MSI received previously.

This leaves a surplus of \$197,997 that can be allocated to the sewer line project using LGFF funding instead of reserves and the CCBF grant.

The CCBF grant funds could be used towards Springbrook Park, which is in the budget for \$70,000 to be paid for by sponsorship or donations. Administration will still seek sponsorship or donations; however, if these funds are not received, allocating CCBF dollars will ensure this playground is replaced in 2024, as it has reached its end of life.

RECOMMENDED ACTION (by originator)

THAT...Council approves the allocation of \$197,997 of LGFF funds for the 52nd Ave Sanitary Mainline re-lining project AND FURTHER THAT Council approves the re-allocation of \$70,000 of CCBF funds for the Springbrook Playground.

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	February 20, 2024
Presented by:	Jodi Brown, Town Manager
Title:	Notice of Motion: Distribution Charges
Agenda Item No.	7.4

BACKGROUND/PROPOSAL

Deputy Mayor May brought forward a Notice of Motion at the February 6, 2024, Regular Meeting of Council regarding Distribution Charges.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Deputy Mayor May's Notice of Motion is enclosed.

STRATEGIC ALIGNMENT

N/A

COSTS/SOURCES OF FUNDING

N/A

RECOMMENDED ACTION (by originator)

That Council direct administration to....

I, Deputy Mayor May, would like to put forward a notice of motion to Council to direct administration to write a letter to the appropriate government minister and further for council to submit a resolution to the Alberta Municipalities Association to advocate to government for better regulation of distribution charges.

A handwritten signature in cursive script, appearing to read "J. May". The signature is written in dark ink on a white background.

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	February 20, 2024
Presented by:	Jessica Caines, Legislative Services and Communications Coordinator
Title:	Appointment of Intermunicipal SDAB Members
Agenda Item No.	7.5

BACKGROUND/PROPOSAL

The Municipal Government Act states that:

“627(1) A council must by bylaw

(a) establish a subdivision and development appeal board, or

(b) authorize the municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board,

or both.”

The Town of Bon Accord passed the Intermunicipal Subdivision and Appeal Board (SDAB) Bylaw 2019-01 and has enacted an agreement which includes the Towns of Redwater, Legal and Gibbons. In accordance with the Intermunicipal SDAB agreement,

“4(1) The Board shall consist of the following Members:

(a) a maximum of twelve Members-at-large; and

(b) four Councillors.

(2) Each Municipality shall appoint, by resolution of Council, no more than three Members-at-Large who are adult residents of the Municipality...”

At the October 3, 2023, Organizational Meeting, Mayor Brian Holden was appointed to the Intermunicipal SDAB for the 2023-2024 year. Bon Accord has no members-at-large appointed for the SDAB.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Town has recently sought applications from Bon Accord residents to become members of the Intermunicipal SDAB. The following residents have submitted their

applications and successfully completed the required training as outlined in Ministerial Order MSL:019/18, Appendix 2:

- Alex MacKenzie is a former Bon Accord councillor.
- Tina Groszko is a current member of the Assessment Review Board panel.

Both candidates are eligible for member appointments to the Intermunicipal SDAB.

Appointment terms, as per the agreement, are for 4 years and “*regardless of the date of appointment, the expiry of the term for Members shall be December 31 in the expiry year of the Member's term of appointment.*”

With these two appointments, Bon Accord’s board will be at maximum capacity – two members-at-large and one Council member.

STRATEGIC ALIGNMENT

Value Statement: Professionalism

- Administration and Council manage the affairs of Bon Accord in a competent, reliable manner, to maintain a safe and prosperous community to work and live.

Priority 5: Collaboration

- The Town of Bon Accord has strong, sustainable relationships to enhance municipal programs and services.

COSTS/SOURCES OF FUNDING

Fees and Charges Bylaw 2023-06

Intermunicipal Subdivision and Development Appeal Board Member-at-Large
Remuneration

\$220.00/day for a meeting over 4 hours in duration

\$110.00/day for a meeting 4 hours or less in duration

Any travel to and from the hearing for members-at-large will be compensated in accordance with Town mileage rates at the time of the hearing.

RECOMMENDED ACTION (by originator)

THAT Council appoint Alex MacKenzie and Tina Groszko to Bon Accord’s Intermunicipal Subdivision and Development Appeal Board (SDAB) for the term ending December 31, 2028.

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	February 20 th , 2024
Presented by:	Jodi Brown, Town Manager
Title:	Municipal Planning 101 Workshop
Agenda Item No.	9.1

BACKGROUND/PROPOSAL

Town staff require and would benefit from training in municipal planning services; hence the 2024 budget includes the cost of this training for staff.

The Town has engaged Alision Espetveidt of Lidstone and Company to provide the Municipal Planning 101 Workshop for staff on March 06th, 2024. This is a full day workshop.

Administration invited other municipalities in the Sturgeon region to attend the workshop. Unfortunately, there was no interest from other communities.

In order to maximize the benefit of hosting the course, Alison has confirmed that this workshop would be appropriate for Council members to attend with staff.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The workshop agenda is included below: (Specific times have not yet been set):

- ✓ Intro to Planning Law in Alberta (Part 17 of the MGA & key concepts)
- ✓ Land Use Bylaws & Statutory Plans (What they cover & how they work, how they are different & how each can be used effectively for a few different purposes, priority of bylaws & other important bylaws)
- ✓ Planning Decisions (Establishing a development authority & subdivision authority, Public Hearing Processes, Development Permits (permitted & discretionary uses, conditions on permits), subdivision)
- ✓ Appeals of Planning Decisions (the SDAB/MGB, where appeals are filed, importance of timing, leave to appeal decisions of SDAB/MGB)
- ✓ Financial Matters (off-site levies, fees, construction of services in accordance with Subdivision and Development Servicing Bylaw/Development Agreement, reserve lands)

- ✓ Enforcement (Stop Orders, appeals of Stop Orders, injunctions, revoking permits, brief overview of Safety Codes Act and possibility of dealing with some types of unlawful development under that system)

STRATEGIC ALIGNMENT

Value Statement: Service Excellence

- Administration and Council strive for the highest standard of service delivery and governance.

Value Statement: Professionalism

- Administration and Council manage the affairs of Bon Accord in a competent, reliable manner to maintain a safe and prosperous community to work and live.

Priority #3 Economy

- The Town of Bon Accord is committed to achieving steady growth through residential, commercial, and industrial development.

COSTS/SOURCES OF FUNDING

The cost of this course (\$2500) is included in the 2024 planning department budget.

The workshop will be hosted in Bon Accord.

Council full day per diems would apply: \$150 per Councillor.

The 2024 Council per diem contingency budget for unplanned opportunities is \$4,000.

RECOMMENDED ACTION (by originator)

Choose one of the following actions:

1. THAT Council direct administration to register _____ (names) for the Municipal Planning 101 course scheduled on March 06th, 2024 in Bon Accord.
2. THAT Council direct administration to...

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	February 20 th , 2024
Presented by:	Jodi Brown, Town Manager
Title:	Council Workshop: Emergency Preparedness
Agenda Item No.	9.2

BACKGROUND/PROPOSAL

The Municipal Elected Officials (MEO) course is intended for local authorities to complete within 90 days of assuming office. The course is designed to provide background on emergency management principles, introduce other key players in emergency management and discuss the legislation that delegates legal responsibilities to the local authority in emergency situations.

All members of Bon Accord Council completed this course following the general municipal election held in October 2021 and the by-election held in August 2022.

Given the length of time that has passed and recent wildfires across Alberta, administration recommends holding a Council Workshop on Emergency Preparedness to review the above information this spring.

The Sturgeon Region Emergency Management Coordinator, the Town Manager (Director of Emergency Management for Bon Accord) and the Corporate Services Supervisor (Deputy Director of Emergency Management) will present the workshop.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Emergency Preparedness Workshop would be a half day session on one of the following dates: April 10th or April 17th, 2024.

Proposed time: 1:30 PM – 4:30 PM

This is an educational session only and would therefore be closed to the public and will not be livestreamed as per the enclosed Council Workshop Policy.

STRATEGIC ALIGNMENT

Value Statement: Service Excellence

- Administration and Council strive for the highest standard of service delivery and governance.

Value Statement: Professionalism

- Administration and Council manage the affairs of Bon Accord in a competent, reliable manner to maintain a safe and prosperous community to work and live.

COSTS/SOURCES OF FUNDING

The workshop will be hosted in Bon Accord.

Council half day per diems would apply: \$75 per Councillor.

The 2024 Council per diem contingency budget for unplanned opportunities is \$4,000.

RECOMMENDED ACTION (by originator)

Choose one of the following actions:

1. THAT Council direct administration to plan the Council Emergency Preparedness Workshop on _____ (date) from _____ (time) in Council chambers.
2. THAT Council direct administration to...

COUNCIL WORKSHOPS

SECTION: Council

DEPARTMENT: Administration

COUNCIL APPROVAL DATE: November 1, 2022

LAST REVIEWED BY COUNCIL: November 1, 2022

POLICY STATEMENT

Periodically, Council Workshops may be held to provide Council training, education, or information on a specific topic without any intent to procure direction or a decision from Council.

PURPOSE

To prescribe standards pertaining to Council Workshops.

SCOPE

This policy will be enacted to address the annual Council Workshop and, on a case, by case basis for other workshops or training opportunities offered by the Town.

This policy shall not include apply to workshops, training opportunities or conferences offered by other agencies or organizations that Council may attend. For example, but not limited to, the annual Alberta Municipalities Conferences or regional workshops or training opportunities.

This policy shall also not apply to Council Workshops attended by less than a majority of Council (i.e.: 1 – 2 members of Council).

DEFINITIONS

“Council” means the members of Council including the Deputy Mayor and Mayor of the Town of Bon Accord.

“Council Workshop” means a workshop designed to train, educate, or issue alerts to Council on a specific topic, without any intent to procure direction or a decision from Council.

“Town” means the Town of Bon Accord.

“Town Manager” means the chief administrative officer of the municipality or their delegate.

RESPONSIBILITIES

1. The Town Manager shall provide Council with advance notice of upcoming Council Workshops.
2. The Town Manager shall provide public notice of Council Workshops.
3. The Town Manager shall ensure, where appropriate, that material presented to Council is available to the public.

SERVICE STANDARDS:

1. Council Workshops will not be regularly scheduled, but rather will be scheduled on an ad hoc, as-needed basis except for the annual Council Workshop as per the Annual Council Workshop section below.
2. Council members will make every effort to attend and participate in a Council Workshop.
3. No formal minutes of Council Workshops will be prepared.
4. No business of Council shall be conducted, meaning that Council shall not make a decision or direct Administration in the context of a Council Workshop.
5. Council Workshop sessions that include topics of discussion that may advance the business of the Town without formal decision or direction, (such as but not limited to, the annual review of the Strategic Plan) shall be open to the public.
6. Material presented at a Council Workshop shall not cover an existing Council motion.

ANNUAL COUNCIL WORKSHOP

1. Each year, the Town Manager will plan an annual Council Workshop that will include an annual review of the Strategic Plan and other topics as desired by Council.
2. The Town Manager shall present the proposed agenda for the Council Workshop

to Council for approval.

REFERENCES

Municipal Government Act

Freedom of Information and Protection of Privacy Act

Procedural Bylaw

Code of Conduct Bylaw

TOWN OF BON ACCORD

Mayor Report – for period January 10 – February 13, 2024

January 11, 2024	Attended Agenda Committee Meeting
January 11, 2024	Attended Roseridge monthly meeting. Mainly discussed planning priorities for the Landfill.
January 16, 2024	Chaired Municipal Development Plan Public Hearing and Regular Meeting of Council. There were no residents for the hearing; however, according to the MGA, we were obliged to go through all of the steps of the hearing.
January 18, 2024	Attended meeting with School Board regarding their Sturgeon Public Schools Apprenticeship Program.
January 18, 2024	Attended AB Munis webinar regarding Local Government Fiscal Framework funding formula
January 24, 2024	Joined Administration for lunch during Bell Let's Talk Day.
January 24, 2024	Attended Committee of the Whole meeting. Discussion of the above Sturgeon Public Schools Apprenticeship Program.
January 31, 2024	Chaired Special Meeting of Council. Utilities Bylaw 2024-01 – Third Reading as well as discussed upcoming AB Munis Spring Caucus
February 2, 2024	Attended Agenda Committee meeting
February 6, 2024	Chaired Regular Meeting of Council
February 7, 2024	Attended Mayors Supper hosted by Cathy Heron, Mayor of St. Albert. These suppers are attended by the Mayors of our five regional municipalities, the County as well as St. Albert
February 8, 2024	Chaired Roseridge monthly meeting
February 9, 2024	Attended full day Municipal Law seminar

Brian Holden
Mayor
Town of Bon Accord

TOWN OF BON ACCORD
January 12 – February 14, 2024

- January 16 Attended Regular Meeting of Council.
- January 16 Attended Public Hearing.
Town of Bon Accord Municipal Development Plan.
- January 18 Attended Library Board Meeting.
- January 24 Attended Committee of the Whole Meeting.
Sturgeon Public School Apprenticeship Program.
- January 31 Attended Special Council Meeting.
Utilities Bylaw Third Reading.
- February 6 Attended Regular Meeting of Council.
- February 7 Attended Community Collaboration Session.
Excellent Session with a great turn out. There is a need for volunteers in our community. Very informative and well planned. Looking forward to the next session.
- Ag Society would love to talk with council regarding the Electronic sign. The Community groups would like to work with council to raise funds to repair the sign.
- Community Groups would like to see community events sign at entrances to town.
- Seniors Group and Community Hall are wondering if the solar farm could be used to power their facilities.
- February 8 Attended Sturgeon Victim Service Meeting.
Working toward the Regional Program.
- February 12 Attended Library Board Meeting.
Library will be bringing forward their plan of service to council.
- February 14 Attended Agenda Committee Meeting.

Note:

Tanya May
Deputy Mayor
Town of Bon Accord

TOWN OF BON ACCORD

Councillor Report – for period Jan 10 to Feb 13, 2024

Jan 16, 2024	Attended the Public Hearing for the Municipal Development Plan (MDP) followed by the Regular Meeting of Council.
Jan 24, 2024	Attended the Committee of the Whole meeting.
Jan 25, 2024	Attended Homeland Housing Board meeting, followed by a meeting of the Governance Committee.
Jan 26, 2024	Attended Arrow Utilities GM Performance Committee meeting followed by the Regular Commission meeting.
Jan 31, 2024	Attended the Special Meeting of Council.
Feb 6, 2024	Attended the Regular Meeting of Council.
Feb9, 2024	Attended the Municipal Law Seminar hosted by Renolds, Mirth, Richards and Farmer. I enjoyed this seminar, lots of information applicable to small municipalities presented in terms a lay person can understand.

Note: Any additional information for report

Lynn Bidney
Councillor
Town of Bon Accord

TOWN OF BON ACCORD

Councillor Report – for period, January 11- February 13, 2023

January 16 Regular Council meeting
MDP Public hearing

January 24 Committee of the Whole

January 31 Special Meeting of council

Feb 6 Regular Meeting of council

Note:

Councilor
Lacey Laing
Town of Bon Accord

TOWN OF BON ACCORD
Councillor Report – Jan 11 to Feb 14

January 16,2024	Attended Municipal Development Plan Public Hearing and Regular Meeting of Council.
January 17,2024	Attended CRNWSC meeting.
January 31,2024	Attended Special Council meeting.
February 5,2024	Attended the Sturgeon Regional Emergency Management Partnership (SREMP). Annual Regional Exercise dates set for a functional exercise: April 24/25. work on having shared message developed for the 2024 (May 7 - 13) Emergency Preparedness week out to the municipalities by April 2024.
February 6,2024	Attended Regular council meeting.
February 7,2024	Attended course Council role in service delivery #1 I'm glad I took this course there was some great discussions. Sean Carnahan from Calmar was discussing extra training for the peace officers to enhance their duties.
February 09,2024	Municipal Law Seminar. Really enjoyed this seminar.

Timothy LARSON
Councillor
Town of Bon Accord



ANNUAL GENERAL MEETING

Thursday, March 21, 2024

6:00 - 8:00 pm

Morinville Rendez Vous Centre

9913 104 St, Morinville

Email: board@sturgeonvictimservices.com to register

The agenda package will be emailed to you 48 hours before the AGM.

Come Downtown to See Uptown



50/50
Raffle:



SATURDAY MARCH 23 @ 6PM
BEAR'S DEN
9923 102 ST
FORT SASKATCHEWAN

LIVE & SILENT AUCTION IN SUPPORT OF



Families First Society
FORT SASKATCHEWAN

Tickets
\$30

TICKET INCLUDES 1 DRINK (DOMESTIC BEER OR HIGHBALL) AND ENTRY INTO DOOR PRIZE DRAW

AVAILABLE FOR PURCHASE (CASH OR E-TRANSFER) AT:

- FORT SASKATCHEWAN FAMILIES FIRST SOCIETY - 9901 90TH ST
- SWITZER FINANCIAL SERVICES - 10202B 100TH AVENUE
- TEXT OR CALL JACKIE @ 780-298-9265

- English
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- Email - French
AVIS: Ce message s'adresse uniquement à la personne ou à l'entité indiquée et peut contenir des renseignements confidentiels ou privilégiés. Toute consultation, retransmission, diffusion ou tout autre usage de l'information contenue dans ce message, ainsi que toute adoption de mesures fondées sur celle-ci, par des personnes ou des entités autres que le destinataire indiqué est interdite. Si ce message vous a été transmis par erreur, veuillez en informer l'expéditeur en le lui retournant sur-le-champ et supprimer ensuite immédiatement le message, ainsi que toutes les pièces jointes, sans le copier, le diffuser ou le divulguer. Le courrier électronique n'est pas un moyen de communication sécuritaire. Veuillez nous le signaler si vous préférez utiliser un autre moyen de communication. IA Gestion privée de patrimoine n'engage aucune responsabilité pour un préjudice découlant de la réception ou de l'utilisation de ce message. À moins d'indication contraire, les opinions exprimées sont uniquement celles de l'auteur et ce message ne constitue pas

I, Mayor Brian Holden, propose a Notice of Motion regarding the security of our residents and businesses by directing administration to research a possible means of mitigating crime in our town. Especially the type of crime that we have seen over the past couple of months with our downtown businesses.

Add to March 5th Regular Meeting of Council for discussion.

Thank You

A handwritten signature in black ink, appearing to be 'B. Holden', written over a faint, illegible printed name.

Mayor Brian Holden

NOTICE OF MOTION

I, Mayor Brian Holden, propose a notice of motion regarding the attached letter from the National Police Federation. This letter speaks for itself. I believe that it is in our, and the province's best interest to support the request of the NPF by writing a letter to the province as well as request that our regional partners to do the same.

You will find, attached to the original NPF letter that I forwarded to everyone, a copy of NPF's 2024 pre-budget submission as well as a sample letter that we may want to use.

Thank You

A handwritten signature in black ink, appearing to be 'B Holden', written over a faint, circular watermark or stamp.

Mayor Holden

Hello Mayor Holden,

I hope that your 2024 is off to a pleasant start.

Over the past few years, the NPF has been advocating for a needed increase into Alberta RCMP resources. Since 2017, the provincial investments to the RCMP have been minimal, forcing the provincial service to have to cut its budget and run under resourced. Starting in 2021, the province changed the Police Funding Model, so that every municipality would have to pay a portion for policing. Since then, millions have been collected that are supposed to be reinvested in policing, with a priority on increasing core policing.

However, recent policing investments have gone to municipal policing services in Edmonton and Calgary, or the Alberta Sheriffs who do not typically perform policing duties in rural environments like the Alberta RCMP does.

The NPF has submitted to the Government of Alberta our 2024 2024 Pre-Budget Recommendations, which address the issue of needed funding for the AB RCMP. To keep pace with population growth of 10% since 2017, the province needs to fund 400 more RCMP positions to keep pace with current and future needs. I have attached our full 2024 Pre-Budget submission for your review and consideration.

We invite you to consider supporting this crucial ask by writing to the Government in support of hiring additional RCMP officers in your community and across the province. To aid in this endeavour, we have included a template letter that you can use in whole or in part.

If you have any questions on our 2024 Budget submission or should you like to meet to discuss, I welcome inquiries at your convenience.

Thank you in advance for your consideration.

Kind regards,

Maryanne King

Policy Advisor | Conseiller Politique

National Police Federation | Fédération de la Police Nationale

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NATIONAL
POLICE
FEDERATION

FÉDÉRATION
DE LA POLICE
NATIONALE™

2024 PRE-BUDGET SUBMISSION

TO THE GOVERNMENT OF ALBERTA

JANUARY 2024



NPF Contact:

Sarah Nolan | Director, Government Relations & Policy | snolan@npf-fpn.com

INTRODUCTION

The National Police Federation (NPF) represents ~20,000 RCMP Members serving across Canada and internationally. We are the largest police union in Canada. The NPF is focused on improving public safety for all Canadians, including our Members by advocating for much-needed investment in the public safety continuum. This includes investments in police resourcing and modern equipment, as well as social programs including health, addiction, and housing supports to enhance safety and livability in the many communities we serve, large and small, across Canada.

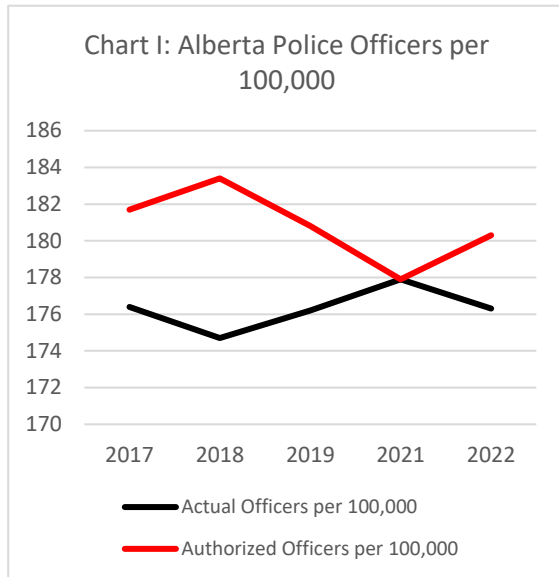
In 2019, the Government of Alberta announced a commitment of \$286m over five years to fund improvements to public safety. This funding would include an additional 300 officer positions across RCMP detachments in Alberta with the support of an additional 200 civilian staff. Under this investment plan, the Alberta RCMP would have increased from the 1,600 officers recorded in 2019 to approximately 1,900 by 2024.ⁱ While this announcement was welcomed, the province had been critically underfunding the Alberta RCMP to this point. This announcement was made concurrently with modifications to the Police Funding Model (PFM) that would result in every Alberta municipality beginning to pay for their policing services. While the province had stated that the revenue from the new police funding model would be reinvested into policing, both promises of additional personnel and increased resources for public safety across rural communities have not been kept.

Today, rather than invest in areas that could support the rural communities our Members are proud to serve and call home, Budget 2023 saw investments in the Alberta Sheriffs and other programs that largely benefitted Edmonton and Calgary. Polling conducted by the NPF with Pollara Strategic Insights quantifies that half of Albertans agree that the province should focus funding for public safety on existing fully-trained police officers. Additionally, 4-in-5 Albertans in RCMP-served areas are satisfied with the RCMP's policing. The NPF, the Alberta RCMP, many Alberta Mayors and Councils, and Indigenous communities have reiterated to the provincial province that equitable investments must be made across police services in Alberta. Investing in the Alberta RCMP is crucial to demonstrating that the Government of Alberta both understands and is committed to addressing public safety challenges equitably across communities. For Budget 2024, the public safety of all Albertans – both urban and rural – must be upheld by the province through renewed investments from the Government of Alberta toward the Alberta RCMP.

NPF RECOMMENDATIONS

1. **Invest \$80m over three years to hire 400 RCMP officers to meet population growth and future demand**

From 2017-2022, Alberta's population increased by 9.5%. Over the same period, total police personnel increased by 7%. Actual police personnel in 2022 consisted of 8,007 officers, but the authorized strength had been 8,190 personnel total – thereby leaving Albertans short 183 officers across the province.ⁱⁱ For years, the Government of Alberta has not been ensuring that officer strength has been met and made little investments in ensuring it. Investments must match the needs



of 2024 and beyond to ensure that future needs can continue to be met as the province encourages and promotes Alberta’s population growth. By the province’s stated ideal personnel strength of 180 police personnel per 100,000 population, 400 more officer personnel are needed, constituting a 5% increase in the current amount of police personnel.

Further, while the Alberta Crime Severity Index has decreased by 9.5%, demonstrating the outstanding work of our Members, calls for service continue to rise. Between 2017 and 2021, calls for service increased by 8%, from 650,080 in 2017 to 701,126 in 2021.ⁱⁱⁱ All of these factors indicate that a fully resourced Alberta RCMP continues to be necessary for maintaining this effective response across communities.

Polling conducted by the NPF with Pollara Strategic Insights from September 2023 demonstrated that increasing resources for policing was the top public safety priority for Albertans. Increased resources for policing outranked priorities such as increased response times, increased resources for addressing petty crimes, and increased local autonomy in policing. Continued and sustained investment in the Alberta RCMP is necessary to meet current and future demands.

2. \$4m in grant funding to support the implementation of policing committees

Policing committees are a critical function in delivering community-based needs and priorities to those that contract the RCMP as their municipal police service. Through a policing committee, municipal leadership can represent the interests of Council to the officer in charge of the contracted detachment.

Recent changes to the *Police Act* in 2022 have now made it mandatory for municipalities policed by the RCMP to establish their own policing committees, giving them a role in setting policing priorities. Before this, these committees were not mandatory and many communities never established them, creating a disconnect between the RCMP and the community. These committees are another function of local governance and would require that the municipality put yearly funding towards the success of the committee. Many chose not to establish these committees as a way to save money.

The *Police Act* changes establish that communities served by the RCMP with populations over 15,000 must now create their own policing committee. Additionally, communities with populations under 15,000 can choose to be represented by a regional governance body that will make recommendations on policing priorities in the region, or establish their own local policing committee.

While this function should be considered a core component of ensuring municipalities are best able to provide community-based public safety priorities through the RCMP, these committees do not currently receive any investment from the Government of Alberta to support their implementation. The province should fund the creation of these committees for communities over and under

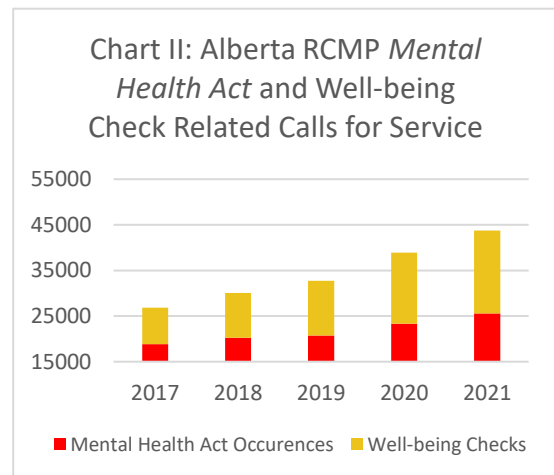
populations of 15,000 who wish to create their own police committee, separate from the regional governance bodies, by providing a commensurate financial investment into these communities.

The Government of Alberta should support the implementation of greater community involvement in their policing services by investing \$4m toward the establishment of policing committees. By investing in municipalities through assisting their launch of these committees, the province can fulsomely demonstrate its commitment to all Albertans having access to policing services that best support their individualized needs.

3. \$4m to expand the Regional Police and Crisis Teams in partnership with Alberta Health Services

The Alberta RCMP have been increasingly called on to fill gaps resulting from significantly decreased funding for mental health and social services. Albertans and our Members want to see more funding for frontline services that help alleviate pressures on vulnerable Canadians and, by extension, the police.

A clear example of this pressure is present in both the increase of mental health calls and well-being checks being done by our Members. In Alberta, from 2017 to 2021, the number of *Mental Health Act* calls and well-being checks have increased by 63% (see Chart II), from a combined total of 26,855 occurrences in 2017 to 43,761 in 2021.^{iv} This means that our Members are spending more time responding to those in mental health crises and less time on core policing duties.



Police calls responding to someone in crisis are not always routine and can vary in complexity. The Alberta RCMP has implemented and expanded the Regional Police and Crisis Teams (RPACT) units across Alberta to address a rising number of calls for service associated with the *Mental Health Act*. RPACT is a collaboration between the Alberta RCMP and Alberta Health Services, pairing Members with mental health professionals to provide a fulsome response to *Mental Health Act* related calls. From its launch in 2011, RPACT has since expanded to various detachments across Alberta, inclusive of Red Deer, Grande Prairie, and Airdrie. Recently, the Alberta RCMP announced that RPACT would be expanding to serve Hinton, Athabasca, Gleichen, Wainwright, and High level in addition to Sundre, Rocky Mountain House, Innisfail, Blackfalds, Rimbey, Sylvan Lake, Drayton Valley, Lake Louise, Banff, Canmore, Cochrane, Airdrie rural, Disbury, Olds, Drumheller, Chestermere, Strathmore, St. Paul, and Coaldale.^v

However, calls for service related to those in crisis are continuing to increase at an alarming rate and more investment into these successful RPACT programs are needed. These investments should be evidence-based and be established in communities who frequently see *Mental Health Act* related calls. Through a total investment of \$4m to expand the RPACTs in Alberta, the province can demonstrate its commitment to providing all Albertans with accessible assistance when they need it.

ⁱ December 2019. Municipalities will pay up as Alberta adds 300 RCMP officers to combat rural crime. Available at: <https://www.cbc.ca/news/canada/edmonton/alberta-rcmp-rural-crime-schweitzer-1.5383062>

ⁱⁱ Statistics Canada. Police personnel and selected crime statistics. Available at: <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=3510007601&pickMembers%5B0%5D=1.10&cubeTimeFrame.startYear=2018&cubeTimeFrame.endYear=2022&referencePeriods=20180101%2C20220101>

ⁱⁱⁱ Royal Canadian Mounted Police. RCMP Occurrence Report – 2021. Available at: <https://www.rcmp-grc.gc.ca/transparenc/police-info-policieres/calls-appels/occurence-incident/2021/index-eng.htm>

^{iv} Royal Canadian Mounted Police. RCMP Occurrence Report – 2021. Available at: <https://www.rcmp-grc.gc.ca/transparenc/police-info-policieres/calls-appels/occurence-incident/2021/index-eng.htm>

^v March 2023. RCMP's Regional Police and Crisis Teams expanding. Available at: <https://www.mountainviewtoday.ca/sundre-news/rcmps-regional-police-and-crisis-teams-expanding-6589661>

Dear Premier Smith,

The government's renewed interest in supporting public safety across the province is appreciated by my community and others. To ensure that every community across our province has the resources they need to continue to keep the public safe, I'm writing to ask you to include the Alberta RCMP in Budget 2024.

As you know, the Commissioner of the RCMP establishes a minimum level of policing in consultation with the Provincial Minister, who then decides if that standard will be met or exceeded per Article 6 of the Provincial Police Service Agreement (PPSA). The number of officers is reviewed annually by the Provincial Minister as part of planning for each upcoming fiscal year. The Provincial Minister can increase the number of Members in the service through Article 5 of the PPSA.

We are asking the Government of Alberta to invest \$80 million in our Alberta RCMP in pursuit of hiring an additional 400 new RCMP officers across the province. Our community could specifically benefit from an additional ## officers from these new positions. The government can utilize the PPSA as described above to request additional personnel that will bolster the safety of Albertans across the province, and we invite you to act on this function.

Over the past few years, the provincial investments to the RCMP have been minimal, forcing the provincial service to have to cut its budget and run under-resourced. Starting in 2021, the province changed the Police Funding Model, so that every municipality would have to pay a portion for policing. Since then, millions have been collected that are supposed to go towards reinvestment in policing, with a priority on increasing core policing.

We need your reassurance that communities served by the RCMP are just as crucial to your government's public safety plans as others. We know that the impact of crime and the number of Albertans needing help aren't limited to the boundaries of Calgary and Edmonton, which is why we are asking you to equitably invest in the Alberta RCMP.

Sincerely,

Notice of Motion

I councillor Lacey Laing would like to bring forward a notice of motion to take to Alberta Municipalities Fall convention, to seek the required municipalities support in this issue to bring forward to AUMA.

MY motion would be to advocate the Provincial and Federal (through AMA advocacy efforts) to make transfer of Doctors, Dentists, Medical and trained professionals transition to Canada more affordable and less time consuming.

Canada has trained professionals working in the shadows of what they used to do in their home countries. With the cost of transitioning to Canada certification exams for example a Dentist needs to pay \$50,000-\$60,000. Which is unattainable.

This motion is to be brought forward at the next RMC Feb 20.

Lacey Laing

[Resolutions | Alberta Municipalities \(abmunis.ca\)](https://www.abmunis.ca)